



Charter School Agency

2/12/2024

John Wilson
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Tēnā koe John

OIA: 1340339 – Application process for sponsoring a charter school

Thank you for your email of 22 October 2024 to the Charter School Agency (the CSA) requesting the following information:

I am writing to formally ask for information under the Official Information Act regarding the application process for sponsoring a charter school:

- 1. Specifically, I would like to have access to any materials sent to prospective sponsors after they have contacted your agency. This includes, but is not limited to, introductory letters, guidelines, handbooks, and any other relevant documents not available on your website.*
- 2. I would also appreciate any internal documents that outline how the charter school agency interacts with and helps applicants throughout this process.*

Your request has been considered under the Official Information Act 1982 (the Act), and numbered for the purposes of responding.

Please find the information the CSA holds in scope of **part one** of your request attached as **Appendix A**, as outlined in the **Appendix A Document Table** below. I am releasing this information to you in full.

In response to **part two** of your request, there are no other internal documents that outline how the CSA interacts with and helps applicants throughout the application process. I am therefore refusing this part of your request under section 18(e) of the Act, as the information requested does not exist.

Please note, we may publish this response on the Ministry of Education website after five working days. Your name and contact details will be removed.

Thank you again for your email. You have the right to ask an Ombudsman to review my decision on your request, in accordance with section 28 of the Act. You can do this by writing to info@ombudsman.parliament.nz or to Office of the Ombudsman, PO Box 10152, Wellington 6143.

Nāku noa, nā

A handwritten signature in black ink, appearing to read 'HMC', with a long horizontal stroke extending to the right.

Hannah Cameron
Head of Applications and Contracts
Charter School Agency

Appendix A Document Table

#	Date	Title	Decision on release
1	11 July 2024	Stage 1 Application Pack	Release in full.
2	17 July 2024	Stage 1 Notification for applicants	Release in full.
3	19 July 2024	Stage 1 Notification for applicants	Release in full.
4	25 July 2024	Stage 1 Notification for applicants	Release in full.
5	29 July 2024	Stage 1 Notification for applicants	Release in full.
6	7 August 2024	Stage 1 Notification for applicants	Release in full.
7	8 August 2024	Stage 1 Notification for applicants	Release in full.
8	11 September 2024	Stage 2 Application pack	Release in full.
9	19 September 2024	Stage 2 Notification for applicants	Release in full.
10	27 September 2024	Stage 2 Notification for applicants	Release in full.
11	3 October 2024	Stage 2 Notification for applicants	Release in full.
12	8 October 2024	Stage 2 Notification for applicants	Release in full.
13	9 October 2024	Stage 2 Notification for applicants	Release in full.