

**North Queensland Community
Skill Building Program**

**Inclusive
Education Toolkit**



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Who is this toolkit for?

This toolkit is designed for anyone who is interested in learning more about their rights to an inclusive education

What is this toolkit for?

This toolkit is designed to enable you to advocate for your child by clearly explaining your rights and responsibilities, as well as your child's, within the education system.

This toolkit:

- Assists you to advocate for your child or a child in your care
- Offers ideas on how to communicate with your child's school or education service
- Explains how education services support your child's learning and participation
- Provides useful links and resources to assist you in the advocacy process



What is Inclusive Education?

Inclusive Education means:

That every student, including students with disabilities, is welcomed by their school, and supported to reach their full potential.



Inclusive Education is:

- A Human Right
- Supported by law
- Ensuring all children learn the same curriculum, with appropriate support and adjustments

Why Include?

- It's the law!
- Improved behavioural development
- Greater independence
- Enhanced communication and language development
- A more positive sense of self and self-worth
- Greater social development and the opportunity to develop friendships



Inclusion and the Law

In Australia, the **Disability Discrimination Act 1992** ensures equal access by people with a disability to education by making it against the law for an educational authority to discriminate because of disability. State Equal Opportunity Laws also offer discrimination protections.



An education provider must not treat someone unfairly because of their disability. This includes:

- Refusing to enrol them as a student
- Stopping them from using, or fully using, services or opportunities the school provides
- Expelling them because of their disability
- Treating them badly in any other way that causes harm or disadvantage

Students have the right to learn in an environment free from discrimination, harassment, vilification, and victimisation

Your Rights

You have the right to learn in a school that includes you and supports your needs. This means you have the right:

- To a quality education
- To have access to the same opportunities as other students
- To submit an application, gain acceptance, and enrol in a school of your choice.
- To participate in all aspects of the curriculum and school programs
- To take part in learning experiences
- To learn in an environment which is safe, free from harassment and discrimination
- To use support services such as school counsellors



Collaborating with your child's school

Working with your child's school can help support their learning and wellbeing. You can do this by:

- Arranging a meeting with your child's school
- Building open, respectful communication and a positive relationship
- Clearly explaining your child's needs, strengths, and challenges
- Preparing for meetings by writing down what you want to talk about or ask
- Understanding that not all requests may be possible, and being open to the school's ideas, even if they are different from yours
- A collaborative approach helps schools and families work together in the best interests of your child.



Setting Goals

When setting goals for your child, it is sometimes beneficial to ask yourself:

- What are my child's strengths and abilities?
- What areas does my child need more assistance in?
- What are my child's individual needs?
- What would my child's ideal school day look like?
- What does my child need to ensure this happens?
- What would I like my child to be able to do when they finish school?



Plans and programs to assist your child

An Individual Learning Plan (ILP)

Created by schools to support children facing difficulties in improving their skills at their own pace. It addresses specific educational needs and ensures effective teaching. Individual Learning Plans are used for children requiring additional or different support compared to their peers. Involvement of the child and their parents or carers in discussions and reviews is encouraged.

Also known as an Individual Education Plan (IEP)

Early Childhood Development Program

A program the Queensland Government's Department of Education provides to support children with disability from birth to five years.

Early Childhood Development Program

Early Childhood Development Program is a Queensland Government Department of Education initiative which provides to support children with disability from birth to five years.



Plans and programs to assist your child

Early Childhood Guidance Program Pilot

A program to provide resources and support to enhance educator capability in positive behaviour guidance and protective behaviours for children in regulated Early Childhood services.

Kindergarten Inclusion Service

A program to provide resources and support to enhance educator capability in positive behaviour guidance and protective behaviours for children in regulated Early Childhood services.

Kindergarten Inclusion Support Scheme

The Queensland Government supports inclusive kindergarten programs that cater to the diverse needs of the community, including children with disabilities.



Individual Learning Plans

An Individual Learning Plan is important for any child with a disability or developmental delay. This document explains the support your service will provide to the child and records adjustments made under the **Disability Discrimination Act 1992**.

The Individual Learning Plan should be developed collaboratively with the child's family and is essential in the assessment and planning cycle. It should be regularly updated and reviewed at least every six months.



