



WAYI SCHOOL

NDIS POLICY



Help for non-English speakers

If you need help to understand the information in this policy, please contact Wayi School – (03 7300 6600) or wayi.school@education.vic.gov.au

PURPOSE

The purpose of this policy is to explain how Wayi School can support students who receive National Disability Insurance Scheme (NDIS) funded therapy.

SUMMARY

- Wayi school is encouraged to support students and their parents in exercising a level of choice and control with their National Disability Insurance Scheme supports at school where it is safe and practical to do so.
- The Department has produced guidelines for Victorian Government schools related to requests for the delivery of funded therapy in schools.
- Ultimately, the decision to allow funded therapists to conduct therapy on school ground rests with the principal.
- The therapies funded by the National Disability Insurance Scheme are related to the student's functional whole-of-life support needs, and not for educational purposes. The responsibility for therapy for educational attainment remains with the education system. On the basis, schools should continue to employ therapists and access therapy from Student Support Services to provide educational supports.

BACKGROUND

The National Disability Insurance Scheme (NDIS) provides Australians under the age of 65 who have a permanent and significant disability with the reasonable and necessary supports they need to enjoy an ordinary life.

Funding is allocated to the person (with their family, carer, or advocate) who can choose who they will purchase services from and when, where, and how they receive services. Eligibility is focused on lifelong, functional impairment and capacity building.

The National Disability Insurance Agency (NDIA) administers the NDIS. For more information about the NDIS, visit the [National Disability Insurance Scheme website](https://www.ndis.gov.au).

The NDIS does not fund services that are reasonable and necessary for children to participate in education. These remain the responsibility of the Department of Education

The NDIS replaces the Department's Early Childhood Intervention Services (ECIS) program. [The NDIS Early Intervention \(ECEI\)](#) approach supports children with disability or developmental delay from birth until 9 years of age.

School age children may receive funding for non-educational therapy through the NDIS. The Department has developed [Guidelines](#) on whether this therapy may be delivered in schools.

THE NDIS AND FUNDED THERAPY FOR STUDENTS

The NDIS provides increased choice and control for children with disabilities and their families on how disability services and supports are delivered.

As a result, school principals may receive parent requests to allow NDIS funded therapists to:

- Observe a student in the classroom or in school environment
- Discuss the students' goals and strengths with relevant staff
- Attend a Student Support Group meeting to monitor and tailor the support provided to the student

REQUESTING INFORMATION

The NDIS may request supporting documentation from Wayi School to support new NDIS applications and students with an approved NDIS plan. Parents, Caregivers, Providers, and NDIS staff can contact Wayi School to request their child's School Reports, Cognitive Reports, Allied Health Reports, and a letter to confirm enrolment to support student NDIS applications and plans. Due to the considerable number of students receiving vital NDIS support at Wayi School it is important to ensure effective processes of providing information in a timely manner.

It is important to ensure anyone other than parents or legal guardians who are requesting information in relation to NDIS applications or plans must provide a 'release of information' form signed by a parent / legal guardian when requesting supporting documentation. This process is coordinated by the Student Engagement & Wellbeing Leader and will be supported by administration staff at Wayi School. Collating and providing reports can take a significant amount of time, as a result requests will be processed as soon as is practicable, generally 3 to 5 days from request.

NDIS SUPPORT VISITS

Requests for NDIS providers to attend Wayi School for the purposes of therapy provision will be assessed on a case-by-case basis. Many considerations must be made to ensure that time in education is optimised for all students equitably. As per the [DET guidelines](#) Wayi School need to ensure they have the practical capacity to accommodate NDIS funded therapists providing therapy to students on school grounds. This includes having the physical space available to accommodate the therapy, and ensuring the school is equipped to manage the increased administration that allowing therapy might entail. This is a key consideration for the specialist schools with high numbers of NDIS participants. The principal must also

consider the potential disruption it could cause not only for the student receiving the therapy, but also the potential disruption it could cause not only for the student receiving the therapy but also their peers, who may be impacted during their direct teaching time given the high numbers of NDIS clients at Wayi School. Any request should be directed to the Principal Class Team. Regular on-site therapy sessions during direct teaching time cannot be facilitated at this stage.

