

What is the DTO program?

You can get some extra support to settle from school to SWTAFE. Our Disability Transition Officers provide support and guidance for the journey at SWTAFE.

We work with you and anyone else who may be able to assist in your transition to SWTAFE including;

- Schools
- Family
- Care teams
- SWTAFE support teams

Our DTO's will support you through the first 90 days of your SWTAFE journey and then connect you with the accessibility team if you choose.



What can I get help with?

We can help during or before your transition to study at SWTAFE.

Some areas we can support in include;

- Looking at different pathway options for you
- Troubleshooting any enrolment issues
- Providing tours of the environment
- Connecting with your teachers
- Creating a personalised '**Support Plan**' for you
- Regular check ins to see how you are settling in

If you have any concerns during your transition you can call or text us on **0439 552 805** and we will help however we can



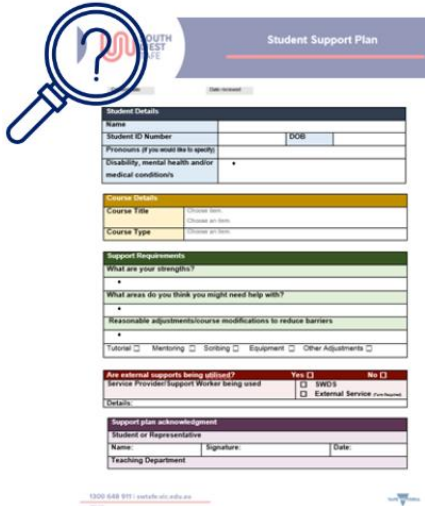
What is a Support Plan and do I need one?

A Support Plan is a strength-based plan that is personalised to you. It includes;

- How you best learn
- Any Reasonable Adjustments in the classroom
- How you can best be supported to succeed in your chosen course.

The Support Plan is made available to your SWTAFE teacher/assessor so that they can make any adjustments in the classroom.

If you do not need this or would not like a Support Plan created that is OK too. We will still connect throughout your transition, if you choose, to ensure that you are feeling confident and supported.



Student Support Plan

Student Details

Name	
Student ID Number	DOB
Problems (if you want to specify)	
Disability, mental health and/or medical conditions	

Course Details

Course Title	Choose an item
Course Type	Choose an item

Support Requirements

What are your strengths?

What areas do you think you might need help with?

Reasonable adjustments/course modifications to reduce barriers

Tutorial Mentoring Scribing Equipment Other Adjustments

Are external supports being utilized? Yes No

Service Provider/Support Worker being used SWTAFE External Service

Details:

Support plan acknowledgement

Student or Representative		
Name	Signature	Date
Teaching Department		

1300 648 911 | swtafe.vic.edu.au

Note: We can create a Support Plan at any point during your studies if things change

It's OK to say 'no' to support

We want to ensure that you are feeling safe, confident and supported in your journey from school to SWTAFE.

If you would prefer not to engage with us or don't feel like you need any support then just say no 😊

There is also other Supports at SWTAFE that we can connect you to if needed including;

- Wellbeing
- Koorie Support
- Learning Support

Note: You can change your mind at any time if you decide you do or do not need support



Consent – what is it and who will we speak to

Consent means that you are giving us permission to speak with particular people you have listed, to best support you in your transition.



This could be;

- Parents/guardians
- Schools
- Specialists/Doctors etc.

We will ask for your consent before we speak with anyone in your support network. You can also change your mind about who you want us to connect with regarding your supports or add others in at any time.

Note: We will only liaise with those you have given consent for when we need to, otherwise we will chat directly with you

Contact Us



Call or Text:

0439 552 805



Email:

mailbox.accessibilitysupport@swtafe.edu.au



In person:

SWTAFE, Warrnambool Campus – P Building.

OFFICE USE ONLY
Notes:

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Actions – Tick if required.
Note NA if not applicable

<input type="checkbox"/>	Consent form
<input type="checkbox"/>	Support Plan
<input type="checkbox"/>	Schedule follow up
<input type="checkbox"/>	Campus tour
<input type="checkbox"/>	Connect with other SWTAFE supports

Schedule for check ins (these can be scaled back as needed once comfortable):
 Weekly

 Fortnightly

 Monthly

 Other

Notes:

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Department Acknowledgement:

SWTAFE Representative:			
Signature:		Date:	