

Appendix 2

Resources and Examples

In this appendix

This appendix contains resources and examples referred to in this Handbook.

The tables below contain a list of all the resources and examples in this appendix.

These resources and examples can be downloaded from <https://www.education.govt.nz/education-professionals/early-learning/funding-and-financials/ece-funding-handbook/appendix-2-resources-and-examples>

Resources for All Services	
	For further details see...
Enrolment Agreement Template	6-1
Sign-In/Sign-Out Template	6-3

Resources for Teacher-Led Services	
	For further details see...
Example Staff Record	3-B-2
Example Hospital Based Attendance Record for Enrolled Children	3-B-3
Staff Record Verification Sheet Template	3-B-2

Example Funding Forms	
	For further details see...
RS7 Early Childhood Funding Returns Note: These examples contain all the possible sections that may be included in an RS7 Return. Your service's RS7 Return may not include all these sections.	Chapter 9
RS2 Change of Bank Account	8-1
RS3 Initial Application for Funding for an Early Childhood Service	7-1 and 7-2
EC11 TKR: Application for change of quality/standard funding rate	3-C-4
EC11 Playcentre	3-C-3
EC12 Application for Exemption from Absence Rules for Special and/or Health Needs	7-7
EC13 Medical Certificate to Support Application for Exemption from Absence Rule for Special and/or Health Needs	7-7

EC15 Application to Receive Equity Funding for Providing Early Childhood Education in a Language and Culture other than English	10-4
EC30HB Home-based educator emergency closure	7-5 and 3-B-4