



FACT SHEET

TAFE NSW / Ageing, Disability and Home Care
Department of Human Services NSW (ADHC)
Memorandum Of Understanding (MOU)



Access to TAFE NSW for young people in Transition to Work and Community Participation

Can young people in the ADHC Transition to Work and Community Participation programs access TAFE NSW as part of their program?

Yes. Under the ADHC Program Guidelines for Transition to Work (Section 8) and Community Participation (Section 14) young people may access TAFE NSW as part of their program.

ADHC Post School Program Infoline:
Phone: 1800 761 030

What is the Memorandum of Understanding between ADHC and TAFE NSW?

On 23 December 2009, a Memorandum of Understanding (MOU) was signed between Ageing, Disability and Home Care (ADHC) and TAFE NSW that identifies how ADHC, TAFE NSW and ADHC-funded service providers will work together to support young people to access TAFE NSW as part of their Transition to Work (TTW) or Community Participation (CP) program.

The purpose of the MOU is to set out an agreed position on the respective roles of the two agencies, and to provide clear guidance about the way TAFE NSW, ADHC and ADHC-funded services will work together to provide vocational education and training to young people in TTW and CP.

Underlying this MOU is a joint commitment that no young person with a disability should be left without vocational education and training support because of a lack of clarity or agreement about the roles of respective agencies and ADHC-funded providers.

How can a young person in TTW and CP access TAFE NSW?

Prior to enrolling at TAFE NSW, the Teacher/Consultant for Students with a Disability will meet with the young person, their family or carer and their service provider to determine whether or not TAFE is the most appropriate vocational provider to meet the young person's needs.

If TAFE NSW is chosen as the most appropriate vocational provider then the Teacher/Consultant will recommend an appropriate course, and outline the reasonable adjustments that can be put in place in order for the student to undertake the course.

Reasonable adjustments may include but are not restricted to pre-course advice; customised courses; assistance with the enrolment process; tutorial support; the use of adaptive technology and/or equipment; sign language interpreters and disability assistants (this includes note-takers and mobility assistants but not personal care).

Each young person will have an individual TAFE NSW Learner Support Plan that is developed in consultation with the student, their family or carer and service provider. The Learner Support Plan will identify the possible reasonable adjustments and the number of support hours for the young person.

To ensure the best outcomes for the young person, service providers (with the agreement of the young person and their family or carer) will inform the Teacher/Consultant for Students with a Disability of the young person's disability, their post school program status and their support needs prior to



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their assessment and enrolment at TAFE NSW.

Service providers will also provide appropriate personal care or individual support needed by the person, to participate in their chosen course (for example a support worker for some or all of the time to assist a person participate, including on call or back up support, or skills development in particular areas, such as travel training and the provision of advice on behaviour support).

Service providers will also arrange transport in agreement with the young person, their family or carer and in accordance with the TTW and CP Program Guidelines.

Will young people have to pay to attend TAFE NSW as part of their TTW or CP program?

TAFE NSW core business is vocational education and training. As the focus of the TTW program is to achieve employment outcomes through the development of vocational skills, the TTW provider will not be required to make a contribution to TAFE NSW course costs.

Where a young person in the CP program attends TAFE NSW in accordance with their Individual Plan, their service provider will be charged a service fee as a contribution to TAFE NSW course costs, based on a partial cost recovery rate. This is consistent with the arrangements for brokering access to formal community networks and services set out in the CP Program Guidelines (19.2). In 2010 this cost will be \$10.90 per hour, increasing annually by the CPI.

Young people in TTW and CP will be entitled to one full enrolment exemption for one TAFE NSW course per year. They are also eligible for the \$50 concession enrolment fee for subsequent enrolments that year.

How will this affect young people in TTW and CP who are already accessing TAFE NSW?

The MOU will come into effect for new enrolments from 8 March 2010. This means that the course contribution cost will apply to young people enrolling in TAFE NSW as part of their CP program from that date.

For a young person to receive reasonable adjustments in TAFE NSW from the Teacher/Consultant they need to indicate on their enrolment form that they have a disability and are seeking support. If a young person is currently accessing TAFE NSW as part of their TTW or CP program and is not receiving reasonable adjustments, then they can still seek support from the Teacher/Consultant.

A young person attending an ADHC service would like to access TAFE NSW. Who should they talk to for further information?

The young person, or their provider, should contact the Teacher/Consultant for Students with a Disability at the local TAFE NSW Institute.

<https://www.tafensw.edu.au/students/support/disabilities.htm>