



Distance Education Supplement

2.9 Transition for students with significant support needs

(Please print clearly)

Department of Education office _____ Contact Person _____

Phone _____ Fax _____ Email _____

Student name _____ Year _____

Current / most recent school _____

Transition school _____

This category is designed for students for whom an assessment indicates that they cannot attend their local government school on a regular basis.

This category can only be accessed as part of a managed transition strategy between the local government school and the distance education school that aims to return the student to the local school or to facilitate their participation in further education or employment.

Access to this provision is through the Online Access Request process.

The School Services team in the home (referring school) location is responsible for processing access to the range of student services support provision.

A plan from the home (referring school) drawing on resources available from them and the distance education school must be provided as a condition of enrolment.

While the student attends distance education, strong links will be maintained with the learning and support team from the student's home (referring school). The home (referring school) will arrange a transition review with the distance education school at least three months before the return to school.

The distance education school and home school will review the enrolment and level of support required for the student to ensure the ongoing appropriateness in this category.

Referral Process	Access to this provision is through the Online Access Request process
The learning and support team from the school where the student is currently enrolled will initiate an Access Request in consultation with the parent/carer. Appendix 'A' must be completed and attached to the Access Request.	
A Transition Management Plan must be completed and attached to the Access Request.	



A distance education enrolment may be recommended when ALL of the following apply and evidence is included as an attachment in the access request:

- consultation with the parent/carer supports an enrolment in distance education
- the student has a disability confirmation
- the local school cannot meet the student's educational needs with access to the available school, community and state resources
- the distance education school is the most appropriate enrolment
- Appendix A found at the end of this document has been attached to the Access Request.

The distance education school will provide feedback to the student's home (referring school) and the educational services team where the student lives about recommendations for continued access to distance education support.

The home (referring school) will receive copies of the student's reports while they are enrolled in distance education.

Learning and Wellbeing Coordinator

Mental Health

Behaviour

Other

Specify _____

Documentation required

Access request

Disability confirmation (if available)

Appendix A – child protection

Appendix B – Transition Management Plan

Medical documentation (if appropriate)

I have reviewed the documentation for this application for distance education. I recommend enrolment for the student whose name appears on the document.

Name of learning and wellbeing coordinator _____

Signature _____ Date _____