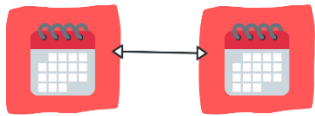


How does it work?

SWDS can provide NDIS supports within the classroom if your support needs are greater than what is provided through education support workers. The below information details how NDIS supports work when utilised in a classroom setting;



How do I receive support in my course?

SWTAFE provides educational supports for all students who identify as having a disability or mental health concern. In your Certificate or Diploma course, this means there will be a support worker in the classroom to assist the whole class with their study. Other education support and reasonable adjustments may include;

- Pre-enrolment information and enrollment assistance
- Orientation to the Institute and introduction to key staff members
- Advice regarding physical access
- Liaison with teacher
- Learning support in or out of the class (note taking, scribing, reading)
- Participation assistance
- Australian sign language (Auslan) interpreter
- Assessment accommodations
- Access to software, technology and equipment to enhance learning
- Referral to other support services e.g. counselling and welfare

If your support needs are greater than education supports, then you can request additional support via your NDIS plan. These supports are not in place to assist with your course work or learning, however can assist with personal care, social interaction, promoting safe accessing of services and supervision during community engagement etc.

Ratios in Group Supports

The rate you pay is dependent upon the number of Support Workers in the program, that is aligned to NDIS. This means you are not locked into one particular ratio every day you come.

So that you can plan for the costs of support, if you are entering into a Group Support program, then your Service Schedule will automatically show the cost for 1 Support Worker and 2 participants. This will be the maximum amount you will be

1:1
1:2
1:3
1:4
1:5

charged in a Group Support, unless you have requested Individual Supports. You will be invoiced for the support provided on the day, this may be a 1:2, 1:3, 1:4 or possibly a 1:5. This support is aligned to your support requirements.

The number of support workers planned for any particular class cohort will be dependent on numbers engaging with NDIS and support needs of the entire cohort.



Individual Supports

If you require individual support during your engagement at SWTAFE, SWDS will explore opportunities to offer this. Your Service Agreement Statement and Service Schedule details will remain the same. Individual Support rates will be applied to your Service Schedule.

Service Agreement Statement

Service Agreement
Statement



The most current Service Agreement Statement will be available electronically via the NDIS Support page on the SWTAFE website (<https://www.swtafe.edu.au/about-us/ndis-support>). The Service Agreement Statement is also available in hard copy. You will be notified of any amendments to the content of the Service Agreement Statement (as per changes to the NDIA Price Guide) via newsletter and email, and you will be advised to review these changes.



Service Schedule

Your Service Schedule will be developed to show exactly what you have chosen to engage in, as well as the maximum cost that will be invoiced for these supports (so long as no changes to supports occur during this time).

The Service Schedule can be developed to show your engagement for the year, or for each term, depending on your personal preference.

Activity Based Transport



When utilising SWTAFE vehicles for supports within your course, you **will not** need to cover the cost of kilometers. However, if accessing transport before or after your course engagement, kilometers will be invoiced directly to you. As per the NDIA Price Guide, where two or more participants are being transported on the same trip, the cost will be apportioned amongst the participants.

A SWTAFE car is currently costed at \$0.85/km.
A SWTAFE bus is currently costed at \$1.85/km.



Waiting List for additional Supports

The level of NDIS support allocated to a course is dependent on the total number and overall support requirements of the group accessing NDIS supports. If you feel you require additional supports, either within or outside of the classroom environment, a waiting list process will apply. Interested participants will be placed on the waiting list and will be alerted if at any point a space becomes available, or an support is able to be delivered.



Billable Non-Face-to-Face hours

Billable non-face-to-face hours will be displayed on your Service Schedule. These hours support SWDS to develop NDIA reports including goal progress and funding reports as well as attending care team meetings for your supports. Billable non-face-to-face hours will be calculated individually as needed and will be listed on your Service Schedule as 'as required'. Where additional reporting is requested by yourself, support team or NDIA, this will be invoiced directly from your NDIS plan.



Can I bring a support worker into class from outside SWTAFE?

If you have a support worker from another provider that you wish to support you in the classroom at TAFE this can be organised. Let your teacher and Disability Liaison Officer (DLO) know that you would like to do this during your enrollment process.

The support worker will need to demonstrate the following;

- ✓ Working with children's check and Police Check- shown
- ✓ Willingness to uphold the policies and procedures within the SWTAFE environment

If you have any questions in relation to the changes please give us a call, email or come in to see us.



03 5564 8720

0468 534 947



disability.support@swtafe.edu.au



Timor Street Warrnambool Campus, I building