

Step 1

Provide adjustments for disability or imputed difficulty.

Disability or difficulty may be related to Physical, Social/Emotional, Academic and/or Sensory (Hearing/Vision) needs.



A student is included in the NCCD if:

- they meet the definition of a person with a disability (DDA 1992) and/or
- staff observe that they have a difficulty that impacts on their learning.

The student will be provided with reasonable adjustments to support their academic, social/emotional, physical and/or sensory (vision/hearing) needs.

Step 2

Identify Disability/Difficulty Category and Level.

Category and level of disability/difficulty identified following at least 10 weeks of adjustment.



Once adjustments have been provided to a student for 10 weeks or more, they are included in the NCCD.

The learning and Support Team (including the class teacher) identifies the category of disability/difficulty and the level.

Categories include:

- Physical
- Social/Emotional
- Academic
- Sensory - Hearing/Vision

Levels include:

- Extensive,
- Substantial,
- Supplementary,
- Quality Differentiated Teaching Practices.

Step 3

Consult Parent/Carer

Class Teacher consults with parents throughout the process from adjustments to submission of NCCD.



Class teachers document adjustments and communicates adjustment details to parents/carers and their Assistant Principal.

Allied Health professionals may also be consulted, with parent/carers permission.

Collaboration occurs via parent/teacher interviews (available all year), support plan reviews, adjustment profiles live on School Bytes and NCCD information made public through the newsletter.

Step 4

Review and Submit NCCD

Review data and submit NCCD Information as per education authority requirements.



Data includes school based assessments, NAPLAN, staff observations, Allied Health Reports, Teacher programs, Adjustment Profiles, School Reports, Meeting notes and Intervention Programs.

NCCD data is submitted in August each year and schools notify parents of the collections through the newsletter and a system generated (School Bytes) email.

Consent is not required for a student's information to be collected for the purposes of the NCCD.

