

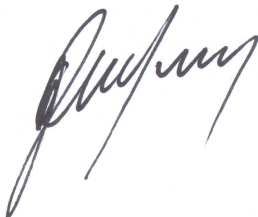
Gateway Policy

Rationale:

The Gateway programme is designed to strengthen the pathways for students from school to further education and training or employment. Gateway supports students undertaking learning and assessment in the workplace.

Guidelines:

1. The Gateway Coordinator will complete an 'Investment Plan' for TEC each year to enable funds to be distributed to the school based on the allocated number of Gateway placements for the year.
2. Senior Students can apply to be selected for Gateway. Students may also be referred to the Gateway Coordinator by school staff or parents of students.
3. Students will be prepared for their work placement by the Gateway Coordinator.
4. Each Gateway student will have a learning plan developed by the Gateway Coordinator and student in conjunction with the employer.
5. Gateway students will not incur any costs associated with the programme.
6. Neither employers nor students are paid for the work placements.
7. The Gateway Coordinator will complete all documentation and reporting required by Tertiary Education Commission (TEC)
8. All standards gained by students on Gateway placements will be reported to NZQA by the school.
9. The Gateway Coordinator and Careers Adviser will provide a full report on Gateway expenditure as required to TEC each year.
10. The School will complete a Memorandum of Understanding with each accredited external provider (MoU) which identifies the responsibilities between the two parties (the school and the external provider).



Reviewed by the Board of Trustees

4 August 2011

Date Reviewed