**2018 atcp SCHOOL application form –**

**Government Schools**

1. **Name of the school(s) applying to host an ATC.**

|  |  |
| --- | --- |
| **School 1 (Base School)\*** |  |
| **School 2** |  |

**\* If the school is sharing the ATC with another school, the Base School will liaise between the two schools, the ATC and the Department’s nominated service provider. This school will be responsible for coordinating the sharing of the ATC and will be responsible for administration of the program and ensuring that the schools meet their responsibilities as outlined in Section 5 of the Guidelines.**

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| --- | --- | --- | --- |
| **School 1 Name (Base School)** |  | | |
| **Street** |  | | |
| **Suburb** |  | **Postcode** |  |
| **Telephone** |  | | |

|  |  |
| --- | --- |
| **Principal** |  |
| **Telephone** |  |
| **Email** |  |

|  |  |
| --- | --- |
| **ATCP Coordinator\*** |  |
| **Position** |  |
| **Telephone** |  |
| **Email** |  |

**\*A key contact at the Base School must be nominated as the ATCP Coordinator. The responsibilities of the   
 ATCP Coordinator are outlined in Section 5 of the Guidelines.**

1. **Indicate your region.**

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| --- | --- | --- | --- |
|  | **North-Eastern Victoria Region** |  | **South-Eastern Victoria Region** |
|  | **North-Western Victoria Region** |  | **South-Western Victoria Region** |

1. **Provide the following data in the table below (based on 2017 data):**

* **the total number of students studying Chinese at each year level**
* **the total number of classes at each year level**
* **the total amount of time (in minutes) that each class learns Chinese per week (e.g. Year 6 = 45 mins, Year 8 = 120 mins)**
* **the number of students at each year level learning Chinese as a First Language**
* **the number of the students at each year level learning Chinese by distance education**

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| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| **School 1** | | | | | | | | | | | | | | | |
| **Year Level** | **e.g.** | **P** | **1** | **2** | **3** | **4** | **5** | **6** | **7** | **8** | **9** | **10** | **11** | **12** | **Total** |
| **No. of students** | **73** |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| **No. of classes** | **3** |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| **Total time (mins) per class learning Chinese per week** | **45** |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| **No. of students learning Chinese as a First language** | **0** |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| **No. of students learning Chinese by distance education** | **0** |  |  |  |  |  |  |  |  |  |  |  |  |  |  |

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| **School 2 (if applicable)** | | | | | | | | | | | | | | | |
| **Year Level** | **e.g.** | **P** | **1** | **2** | **3** | **4** | **5** | **6** | **7** | **8** | **9** | **10** | **11** | **12** | **Total** |
| **No. of students** | **73** |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| **No. of classes** | **3** |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| **Total time (mins) per class learning Chinese per week** | **45** |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| **No. of students learning Chinese as a First language** | **0** |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| **No. of students learning Chinese by distance education** | **0** |  |  |  |  |  |  |  |  |  |  |  |  |  |  |

1. **List the teachers of Chinese, their language qualifications, the length of time they have taught Chinese and in which school they teach (expand table if necessary).**

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| --- | --- | --- | --- | --- | --- | --- |
| **Teacher name** | **School(s) where teaching** | **No. of years teaching Chinese** | **Language qualification**  **(Yes/No)** | **Languages methodology qualification? (Yes/No)** | **Language qualification level. (Select all that apply with an ‘x’)** | |
|  |  |  |  |  |  | 3 years post-VCE |
|  | 4 years beginner |
|  | Statement of equivalence |
|  | Native speaker |
|  |  |  |  |  |  | 3 years post-VCE |
|  | 4 years beginner |
|  | Statement of equivalence |
|  | Native speaker |
|  |  |  |  |  |  | 3 years post-VCE |
|  | 4 years beginner |
|  | Statement of equivalence |
|  | Native speaker |

1. **How long has Chinese been taught at the school(s)?**

|  |  |
| --- | --- |
|  | **No. of years** |
| **School 1 Name:** |  |
| **School 2 Name:** |  |

1. **Has the school(s) previously hosted an ATC through the ATCP or another Department program?**

**Yes/ No**

1. **If Yes, provide details below.**

|  |  |  |  |
| --- | --- | --- | --- |
| **Year (s) hosted** |  | **Program name** |  |
| **Year (s) hosted** |  | **Program name** |  |
| **Year (s) hosted** |  | **Program name** |  |

1. **Outline the school’s commitment to the teaching of Chinese (e.g. evidence Annual Implementation Plan; a demonstrated increase in students enrolled in the Chinese program; an appropriate time that languages are identified as a priority in the school’s Strategic Plans; goals/targets are included in the allocation for each group/class of students learning Chinese; or other school initiatives to promote and improve languages education). (150 word limit)**

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1. **Outline how the quality of the school’s Chinese language program would be enhanced by the support of an ATC during and after the placement. (150 word limit)**

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1. **Outline the school’s strategy to support the wellbeing of the ATC during the placement, including the provision of appropriate accommodation and transport.**

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1. **Outline the school’s approach for providing professional support and development opportunities for the ATC, including the appointment of a mentor (e.g. participation in language conferences, regional professional learning activities and network meetings). (150 word limit)**

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1. **Indicate other domains that could be embedded into the Chinese program. This information may assist the Department to match an ATC with corresponding skills to support this domain.**

|  |  |  |  |
| --- | --- | --- | --- |
| ICT |  | Science |  |
| Sport |  | Music |  |
| Drama/ theatre |  | Dance |  |
| Painting/ drawing/multimedia |  | Chinese calligraphy |  |
| Other (please specify): |  | | |

**SCHOOL principal endorsement**

**The principal must endorse this application. If the school is applying to share an ATC with another school, both principals must endorse the application.**

I endorse the information contained in this application and am fully aware:

1. of the school’s responsibilities under the Assistants to Teachers of Chinese Program as outlined in Section 5 of the Guidelines
2. that the placement of an ATC is from the beginning of Term 1, 2018, for a period of 12 months, and that should the school(s) wish to be reconsidered for the 2019 ATCP, a new application must be submitted
3. that a school representative will attend the ATCP orientation at the beginning of Term 1, 2018**.**

I also confirm that the ATC’s homestay accommodation **is not** with the ATC coordinator and/or the Chinese language teacher.

|  |  |  |  |
| --- | --- | --- | --- |
| **Signature\*** |  | **School 1 Name** |  |
| **Signature\*** |  | **School 2 Name** |  |

\* A digital signature (i.e. an inserted scan of the principal’s signature) is acceptable.

**Any additional information to support your application**

**CLosing date: 28 August 2017**

**email application to:** [**wep@wep.org.au**](mailto:wep@wep.org.au)