



# YARRAVILLE

Special Developmental School

## NDIS THERAPIST POLICY

Yarraville SDS Principal:

Ashwini Sharma

School Council President:

Kim Mace

### CERTIFICATION:

School Council President

Signed .....

Date .....

Principal

Signed .....

Date .....

This policy ratified at School Council meeting



**YARRAVILLE**

Special Developmental School

## NDIS THERAPIST POLICY

### **RATIONALE:**

YSDS recognises that students at the school may be receiving support outside of school hours from National Disability Insurance Scheme NDIS approved therapists to assist their day-to-day living and for their social, physical and emotional wellbeing.

Supports that do not have an educational focus and are not a required reasonable adjustment, should be delivered to students outside of school hours and outside of school grounds.

At times, supports that do not have an education focus may be delivered to students during school hours on school grounds, within the terms of this policy and at the discretion of the school principal or nominee.

The principal's decision to accept or decline a request for therapy services to be conducted during school hours will be made on a case-by-case basis in light of all the relevant circumstances. The Principal will articulate reasons for granting or refusing NDIS funded therapy in school during school hours

### **AIMS:**

- To ensure that YSDS meets its responsibilities in supporting students with their educational attainment.
- To clarify the school's obligation to allow NDIS funded therapists to operate within the school.
- To establish clear guidelines for supporting and information sharing with external therapists.
- To ensure that school-based therapy staff support the making of 'reasonable adjustments' to assist students to attain their educational goals.

### **CHILD SAFE:**

This policy is written in accordance with the DET Child Protection Mandatory Reporting Policy and Education and Training Reform Act, Child Safe Standards, Managing the Risk of Child Abuse in Schools, Ministerial Order No. 870.

Yarraville SDS is a Child Safe School and has a **ZERO TOLERANCE OF CHILD ABUSE.**

Therefore, we fully implement and practice the Child Safe Standards. Yarraville Special Developmental School is committed to the safety and wellbeing of children and young people. Our school community recognises the importance of, and a responsibility for, ensuring our school is a safe, supportive and enriching environment which respects and

fosters the dignity and self-esteem of children and young people, and enables them to thrive in their learning and development.

### **IMPLEMENTATION:**

- YSDS is able to release any information/reports that the school has previously obtained for funding purposes can be copied and given to parents to provide supporting evidence for when the families meet with the NDIS planner.
- The school will not, however, arrange for or pay for new assessments to be completed for the sole purpose of NDIS funding.
- As a general rule NDIS funded therapists will not be permitted to work with students on an individual basis in the school during the school day.
- The Principal does have the discretion to permit NDIS funded therapists to work in the school in particular circumstances where they deem it necessary to maximise outcomes for students.
- YSDS will not permit NDIS funded therapists to work at the school during school hours unless the Principal agrees to a special request. In making such a decision consideration will be given to the relative benefits of an external therapist providing therapy versus the anticipated impact on student learning, disruption to classes, ability to provide supervision, the availability of an appropriate space to work in and timing of such requests.
- Where the Principal approves an NDIS funded therapist to work with students during school hours they must be satisfied that appropriate checks (Working With Children or Criminal History check and evidence of appropriate qualifications) have been put in place to allow access in a manner that is compatible with the school's Duty of Care and that will not impinge upon the school's ability to adequately discharge this duty. ie provide adequate supervision.
- Following consideration of individual requests from parents for NDIS funded therapists to work in the school the Principal will provide a written response of their decision.
- The school will provide NDIS funded therapists with information as deemed necessary once parental permission is provided, to offer observational visits and attendance at Student Support Group meetings.
- One observation visit can be organised for the therapist. If a further observation is required, one other observation session may be organised in particular circumstances.
- Therapists may work with students at school after hours (3pm -4pm) Monday to Thursdays with parent/carer present.

### **SCHOOL VISIT PROTOCOLS:**

- Arrangements of dates/times-must be in advance (at least two weeks' notice) and organised with the Assistant Principal
- Can be cancelled by the school, with suitable notice, if necessary
- It is the responsibility of the therapist to check in to see if the child is absent with the parent
- Confidentiality and privacy are key in this role. If you have any comments/concerns please pass them onto the classroom teacher only. Do this at an appropriate time and

in a discrete manner. This relates to all matters regarding a child's social, emotional, behaviour or academic performance at school.

- This is the workplace of our teachers and education support staff. Please respect their roles as employees of the school.
- The classroom teacher is responsible for planning and implementing a high quality learning program for the students in their classroom. They consider the learning and welfare of all students in the classroom.
- Information sharing is to be completed as per the information sharing agreement. Teachers and staff are not to be interrupted during their work time.
- Follow up can occur through emails or phone calls


### **EVALUATION:**

This policy will be reviewed as part of the school's three-year review cycle but also occurs on a regular basis prompted by changing circumstances and raised concerns.

### **Related legislation**

- Education and Training Reform Act 2006
- Ministerial Order 870
- Working with Children Act 2005

### **Department resources**

-  [guidelines for families, NDIS funded therapists and schools \(docx - 291.17kb\)](#)
- <https://www.education.vic.gov.au/school/teachers/learningneeds/Pages/ndisfundedtherapy.aspx> NDIS Funded Therapy In Schools

### **Other resources**

[Working with Children Check](#)- Department of Justice and Regulation