

School User Guide for Reading Recovery and Early Literacy Support Applications through Salesforce

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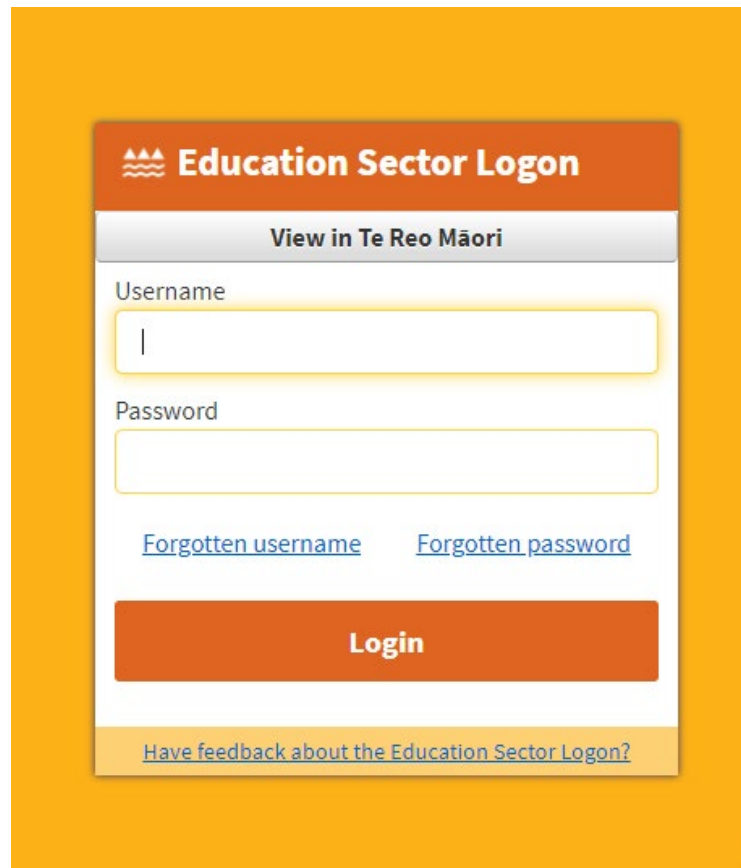
Education Sector Logon

Click on the 'Application Log In' on the TKI Reading Recovery and Early Literacy Support page.

You will be taken to the Education Sector Logon screen.

Enter your ESL Username and ESL Password and then select the Logon button.

You will be taken to the homepage of Reading Recovery Salesforce Solution



Education Sector Logon

View in Te Reo Māori

Username

Password

[Forgotten username](#) [Forgotten password](#)

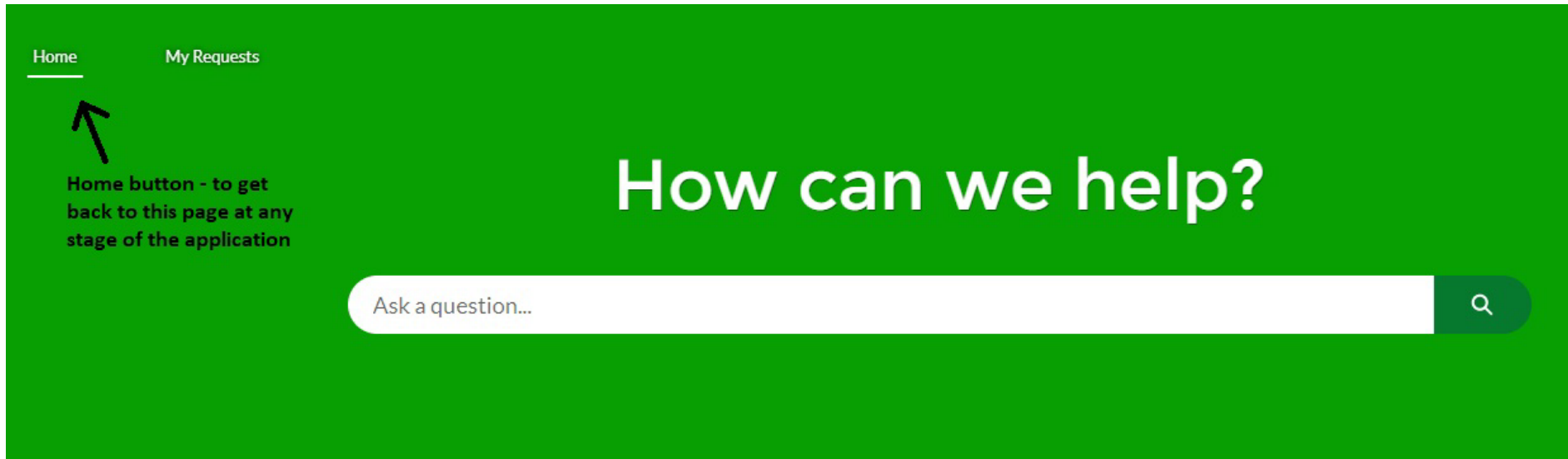
Login

[Have feedback about the Education Sector Logon?](#)

Home Page

This is your home page. You can view the knowledge articles on this page.

