

## Roles at each phase of the NCCD

### Planning

#### **Principals**

- Set up a school team to lead NCCD training and data collection processes.

#### **Principals and school teams**

- Build understanding of the school's legislative obligations and the NCCD.
- Establish processes for the NCCD, inclusive of moderation processes.

#### **Teachers and support staff**

- Build understanding of the school's legislative obligations and the NCCD.

#### **Parents, carers, guardians and students**

- Engage with the school to communicate the student's needs.
- Discuss appropriate adjustments.

### Implementation

#### **Principals and school teams**

- Identify evidence of the level of adjustment for each student included in the NCCD.
- Identify evidence of the category of disability for each student included in the NCCD.

#### **Moderation team**

- Undertake moderation to ensure consistency of decision-making.

#### **Teachers and support staff**

- Provide adjustments to address identified student needs.
- Apply the school's record-keeping processes for evidence of levels of adjustment, disability and consultation.

#### **Parents, carers, guardians and students**

- Monitor and review the impact of adjustments.

## Validation

### Principals and school teams

- Verify and confirm NCCD data for each student, backed up by evidence.
- Notify parents, guardians, carers and/or students of the NCCD.
- Submit NCCD data.

## Reflection

### Principals and school teams

- Reflect on the application of the NCCD model.
- Reflect on how school practices and processes could be improved next year.