

TAFE Disability Programs Unit

Phone: (02) 9244 5557

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Email: disability.programs@det.nsw.edu.au

www.det.nsw.edu.au/disabilityaccess

A Guide to Services for Students with Disabilities in TAFE NSW

Local TAFE Disability Contact Information

TAFE NSW Policy for Students with Disabilities

It is TAFE NSW policy that vocational education and training should be accessible to everyone.

TAFE NSW policy supports the Commonwealth Disability Discrimination Act, 1992; the NSW Disability Services Act, 1993; and the Disability Standards for Education, 2005. These Acts and Standards are based on general principles that people with disabilities have the same rights as other Australians.

The Acts and Standards set out how services for people with disabilities should meet individual needs, respect people's rights and make sure people can participate in decision making about services and matters which affect their lives.

TAFE NSW talks to people with disabilities, community groups and government agencies to find the best ways of putting its policy into practice.

School Students and TAFE NSW

If you are in Years 11 or 12 at school, you may also attend TAFE NSW to get a TAFE qualification.

This qualification can also be part of the HSC.

For more information contact your classroom teacher, careers adviser or school counsellor.

Counselling and Career Services

TAFE NSW offers free career and education counselling to current and intending students. Counsellors can also advise on personal problems. To enquire, contact a TAFE campus.

Further Information

For more information contact:

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TAFE Disability Programs Unit
TAFE Equity

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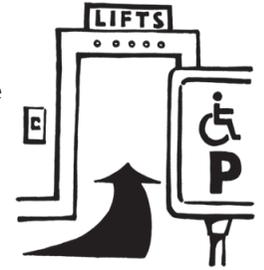
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Access and Mobility

Teacher/Consultants can ask for appropriate access on behalf of students or they can organise for the location of a class to be changed.

They can also:

- assist with organising attendant care
- give or organise college orientation and mobility training.



Distance Education

The Open Training and Education Network (OTEN) offers distance education courses.

There are Teacher/Consultants who provide support services to OTEN students with disabilities.

For more information:

Phone 1300 362 890 Fax (02) 9715 8549

TTY (02) 9715 8609

SMS messages (Deaf students only) 0408 608 193

Email oten.equityhelp@tafensw.edu.au



Adaptive Equipment

A variety of adaptive equipment can be made available for students with disabilities.

Talk to your Teacher/Consultant who can advise you on availability and can help you to select the equipment which best suits your needs.

Equipment available may include:

- TTYs
- audio systems such as FM systems & Sennheiser equipment
- computers and computer aids and software
- wheelchair access and modified furniture
- manual dexterity assistance
- tape recorders
- Braille transcripts
- writing and reading assistance
- assistive computer programs such as screen readers.



How to Succeed at TAFE NSW

- Make contact with the Teacher/Consultant for Students with Disabilities before you enrol

- Ask for help

- Plan ahead

- Be organised

- Be positive



For more information ring the

TAFE Information Centre on 131 601



TAFE Disability Programs Unit

The TAFE Disability Programs Unit helps to make sure that people with disabilities have access, support and equal opportunities while studying at TAFE NSW.



Teacher/Consultants

In each TAFE NSW Institute there are Teacher/Consultants for Students with Disabilities.

Teacher/Consultants can assist you with a range of disabilities including:

- Deafness/ hearing impairment
- intellectual disability
- psychiatric disability (mental illness)
- neurological disability (including acquired brain injury and specific learning disability)
- vision impairment
- physical disability.



Exam Support

Exams can be given in different ways.

This may be arranged by the Teacher/Consultant after discussions with you and the teacher. Exam assistance is flexible and if necessary some students may need several of the following services:

- extra time
- break times
- a writer
- a reader
- exams rewritten in plain English
- interpreters for Deaf and hearing impaired people
- individual exam rooms
- adaptive equipment e.g. computers, reading and writing aids, special seating or lighting changes
- learning materials in different formats such as Braille or large print.



Notetakers

Notetakers go to classes with you and take class notes in plain English. They can also explain the notes to you after class.

Instead of a notetaker, you can use adaptive equipment in class to help you to be more independent in the classroom. For example, you may prefer to use a computer, a hearing loop or a tape recorder.



Interpreters for Deaf/hearing impaired students

If you are Deaf or hearing impaired, an interpreter can communicate to you what is happening in the classroom.

The interpreter will as far as possible, communicate all discussions, information and demonstrations delivered by teaching staff and/or students during class. They will also communicate your comments to the rest of the class.



Teacher/Consultants are available to help you with your study needs. They can organise services with you to help you participate in courses at TAFE NSW. Your right to privacy and confidentiality will be respected.

To find the name and phone number of your local Teacher/Consultant ring your nearest TAFE NSW college or campus, or the TAFE NSW Information Centre on 131 601.



In the TAFE NSW Handbook, there are lists of colleges and campuses where Teacher/Consultants are located.

Or go to the TAFE NSW website:
www.tafensw.edu.au

Or go the Disability Access website:
www.det.nsw.edu.au/disabilityaccess

Once you have contacted the Teacher/Consultant, he or she can help you with the following:

- information about courses before you enrol
- enrolment advice and assistance
- fee exemption
- advice on possible financial support
- information on support staff, services and adaptive equipment
- information on other TAFE NSW and community services.

Services

Each person with a disability has individual needs.

There is a large range of support services available to meet your needs.

Following are the kinds of services offered to people with disabilities at TAFE NSW.

Flexible Attendance

Flexible attendance may be available to support your study.

You may be able to:

- have extra time to do a course
- take fewer units each year or semester
- spend less time at TAFE and more time studying at home.

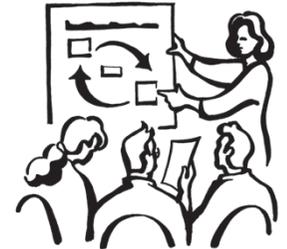


Tutorial Support

Tutoring is based on your individual needs and can be given one-to-one or to a group.

Tutors can:

- talk about your course
- organise or explain class notes
- teach writing and study skills
- help with assignments
- modify learning materials to be more useful
- organise assessments in alternative formats
- train and assist students to use adaptive equipment.



Pre-enrolment Assistance

Before you enrol it is a good idea to contact the local Teacher/Consultant. That way you can look at all the options and assistance available before you start.