



AO TAWHITI UNLIMITED DISCOVERY

Trust Licence

This document explains the Trust Licence process and its details .

The Trust Licence is a system for Year 7 students and beyond. The system allows students to be able to access the city, without an adult, and take advantage of the resources that exist on our doorstep. We believe that learning happens everywhere and the Trust Licence allows our students to place their learning in the most appropriate setting. Please note that in this document we refer to Year 7 (as in the year of school they are in) and 14 years (as in how old they are).

The Trust Licence is available to students who...

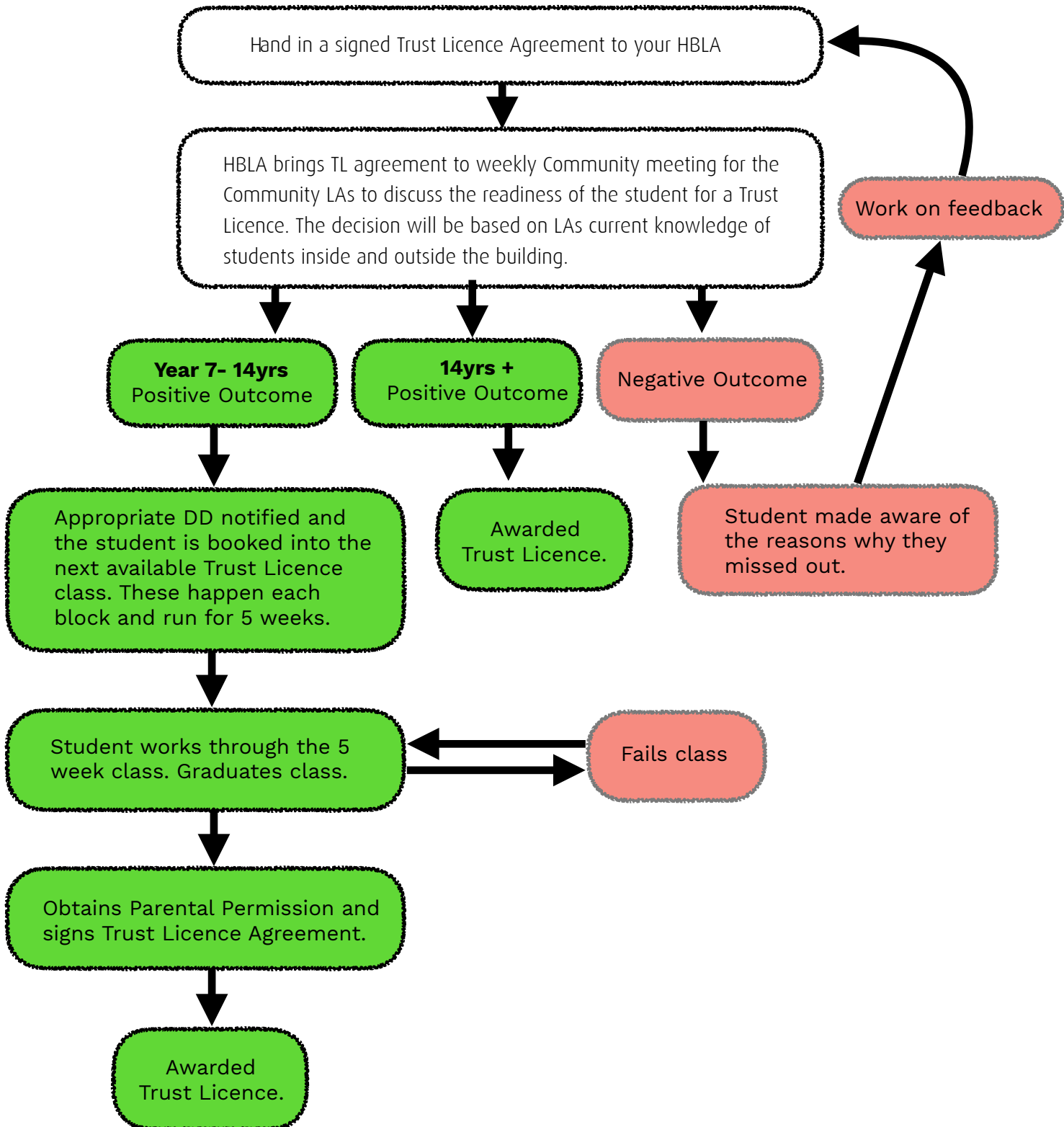
- are Year 7 and above.
- have demonstrated; maturity, trust and responsibility inside and outside of the Ao Tawhiti building.
- have demonstrated “City Smarts”
- have signed the Trust Licence agreement.
- have parents who support, and have signed, the Trust Licence agreement.
- have an agreement that has been approved by their Community LAs.
- have attended and graduated from a Trust Licence class. (Year 7 - Age 14)

We would really appreciate if all students out on a Trust Licence trip worked within the following simple guidelines...

