

# YRSDS OSH PROGRAM

## YRSDS OSH Program Access Policy

### **Rationale:**

The Disability Act 2006 requires that Yarra Ranges SDS School Council must be able to provide people with a disability and their support networks with an understanding of the way in which they may access the service.

### **Definition:**

'Service' in this policy refers to the Yarra Ranges SDS OSH Program.

### **Aims:**

- To explain how to access the service.
- To define the criteria applied to service requests.
- To explain priority of access and limits to the number of service users.
- To ensure that the process for determining access to the service is consistent, transparent, fair, responsive and efficient.
- To ensure that the process for determining access will be sensitive to the needs and requirements of participants from diverse linguistic and cultural backgrounds, and will be responsive as far as practicable to the particular circumstances of individuals.

### **Implementation:**

- Criteria for access to the service are:
  - The service user must have a disability as defined by the Disability Act 2006
  - The service user must be a registered NDIS participant and have a current NDIS plan in place
  - The service user must be between the ages of six and eighteen years and attending school

Priority of access will include:

- Families experiencing significant stress
- Families with working parent(s)
- Families with little or no access to other OSH programs

# YRSDS OSH PROGRAM

- Eligibility for the service does not guarantee access to the service. Access to YRSDS OSH Program services is determined by a range of factors including:
  - Benefits to the individual/family
  - Individual need
  - Group dynamics and ratios
  - Determination of safety and risk
  - Staffing availability
- Places for the service will be allocated subject to demand and using the criteria as indicated above
- All eligible participants will receive program information for each holiday period and the opportunity to book days
- Participants who are in full-time foster or family options placements have equal access priority as anyone else in the community
- Participants from other schools have equal access opportunity to those attending Yarra Ranges Special Developmental School
- Requests to enrol for the service may be placed on a waiting list and parents/carers will be given, if requested, advice regarding other service organisations which may be able to accommodate them
- Users will be given information that they can understand about how to apply for service and also how to register a complaint should their request be denied
- Requests for service may be made by family members, carers or other nominated parties
- All decisions regarding requests for the service will be made in a timely manner

<b>Policy review and approval Policy last reviewed</b>	August 25, 2021
<b>Approved by</b>	Janet Taylor – Principal and APO
<b>Next scheduled review date</b>	This policy was reviewed and implemented in August 2021 and will be reviewed on a 3 yearly cycle or more often if necessary due to changes in regulations or circumstance.