The Individual Learning Plan helps track developmental progress and aligns with the Early Years Learning Framework and My Time, Our Place principles.

Individual Learning Plans

An Individual Learning Plan is important because it:

- Develops tailored learning programs for students
- Tracks progress against short-term SMART goals to achieve long-term objectives
- Shares information among schools, families, and support professionals
- Identifies necessary resources for student success, like visual aids or audiobooks
- Promotes student confidence and engagement
- Ensures schools meet their legal obligations under the **Disability Discrimination Act 1992** and **Disability Standards for Education 2005**.



Early Childhood Development Program

Early Childhood Development Programs aim to support children's early learning and help develop valuable skills children need to be successful learners now and as they transition to school.



There are 102 Early Childhood Development Programs based at state schools. Your child does not need to attend one of these schools in the future to attend an Early Childhood Development Program.

For more information about accessing an Early Childhood Development Program, contact your local Department of Education regional office or your local Early Childhood centre

Early Childhood Program

Pilot

The Early Childhood Program Pilot supports educators in providing care and education to children by:

- Encouraging self-expression and opinion sharing
- Fostering self-reliance and self-esteem
- Maintaining children's dignity and rights
- Offering positive reinforcement for acceptable behavior
- Considering family, cultural values, and individual development
- Facilitating respectful interactions and relationships among children and with staff.



Kindergarten Inclusion Service

The Kindergarten Inclusion Service is designed to:

- Enhance the confidence, knowledge, and skills of educators to foster inclusive learning for children with additional needs in kindergarten.
- Offer practical support and information on educational adjustments and expectations for these children.
- Provide current research and best practice advice for educators regarding children with additional needs.



Services which can access the program:

- Sessional kindergarten services
- Long day care services with an approved kindergarten program
- State delivered kindergartens



Kindergarten Inclusion Support Scheme

The Kindergarten Inclusion Support Scheme is a Queensland Government program that helps kindergartens include children with disability.

It provides funding to support inclusive learning so children can take part in kindergarten alongside other children.

The funding is given to kindergarten services through their approved governing bodies, which manage the money to help put inclusive supports in place.



NDIS Early Childhood Early Intervention

The NDIS Early Childhood Early Intervention community partners provide information and advice about supports and services available in your local community, and can work with children to provide short-term early intervention supports and help families access an NDIS plan for their child.



Children do not require a diagnosis to access the NDIS Early Childhood Early Intervention services and supports.

Reasonable Adjustments

Resourcing Allocation

Every state school receives basic funding and resources to support the learning of all students. On top of this, extra resources are provided to help support students with disability.

This extra support is given to schools—not to individual students—and can be used to support students with all types of disability, including:

- Autism
- Intellectual disability
- Vision, hearing, or physical impairments
- Dyslexia
- ADHD
- Mental health conditions

Extra resources are provided based on student enrolments for:

- Students recorded as needing a high level of support (supplementary, substantial, or extensive adjustments)
- Prep students and new students to Queensland state schools who are expected to need high-level adjustments
- Students who need very intensive support all the time, under the department's Extensive Plus category

These resources help schools put the right supports in place for students to participate and learn.



Students with disability in non-state schools

Non-state schools (such as Catholic and independent schools) have their own systems and resources to support students with disability.

The Department of Education also supports these schools by:

- Providing disability-specific supports and services
- Funding non-government organisations (NGOs) through the Specialist Disability Support in Schools (SDSS) program

The Specialist Disability Support in Schools program helps schools by:

- Identifying barriers to a student's learning and participation
- Supporting schools to make appropriate adjustments
- Improving student attendance, participation, and learning outcomes
- Finding out what support is available

Parents can ask about support options by contacting:

- Their child's classroom teacher
- The school principal
- Their school sector authority **20**



Students with disability in non-state schools

Support available through formal agreements:

The department has an agreement with Catholic Education Queensland and Independent Schools Queensland to make sure students with disability in non-state schools receive quality education and support.

Support and services available include:

- Dual enrolment
- Advisory Visiting Teacher support
- Equipment loan and trial services
- Alternative format library services (e.g. braille or large print)
- Low-vision assessment services
- Hospital education services

Information on how to access these supports is available through support materials and forms for non-state schools.



