**Alternative education Monthly Status Reports**

**Report due date:** At the end of the first week of each month for information from the previous month.

The table below will be filled in monthly for every student who was enrolled to attend Alternative education (AE) in the calendar month. The reports are used by the Ministry to monitor trends both at a national and local level. Please supply both an exit date and a destination outcome for all ceased students.

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| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| **Student NSN number** | **Surname** | **First name** | **Date of birth** | **Enrolling school** | **ILP**  Individual Learning Plan | **Verification status** | **Attendance record** | **Date of entry** | **Date of exit** | **Destination outcome** |
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| **\* For Destination Outcome use these values only:** | Returned to (a regular) school;  Referred to tracing agency;  Untraceable;  Left New Zealand;  Turned 16 – finished schooling;  Deceased;  Training course;  Employment;  New placement;  Te Kura (Correspondence School);  Homeschooling exemption;  In Oranga Tamariki-Ministry for Children (or other agency) Care;  Detained in custody;  Early leaving exemption |
| **Attendance Record:** | The number of days a student attended out of the number of days they were expected to attend in the month.  (eg student attended 15 of the 20 days they were expected to attend in the month: 15/20 days) |
| **ILP:** | Has an Individual Learning Plan been developed? |
| **Verification status:** | Which entry criteria has the student entered into AE under? |