



Application Form

Students please, complete and sign this application form for consideration for placement in Futures Academy courses and return it to your school's Careers Advisor.

** There are limited number of BOPFA spaces available. Unit Standards, final courses and locations may change and are dependent on minimum number of students.*

1. Student Information

FIRST NAME		Last Name	
Street Address			
Town			
Student Phone #		STUDENT EMAIL	
DATE OF BIRTH		STUDENT NSN	
STUDENT GENDER (female/wāhine, male/tāne, diverse)		Which school do you attend?	
Do you have a preferred name?:			

2. Demographics

Is English your first language?	<input type="checkbox"/> Yes	<input type="checkbox"/> No
What is your citizenship?	<input type="checkbox"/> New Zealand Citizen <input type="checkbox"/> Australian Citizen <input type="checkbox"/> Refugee	<input type="checkbox"/> New Zealand Permanent Resident <input type="checkbox"/> Australian permanent resident <input type="checkbox"/> Other, plz specify country
What is your ethnicity?	<input type="checkbox"/> NZ Māori (211) * see below <input type="checkbox"/> NZ European/Pakehā (111) <input type="checkbox"/> Cook Island Maori (411)	<input type="checkbox"/> Filipino (361) <input type="checkbox"/> Other Pacific Peoples (371) where? <input type="checkbox"/> Other (611) /what country?

If you identify as NZ Maori, please write up to three Iwi & hapu, that you belong to, please detail below:

3. Student Learning

Have you already studied with a Trades Academy before? What did you take?	
What is your highest qualification in Secondary School?	<input type="checkbox"/> Level 1 Numeracy <input type="checkbox"/> 14 or more credits at any level <input type="checkbox"/> NCEA Level 2
	<input type="checkbox"/> Level 1 Literacy <input type="checkbox"/> NCEA Level 1 <input type="checkbox"/> No Qualification
What Year Level will you be if / when you study with us?	<input type="checkbox"/> Year 10 <input type="checkbox"/> Year 11 <input type="checkbox"/> Year 12
	<input type="checkbox"/> Year 13 <input type="checkbox"/> Year 14 <input type="checkbox"/> Other

What job do you want try as an adult?	
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Have you taken any other courses or had work experience, related to your work goal? Please describe...	
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What other experiences would you like to have that could help you towards your work goal?	<input type="checkbox"/> Explore jobs on My Mahi / Careers NZ	<input type="checkbox"/> Part time work
	<input type="checkbox"/> Get work experience through Gateway	<input type="checkbox"/> Take courses in
	<input type="checkbox"/> Visit local industry/ work sites	

What Driver's License do you hold?	<input type="checkbox"/> None	<input type="checkbox"/> Restricted
	<input type="checkbox"/> Learners	<input type="checkbox"/> Class 1 Full

What would you like to do after being a part of the Futures Academy?	<input type="checkbox"/> Find an Apprenticeship	<input type="checkbox"/> Return to School
	<input type="checkbox"/> Find Employment	<input type="checkbox"/> Other
	<input type="checkbox"/> Further Tertiary Trades Training	

Why should we choose you as a student in the Futures Academy??
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Additional Supports: What in-class supports could help you to be successful? <i>** school, please take note of any of these</i>	<input type="checkbox"/> No extra support required	<input type="checkbox"/> Assigned a peer mentor or buddy
	<input type="checkbox"/> Behavioral Support	<input type="checkbox"/> Computer Access
	<input type="checkbox"/> Extra time for assignments	<input type="checkbox"/> Numeracy and Literacy
	<input type="checkbox"/> ORRS	<input type="checkbox"/> Pastoral
	<input type="checkbox"/> Support Reader/Writer	<input type="checkbox"/> Study Skills
	<input type="checkbox"/> Teacher Aide	<input type="checkbox"/> Other

4. Student Health

Do you live with a disability or health condition?	<input type="checkbox"/> No Disability or health condition	<input type="checkbox"/> Hearing Impairment / type
	<input type="checkbox"/> Vision Impairment / type	<input type="checkbox"/> Medical Issue / type
	<input type="checkbox"/> Mental Health / type	<input type="checkbox"/> Mobility / type
	<input type="checkbox"/> Specific Learning / type	<input type="checkbox"/> Please specify type of health condition / disability:

Does your disability / health condition require additional resources or support to study? Please detail what resources:	<input type="checkbox"/> Yes <input type="checkbox"/> No
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5. Emergency Contact / Caregiver Details

Emergency Contact Name		Their relationship to student (mother, friend etc)	
Street Name			
Town			
Emergency Contact Email		Emergency Contact Phone #	

6. Course selection and availability

Please look at our booklet and tick the desired provider/ course you wish to be considered for (<https://futuresacademy.nz>)

*If choosing more than one course, please rank in order of preference (1, 2, 3)

AXIOM

- ☐ Learner License, L2 (Te Puke)
- ☐ Restricted License, L2 (Te Puke)

