

SPELD NSW

Referral Database Form



Instructions for Tutors

SPELD NSW operates a Referral Database for the purpose of connecting Tutors to people with Specific Learning Difficulties (SLD), their guardians and their educators. If you are a member of SPELD NSW and a Tutor you may apply to be listed on SPELD NSW referral database.

To be listed on the referral database as a **Tutor** you should:

- Complete this form;
- Provide SPELD NSW with a copy of a current resume/CV and
- Provide SPELD NSW with a number of your current Working with Children Check and your DOB**;

If you wish to be listed as a **Tutor**, you should additionally provide SPELD NSW with:

- evidence of relevant teaching qualifications (e.g. Early Childhood/Primary Education; English or SLD in Secondary Education; Special Education and SLD for children or adults)
- evidence of specialist knowledge in SLD (e.g. completion of courses in particular SLD methods; detailed knowledge of several SLD education methods; completion of a SPELD NSW course in SLD education).

Please return this form and the above materials to SPELD NSW by email or post. You will then be contacted by SPELD NSW to arrange a brief phone interview. Information will be incorporated into SPELD NSW's database. You should contact SPELD NSW to update your information annually.

Please complete:

Your name: _____

Organisation (specify name of practice, service, centre etc.): _____

Qualifications: _____

Contact details (please print clearly):

Email address for enquiries: _____

Website: _____

Phone: _____ Mobile: _____ Fax: _____

Practice address: _____ P/C _____

WWC number: _____

DOB: _____

Age Range

I / we work with:

- | | | | |
|-------------------------------|--------------------------|-----------------------------|--------------------------|
| Infants | <input type="checkbox"/> | Primary school age learners | <input type="checkbox"/> |
| Secondary school age learners | <input type="checkbox"/> | Adult learners | <input type="checkbox"/> |

** The Working with Children Check is a prerequisite for paid and unpaid children related work under Part 2, Section 6 of the Child Protection (Working With Children) Act 2012. For more information and to apply for a WWC number, please visit the website of the NSW Office of the Children's Guardian:

<http://www.kidsguardian.nsw.gov.au/working-with-children/working-with-children-check>

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Preferred Areas of Remediation I / we prefer to work in the following areas of remediation:

Maths Reading Spelling
Language Writing Comprehension

Other (please specify): _____

Preferred Methods Used I am / we are familiar with, and use, the following methods/techniques/teaching systems:

Lindamood Auditory Dis. Brand Ants in the Apple
Vis'ing & Verb'sing Spalding Multilit Letterland

Other (please specify): _____

Times Available/Office Hours I am /we are generally available on the following days:

Weekdays Sundays
Saturdays School holidays

Preferred Times I am / we are generally available at the following times:

Before school hours School holidays
After school hours During school hours

Travel I / we work with learners in the following areas:

In schools Travel to student's home
Clinic Office

Fees

I /we generally charge the fees of \$_____ per hour/ \$ _____ half hour.

There may be also additional charges payable (please specify amount and purpose e.g.travel, testing, materials):

Suburbs/Areas

I / we work in the following suburbs/areas (please provide suburbs and postcodes): _____

Please specify areas to which you are willing to travel to meet with clients. If you only work out of a single location, please specify "at office only" _____

Additional Information

Please provide any additional relevant information:

Office use only:

Date:

Year