



## ENROLMENT POLICY

Croydon Special Developmental School (Croydon SDS) is a select entry specialist school with an enrolment policy legislated by the State government through the Department of Education and Training. Within these guidelines we provide guidance and support to assist parents and carers to make an informed decision. We do this by providing information about the education system as it relates to special needs and the services we provide including curriculum, staffing, support resources, administrative requirements, costs and transport arrangements. The school has a designated transport area (DTA) entitling eligible school aged students residing within the DTA to free bus travel on school buses contracted through private companies. Eligible school aged students residing outside the DTA zone may be enrolled however they will not be able to access the bus service.

### **Guidelines**

As a prescribed Special Developmental School, we cater for students with a moderate to severe intellectual disability as diagnosed by an accredited psychologist or psychiatrist as follows:

- Full Scale IQ (FSIQ) below 50 measured on the age appropriate Wechsler test and
- a Vineland Adaptive Behaviour Survey score of 70 or below along with
- a summary statement by the testing psychologist or psychiatrist which states moderate or mild/moderate Intellectual Disability.

### **Students with a dual diagnosis:**

For students with a dual diagnosis of disabilities, an appropriate specialist setting may be influenced by:

- the disability judged to be the primary disability
- the category of disability that the Program for Students with Disabilities (PSD) application is submitted under and meets eligibility criteria for
- the availability of a placement at a specialist school.

### **Dual Enrolment:**

Dual enrolment is when parents decide that their child would benefit from attending a specialist school and regular school on a part time basis. Croydon SDS works cooperatively with the partner school to provide a cohesive education. When both are government schools the PSD funding is shared between them depending on the time fraction at each.

Where possible, Croydon SDS will work together with each student's regular school to organise joint SSG meetings to work towards consistency in goal setting and strategies.

Croydon SDS will reach agreement with parents and the primary/secondary school at the beginning of each school year about which days the student will attend each school. To ensure consistency and staffing organisation, these days will remain the same for the school year. As the funding is organised on a term by term basis, time fraction changes for the following term may be negotiated with both schools. Students may not change days if there are Curriculum Days at either school, ie, if a student attends their primary/secondary school and it is a Curriculum Day, they cannot attend Croydon SDS and vice versa.

## **Enrolment**

### **School Aged Students**

All enrolments must be on the school enrolment form

The completed school enrolment form together with the following documents

- Birth Certificate
- Immunisation Record

must be submitted to the office prior to the child/student commencing school.

### **Early Education Program**

Children aged 2.8-4.8 years on the 1<sup>st</sup> January of the year of enrolment, who have significant delays in two or more areas with a diagnosed disability or global developmental delay may be eligible to attend the Early Education Program.

Children who are at least 5 years of age by 30 April are not eligible for enrolment in the Early Education Program.

Parents need to provide copies of reports/paediatrician letters to confirm their child's diagnosis. As limited places are available in our Early Education Program, a waitlist is compiled for enrolment the following year. We will endeavour to confirm enrolments in November/December.

All enrolments for the Early Education Program must be on the school enrolment form.

The completed school enrolment form together with the following documents.

- Birth Certificate
- Immunisation Record

must be submitted to the office prior to the child commencing the Early Education Program.

Children may only be enrolled in 1 Early Education Program setting.

Session hours – 9.30am – 2.30pm

3 year olds are offered 1 session a week, 4 year olds are offered 2 sessions a week.

### **Review Cycle**

This policy was last updated on 15/6/2020 and is scheduled for review in March 2022