- always walk, do this in pairs, try not to take up the whole footpath...use single file when there are road signs or construction issues.
- don't wander all over the footpath...try and keep to the left on the pavement. This gives the general public somewhere to walk.
- give way to the public.
- keep eyes **up**, watch out for doorways and driveways...be aware of cars and foot traffic...stay safe.
- make good choices when talking to strangers.
- use appropriate Language.
- choose your route wisely.
- Always use pedestrian crossings and traffic lights to cross roads.
- thank people for giving their time.
- be polite.
- Lime Scooters will not be used during the hours of school
- If choosing to use a scooter, skateboard or bike as transport, do so respectfully



AO TAWHITI UNLIMITED DISCOVERY





AO TAWHITI UNLIMITED DISCOVERY

Trust Licence Trips into the City...

We are expecting that the students...

- always have their Trust Licence with them...if they don't have it they should not be going on the trip.
- fill out the Trip Planner (either on paper or online) and hand in at the office with Community LA approval, so that we know where they are.
- always have at least one phone (with power and credit) with the group and know the office number or HBLA number.
- only leave in groups of 2 or more and always stay together. (Year 7 - 14yrs old)....if a student needs to leave independently this needs to be arranged with HBLA through the Offsite Learning process.
- always work within the time frames identified on the Trip Planner.
- contact the office if they have any unforeseen issues that alter their plans.

In the event of an emergency

- Stay together
- Contact HBLA, reception or Deputy Director
- Get an adults attention and support
- Telephone the emergency services (Police, Fire or Ambulance)



AO TAWHITI UNLIMITED DISCOVERY

The Trust Licence Class

All Year 7 - 14 year old students applying for a Trust Licence will need to go through a Trust Licence class.

- This class happens once a week during L2L (Learning 2 Lead) time and runs for a 5 week block.
- The class can only have a maximum of 15 students at any one time.
- Should you fail this class you will be required to re-sit it to attain a Trust licence and will fall to the bottom of the list of students waiting to do the class.

The class will cover...

- The sign out/in process to follow.
- Safety procedures and places to go in an emergency.
- Great locations/resources for learning in the city.
- How to move around the city safely and respectfully.
- The boundaries of the Trust Licence.
- Moving beyond the boundaries of the Trust Licence.
- Road Rules.
- Using the bus.
- How to lose a Trust Licence.
- Practical assessments/tasks of the above.



AO TAWHITI UNLIMITED DISCOVERY

Trust Licence Agreement - Year 7 - 14 years old.

Parent Agreement

I give support and permission for _____ from
_____’s Home base to be considered for an Ao Tawhiti Unlimited
Discovery Trust Licence.

I give consent for this licence to be reviewed termly.

Signed: _____

Name: (printed) _____

Date: _____

Student Agreement

If awarded a Trust Licence, I _____, agree to follow the
criteria of the Trust Licence and recognise that if I do not, it can be removed from me
at any time.

Signed: _____

Name: (printed) _____

Date: _____



AO TAWHITI UNLIMITED DISCOVERY

Trust Licence Agreement - 14 years plus.

We recognise that at the age of 14 some students are granted more freedoms and independence by their parents.

We think it's important to support that with the processes we have here at Ao Tawhiti. With this in mind, if your son/daughter is over the age of 14 and you are willing to give permission for them to access the city, we are willing to trust that you believe that should be allowed out of the school building unaccompanied by an adult. They will need to operate within our guidelines on Page 1 of this document.

Should they break this trust, we will remove this privilege and ask that they attend one of the 5 week Trust licence classes on offer before they are considered for a new Trust Licence.

Parent Agreement

I give permission for _____ from _____'s Home base to to be considered for an Ao Tawhiti Unlimited Discovery Trust Licence.

I give consent for this licence to be reviewed termly.

Signed: _____

Name: (printed) _____

Date: _____

Student Agreement

I _____ agree to follow the criteria of the Trust Licence. and recognise that if I do not, it can be removed from me at any time.

Signed: _____

Name: (printed) _____

Date: _____