The Reading Recovery and Early Literacy Support (RR&ELS) article has information regarding RR&ELS. The article also contains the link to apply for Reading Recovery and Early Literacy Support.



Top Articles

Reading Recovery And Early Learning Support

Reading Recovery and Early Literacy Support (RR&ELS)

Reading Recovery and Early Literacy Support - Privacy Statement

Knowledge article with information regarding RR&ELS and link to apply



Knowledge Article – Reading Recovery and Early Literacy Support (RR&ELS)

This page provides you with important information about RR&ELS.

Click on ‘Apply now for Reading Recovery and Early Literacy Support’ under ‘Actions for this product’ to get underway.

Home My Requests

READING RECOVERY AND EARLY L...

Reading Recovery and Early Literacy Support (RR&ELS)

19/08/2021 · Knowledge

Title
Reading Recovery and Early Literacy Support (RR&ELS)

URL Name
Reading-Recovery-and-Early-Literacy-Support-RR-ELS

Information
Reading Recovery & Early Literacy Support (RR&ELS) is a school based three tier early literacy intervention. It supports skilled teaching to help children who might be experiencing difficulties learning literacy. It supports and informs small group support and whole school literacy approaches as well as the traditional 1:1 intensive support. It allows children to take positive steps, supported by their Kaiako and whanau, towards becoming confident in their reading and writing.

RR&ELS programme is nationally implemented and monitored by the Ministry. The Ministry contracts Otago, Auckland, and Waikato Universities to support RR&ELS in schools.

The Ministry is moving application and data management functions of the RR&ELS programme to this Salesforce solution to replace the legacy system (TARN) that was decommissioned in 2019. The enterprise deployment of Salesforce (Service Cloud) and Reading Recovery Application is being used to manage the annual application process, the capture of student reading levels and reporting.

What support the Ministry will provide for schools?

The Ministry of Education provides staffing (271 FTTEs) to support the delivery of Reading Recovery nationally. The amount each region and school receives is based on roll size and learner need, using the equity index as an indicator of need.

Schools are expected to make a similar contribution of FTTE.

Actions for this product
Showing Actions for Māori ESL applicant of Central School

Apply Now For Reading Recovery and Early Literacy Support

Follow

Files (0)

Related Articles

- Reading Recovery and Early Literacy Support - Privacy Statement 7
- Prime Minister's Vocational Excellence Award 247

Trending Articles

- Reading Recovery and Early Literacy Support (RR&ELS)
- Reading Recovery and Early Literacy Support - Privacy Statement

Link to apply for Reading Recovery and Early Literacy Support

Please note: if the school is not eligible or if the ESL 'Ready Recovery School user' is not assigned to you by your school's Delegated Authoriser, you will not be able see the 'Apply now for Reading Recovery and Early Literacy Support' link.

If you get a message 'There are no actions available for this product', please contact you school's Delegated Authoriser to assign you as the 'Reading Recovery School User' or contact you regional MoE key contact person to find out if your school is eligible for RR&ELS.

The screenshot shows a web interface for 'Reading Recovery and Early Literacy Support (RR&ELS)'. At the top is a green navigation bar with a logo, 'Home', 'My Requests', a search icon, and a user profile icon. Below the navigation bar, the page title is 'READING RECOVERY AND EARLY L...'. The main content area features the product title 'Reading Recovery and Early Literacy Support (RR&ELS)' with a date '19/08/2021' and category 'Knowledge'. It lists the 'Title' as 'Reading Recovery and Early Literacy Support (RR&ELS)' and the 'URL Name' as 'Reading-Recovery-and-Early-Literacy-Support-RR-ELS'. An 'Information' section describes the program as a school-based three-tier intervention. On the right side, there is a yellow box stating 'Actions for this product' with the message 'There are no actions available for this product'. Below this is a green 'Follow' button and a 'Files (0)' section. At the bottom right, a 'Related Articles' section lists 'Reading Recovery and Early Literacy Support - Privacy Statement' with a view count of 7.

Welcome page

You can track how far through the application process you are on the 'Steps' timeline to the right of the screen.



Welcome to the 2022 Online Reading Recovery and Early Literacy Support Application.

In the following pages you will need to answer questions relating to your school details, your Reading Recovery intentions, your training and continuing teachers details.

