



Information for Making a Referral to Arahina ki Otautahi

1. What is the Arahina ki Otautahi Programme?

Arahina ki Otautahi is a programme provided by Kingslea School for children and young people (aged 10 to 16) who are in the non-residential care of Oranga Tamariki and not engaged in education. Using a multi-agency approach we work to successfully re-engage students in learning and transition them back into a sustainable mainstream education or training option. Students become part of the Arahina programme for approximately two years and the programme has three distinct phases:

Phase One (*Ti Whanake*) approx 3 Terms:

The young person attends Arahina ki Ōtautahi for between one and three terms. Arahina is a state school and operates with the same school hours and term dates as mainstream schools. At Arahina there are a maximum of ten students and there is a focus on engagement and preparing students for transition. This includes comprehensive assessment, an individualised learning programme and the development of a multi-agency plan.

The first phase is about re-engaging the young person in learning and participating in the routines of attending school. 'Tī Whanake' is a variety of tī kōūka. Whanake also means 'develop' and with this phase being based at Arahina, it is where the development takes place in order for the young person to be ready for transition.

The day to day programme is based on the student's Individual Education Plans. Learning activities build on students' interests and strengths and there is also a strong focus on improving confidence in literacy and numeracy.

An understanding of the particular needs of children who have experienced trauma informs all aspects of the service and specific strategies to address these needs are used. The use of PB4L School-Wide and a values-based curriculum provides a strong focus on creating a school culture that motivates, supports the development of trusting relationships, increases coping skills and self-regulation, and builds confidence for learning.

Phase Two (*Tī Karawhā*) up to 3 terms:

The middle phase of the programme is when students begin to transition into their new education setting. *Karawhā* means the middle part of the leaf, which suggests this stage provides the strong and structured support between the 'developing' stage and the 'blossoming stage'.

A significant level of support is provided to the transitioning student and the school/provider to ensure the placement is successful. Multi-agency plans continue and for some students a mentoring programme is initiated. Some students will transition in a very slow and supported way, while other students may move into full-time attendance very quickly. This phase ends when the student has fully transitioned into their new school or vocational placement and is no longer attending at Arahina.

Phase Three (*Tī Puhina*) up to 18 months

This final phase begins when the young person is fully transitioned into their new education or vocational placement. *Tī Puhina* is the flower of a *tī kōuka* and implies that the students have 'blossomed' and have gained skills/attitudes needed to maintain their education placement. Arahina staff will continue to provide ongoing monitoring and connection with the young person and the school/provider as appropriate. The mentoring programme will continue throughout this phase. Leadership of multi-agency plans will be handed over to Oranga Tamariki and Arahina staff will only be involved as required.

A core part of the support provided to the student during Phase Three involves the Arahina Mentoring Programme which is delivered in partnership with Te Ora Hou and is funded on a per-child basis by Oranga Tamariki. This programme involves a youth worker being matched with a student who aims to build a supportive relationship to support engagement and in education, they meet with the young person for a couple of hours a week for the duration of their transition phase (12-18 months).

2. What is the Criteria for being accepted at Arahina ki Otautahi?

Children and young people referred to Arahina ki Ōtautahi must meet the following initial criteria:

- In the care of Oranga Tamariki (either in a *whānau* placement, non-*whānau* placement, an Oranga Tamariki family home, a contracted family home or on exit from an Oranga Tamariki residence).
- Non-engaged in education, training or employment.
- Aged 10 to 16 years, with the priority being 10-13 year olds.
- Have a family/caregiver and relevant agencies committed to being involved in a multi-agency process (family commitment preferable but not required).
- Have commitment from Oranga Tamariki to provide the required resources and necessary support for the two year programme (even if the young person's care status changes during this time).
- Have a care placement that is highly likely to remain in the wider Christchurch area (within an hour's drive of Arahina).

Consideration is then given to how the child/young person would 'affect the existing mix of students' and the following dynamics are looked at:

- Are there any victim or co-offender relationships?
- Are there considerable differences in age, level or involvement in criminal or other anti-social behaviours?

3. How to make a referral to Arahina ki Otautahi

Before making a referral - contact Arahina to check current availability. The programme operates with a maximum of 10 students in Phase One (Ti Whanake).

Referrals are made via email. If you do not have a referral form contact arahina@kingslea.school.nz

Referrals are to be made by the young person's Oranga Tamariki social worker. However, there is also opportunity for other agencies or family members to contact the social worker with a request for them to refer to Arahina.

Making a referral:

1. Does the child or young person meet the criteria? (see above)
2. Discuss and determine the suitability of the referral with your supervisor.
3. Discuss the opportunity to attend Arahina with the young person, their carer and whanau and seek agreement for the referral to proceed.
4. Complete the Arahina Referral Form and attach All About Me Plan, Tuituia and Gateway assessments and current care plan.

