

## PERMISSION TO SHARE PERSONAL INFORMATION FOR THE PURPOSES OF THE INCLUSION SUPPORT PROGRAMME

### Inclusion Support Programme

The Australian Government's Inclusion Support Programme (ISP) provides support to early childhood and child care services (ECCC services) to build their capacity and capability to include children with additional needs; providing them with an opportunity to learn and develop alongside their typically developing peers. An Inclusion Agency (IA) is established in each state and territory to assist ECCC services participate in the ISP.

Under the ISP, eligible ECCC services can access the Inclusion Development Fund (IDF) which provides funding to services to address a barrier to inclusion that cannot be resolved by support provided by an IA.

The IDF is administered nationally on behalf of the department by the Inclusion Development Fund Manager (IDF Manager). The IDF Manager is responsible for assessing and determining an outcome for all applications made to the IDF against the eligibility criteria of the ISP guidelines, which are available on the department's website <http://www.education.gov.au/inclusion-support-programme>.

### Eligibility requirements of the Inclusion Support Programme

To access funding from the IDF, an eligible ECCC service must be seeking to include a child (or children) with disability, or undergoing assessment for disability, *with ongoing high support needs*. Where an ECCC service's application for funding from the IDF is approved, funding will be used by the service to support educators to meet the needs of all children within the care environment of the service.

To enable the service to access funding, documentary evidence must be provided from the parent/guardian that confirms:

- a diagnosed disability (including development delay) or diagnosed medical condition, or
- a current and ongoing assessment for disability.

The ISP requires consent from a parent/guardian to disclose this documentary evidence for the purposes of administering the ISP. The application for funding in respect of your child cannot be processed without the provision of this information.

### Privacy Statement

Your personal information is protected by law, including the *Privacy Act 1988* (the **Privacy Act**), and is collectable by the Department of Education and Training (the **Department**) for the purposes of administering the ISP. This includes purposes of submitting, assessing and approving an ECCC service's application for funding from the IDF. Personal information collected from you by the ECCC service will be disclosed to the relevant Inclusion Agency assisting your child's ECCC service, the IDF Manager and the Department.

Information collected and disclosed by the ECCC service will include:

- documentary evidence of your child's diagnosed disability or diagnosed medical condition, or evidence of current and ongoing assessment for disability;
- whether your child is from a humanitarian or refugee background; and
- other information about your child's family background that you have provided.

The Department may also use the information for the purposes of administering the Australian Government's Better Start for Children with Disability initiative, to the extent you have agreed for your child to obtain assistance under that initiative.

The Department is committed to protecting the privacy of personal information and adheres to the requirements of the Australian Privacy Principles (APPs) contained in the Privacy Act. The APPs regulate the department's collection, use, disclosure and management of personal information. Your ECCC service, the relevant Inclusion Agency and IDF Manager are also bound by the APPs.

For further information on the Department's privacy policy, including information on how the Department handles personal information, how you can access or correct personal information, or how to make a complaint, go to <https://www.education.gov.au/privacy-policy> or you may request a copy of the privacy policy from [privacy@education.gov.au](mailto:privacy@education.gov.au).

## PARENT/GUARDIAN CONSENT

By signing below, I/we acknowledge that I/we have read the privacy statement on Page 1 and agree to disclose information about my/our child to the ECCC service below for the purposes of applying for the Inclusion Development Fund (IDF), available through the Australian Government's Inclusion Support Programme (ISP).

I understand that this information will be made available to the relevant Inclusion Agency, IDF Manager and the Department of Education and Training to be used for the purposes of administering the ISP.

Where I/we have agreed for my/our child to also obtain assistance under the Better Start for Children with Disability initiative, information will be shared with that programme.

SERVICE NAME: YMCA GEELONG SCHOOL HOLIDAY PROG. ("your child care service")

CHILD NAME: \_\_\_\_\_ Date of Birth:    /    /

Parent/Guardian 1

Parent/Guardian 2 (optional)

Full name: \_\_\_\_\_

Full name: \_\_\_\_\_

Relationship to child: \_\_\_\_\_

Relationship to child: \_\_\_\_\_

Signature: \_\_\_\_\_

Signature: \_\_\_\_\_

Date: \_\_\_\_\_

Date: \_\_\_\_\_

### Consent to access documentary evidence

Where a parent/guardian has previously provided documentary evidence of their child's diagnosed disability or medical condition (or evidence of current and ongoing assessment for disability) to an ECCC service from 1 July 2016, this evidence can be made available their child's current ECCC service, as stated above, by selecting the check box below.

I/we agree to sharing documentary evidence previously provided for the purposes of administering the ISP to the ECCC service stated above. We understand that this means that my/our child's documentary evidence will be disclosed and transferred to the ECCC service stated above.

**Please note:** The ISP Guidelines require documentary evidence of a child undergoing assessment of disability to be dated within two years of an application being submitted for IDF. New documentary evidence will be required if the documentary evidence provided previously for ISP is dated greater than two years.