

**Network Management - Glossary of terms**

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| **Term** | **Definition** |
| Adverse assessment from the Secretary | Where the Secretary for Education intends to provide to the Minister an assessment of the fit and proper status of any individual and/or the financial viability of the proposed service that reflects adversely on the application. |
| Any other matter | The Minister may consider other relevant information beyond the matters they must take into account under the Act. This means the applicant can provide any information they consider relevant to their application. The Minister may also consider other information available to them. This helps to ensure quality, accurate reasonable and equitable assessment of applications. |
| Applicant | The individual, group of individuals, or entity (an incorporated body) that intends to operate a licensed early childhood service. |
| Area to be served | For most of early childhood education and care services, the area to be served will predominantly be the nearby geographic area (including the people living and working in that area). To enable demographic and other statistical information to be considered about the area, the starting point is that the nearby geographic area is the Statistical Area Unit 2 (SA2) in which the proposed service would be located and the adjoining SA2s. (See guidance on using SA2s).  For hospital-based services, the community to be served are the children under the age of 6 years who are receiving hospital care in the relevant hospital.  For home-based education and care services, the area to be served will not necessarily be the nearby geographic area but should be identified by the applicant.  Despite these starting points, a service may serve a broader or more specific area, including an identifiable community within an area or areas, where there is information available that provides reasonable grounds to support that assessment.  Further detail is included in the [National Statement](https://assets.education.govt.nz/public/Documents/Early-Childhood/network-management/National-Statement-24-Nov-2022.pdf).  Further detail is included in the [National Statement](https://assets.education.govt.nz/public/Documents/Early-Childhood/network-management/National-Statement-24-Nov-2022.pdf). |
| Attributes of the area | The relevant features and characteristics of the geographic area that the proposed new early childhood service will serve.  Further detail is included in the [National Statement](https://assets.education.govt.nz/public/Documents/Early-Childhood/network-management/National-Statement-24-Nov-2022.pdf).  Further detail is included in the [National Statement](https://assets.education.govt.nz/public/Documents/Early-Childhood/network-management/National-Statement-24-Nov-2022.pdf). |
| Capability of the applicant | The skills, qualifications or experience of any of the individuals involved in the governance of the proposed service.  The Education (Early Childhood Services Network Approval) Regulations 2022 provide more information. |
| Entity | A group with a legal form that is an incorporated body. |
| Fit and proper person | An individual who is a fit and proper person to be granted approval to operate a licensed early childhood service. |
| Group of individuals | A group of more than one person without a legal structure. |
| Hapū/iwi-owned services | Early childhood services that are majority owned by hapū or iwi. This is a network approval priority set out in the [National Statement](https://assets.education.govt.nz/public/Documents/Early-Childhood/network-management/National-Statement-24-Nov-2022.pdf). |
| Holder | An individual, group of individuals, or entity granted a network approval that has not expired or been revoked |
| Individual who is  involved in the  governance of a  service | Any individual involved in the governance of an entity of a proposed licensed early childhood service means—  (a) any director:  (b) any member occupying a position equivalent to that of a director:  (c) if the establishment is a trust, any trustee:  (d) if the establishment is a partnership, any partner:  (f) any owner or shareholder with a controlling interest in the establishment:  (g) anyone otherwise involved in the governance of a service. |
| Language immersion services (non-English/Māori/Pacific) | Early childhood services where a language other than English, Māori or a Pacific language is used at least 51% of the time as a medium of instruction. This is a network approval priority set out in the [National Statement](https://assets.education.govt.nz/public/Documents/Early-Childhood/network-management/National-Statement-24-Nov-2022.pdf). |
| Licensing history | The licensing history of the applicant or any relevant individual relates to any services the applicant or individual has owned, operated, managed, or been connected with. |
| Māori bilingual and immersion services | Early childhood services where te reo Māori is used at least 51% of the time as a medium of instruction. This is a network approval priority set out in the [National Statement](https://assets.education.govt.nz/public/Documents/Early-Childhood/network-management/National-Statement-24-Nov-2022.pdf). |
