

# OCHRE OPPORTUNITY HUB

TAMWORTH

## STUDENT REFERRAL FORM

STUDENT INFORMATION			
Full Name			
Gender	M    F    Other:	D.O.B: <i>Day/month/year</i>	
Phone		Do you identify as:	
Email		<input type="checkbox"/> Aboriginal	
Address		<input type="checkbox"/> Torres Strait Islander	
		<input type="checkbox"/> Neither	
Driver Licence?	N/A – L's – P's – Full – Motorbike	Preferred Contact	<input type="checkbox"/> SMS <input type="checkbox"/> Email
Disability or Health Issues	Details:		
Parent/Carer Name		Relationship to Student	
Email		Phone	
<b>CURRENT OPPORTUNITY HUB MENTOR:</b> (If you do not currently have one, is there someone you might like?)			
SCHOOL INFORMATION			
School			
School Year / Grade		Date commenced at current school?	
CURRENT EMPLOYMENT INFORMATION (IF APPLICABLE)			
Employer		Start Date	
Employment type	<input type="checkbox"/> Full Time <input type="checkbox"/> Part Time <input type="checkbox"/> Casual	School-based traineeship?	<input type="checkbox"/> Yes <input type="checkbox"/> No
Supervisor's Name		Phone	
Address			
VOLUNTEER INFORMATION			
Organisation Name		Start Date	
Contact Name		Phone	
What was your Role?		Type	<input type="checkbox"/> Full Time <input type="checkbox"/> Part Time <input type="checkbox"/> Casual
<b>WHAT WOULD YOU LIKE TO ACHIEVE WITH THE OPPORTUNITY HUB</b> (e.g employment, traineeship/ apprenticeship, cultural opportunities etc)			

# OCHRE OPPORTUNITY HUB

TAMWORTH



## PRIVACY NOTICE

Opportunity Hubs is a key initiative under OCHRE: the NSW Government plan for Aboriginal affairs and is administered by the New South Wales Department of Education and Communities (NSW DEC). Opportunity Hubs' aim to provide Aboriginal young people with the confidence and knowledge to follow a supported pathway between secondary school and further education and/or employment.

Personal information provided on this form:

- A- is collected and used for the purposes of assisting Opportunity Hub providers to deliver appropriate services to young people and assists NSW DEC manage and monitor the programme. Limited personal information that is stored in NSW DEC's information management system may be shared for the purpose of registering young people in the program and preparing statistics for program evaluation and reporting.
- B- may be shared with third parties in the following circumstances:
  - When obtaining information from your school to support your referral and participation in the program.
  - When referring you to relevant educational/training providers and employers.
  - When referring you to relevant specialist support provider such as counselling services, medical and/or mental health services.
- C- may be disclosed to third parties for the purposes of managing and monitoring Opportunity Hub services. These third parties include:
  - NSW DEC
  - Your school, including Principal, Career and Transitions, Welfare, and other relevant staff
- D- may be otherwise disclosed without consent were authorised under or required by law.
- E- If requested by your parents or guardians, Opportunity Hub Tamworth may give your parents updates regarding your participation in the Opportunity Hub Program however, this request would be discussed with you before your information is disclosed.

**Declaration: I declare that the information I have provided on this form is complete and correct.**

- I have read/had explained to me the privacy provisions contained in this form
- I consent to my personal information being used and disclosed by Opportunity Hub MTC Australia and their contractors and agents, in accordance with the privacy provisions contained in this form.

Signature of Participant .....

Date: \_\_\_\_ / \_\_\_\_ / \_\_\_\_

## MEDIA CONSENT

Media Release: The Tamworth Local Aboriginal Land Council (TLALC) and Opportunity Hub Tamworth publicise our programs and services for the purpose of reporting to our funding bodies and to generally raise the profile of the Tamworth LALC and Opportunity Hub. Achieving these purposes involves the production and distribution of promotional material through media.

I give permission for any images and/or recordings taken during interviews/activities to be used by Tamworth LALC and the Opportunity Hub Tamworth for promotional purposes.

Parent/Carer: \_\_\_\_\_

Signature: \_\_\_\_\_

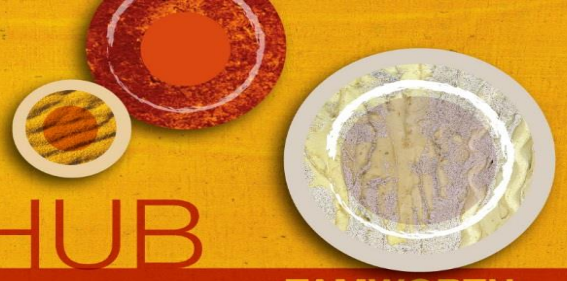
Date: \_\_\_\_ / \_\_\_\_ / \_\_\_\_

## \*\*OFFICE USE ONLY\*\*

Checked By		Date	
Entered in Winangay		Date	



# OCHRE OPPORTUNITY HUB



**TAMWORTH**

Do you have the following? (If applicable)	Assistance Required/Notes:
<input type="checkbox"/> Email Address (appropriate)	
<input type="checkbox"/> Up-to-date Resume (If no, see Appendix 2 – Resume Builder)	
<input type="checkbox"/> USI Number	
<input type="checkbox"/> Tax File Number	
<input type="checkbox"/> Birth Certificate	
<input type="checkbox"/> Drivers License	
<input type="checkbox"/> Own bank account & key card	
<input type="checkbox"/> Own Medicare card	
<input type="checkbox"/> My Gov Account	
<input type="checkbox"/> Working with Children Check	
<input type="checkbox"/> First Aid Certificate	
<input type="checkbox"/> Work Clothing/Professional clothing (interview)	

