



Guide for Completing Early Childhood ORS Application Forms:

For children prior to entering school

When gathering information about young children as part of the application to ORS it is paramount to stress the importance of applying an ecological approach.

Ecological assessment is a process of obtaining and interpreting information on young children's learning and development by probing, observing, recording, and documenting what children can do and how they do it in an educational context. It also includes evaluations of the other cultural, social, and physical contexts within which learning, and development occur. Assessment is cumulative and involves multiple sources of information.

When preparing an application to be considered for ORS it is important to adopt this ecological approach as your principal method of collecting relevant information. As part of this process, it is essential that information is current, and sources of information need to include whoever knows the child best. Whānau, caregivers and parents must always provide their perspective and experiences of their child's wider capabilities and competencies. Teachers and support staff also need to contribute their insights and the specific knowledge they have of the child.

ORS Application Options for children prior to entering school

The ORS process has two types of application forms for children preparing to enter school. Applicants may choose either option dependent on which one they feel will best describe the child needs.

Early Childhood Form

This application form is comprehensive and includes each Te Whāriki heading which provides a framework to gather and organise the most appropriate and relevant information. These forms need to include contributions from all specialists working with the child and input from key adults who know the child best such as parents, wider whānau, early childhood teachers and education support workers. There is **only one standard form**. You indicate the ORS criterion that you are applying for at the top of the first page.

It is best to apply for children:

- three to four months before they enrol at school
- at least four years eight months old
- who may be making transition visits to a school, but are not officially on a school roll

Early Childhood for Very High Needs Forms

For the small group of young children where it is ***very evident to the team around the child that their needs are at a Very High level*** in relation to ORS criteria (see [A Guide to Complete - ORS Application Form – Early Childhood](#)) there are streamlined forms which have fewer sections and only require one educator to coordinate. This was introduced to reduce the negative impact on whānau and families when focusing on the significant needs of some of our tamariki. These forms

have been individualised for each **Very High** ORS criteria. If there is **any doubt** as to which application form is most appropriate you **must use the Early Childhood form**.

The **Early Childhood Application for Very High Needs Forms** are for children (from four years six months) who clearly have very high needs. These forms are not for children who are already at school.

The following information is presented under each criterion, for both **Very High** and **High** with guidance as to which sections of the application form should be prioritised.

Early Childhood ORS Application Forms

Criterion 1

Comprehensive information under all sections – Belonging, Wellbeing, Exploration
Communication, Contribution

Criterion 2.1 and 2.2

Comprehensive information under – Wellbeing, Exploration, Communication Contribution

Criterion 2.3

Comprehensive information under – Belonging, Wellbeing, Exploration, Contribution

Criterion 3

Comprehensive information under – Wellbeing, Exploration
Relevant information under – Communication

Physiotherapists and/or Occupational Therapists must be involved in providing up-to-date clinical information to support the application

Criterion 4

Comprehensive information under all sections – Belonging, Wellbeing, Exploration,
Communication, Contribution

Criterion 5

Comprehensive information under all sections – Belonging, Wellbeing, Exploration,
Communication, Contribution

Criterion 6.1

Comprehensive information under – Wellbeing, Exploration, Communication, Contribution
Relevant information under – Belonging

Hearing specialist information is required under Communication

Criterion 6.2

Comprehensive information under – Belonging, Wellbeing, Exploration, Contribution
Relevant information under – Communication

Include specialist vision reports

Criterion 7

Comprehensive information under – Wellbeing, Exploration
Relevant information under – Belonging, Communication, Contribution

Physiotherapists and/or Occupational Therapists must be involved in providing up-to-date clinical and observational information to support the application

Criterion 8

Comprehensive information under all sections – Belonging, Wellbeing, Exploration, Communication, Contribution

Criterion 9

- 9.1 - Comprehensive information under – Exploration
- 9.2 - Comprehensive information under – Communication, Contribution
- 9.3 - Comprehensive information under – Exploration and Contribution
Relevant information under – Belonging and Communication

Clinical confirmation about levels of visual or hearing impairment should be included **when applying under 9.2 or 9.3**

- 9.4 - Comprehensive information under – Exploration

Physiotherapists and/or Occupational Therapists need to be providing information under this sub-criterion

- 9.5 - Comprehensive information under – Communication, Belonging, Contribution

Early Childhood application forms for children with Very High Needs

Only to be used for young children where it is **very evident to the team around the child that their needs are at a Very High level** in relation to ORS criteria

Criterion 1

Comprehensive information under - Wellbeing, Exploration, Communication, Contribution

Criterion 2.1 and 2.2

Comprehensive information under the one section – Communication

Criterion 2.3

Comprehensive information under - Exploration

Relevant information under – Communication

Criterion 3

Comprehensive information under – Wellbeing, Exploration

Relevant information under – Communication

Physiotherapists and /or Occupational Therapists must be involved in providing up-to-date clinical information to support the application

Criterion 4

Comprehensive information under – Belonging, Wellbeing, Exploration, Communication