Students with disability in non-state schools

Non-state schools may also access:

- The Autism Hub for information, advice, and professional learning
- Specialist funding to support access to the curriculum
- The Students with Disability Program
- The Specialist Disability Support in Schools Program
- The Non-State Special Needs Organisations Program
- The Non-State Schools Transport Assistance Scheme, which helps with transport costs

These supports help ensure students with disability can fully participate and succeed at school.



Disability Access and Inclusion Plan (TAFE QLD)

TAFE QLD has developed a Disability Access and Inclusion Plan in consultation with students with disability, staff and external professionals to ensure that people with disability can take part equally and fairly in all areas of life, including study, work and the community



The Disability Access and Inclusion Plan is designed to ensure that students with disability:

- Have equal access to courses, facilities, services and learning resources
- Are treated with dignity, respect and understanding
- Can request reasonable adjustments to support their learning
- Learn in environments where barriers to participation are actively identified and removed
- Are supported by teachers and staff who value inclusivity and understand how disability can impact learning



Raising a concern

01

Raise a concern with your child's educator

02

If issue remains unresolved, organise a meeting with the year level co-ordinator or head of learning support

03

Speak to the principal or head of schooling

04

Request an independent review by the Queensland Ombudsman

05

Make a complaint to another authority such as the Human Rights Commission

**** Where possible, propose a solution to a concern****

Raising a concern

Ensure you raise all concerns in writing and request a response in a timely manner.

- Contact your school
<https://schoolsdirectory.eq.edu.au>
- Contact the Regional office
<https://education.qld.gov.au/contact-us/state-schools-regional-contacts>
- Contact QGov on 13 74 68
www.qld.gov.au/contact-us
- Privacy complaints can be emailed to privacy@qed.qld.gov.au



Department of Education

Complaints Process

The Department of Education will look into the issues you have raised and try to respond to your complaint within 30 days.

If your complaint involves human rights or a privacy complaint, the Department of Education will respond within 45 business days.

If the Department of Education need more information from you or more time to deal with your complaint, they will let you know

Key Terms

Reasonable Adjustments

Reasonable adjustments in inclusive education involve modifying the classroom, teaching methods, or assessments to ensure students with disabilities or health issues can participate equally with their peers.

Unjustifiable Hardship

A situation where an educational facility is not required to make adjustments for a student if doing so would impose significant difficulties or unreasonable costs.

Accessibility

The practice of providing all students, regardless of abilities or backgrounds, equal access to educational resources and opportunities.



Key Terms

Caregiver/ Carer

Caregivers and carers provide unpaid support to family and friends with disabilities, mental illnesses, chronic or terminal conditions, substance issues, or those who are elderly.

Discrimination

The unjust treatment of people based on ethnicity, age, sex, or disability.

Inclusion

Ensuring sure all students, no matter their backgrounds or abilities, can learn together and have the same access to quality education.



Useful Links and Resources

Australian Department of Education

www.education.gov.au

All Means All (Australian Alliance for Inclusive Education)

allmeansall.org.au

Children and Young People with Disability Australia (CYDA)

cyda.org.au

Australian Human Rights Commission

<https://humanrights.gov.au>



Useful Links and Resources

Queensland Human Rights Commission

www.qhrc.qld.gov.au

Catholic schools:

disabilitysupport@ceql.catholic.edu.au

Independent schools:

studentservices@isq.qld.edu.au



Other Available Toolkits



The image displays two toolkit covers side-by-side within a purple-bordered frame. The left cover is titled "Disability Support Pension Toolkit" and the right cover is titled "QCAT Guardianship and Administration Toolkit". Both covers feature the "rightsinaction" logo and contact information. Below the covers is a large QR code.

North Queensland Community Skill Building Program

Disability Support Pension Toolkit

rightsinaction
www.rightsinaction.org.au
1800 687 488


North Queensland Community Skill Building Program

QCAT
QUEENSLAND CIVIL AND ADMINISTRATIVE TRIBUNAL

Guardianship and Administration Toolkit

A simple guide to guardianship, administration, and decision-making – for people with disabilities, their families, and the people who support them.

rightsinaction
www.rightsinaction.org.au



Upcoming Toolkits

- **NDIS Access**
- **NDIS Appeals**
- **Mental Health Treatment Authority**
- **Child Protection**
- **Human Rights Complaints**
- **Navigating Provider Disputes**