| National Statement | The [National Statement on the Network of Licensed Early Childhood Services](https://assets.education.govt.nz/public/Documents/Early-Childhood/network-management/National-Statement-24-Nov-2022.pdf) provides information to potential applicants for network approval. It is published in *The New Zealand Gazette* and may be updated periodically. |
| Notification of the decision to decline an application | The formal notification of the Minister for Education’s decision to decline an application for network approval. Applicants who are declined will be provided with a copy of the signed Education Report unless the Minister has chosen to withhold this. |
| Notice of network approval | The official record of network approval awarded to the applicant when network approval is confirmed by the Minister of Education. |
| Organisations funded by Targeted Assistance for Participation (TAP) | Organisations that have funding approved through TAP prior to network management commencing on 1 February 2023. This is a transitional priority set out in the [National Statement](https://assets.education.govt.nz/public/Documents/Early-Childhood/network-management/National-Statement-24-Nov-2022.pdf). |
| ‘Owned, operated, or managed or been otherwise connected with’ | This means any licensed early childhood service a relevant individual or applicant has owned, operated, managed or been otherwise connected with.  ‘Otherwise connected with’ means where a connection was in the same type of role as that of an owner, operator or manager. It does not need to have been ownership or governance. It includes involvement in the day-to-day management or operation of a service, for example some head teacher or centre manager positions, and roles involved in the operation or management of whānau-led Te Kōhanga Reo and Playcentre.  It does not include services where an individual or applicant did not have this type of role. For example, it does not include any paid employment, including teaching roles that didn’t have management responsibilities, any services your child attended, or any services where you volunteered. |
| Pacific bilingual and immersion services | Early childhood services where a Pacific language is used at least 51% of the time as a medium of instruction. This is a priority set out in the [National Statement](https://assets.education.govt.nz/public/Documents/Early-Childhood/network-management/National-Statement-24-Nov-2022.pdf). |
| Pacific language and/or cultural services | Early childhood services which have distinct Pacific identities, cultural practices, languages, and values that inform the service provision. This is a priority set out in the [National Statement](https://assets.education.govt.nz/public/Documents/Early-Childhood/network-management/National-Statement-24-Nov-2022.pdf). |
| Police Vet | A document, issued by the New Zealand Police, providing Conviction History reports and other relevant non-convicted information on individuals. This must be obtained for the ECE – governance role. |
| Relevant individual | Anyone who is:   * an applicant who is an individual * part of a group of individuals who are an applicant or * an individual who is involved in the governance of the applicant including in the governance of the proposed service. |
| Request for more information | The process through which the Secretary for Education or the Minister of Education may ask an applicant for more information relating to any part of the application. |
| Services planned to operate on a new school site | Early childhood services that are planned to operate on a newly built school site in growth areas or adjacent to growth areas. This is a priority set out in the [National Statement](https://assets.education.govt.nz/public/Documents/Early-Childhood/network-management/National-Statement-24-Nov-2022.pdf). |
| Services well-equipped for migrants and former refugees | Early childhood services that are well-equipped for supporting children and communities with migrant and/or refugee backgrounds. This is a priority set out in the [National Statement](https://assets.education.govt.nz/public/Documents/Early-Childhood/network-management/National-Statement-24-Nov-2022.pdf). |
| Services well-equipped for learning support needs | Early childhood services with a particular focus on providing services and support to children with a range of learning support needs. This is a priority set out in the [National Statement](https://assets.education.govt.nz/public/Documents/Early-Childhood/network-management/National-Statement-24-Nov-2022.pdf). |
| Services with a distinct Māori identity and culture | Early childhood services that have a distinct Māori identity and use Māori cultural practices and values that inform the service provision. This is a network approval priority set out in the [National Statement](https://assets.education.govt.nz/public/Documents/Early-Childhood/network-management/National-Statement-24-Nov-2022.pdf). |
| Statutory declaration | A written document that must be completed in front of an authorised witness. |
| Wrap around services | Early childhood services which are set up to facilitate access to other social services, including health and family support alongside early childhood education. This is a network approval priority set out in the [National Statement](https://assets.education.govt.nz/public/Documents/Early-Childhood/network-management/National-Statement-24-Nov-2022.pdf). |