

## SPECIAL NEEDS ENROLMENT PROTOCOLS

- Copies of all information relative to the specific learning needs of the student applying for enrolment must be disclosed to the school. Examples include any of the following:
  - paediatric reports related to medical and other conditions
  - behavioural assessments
  - therapeutic interventions
  - psychometric assessments
  - speech and language clinical reports
  - occupational therapy reports

If the enrolment application is successful-

- The above documentation must be updated as further assessments occur or as additional information becomes available.
- It is essential that parents/carers co-operate with the school Principal or delegated teacher should they need to discuss appropriate support of the student with the relevant practitioner.
- In the case of Kindergarten enrolments the Principal or delegated teacher may visit the preschool of the student applying for enrolment to collect information relevant to the educational support of the student.
- This information may be forwarded to the Catholic Education Office in order to ascertain possible additional education support.
- Any information supplied during the course of enrolment within a Catholic school that pertains to the student posing a risk of any type to students or staff is legally required to be forwarded to another school, if enrolment is sought at that school (eg when moving from Primary to Secondary school or moving from one primary to another etc.).
- Special needs information supplied during the course of enrolment within a Catholic school that does not pertain to the student posing any risk to students or staff may be forwarded to another school if enrolment is sought at that school.
- It is essential that parents/carers co-operate with the Principal in obtaining appropriate medical /educational/behavioural assessments or advice in relation to the student's educational progress.