NGATI AWA TECHNICAL TRAINING Pilot

- ☐ Launch It. School to Work Cadetship, L2 (WHK, MAST)
- ☐ Alloy Boat Building, L2 (WHK, Toi Ohomai)

EMPLOY NZ

- ☐ Introduction to Tech Support, L2 (WHK, TGA)
- ☐ IT Support, L3 (TGA)
- ☐ IT Networking, L3 (WHK)
- ☐ Early Childhood Education, L3 (TGA)
- ☐ Café Skills / Hospitality, L2 (TGA)

PITO*

- ☐ Horticulture, L2 (cohort)

QUEENSTOWN RESORT COLLEGE

Hospitality Services L2 (WHK)

Hospitality Services L3 (WHK)

YOOBEE COLLEGES

- ☐ Web & Graphic Animation, L2 (ROT)
- ☐ Animation & Digital Illustration, L3 (ROT)
- ☐ Film & Content Creation, L3 (ROT)

TE POU O ORANGA O WHAKATOHEA - Pilot

- ☐ Building & Construction, L2 (OPO, 1 day wk)
- ☐ Building & Construction, L3 (OPO, 5 days wk)

TE WĀNANGA O AOTEAROA

- ☐ Building & Construction, L2 (Cohort)
- ☐ Hauora / Fitness, L2 (Cohort)
- ☐ Māori Tourism, L2 (Cohort)
- ☐ Māori Performing Arts, L2 (Cohort)
- ☐ Te Ao Māori / Tikanga, L2 (Cohort)

TOI OHOMAI - Taster / Short Courses

- Taster Mechanical Engineering (ROT, TGA)
- ☐ Taster Primary Industries (ROT, TGA, TPO, TOK, WHK)
- ☐ Taster Hospitality (ROT, TGA)
- ☐ Taster Automotive (WHK, ROT, TGA, TPO, TOK)
- ☐ Taster Wood Manufacturing (ROT, TGA)
- ☐ Taster Construction (ROT, TGA, WHK)
- ☐ Taster Game & Realtime Design (ROT, TGA)
- ☐ Taster Creative Arts (ROT)

TOI OHOMAI - Full Year, Level 2, Courses

- Construction, L2 (ROT, TPO, TGA, TOK, WHK)
- ☐ Go Kart, L2 (ROT, TGA)
- ☐ Automotive Engineering, L2 (WHK, ROT, TGA, TPO)
- ☐ Engineering, L2 (ROT, TGA)
- ☐ Farming & Agriculture, L2 (ROT, TPO, TGA, TOK, WHK)
- ☐ Wood Manufacturing, L2 (ROT)
- ☐ Hosp, Food & Beverage, Culinary, L2 (ROT, TGA, TKO)
- ☐ Hair, Beauty & Retail, L2 (ROT, TGA, WHK)
- ☐ Aquaculture / Boat Handling, L2 (WHK)
- ☐ Sports, L2-3 (ROT)
- Outdoor Experiences, L2-3 (ROT)

TOI OHOMAI - Full Year, Level 3, Courses

- Construction, L3 (ROT, TGA, WHK)
- ☐ Auto Engineering, L3 (WHK, ROT, TPO, TGA, TOK)
- ☐ Farming & Agriculture, L3 (ROT, TGA, TPO, TOK)
- ☐ Wood Manufacturing, L3 (ROT)
- ☐ Cookery & Culinary Arts, L3 (ROT, TGA)
- ☐ Hospitality, Café & Barista, L3 (ROT)
- ☐ Tourism, L3 (ROT, TGA)
- ☐ Outdoor Experiences, L2-3 (ROT)
- ☐ Pest Operations, L3 (ROT)
- ☐ Sports, L2-3 (ROT)

7. STUDENT CODE OF CONDUCT

By tick boxes and signing this Student Code of Conduct (Code), the student agrees to comply with the requirements of the Bay of Plenty Futures Academy (BOPFA), and the rules of the member tertiary providers (if the student's application for enrolment is accepted).

Students on BOPFA courses are expected to behave in a responsible manner. BOPFA, and its Tertiary Providers, will contact the student's secondary school regarding any failure to maintain the standards of behaviour outlined in this Code. Misbehavior can result in student's removal from BOPFA courses.

Students acknowledge the following:

- It is a privilege to be accepted on to BOPFA, not a right
- 100% attendance on BOPFA is required, and expected
- Students are expected to act respectfully and appropriately at all times
- Book work and assessments will be required, in addition to hands on, practical, learning
- If students fall behind, or do not understand something, they must speak with their tutor and their school careers advisor as soon as possible, and ask for help

BOPFA and Tertiary Provider Student Behavior Expectations:

- Students will comply with the tertiary provider's rules & use responsible behavior at all times
- Students may be required to travel by bus, minivan or car to attend BOPFA and in this regard, the student will be courteous and respectful towards the driver and other students at all times.
- Students are not allowed to leave campus without Tertiary Tutor or Administrators prior approval.

