

Roles at each phase of the NCCD



Planning



Principals

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



Teachers and support staff

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



Principals and school teams

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



Parents, guardians, carers 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 the category of disability for each student included in the NCCD.



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.



Moderation team

- Undertake moderation to ensure consistency of decision-making.



Parents, guardians, carers 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.