Next

Steps

- Welcome to the 2022 Online Reading Recovery and Early Literacy Support Application.
- School Information
- Training Reading Recovery Teachers
- Trained teachers
- Six Year Old Reading Levels
- Reading Recovery Cluster Information
- Declaration
- Finished

School Information

On this screen you enter important information about RR&ELS at your school. All fields in this page are 'mandatory', and you must fill them in before continuing to next steps.

School Information

My School/Kura Central School	School Number ██████
Principals first name first	Principals last name Principal
* Principals Email Address test.test@test.nz	
* Correspondence email ⓘ Test.test@test.govt.nz	
Reading Recovery Year 2022	Application close date 17/12/2021

* Total school Roll

* Junior School Roll (year 0-3)

* Number of children who will turn six between 1 Sept THIS year and 31 August NEXT year

* Number of Students to be taught Reading Recovery daily

* What FTTE will the school provide? ⓘ

* What FTTE are you requesting from the Ministry?

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- Information in red box will be auto populated.
- Information in blue box cannot be edited.
- Information (Principal's Email Address and Correspondence Email Address) in the green box can be edited.

Please note: The correspondence email address will be used for all correspondence between the School and the Ministry related to RR&ELS application.

School Information

My School/Kura Central School	School Number 0160
Principals first name first	Principals last name Principal
* Principals Email Address test.test@test.nz	
* Correspondence email ⓘ Test.test@test.govt.nz	
Reading Recovery Year 2022	Application close date 17/12/2021

These emails will be used for all correspondence between the School and the Ministry related to this Reading Recovery application

A number with up to 2 decimal points can be entered for FTTE

Please take note that the requirement is 0.44 FTTE for a minimum of 4 students taught daily plus a fortnightly training session.

Reading Recovery Year

2022

Application close date

17/12/2021

* Total school Roll

* Junior School Roll (year 0-3)

* Number of children who will turn six between 1 Sept THIS year and 31 August NEXT year

* Number of Students to be taught

Requirement is 0.44 FTTE for a minimum of 4 students taught daily plus a fortnightly training session

* What FTTE will the school provide?



* What FTTE are you requesting from the Ministry?

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Next

Training Reading Recovery Teachers

You can enter how many trainee teachers you wish to nominate for training and the details of those teachers.

Details of proposed trainee teachers can be entered by clicking on 'New'.

Training Reading Recovery Teachers

How many trainee teachers do you wish to nominate for training?

Add a proposed trainee teacher

Steps

- ✓ Welcome to the 2022 Online Reading Recovery and Early Literacy Support Application.
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If you are unsure who will be the proposed trainee, you can enter “to be confirmed” as first name and last name.

Email address address is not mandatory and can be left blank or you may use the applicant’s address.

The screenshot shows a web interface for 'Training Reading Recovery Teachers'. A modal window titled 'Add a proposed trainee teacher' is open. It contains the following elements:

- A blue callout box with the text: "Enter 'To be confirmed' in first name and last name if teacher not known."
- Input fields for 'First Name' and 'Last Name', both with red asterisks indicating they are required.
- A section titled 'Futher information' (sic) containing an 'Email Address' input field and a checkbox labeled 'Teaching RR at other schools'.
- A slider control for 'Number of Years junior class teaching' with a range from 0 to 50 and a green dot at 0.
- 'Cancel' and 'Save' buttons at the bottom right.

Trained Teachers

You can enter how many trained teachers you wish to nominate for continuing support and the details of those teachers.

Details of proposed trained teachers can be entered by clicking on 'New'.


If you are unsure who will be the proposed trained teacher(s), you can enter "to be confirmed" as first name and last name. Email address can be the applicant's.

Please note: if you didn't enter any trainee teacher in the previous page 'Training Reading Recovery Teachers', you need to enter details of a trained teacher (you will see the message in red box to remind you to do this).

Trained teachers

How many teachers do you wish to nominate for continuing support?

Requirement 0.1 FTTE per student
Schools are expected to at least match staffing requested from the Ministry.

 Please add at least 1 trainee teacher or 1 trained teacher

Add a trained teacher

[New](#)

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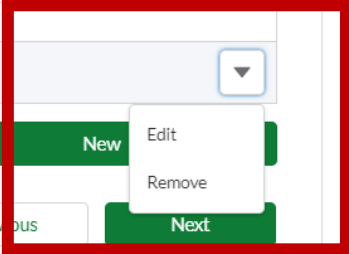
You can 'Edit' or 'Remove' the details of trainee or trained teacher using the option in the red box.

Trained teachers

How many teachers do you wish to nominate for continuing support?

Requirement 0.1 FTTE per student
Schools are expected to at least match staffing requested from the Ministry.

Add a trained teacher

FULL NAME	
test test	

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Six-Year-Old Reading Levels

You can enter the count of reading level for students who turned 6 years between 1 Sept last year and 31 August this year in this page. You must enter at least 1 student to proceed to the next page. You will get an error message as shown in the second picture if you attempt to proceed without entering the reading level for students who turned 6 years between 1 Sept last year and 31 August this year.

