

## Parent/Carer checklist – Delivery of therapy services at school

<b>Requirements</b>	
Complete the <i>Request for the Delivery of Therapy Services During School Hours</i> and return to the school for consideration.	<input type="checkbox"/>
If your request is approved, contact the service provider to confirm that they may contact the school to complete the next steps in the process.	<input type="checkbox"/>
<p><b>Your ongoing role:</b></p> <ul style="list-style-type: none"> <li>• Inform the service provider if your child is absent from school on a day when the provider is supposed to be at school</li> <li>• Inform the service provider if a school activity means that service cannot take place on a particular day e.g. special events, assemblies, sporting carnivals, excursions.</li> <li>• Inform the school if you stop using a service or change providers. A new agreement will be required if you change providers.</li> <li>• Regularly follow-up with your child’s class teacher via an agreed means to review service delivery and how things are going.</li> </ul>	

**Please note: The school will not assess or evaluate the service provider. If the school has any concerns about the service provider or delivery or services, these will be discussed with you.**