# FACT SHEET FOR NT GOVERNMENT SchoolS

This fact sheet should be read in conjunction with:

* *Fact Sheet: How to Request National Disability Insurance Scheme Services in Northern Territory Government Schools*
* *Checklist for Northern Territory Government Schools*
* *Decision-Making Tool for Northern Territory Government Schools*
* *Frequently Asked Questions.*

The National Disability Insurance Scheme (NDIS) provides children with a disability and their families with increased choice and control on how disability services and provisions are delivered for whole of life supports. The Department of Education is committed to supporting NDIS participants and their families to optimise the benefits offered by the NDIS.

The Department of Education recognises that families and NDIS providers may request that services be carried out in schools to assist students who have a disability. Specific services may be provided by an occupational therapist, speech pathologist, psychologist, physiotherapist or social worker and carried out at school, during school hours, to assist students with a disability to meet their educational goals and individual learning plans.

Schools may receive requests from a student’s family or a provider to deliver NDIS services to:

* observe a student in the classroom or in the school environment
* attend planning for a student’s individual learning plan
* attend meetings to monitor and tailor the support provided to a student
* provide training/professional learning to school staff on school grounds
* provide support with the management of assistive technology such as standing frames or communication devices.

These requests can generally be accommodated by schools and complement holistic student planning and support processes.

Requests for NDIS services to be delivered at Northern Territory (NT) Government schools should be considered unless the specific circumstances raise practical, legal or educational issues. However, the decision to approve the delivery of NDIS services on school premises during school hours rests with the principal as the educational leader.

Decisions made are not automatically transferrable if a student relocates to another school.

The Department of Education has designed a three step process to assist schools to finalise their response to service requests on a case by case basis.

**Step 1**

**Step 2**

**Step 3**

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Yes

No

Notification of request outcome to family.

Practical arrangements are organised with school and provider.

Principal

considers

request.

Family and NDIS provider request access to school.

Receive completed Request for NDIS Service in NTG School form.

NDIS Service

in School Agreement is completed by all parties.

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Notification of request outcome to family.

# Step 1

The school receives a completed *Request to Provide NDIS Services in NT Government Schools* from a student’s family and provider. The request outlines the proposed services to be delivered at school and the reasons for the request. The family and/or the provider must submit the completed form to the school.

# STEP 2

The principal considers the request using the *Decision-Making Tool for NT Government Schools* and makes a decision as to whether the services can be provided on school premises during school hours. Key considerations include:

* the school’s ability to adequately fulfil its duty of care to all students, staff and visitors
* the purpose of the request, for example, whether the proposed services provide benefits that support the student’s NDIS and educational goals, whether it is necessary for the services to occur on school premises during school hours
* the relative benefits of the service when compared to anticipated disruption to:
	+ student learning
	+ the needs of other students and other programs at the school
	+ the flexibility of the student’s individual learning plan
* the school’s specific circumstances, including the location and suitability of an area where the proposed services could occur
* the model and make-up of classroom teaching arrangements
* the individual circumstances of the student and the student’s family and social circumstances.

The principal may request a meeting with the family and/or provider to gather further information if needed.

It is recommended that the principal makes a decision and responds to the request within 15 working days (not including school or public holidays) and inform the family in writing (email/letter) using the *Notification of Request Outcome to Family*.

# Step 3

If the principal approves the request for NDIS services to be provided at school, appropriate arrangements will need to be made.

The family and provider are required to sign and enter into an *NDIS Service in School Agreement*, which is negotiated and agreed between the student, student’s family, school and provider. The *NDIS Service in School Agreement* sets out how and when the provider will enter and work within the school environment. It also sets out review dates and end of service processes.

Principals are required to inform relevant school and Student Wellbeing and Inclusion staff about the services being delivered by the provider to ensure coordination of services.

# fuRther information

**Student Wellbeing and Inclusion**

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