



# NDIS funded service provision in schools and preschools

Information for families and carers



Government  
of South Australia

Department for Education

## The National Disability Insurance Scheme (NDIS) funds the supports identified in a child or young persons' NDIS plan so they can gain greater independence, access new skills, jobs, or volunteering opportunities, and achieve improved quality of life.

Families and carers can request that NDIS funded supports be provided in schools and preschools during teaching and learning time. However, all attempts should be made to accommodate NDIS funded supports outside of school or preschool hours. This is to make sure your child receives their full curriculum entitlement at school or preschool, and your child gets the full benefit from strategies shared by the NDIS funded provider (provider).

If you decide that NDIS funded support can't be provided outside of school hours, the following information will help you make your request.



## Key information

- There is no automatic right for these supports to be delivered in schools and preschools.
- Balancing requests is a complex issue and decisions are made on a case-by-case basis.
- Some schools and preschools charge for services to be delivered on site. You and the provider will need to discuss this cost.
- Payment of service charges is the responsibility of the service provider and are not to be on-charged to the family.
- Where possible, NDIS funded supports should be provided outside of school or preschool hours.

# Steps for approval of NDIS funded service provision

For NDIS funded supports under an NDIS plan to be provided in schools or preschools, the following process must be followed:



1. **You make a request to the leader using a form the leader provides. Requests cannot come directly from providers.**



2. **The leader considers the request and may seek further information from you.**



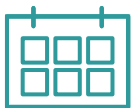
3. **The leader advises you of their decision.**



4. **You advise the provider.**



5. **If the request is approved, the leader may request a meeting. Bring all relevant documents and information to the meeting. This may include reports from specialists or therapists, or your child's NDIS plan.**



6. **Discuss possible days and times for the services to be provided at school or preschool.**



7. **The Principal or Preschool Director and the provider enter into a licence agreement that sets out the agreed arrangements and the provider supplies the relevant documentation.**



8. **The provider takes part in an induction for the school or preschool.**

# Role of schools and preschools

The Department for Education and the National Disability Insurance Agency (NDIA) recommend that supports funded through a child or young person's NDIS plan are best delivered outside school or preschool hours. However, if the support benefits the child or young person's education these may be considered for delivery in school and preschools during school or preschool hours.

The core business of schools and preschools is teaching and learning. It's essential that your child's education is the primary focus of their attendance at and participation in school or preschool.

Schools and preschools are committed to working with families or carers for children and young people with disability to progress and achieve in their learning goals. Leaders recognise where possible this can be achieved through a team working with the child.

The leader has responsibility for deciding when and how supports are delivered without impacting on the child or young person's participation in school or preschool activities.

## Leader considerations to approve or deny access

**After your request, the following will be considered in making a decision:**

- the duty of care to the safety and wellbeing of all children and young people and staff
- a location where teachers can maintain 'line-of-sight' for children and young people with disability at all times
- how supports relate to your child's needs
- impacts on your child if they'll need to leave the classroom to receive support
- effects on other children and young people if the support needs to be provided in the classroom
- whether the support needs to be delivered at a particular time of the day or particular location
- the ability of the school or preschool to manage providers on an ongoing basis.

## Communicating the decision

If the leader agrees, or doesn't agree, for the support to be provided, you'll need to let the provider know.

If support is approved, the leader may request a meeting between you, the leader and the provider to confirm arrangements before the supports start. It's your responsibility to negotiate with the provider about how this will affect your child's NDIS package.

# Provider requirements

Before providing supports in a school or preschool, the provider will be required to comply with certain legal requirements, including a Working with Children Check clearance. The school or preschool will provide information about these requirements.

A departmental licence agreement with the Principal or Preschool Director will be signed by the provider. This agreement sets out how they'll work in the school or preschool, and the agreed times and days for service delivery. You can request a copy of the licence agreement.

## The leader has the right to stop a provider's access if:

- the provider breaches their agreement
- the service does not support your child's educational needs or goals
- the service impacts on school or preschool operations.

The leader will contact you before they take this step. If you're unhappy with this decision, you should discuss it with the leader.

# Your communication responsibilities

## Your role as your child's family or carer includes:

- letting the provider know of the leader's decision
- informing the provider as soon as possible if your child is absent on a day when the provider is due to go to the school or preschool
- informing the provider if other activities at school or preschool mean that support can't take place, for example excursions or camps
- informing the school or preschool if the supports cease or you change providers.
- You will need to provide written authority for providers to share information with the school or preschool.

## Contact

**Inclusive Teaching and Learning**

**Phone:** 8226 3620

**Email:** [Education.ITL@sa.gov.au](mailto:Education.ITL@sa.gov.au)



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