



Specialist Disability Support in Schools Program

School Request for Support Form

Please Note:

It is an Education Queensland requirement to obtain a signed School Request for Support Form for each Student which must be renewed **each school year**.

SECTION A

If this request is for more than one eligible Student, only one Section A is required.

Please complete and sent this form to Guide Dogs

Telephone: (07) 3500 9060
Email: SDSS@guidedogsqld.com.au
Address: 1978 Gympie Road, Bald Hills, QLD 4036

Service Request

Year support is requested for: _____

School Name: _____

School Address: _____

School Postal Address: _____

School Email Address: _____

School Phone Number: _____

Name of person making request: _____

Position of person making request: _____

School Contact's Phone Number: _____

School Contact's Email Address: _____

Convenient time to contact: _____

Name of Classroom Teacher: _____

Class: _____

Has the school contacted their Regional Office to check if there are any supports and/or school-based therapies available from the education sector? Yes No

School Consent

Principal (or delegate), your consent is required by ticking the box beside the statements below:

- I understand that Guide Dogs Queensland will provide services at our school and will work in collaboration with the Student’s educational team to provide advice and support for the development and implementation of the Student’s Personalised Learning Plan.
- I give permission for Guide Dogs to provide services at our school or as negotiated and agreed by Guide Dogs and the school.
- The relevant school policies and procedures, including child safety and mandatory reporting requirements, have been viewed and completed by Guide Dogs Queensland.
- Consent has been received from a parent/guardian for each Student listed in Section B of this request to receive a SDSS service from Guide Dogs Queensland at our school.
- I confirm that each Student listed in Section B of this request meets the eligibility requirements to receive a SDSS service, as listed in Section B below, SDSS Services – Student Eligibility.

Privacy Collection Notice: All approved SDSS organisations have a current service agreement with the Department of Education, which requires them to adhere to strict Disclosure of Confidential Information and Protection of Personal Information clauses when delivering a service.

The personal information gathered by Guide Dogs Queensland for this request is for the purpose of delivering services to improve access to and participation in curriculum and educational outcomes and will not be used for any other purpose or given to any other party unless you have consented, or we are authorised by law to do so.

Principal’s (or delegate’s signature): _____

Print Name: _____

Date: _____

SECTION B

If this School Request for Support Form is for multiple eligible Students, a Section B (this page) must be completed for each eligible Student.

Student Details

First and Last Name:

Preferred Name:

Date of Birth:

Gender:

Male / Female / Other (please describe):

Does the Student identify as:

Aboriginal

Torres Strait Islander

Other Cultural Background (please specify):

School Year/Grade Level:

Home Address:

Parent/Carer Name (1):

Parent/Carer Phone Number:

Parent/Carer Email:

Parent/Carer Name (2):

Parent/Carer Phone Number:

Parent/Carer Email:

Impairment Categories:

Vision Impairment

Autism Spectrum Disorder

Physical Impairment

Intellectual Disability

Speech Language Impairment

Hearing Impairment

Social Emotional Disorder

Other (please specify): _____

Does the Student access specialist education services at school?

Special Education Support

AVT

Teacher Aide Support

Therapy Services

Other (please specify): _____

Service Type Requested for Student by Guide Dogs:

Orientation and Mobility

Occupational Therapy

Psychology

Assistive Technology Training

Please describe key concerns regarding the Student's access and participation in the curriculum:

What other Organisations or Services are involved in supporting the Student?

SDSS Service – Student Eligibility

Check the relevant box/es regarding the Student's eligibility:

- The Student was recorded in the latest submission of the Nationally Consistent Collection of Data on School Students with Disability (NCCD) as receiving supplementary, substantial or extensive adjustments; **OR**
- the school requires assistance to address a barrier to the Student's physical access to the school environment; **OR**

If a Student is new to the school (including Prep Students)

- The school has evidence of a diagnosed disability and has confirmed by the end of Term 1 that the adjustments provided are consistent with the descriptors for either supplementary, substantial or extensive as per the NCCD Guidelines (please refer to the NCCD Selecting the level of adjustment matrix below):
 - **Supplementary:** Student receives adjustments supplementary to the strategies and resources already available for all Students within the school for particular activities at specific times throughout the week.
 - **Substantial:** Student has substantial support needs and receive essential adjustments and require considerable assistance to the usual educational program at most times, on most days.
 - **Extensive:** Student has very high support needs and are provided with extensive targeted measures and sustained levels of intensive support at all times.