

Sydney Distance Education High School

Forbes Street WOOLLOOMOOLOO NSW 2011
 Locked Bag 5000 POTTS POINT NSW 1335
 Telephone: (02) 9383 0200 Facsimile: (02) 9383 0222



Distance Education Supplement

2.8 Students with additional learning and support needs including those with a disability

(Please print clearly)

DEC office _____ Contact Person _____

Phone _____ Fax _____ Email _____

Student name _____ Year _____

Current / most recent school _____

Office Referral

This category is designed for students with additional learning and support needs, including those with a disability, if it is determined that they cannot attend school on a regular basis or there is no local provision to meet their learning needs.

*Enrolments will be reviewed at **least every 12 months** by the distance education school. The distance education school will provide feedback to the learning and engagement coordinator where the student lives about recommendations for continued access to distance education support.*

Referral Process

The learning and support team where the student is enrolled will initiate an Access Request in consultation with the parent / carer.

The local learning and engagement coordinator is responsible for the ongoing assessment and support of the student's needs. Consultation with the distance school is required to support students who transition back to school or to post school options.

In cases where a review identifies that distance education is no longer appropriate, the local learning and engagement coordinator will facilitate enrolment at a suitable local setting.

The local learning and engagement coordinator will verify that:

- consideration has been given to the support preference based on effective communication with the parent / carer
- the student's educational needs cannot be met by the local school with access to the available school, community and state resources.
- the distance education school is the most appropriate enrolment

Email: sydneyh-d.school@det.nsw.edu.au
 Website: www.sydneyh-d.schools.nsw.edu.au



Learning and engagement coordinator

Disability

- mental Health
- autism
- language
- physical
- intellectual
- hearing impairment
- vision impairment
- deaf / blind

Documentation required

- Access request Date finalised _____
- Medical documentation Date written _____
- Risk assessment / management plan taking into account the specific circumstances of the isolated learning which verifies the safety and suitability of the home or other location where the learning will take place. Date finalised _____

I have reviewed and certified the documentation for this application for distance education.

I recommend enrolment for the student whose name appears on the document.

Name of learning and engagement coordinator _____

Signature _____ Date _____