Attached Assessments must be:

- Arahina Referral Form
- All About Me Plan
- Tuituia Assessment
- Gateway (Health)
- Gateway (Education)
- Other relevant assessments, reports etc.

5. Email the referral to arahina@kingslea.school.nz
6. The Arahina Admission Panel will meet (Social Worker to attend part of this meeting).
7. The outcome of the referral will be communicated to the Social Worker following the meeting.

4. What happens after a young person is accepted to attend Arahina?

Intake: There are a number of things that need to be done prior to 'start day' to provide the Arahina team with the necessary information, to establish the multi-agency team and to also ensure the young person is well prepared and has the best possible start. Together with the young person's social worker, we will work through the intake process, which tends to take between two to four weeks.

Part-time Start: we have found the most effective approach is for students to start slowly, working up to full-time attendance over a short-term period (approx. two weeks depending on the student). Until students attend on a full-time basis, arrangements for pick-ups/drop-offs and supervision while the student is not at school will need to be made by the Social Worker.

5. What are the Costs and Responsibilities for Oranga Tamariki

Arahina ki Otautahi has been established as a cross agency initiative and a Service Level Agreement outlines the contributions being made by each of the partner agencies. For Oranga Tamariki this involves the following:

Stationary	Stationary is provided by Arahina
Uniform	OT Social Workers/Carers are responsible for purchasing the students school uniform items
Curriculum Associated Costs	Curriculum associated costs are invoiced to the Social Worker as they are incurred e.g. school trips
Arahina Mentoring Programme	Oranga Tamariki fund Te Ora Hou to deliver the Arahina Mentoring Programme via the young person's individual care plan. The Mentoring Programme operates from between 12-18 months and costs approximately \$6600 (per student per 12 month period). The mentoring is a core part of the Arahina Programme and if the young person transitions out of care whilst on the programme the mentor funding is still required.
Social Worker Participation	A close working relationship between Arahina staff and the young person's social worker is hugely important to the success of the programme. The table below details the key tasks and responsibilities for Oranga Tamariki social workers.

Oranga Tamariki Social Worker: Key Tasks and Responsibilities regarding a young person attending Arahina

Key Responsibilities

1. Manage the young person's referral to Arahina ki Ōtautahi
2. Participate as a member of the Arahina multi-agency team
3. Support effective communication between Oranga Tamariki, Arahina, and the young person's care placement

Key Tasks

Referral	<ul style="list-style-type: none"> - Identify children/young people as appropriate for referral to Arahina or receive a 'request for referral' regarding a client - Discuss appropriateness of referral with Supervisor - Discuss referral with child/young person and family and/or carer and seek consent to refer (agreement preferable but not required). This could involve a visit to Arahina or for Arahina staff to visit the young person - Complete and email Arahina Referral Form (including provision of Gateway and Tuituia assessments and any other relevant information) - Attend the Admission Panel meeting (part of) to answer any questions
Intake	<ul style="list-style-type: none"> - Arrange for guardian to sign information sharing consent sheet - Participate in a risk management planning meeting

	<ul style="list-style-type: none"> - Attend a 'pre-start' meeting with the student, family/carer and Arahina staff member
Resourcing	<ul style="list-style-type: none"> - Purchasing school uniform items for the young person. - Payment to Te Ora Hou for provision of Arahina Mentoring Programme (approx. \$6600 per annum per student) over a 12 month period.
Assessment	<ul style="list-style-type: none"> - Provide and/or source requested information to Arahina
Plan Development	<ul style="list-style-type: none"> - Participate as a member of the multi-agency team for the young person (as coordinated by Arahina) - Support carer and/or whanau participation in the multi-agency plan - Support the coordination of the multi-agency plan with the Care Plan - Provide necessary information as required - NOTE: if young person already part of HCN or IWS the role of the social worker is to enable/support integration of Arahina into plan.
Plan Implementation	<ul style="list-style-type: none"> - Attend multi-agency review meetings (approx. five weekly) - Carry out agreed actions as per the multi-agency plan - Communicate with Arahina and the multi-agency team about any situations with regard to the young person's care placement or family (including any non-attendance and during school appointments) - Work with the carer/whanau to maintain the young person's attendance at Arahina
Supported Transition	<ul style="list-style-type: none"> - Participate in planning for suitable education placement - Ongoing implementation of the multi-agency plan during supported transition phase
Evaluate Success and Exit	<ul style="list-style-type: none"> - Contribute to the decision regarding when the young person is ready for exit - Provide any information or data to contribute to the final evaluation of outcomes