

ENROLMENT POLICY

Rationale:

- To ensure an open and transparent process exists to enrol only those students who are eligible for enrolment at Sale Specialist School

Eligibility:

- Only students who have been deemed eligible for funding under the DEECD Program for Students with a Disability (PSD) and have been diagnosed as having an Intellectual Disability are eligible to enrol at Sale Specialist School
- Students who reside within the school's Designated Transport Area (DTA) may be eligible for transport assistance. (See transport brochure for eligibility)

Enrolment:

- The decision to enrol at Sale Specialist School is ultimately a family choice. Enrolment may be on a fulltime basis or part time, with enrolment shared between the Specialist School and a mainstream school. Enrolment of less than two days per week is strongly discouraged
- Eligible students may enrol at anytime during the school year. Students will commence once duty of care requirements have been met through the transition process

Preferred Enrolment Transition Process:

- Parents are encouraged to visit and tour the school when considering their child's educational placement. They may visit the school a number of times. Family members, friends, and professionals are welcome to visit to support the family's decision
- The child is encouraged to visit and tour the school after the parent tour
- After a family has made a decision to enrol their child, a Student Support Group Meeting (SSG) is held to share information relevant to the child's education. (Please refer to the current year's PSD guidelines handbook)
- Input from the child's current school/kindergarten is strongly encouraged and comes in the form of professionals attending the meeting and/or providing relevant paperwork. Input from therapists, medical professionals and support workers who have worked / are working with the child is also sought. Information about the student is collated and the file is made available to school staff
- Sale Specialist School staff may visit the child in their current educational setting
- Student classroom placement and key learning objectives are identified. Appropriate structures are put into place to support the student's educational, social, emotional and physical needs and to ensure the safety of all students and staff

- The student participates in a transition program. Transition programs are individualised to meet student, family and school needs

Evaluation:

- This policy will be reviewed as part of the school's three-year review cycle in line with current DEED current policy and guidelines

Principal _____ School Council President _____

This policy was last ratified by School Council in....

September 2011