



PERMISSION TO SHARE PERSONAL INFORMATION FOR THE PURPOSES OF THE INCLUSION SUPPORT PROGRAM

Inclusion Support Program

The Australian Government's Inclusion Support Program (**ISP**) provides support to early childhood education and care services (**ECEC 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 ECEC services participate in the ISP.

Under the ISP, eligible ECEC 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 of Education, Skills and Employment (**the Department**) by the Inclusion Development Fund Manager (**IDFM**). The IDFM 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 (www.dese.gov.au).

Eligibility requirements of the Inclusion Support Program

To access funding from the IDF, an eligible ECEC service must be seeking to include a child (or children) with a disability, with additional needs or undergoing/awaiting assessment for disability (*with ongoing high support needs*). Where an ECEC 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 regarding the child (or children) with ongoing high support needs that confirms:

- additional needs (high ongoing support needs);
- 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 to the relevant IA assisting your child's ECEC service, the IDFM and the Department 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 for the purposes of administering the ISP. This includes purposes of submitting, assessing and approving an ECEC service's application for funding from the IDF. Personal information collected from you by the ECEC service will be disclosed to the relevant IA assisting your child's ECEC service, the IDFM and the Department. Personal information collected from you by the ECEC service will not be disclosed to any overseas recipients.

Information collected and disclosed by the ECEC service to the above entities will include:

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

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 ECEC service, the relevant IA and IDFM 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, and how to make a complaint about a breach by the Department of the APPs or a registered APP code that binds the Department, and how the Department will deal with such a complaint, go to www.dese.gov.au/privacy. You may also request a copy of the privacy policy from privacy@dese.gov.au.

PARENT/GUARDIAN CONSENT

By signing below, I/we acknowledge that I/we have read the Privacy Statement (above) and agree to disclose information about my/our child to the ECEC service below for the purposes of applying for the Inclusion Development Fund (IDF), available through the Australian Government’s Inclusion Support Program (ISP).

I understand that this information will be made available to the relevant IA, IDFM and the Department of Education, Skills and Employment to be used for the purposes of administering the ISP.

Service name: _____ (“your ECEC 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, medical condition or additional needs (or evidence of current and ongoing assessment for disability);
- whether their child is from a refugee or humanitarian program background;
- other information about their child's family background;

to an ECEC service **from 1 July 2016**, this evidence can be made available their child's current ECEC 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 ECEC service stated above. We understand that this means that my/our child's documentary evidence will be disclosed and transferred to the ECEC service stated above.