The Student will:

- Be courteous and respectful to tutors and other students at all times
- Follow the tutor's instructions
- Attend classes and be punctual, arriving at least 5 minutes before the course start time and ensure a prompt return from breaks at all times
- Wear appropriate clothing and footwear for the course. Where a uniform or safety clothing has been issued, this must be worn and then returned at the end
- Behave in a safe and reasonable manner so that neither the student nor any other person is put at risk by a student's actions
- Adhere to the tertiary provider's policy of zero tolerance to any form of harm or harassment
- Use all tools, equipment, safety equipment and clothing issued in a safe and responsible manner
- Not be under the influence of and/or consume any alcohol or drugs on campus
- Adhere to risk management procedures for all activities

For courses that involve workshops to safeguard everyone's safety, the following rules apply:

- Eye protection must be worn when operating any workshop machines
- Appropriate safety footwear and clothes must be worn (no baggy clothes)
- Hearing protection must be worn in noisy situations
- Long hair must be tied back or retained in a hat or hair net
- Walkways must be kept clear
- No equipment or machinery may be used unless full approval has been obtained from a tutor or technician
- The workshop must be cleaned thoroughly at the end of each workshop session
- All hand tools must be replaced after each workshop session
- Pre used loan/safety gear must be returned at the end of the course. Non return or damage may incur costs. Alternatively, students can purchase their own at their own cost - further details from the tutor.

BOPFA Tertiary Partners will provide the following:

- Tuition
- Leadership
- Support
- Advice
- Information on risk management safety practices

8. Health Details:

To ensure student and staff safety, it is important for BOPFA and the tertiary provider to understand the nature of any medical conditions and/or medication you may be taking.

Please provide any and all relevant health information to ensure you do not pose a risk to yourself or others while enrolled on BOPFA.

Medical Condition ☐ YES ☐ NO

If YES, provide details:

Provide any ESSENTIAL MEDICATION details:

9. BoPFA APPLICATION, CODE of CONDUCT, DECLARATION & CONSENT

☐ I have read, understand and agree to abide by this Code, as outlined above. I understand my responsibilities and that if I fail to follow the Code, I may be withdrawn from my BOPFA course.

☐ I understand that BOPFA courses involve activities with risks and danger. I understand these risks and accept full responsibility for my own safety. I accept liability for any loss or damage to equipment that I may cause, and I understand that I may be required to pay for the costs of replacement or repairs.

☐ I declare that I am in good health (subject to the medical declaration made above) and I will immediately advise the tutor if I consider any activity I am required to undertake may be outside my capability. I give permission for BOPFA and the tertiary provider to administer first aid and seek medical assistance in the event of an accident.

☐ I declare that I agree to comply with the requirements of the Bay of Plenty Futures Academy (BoPFA) and its tertiary providers if my application for enrolment on the BOPFA course is accepted, including:

1. Agreeing to comply with the rules of the institute/organisation/providers
2. Agreeing to provide the information contained in this form which I understand is to be used by BOPFA and its tertiary partners from time to time as may be necessary in respect of my studies.
3. Authorising BOPFA to pass on such information to third parties as may be necessary in respect of my studies (ex. reporting to MoE and TEC).
4. Agreeing to the sharing of my personal information between BOPFA, schools and tertiary partners for the purposes of enrolment, education purposes, reporting of student results, attendance, pastoral support and guidance, management of learning and any student disciplinary matters.
5. Agreeing to the use of any photographs or film footage taken of you while attending the BOPFA course, in BOPFA and/or tertiary provider promotional material, newsletter, social media and/or website.
6. Agreeing to travel by bus, minivan, car, with a licensed adult driver, or on foot, when required as part of my BOPFA programme.
7. Agreeing to comply with the terms of the BoPFA Code of Conduct
8. To the best of my knowledge, the information I have provided in this Application Form is true and correct.
9. My application for enrolment will not proceed until the application / code of conduct/ declaration and consent have been completed in full and signed, and any citizenship/residency documentation has been provided.
10. I authorise Providers to obtain, hold, use, and disclose information about me in accordance with the Privacy Act 2020.
11. Signing of the application & declaration by a parent/guardian/ caregiver is confirmation that they give permission for the student) to go on field trips/visits which are off campus/and away from approved delivery sites. Providers

will give advance details of planned trips, and if an overnight field trip is to be run a separate permission confirmation process will be used.

12. Making a false declaration is an offence under the Crimes Act 1961.

10. Required Signatures

Caregiver's Name / Signature & Date	
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Student's Name/Signature & Date	
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School Representative Name/ Signature & Date	
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Careers Advisors, please sign and scan this completed application form (as one form per student), with their Kamar/ NZ residency details, and email them to both:

1. kamarfa@trident.school.nz
2. and to the preferred tertiary provider

Thank you!