



Distance Education Supplement Specialist Placement Settings (Schools for Specific Purposes) Accessing Curriculum Provision

This application must be endorsed by the Director Educational Leadership.

Distance education can only be used as part of a documented personalised learning plan and support plan or a transition plan for a student in this setting.

Applications for Accessing Curriculum are only processed when the appropriate contributions payments have been received.

(Please print clearly)

Setting name _____ **Contact person** _____

Phone _____ **Email** _____

Student name _____ **Year** _____

Principal of Setting

As Principal, I certify that:

- the setting is unable to provide curriculum access for the student in a key learning area at an appropriate stage level through any other means than distance education
- I have submitted a documented personal learning and support plan or transition plan for the student
- I have provided additional documentation deemed necessary to develop an appropriate learning program for the student
- as far as practical the setting will manage the transition to another education setting.

Also, I certify that:

- the student meets all eligibility conditions of the selected course
- the student is capable of working independently
- a member of the teaching staff at the home school has been nominated to supervise the study arrangements of the student, including assignments, formal examinations and assessment tasks
- the student will be allocated the prescribed time to study courses, including daily study/work periods and times when distance education teachers can contact supervisors
- procedures will be in place to ensure that the student will regularly return work and complete all tasks including assignments, formal examinations and assessment tasks
- the student is informed that they are required to return work each week or to meet alternative minimum standards set by the distance education school
- the student will be provided with resources where required, such as printing, textbooks, reference materials, access to a telephone, computer, internet access, video conferencing and audio equipment, that meet the department's current specifications
- the student has access to and use of supervised specialist rooms as required
- procedures will be in place to ensure that parental/carer permission is obtained for the student to attend activities arranged by the distance education school and that the home school will carry out risk assessments related to these activities
- an appropriate supervisor to accompany any student/s attending excursions or activities associated with Sydney Distance Education High School
- where appropriate, the setting will apply to NESA for disability provisions and provide Sydney Distance Education High School with a copy of the decision letter from NESA
- ensure any Sydney Distance Education High School resources are returned or replacement costs paid.

Email: sydneyh-d.school@det.nsw.edu.au

Website: <https://sydneyh-d.schools.nsw.gov.au>



Principal (SSP)

I confirm that:

- ☐ the appropriate contribution payments have been made through an Interschool Journal
- ☐ I am aware that the application for curriculum access will be reviewed every 6 months
- ☐ a supervisor will accompany students for visits to SDEHS (unless a Stage 6 student is attending a study day and a Deputy Principal has given permission for the supervisor not to attend).

Documentation required

- ☐ SDEHS Enrolment Application form
- ☐ a ghosted copy of Department of Education enrolment form (including a copy of the student's Health Care Plan, if appropriate)
- ☐ the student's personal learning and support plan or transition plan
- ☐ additional documentation deemed necessary to develop an appropriate learning program for the student
- ☐ a Risk Assessment
 - ☐ Student is not a safety risk to self or others and has approval to attend SDEHS
 - ☐ Student poses a risk and will not attend SDEHS
- ☐ a copy of the Access Request form and Disability Confirmation sheet (if available).

I have reviewed the documentation for this application for distance education.

I request curriculum access for the student whose name appears on the document.

Principal's name _____

Principal's signature _____ Date _____

Director Educational Leadership

I have reviewed the documentation for this application for distance education.

I endorse this enrolment for the student whose name appears on the document.

Director's name _____

Director's signature _____ Date _____