MINISTERIAL INSTRUCTION

NO 2 DUAL ENROLMENT OF STUDENTS WITH A DISABILITY

Statement
This Ministerial Instruction applies to all State and Non-Government Schools to allow school-aged children or youths with disability to dual enrol in a support school while maintaining enrolment in a mainstream school when all the requirements in the Instructions are met.

Date published: July 2017
Ministerial Instruction No 2 for Dual Enrolment of Students with a Disability

I, Jeremy Rockliff, being the Minister for Education and Training make the following Instruction for the purposes of section 11(4)(S32(2)) of the Education Act 2016.

1. Purpose

1.1 The purpose of this Ministerial Instruction is to:

a. provide for the circumstances in which a school-aged child and youth with a disability may be enrolled at more than one school (dual enrolment), and
b. outline the process for determining applications for dual enrolment for a school aged child or youth with a disability.

2. Scope

This Instruction applies to school aged children and youths with a disability seeking dual enrolment in a Support School and a mainstream school and it applies to State and Non-government schools.

This Instruction comes into effect on 10 July 2017.

3. Instructions

Enrolment in a Support School while maintaining enrolment in a mainstream school may be provided for school-aged children with disability in State schools and Non-government schools when all requirements in these Instructions are met.

One of the schools (State or non-government) must be established by the Minister for Education and Training for the purpose of delivering an education service to school aged children with a disability.

Eligibility to Apply for Enrolment

3.1.1 The class of school students that may be enrolled at more than one school are those students that are:

a. Currently enrolled in Prep to Year 12 in a mainstream State School or non-government school and who wish to also enrol in a Support school; or
b. Currently enrolled in Prep to Year 12 in a Support School and who wish to also enrol in mainstream State school or non-government school.

Enrolment Process

3.2.1. Each Administrative Authority must establish a process to determine enrolment applications for enrolment in more than one school.

3.2.2. A parent or carer of a school-aged child or youth eligible for enrolment must apply to the Administrative Authority that has responsibility for the school to enrol in more than one school.
3.2.3. Each Administrative Authority will take into account the capacity of the Support School to accept an enrolment.

3.2.4. The Administrative Authority (that runs the Support School) will have the right of ultimate determination of whether a school-aged child or youth may be enrolled in more than one school.

3.2.5. The application must be in accordance with the process established by the Administrative Authority for enrolment.

3.2.6. Determinations as to whether to allow enrolment in more than one school must be made in accordance with that process.

3.2.7. The Administrative Authority must notify the school aged child or youth’s parent or carer in writing regarding the enrolment decision.

3.2.8. When an application is approved, the notification must include any conditions on the arrangement.

3.2.9. When an application is not approved, the notification must outline the reasons for the decision.

Each Administrative Authority will outline their appeal process.

Levies and Charges

3.3.1. Levies and charges (where applicable) are to be determined on a proportional enrolment full time equivalent (FTE) basis.

3. Definitions

As per the Education Act 2016.

4. Details

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<th>Jeremy Rockliff</th>
</tr>
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<td>10 July 2017</td>
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<tr>
<td>Contact Officer Business Unit:</td>
<td>Disability Programs</td>
</tr>
<tr>
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<td><a href="mailto:statesupportservice@education.tas.gov.au">statesupportservice@education.tas.gov.au</a></td>
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Table 1: Details of document authorisation

Please refer to the online version (Doc ID: TASED-1797567314-8198) located in the Department’s Document Centre to ensure this is the most recent copy.
5. History of Changes

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*Table 2: History of document changes*