Request for NDIS Providers to attend Wayi School for the purpose of observation can be made through the Wayi School email. To ensure that time in education is optimised for all students equitably, providers can attend for 1-hour observations. Providers are encouraged to attend observations separately to lessen the potential disruption to education. Providers must ensure they bring along their Working with Children's Check for administration to copy prior to entering the school. If NDIS funded equipment such as an AAC (augmentative and alternative communication device) must arrive with guided access (or equivalent device-locking mode) enabled to ensure consistent and secure use during school hours. All devices must also be fitted with a suitable rugged or heavy-duty case prior to being used in the school environment.

Liaison between NDIS providers and Wayi School Allied Health Team is encouraged to build consistent practices and strategies across a student's context. Written consent must be provided by parents/caregivers for communication between NDIS providers and the Wayi School Allied Health Team. The Allied Health Team function as a conduit between external services and the education teams. NDIS providers are discouraged to contact students' education staff directly.

The NDIS may fund a range of specialised supports for school-aged children with a disability. However, critically, the NDIS does not replace or duplicate the responsibilities of the education system.

In accordance with relevant anti-discrimination laws:

- Schools remain responsible for providing 'reasonable adjustments' to ensure that student with disabilities are able to access their education on the same basis as their peers.
- Schools are legally obliged to provide these adjustments, regardless of whether or not a student is also receiving NDIS support.

The NDIS does not fund therapy for the purpose of educational attainment. Therefore, the Principal is unlikely to be in breach of anti-discrimination obligations if they decline a request for NDIS funded therapy to occur at school, in circumstances where all 'reasonable adjustments' are in place for a student at the school.

NEW NDIS APPLICATIONS

New applications for the NDIS can be made with the following local organisations:

Local Area Coordinator (LAC) partner/ Early Childhood Partner

Address: 1H Homemaker Centre, 1185-1197 Pascoe Vale Road, **Broadmeadows** 3047 VIC

Opening Hours: Monday – Friday, 9:00am – 5:00pm

Phone: 1300 275 634

Email: BSL@ndis.gov.au

Local Area Coordinator (LAC) partner/ Early Childhood Partner

Address: 16/797 Plenty Road, South Morang 3752 VIC

Opening Hours: Monday – Friday, 9:00am – 5:00pm

Phone: 1300 275 634

Email: BSL@ndis.gov.au

The first step in applying for NDIS funding is for parents / caregivers to contact local LAC or ECEI. Once applications have been approved the NDIS is responsible to link families with the appropriate NDIS provider/s who deliver support services. The NDIS provide services separate from school. Student may be withdrawn from school to attend appoints. Wayi School continue to provide wellbeing support, OT and Speech therapy in school. Wayi School encourages families to schedule and attend NDIS appointments outside of school hours.

NDIS PLANS AND PROVIDERS

Once NDIS applications have been approved a NDIS Plan will be developed. This process involved the NDIS recommending and linking families with providers who provide the required services.

An example of local provider services include:

DPV Health and Community Services

55 Craigieburn Road, Craigieburn VIC 3064

Ph: 1300 234 263

NDIS NAVIGATORS

NDIS Navigators are employed in specialist schools where they will provide support and advice for parents and carers to build their capacity to understand, advocate for and access appropriate NDIS funded support services available to their children. Further support includes:

- Navigating and understand the NDIS
- Apply for and access NDIS funded supports for your child
- Understand activities like a plan reassessment
- Find out how to raise issues about your child's plan or with a providers

Matthew Williams

NDIS Navigator – matthew.williams8@education.vic.gov.au

RELATED POLICIES

- [Students with Disability](#)
- [NDIS Navigators](#)
- [NDIS Funded Therapy in Schools](#)

RELAVANT LEGISLATION

- [Disability Discrimination Act 1992 \(Cth\)](#)
- [Equal Opportunity Act 2010 \(Vic\)](#)
- [National Disability Insurance Scheme Act 2013 \(Cth\)](#)
- [Victorian Charter of Rights of Rights and Responsibilities \(Vic\)](#)

POLICY REVIEW AND APPROVAL

Policy last reviewed	October 2025
Consultation	School Council
Approved by	Leanne Sinnadurai - Principal
Next scheduled review date	October 2026