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# CROYDON SDS

## NDIS Funded Provider Guidelines



### Help for non-English speakers

If you need help to understand the information in this policy please contact the school office on phone 03) 9725 4933 or by email at [croydon.sds@education.vic.gov.au](mailto:croydon.sds@education.vic.gov.au)

### Overview

Croydon SDS recognises that students at school may be receiving support outside of school hours from NDIS funded therapists to assist with their day-to-day living and for their social, physical and emotional wellbeing.

The therapies funded by the NDIS are related to the students functional whole of life support needs, and not for educational purposes. The NDIS does not fund services that are reasonable and necessary for children to participate in education. The responsibility for therapy for educational attainment remains with the education system.

At Croydon SDS we employ therapists and access input from Student Support Services to provide educational supports.

Schools may receive parent requests to allow NDIS funded therapists to:

- Attend a Student Support Group meetings,
- Observe a student in the classroom or school environment, and
- Deliver therapy on school grounds.

At Croydon SDS we welcome and value NDIS therapist involvement in SSG meetings when invited by parents, these meetings are held in week 5 of each term. Therapists may attend in person or via video link.

The principal or nominee will consider all requests for school based observations and therapy on school grounds. The following factors will be considered:

- Individual circumstances of the student,
- Student access to the curriculum,
- Possible impact on the learning environment for all students,
- Child Safe Standards and Duty of Care,
- Practical and administrative capacity, (available space) and
- Anti-discrimination obligations.

### Implementation

For all NDIS funded therapist to engage with students or staff at Croydon SDS, (including phone calls, SSG attendance and school observations) the following is required:

- **Release of Information Form** signed by parent/carer, and
- A current Working with Children Check and compliance with the Department and CSDS's Child Safe policies.

To make a request for NDIS funded therapy to be delivered at school, please contact the principal to arrange a meeting to discuss the request. Following this, a **Request Form and Parent Consent Form** must be completed by the parent/carer and therapist and forwarded to the principal for a decision to be made.

When a request for therapy is approved, the therapist must enter a licence agreement with Croydon SDS school council to use school premises, provide therapist relevant certificates of registration and copies of certificates of currency for public liability and professional indemnity insurance.

### **Related Policies and Information**

This policy should be read in conjunction with the following school policies:

- Child Safe Policy
- Child Safe Code of Conduct
- Duty of Care Policy
- Request form and Parent Consent Form
- Release of Information Form

### **Communication**

- School website
- School council
- Newsletter

### **REVIEW CYCLE AND APPROVAL**

These guidelines were last updated on 17/8/2023 and is scheduled for review in August, 2024

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| Guidelines last reviewed   | 24/08/2023   |
| Consultation               | School council, school staff, school community via school newsletter |
| Approved by                | Principal Christine Pillot   |
| Next scheduled review date | August 2024  |