



7 February 2024

**2024 APPLICATION FOR AN ALLIED HEALTH PROFESSIONAL
TO DELIVER SUPPORT FOR STUDENTS IN SCHOOL**

Dear parents/carers

William Rose School understands that many of our students may access allied health and specialist therapies. In most cases, these services are best delivered outside of school time to allow the school to focus on teaching your child and all other students and ensures your child does not miss out on important learning time. In some cases, we allow therapies to be delivered in school and during school hours.

Attached is the application for requesting therapies to be delivered at school. **If you are requesting therapy to be delivered at school, please complete the form attached and return to the school with a copy of your child's most recent therapy report/assessment.** The following process will then be undertaken:

- 1) The principal, in consultation with the class teacher and executive staff will determine if the therapy may be delivered during school hours. The principal or deputy principal may contact you for further information.
- 2) If the therapy is approved, a list of available days and times will be sent home.
- 3) The parent/carer will need to work with the therapist to select from the available times. Please note, that if the therapist cannot deliver the service during the times available, then the therapist may not be able to deliver the service at school.
- 4) A package will be emailed to the therapist that must be completed and returned to the school **before** therapy can commence. No therapies will be commencing before Week 6.

Please note the following also:

- 1) Therapists must provide visual and written procedures for the use of therapeutic supports (such as wheelchairs and standing frames) for movement and positioning.
- 2) Students will be allocated a maximum of 10 therapy visits for each therapy domain per year.
- 3) Therapists may attend the school fortnightly or monthly for a maximum of 10 visits.
- 4) Students will not be withdrawn from class. Therapists must work in the classroom with the students.
- 5) At the end of the 10 visits, therapists are required to provide a progress report to the school including recommendations for educational strategies.

In some cases, therapists may be required to provide immediate support for students. For example, a student requires a commode for toileting and the therapist needs to provide instructional support for this procedure. In these cases, parents/carers are required to contact the administration office so that we can accommodate these types of requests quickly and efficiently.

Thank you for your understanding as we work together to balance therapy provision and equity of services for our students.

Kind regards,

Nicole Parker

Nicole Parker
Principal



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This form must be completed by parent/carer and returned to the school. If you require an additional provider, you will need to request another form.

Student name:	Class:
Parent / carer name:	Phone number:
Name of therapist/service requested:	
Therapist phone number:	
Therapist email address:	
Service to be delivered:	<input type="checkbox"/> Speech pathology <input type="checkbox"/> Occupational therapy <input type="checkbox"/> Behaviour support <input type="checkbox"/> Other (please write):
Why is this service required during school hours?	
What are the expected goals / outcomes of the service?	
Service delivery schedule (1-hour sessions only, for a maximum of 10 sessions per year):	<input type="checkbox"/> Fortnightly <input type="checkbox"/> Monthly
At the end of the 10 sessions, the service provider has agreed to provide a written progress report that includes recommendations for educational strategies.	<input type="checkbox"/> Yes <input type="checkbox"/> No
Parent / Carer signature:	
I have attached a copy of my child's most recent report / assessment provided by the therapist.	<input type="checkbox"/> Yes
Date:	