Number of total students in the 6-year-old list who speak languages other than English at home is a mandatory field. Please enter 0 if there are no students who speak languages other than English at home.

Six Year Old Reading Levels

Count of reading level for students who turned 6 between 1 Sept LAST year and 31 August THIS year

New Zealand European									
Magenta	Red	Yellow	Blue	Green	Orange	Turquoise	Purple	Gold	Above Gold
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>

Māori									
Magenta	Red	Yellow	Blue	Green	Orange	Turquoise	Purple	Gold	Above Gold
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>

Pasifika									
Magenta	Red	Yellow	Blue	Green	Orange	Turquoise	Purple	Gold	Above Gold
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>

Other									
Magenta	Red	Yellow	Blue	Green	Orange	Turquoise	Purple	Gold	Above Gold
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>

* Total Students in above table where language other than English at home (LOTE@H) ⓘ

Steps

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Enter 0 if none

Six Year Old Reading Levels

Count of reading level for students who turned 6 between 1 Sept LAST year and 31 August THIS year

New Zealand European

Magenta	Red	Yellow	Blue	Green	Orange	Turquoise	Purple	Gold	Above Gold
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>

Māori


Magenta	Red	Yellow	Blue	Green	Orange	Turquoise	Purple	Gold	Above Gold
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>

Pasifika

Magenta	Red	Yellow	Blue	Green	Orange	Turquoise	Purple	Gold	Above Gold
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>

Other

Magenta	Red	Yellow	Blue	Green	Orange	Turquoise	Purple	Gold	Above Gold
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>

 Please enter at least 1 student

* Total Students in above table where language other than English at home (LOTE@H) ⓘ

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Reading Recovery Cluster Information

If your school is part of a Reading Recovery cluster, please tick the box.

Reading Recovery cluster is where one teacher teaches Reading Recovery across more than one school.

Reading Recovery Cluster Information

A Reading Recovery cluster is defined as one teacher across many schools. Each school in the Reading Recovery Cluster will complete their own application, but the base school will manage the FTTE allocation.

Are you part of a Reading Recovery Cluster?

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- Reading Recovery Cluster Information**
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Declaration

There are 4 declarations in this section. All 4 are mandatory. Please ensure you read them carefully and obtain necessary consents and approvals before agreeing to them.

Once you have clicked 'Submit', your application is automatically submitted to the Ministry. It's not possible to edit once you have submitted so you may want to double-check all details are correct before moving on.

Declaration

Disclosure 1

I have discussed this with the named people. They have confirmed their participation.

*

Disclosure 2

The principal of the school approves of this application.

*

Disclosure 3

Reading Recovery teachers, if known, have given consent for their name to be shared in this application.

*

Disclosure 4

I agree to the Ministry using the information for the purpose of research, evaluation & statistical at an aggregated (non-identifiable) level.

*

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Submit

Finished

And you're all done!

You may want to take a note of your application number for future reference, particularly if you wish to talk to the Ministry about your application. An email will be sent that contains your application number.

This will also appear under 'My Requests' when you log-in to the ESL portal. Click "Finish" to close the application.

Finished

Your application number is **00005121**

You may contact us at RRandELS.mailbox@education.govt.nz for any query related to your application. Please mention your application number as a reference.

We will contact you through the email address provided in the contact information (if required)

[Finish](#)

Steps

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- ✓ Six Year Old Reading Levels
- ✓ Reading Recovery Cluster Information
- ✓ Declaration
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Accessing Draft Applications

Your application will be saved as draft when you click 'Next' at any stage of your application progress, and navigate away from the form by clicking on 'Home', 'My Requests' or by closing the application etc. You can come back and finish the draft application from 'My Incomplete Requests' in 'My Requests' tab.

Please note:

- Use the created date and time as reference to access your latest draft.



MY APPLIC

Find information about any

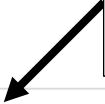
INCOMPLETE APPLICATION(S)

See activity based on your requests

MY INCOMPLETE REQUESTS

Created Date	Resume Link
31/08/2021, 9:57 AM	Complete this request
30/08/2021, 3:48 PM	Complete this request
29/08/2021, 9:11 PM	Complete this request

Click on 'Complete this request' to access your draft



Please note:

- You can create multiple drafts but once you submit the application, you will not be able to access any of the previous drafts.

Eg: if 2 teachers from a school create a draft application each, the application which is submitted first will be the completed application for the year for the school.

- Only 1 application per year per school can be submitted.

Existing Reading Recovery Application Found

You have already submitted a request for Reading Recovery for this year.

Please contact your Regional Officer if you would like to amend the submitted application

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