FLOWCHART ENROLMENT GUIDELINES AND SUPPORT FOR STUDENTS WITH DISABILITIES

DIOCESE OF WAGGA WAGGA
Stage 1
Enrolment Application

Initial parent/guardian enquiry
(send application for enrolment form)

Interview parent and student,
according to the school’s enrolment policy criteria

Does the student have a disability?

Stage 2
Information About Student’s Educational Needs

Written permission from parents to the school
to investigate the student’s Educational needs.

Parents and school collect information to determine the
student’s educational needs regarding:
- Physical access, equipment
- Building modifications
- Health issues
- Personal care needs
- Communication needs
- Curriculum access
- Specialist agencies
- Emergency procedures

Stage 3
Negotiating the Student’s Curriculum

Summary of information by school personnel.
Consideration of how the school can meet the
student’s needs.

Principal meets with parents and other relevant/appropriate
professionals to discuss the educational program the school
can offer the student.

Stage 4
Action Following Enrolment Decision

ENROLMENT PROCEEDS

- Enrolment proceeds
- Letter to parents stating what the school can offer and accepting the enrolment: signed by parents.
- Complete Student Support Plan.
- Transition orientation program proceeds if required, and as outlined in the Student Support Plan.
- Enrolment is reviewed regularly to ensure school continues to meet the student’s educational needs.

ENROLMENT DOES NOT PROCEED

This may occur because:
- Parent choose not to continue with the enrolment if they believe the school is unable to adequately meet their son’s/daughter’s needs.
  or
- the school can demonstrate that the enrolment will cause unjustifiable hardship in relation to the student and the circumstances of the school

Adapted from Student with disabilities enrolment Guidelines for Independent Schools 2002 South Australia Independent Schools

ASCERTAINMENT GUIDELINES 2.1.6 February 2003