

Student aide support process for Oranga Tamariki sites

Oranga Tamariki has a responsibility to provide te tamaiti or rangatahi in care with tailored, flexible support that enables their engagement and achievement in education. Examples of support that te tamaiti or rangatahi in care may need can include behaviour support, support making good decisions, and building social relationships. Student aide support provided by Oranga Tamariki is to fund the delivery of behavioural support to those children in care who are at risk of disengagement rather than to respond to specific learning needs.

When a site should use Oranga Tamariki student aide funding

If a social worker, school or the Ministry of Education (MoE) becomes aware that te tamaiti or rangatahi is, or is likely to be, disengaged from school, a social worker may consider providing additional student aide support from the Oranga Tamariki site budget.

Use of the Oranga Tamariki site budget is intended to complement rather than replace other MoE student aide supports. The social worker should explore and access MoE supports first.

Student aide support is intended for one-on-one support, and can be used over a short transition period, or longer-term (up to two years), for a maximum of ten hours per week.

Process for providing student aide

1. The social worker, school and MoE should meet and work together to identify the level of additional support te tamaiti or rangatahi needs to stay in school.
2. An Individual Education Plan (IEP) should be completed by the school and may be completed by the RTLB (Resource Teacher: Learning and Behaviour) or Senco (Special Education Needs Coordinator). The IEP sets out how the needs of te tamaiti or rangatahi will be met, who is responsible and when it will be done. The IEP should include a review date.
3. The IEP should indicate if Oranga Tamariki student aide support is required in addition to MoE support and/or school support, including the number of hours per week.
4. The student aide support template (attached as Appendix 1) should be completed by the social worker and school.

Employ the teacher aide

The Oranga Tamariki site will need to set up a financial agreement with the school to employ a teacher aide (using student aide funding). Social workers should use the template provided in the Appendix that sets the terms and conditions for the agreement.

[Student aide approval letter](#)

Oranga Tamariki should have a written agreement with the school so that if, for any reason, the teacher aide is no longer required to support te tamaiti or rangatahi, Oranga Tamariki can terminate the approval for student aide funding. The agreement should explain that termination is effective from the date Oranga Tamariki notifies the school that the teacher aide is no longer required or the date the school advises Oranga Tamariki that the student has been excluded.

Oranga Tamariki will need to pay the school 10 working days (at the hourly rate and for the number of hours approved as set out in the student's approval letter) from the date of the termination.

Submit a financial plan

Submit a Client Financial Plan to the site manager for approval.

In CYRAS, select the financial item 'Educ-Teacher Aide/Assistance'.

[Financial support for tamariki and rangatahi in care | Practice Centre | Oranga Tamariki](#)

[Client financial planning template with descriptions.xlsx](#)

[Client financial planning template blank.xlsx](#)

Recording

We update the tamariki All About Me plan and, where appropriate, the caregiver support plan to reflect the IEP. This may also be an important element to include when completing any reviews in the Family Court.

Review the plan

Regularly monitor the plan and review it in line with the date agreed in the IEP. The review may result in a change in the level of support and should consider any other changes in the All About Me plan.

Issues reaching agreement across agencies

If agreement is unable to be reached with MoE or the school, the social worker should consult with their Supervisor and regional Senior Advisor Education and Health to escalate the issue with MoE.

Appendix 1

[Student aide support template](#)

[Student aide approval letter](#)