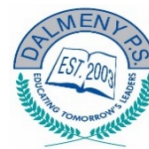


# Dalmeny Public School

## Specific Learning Requirements Policy



### 1. POLICY STATEMENT

**1.1** This document provides information for the community and direction for school personnel on the entitlements, requirements and procedures for the enrolment of students with specific learning needs at Dalmeny Public School.

The school will work with parents and caregivers, taking into consideration the expressed desires of the family and the educational and wellbeing factors involved.

### 1.2 Providing for the wellbeing and learning needs of the student

In meeting specific wellbeing and learning needs Dalmeny Public School may:

- liaise with preschools, the early intervention team, previous schools, medical practitioners and support services in order to evaluate provision requirements;
- elect to delay an enrolment in the event that the school requires and is waiting on the provision of health plans and medications relating to life threatening illness from the parents, carers and or medical and health practitioner;
- meet with parents and carers in order to develop risk assessments and or learning and behaviour programs;
- elect to delay an enrolment in the event that the school requires the development and implementation of risk assessments and or behaviour plans in order to manage the safety of a student and their peers.
- review a range of assessments;
- refer the student and parents to the school counsellor and or learning and support team;
- develop a request to access departmental funding or services in order to better meet the needs of the student;
- access low level adjustment disability funding to allocate school learning support officer time;
- engage asset management services in the assessment of modifications to buildings or the playground areas to facilitate access and or provide for student safety;
- work with departmental or external support services in serving the best interests of the student;
- investigate the use of specialised equipment and technology;
- implement a staged transition program to school to support the wellbeing of the child and adjustment to the school.
- recommend access to special school or special class placement for the student, if required.

In the event parents request special placement the school will lodge an access request for enrolment which will be considered by a special education placement panel, external to the school.

### 1.3 Refusing enrolment

Where there is a history of violence supported by documentary evidence, including evidence that demonstrates the student has not developed the appropriate skills to manage the violence despite intervention the principal may refuse enrolment.

Refer to *Procedures Concerning Suspension, Exclusion and Expulsion of Students*

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### 1.4 Requirements

- Birth certificate or passport for kindergarten students.

- Evidence of the kindergarten child's immunisation status [*The Public Health (Amendment) Act 1992*]
- Appraisal on enrolment or during transition to school by the principal and or delegate.
- Documentation from medical practitioners and other health and education professionals.

Appraisals will involve parents or caregivers and will consider the student's support needs in areas such as curriculum, mobility, social skills, personal care and communication.

## **2. Audience and applicability**

**2.1** This policy applies to the Dalmeny Public School community.

## **3. Responsibilities and Delegations**

### **3.1 The Principal**

The principal is responsible for:

- providing information about special education enrolment strategies and policy to the school community
- preparing policy in consultation with the school community;
- managing effective strategies for the enrolments of students with specific needs;
- advising the Director of Educational Leadership of special education students, where required;
- maintaining accurate and complete enrolment data;
- accessing resources available to provide for the specific needs of the student;
- ensuring staff are aware of the specific needs of identified students in order to provide for the wellbeing and safety of the student and their peers. This includes visible documentation for a student's health needs, anaphylaxis training, first aid and safe storage and access to medication.

### **3.2 The Director Educational Leadership**

The Director Educational Leadership is responsible for monitoring:

- enrolments, policy, procedures, numbers, trends and ceilings at Dalmeny Public School;

## **4. Monitoring and Review**

**4.1** Dalmeny Public School will monitor the implementation of this policy and review its effectiveness every three years and or as required.

## **5. Policy Contact**

**5.1** Dalmeny Public School  
Phone: 02 9826 9033

## **6. Implementation Date**

**6.1** 9<sup>th</sup> September 2019