



autism  
spectrum  
AUSTRALIA

# Aspect South Coast School

## 2018 Annual Report

## Annual Report

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Autism Spectrum Australia (Aspect) is Australia's largest autism-specific service provider, with one of the biggest autism-specific school programs in the world. A not-for-profit organisation, we work in partnership with people of all ages on the autism spectrum, and their families to deliver evidence informed solutions that are person centred, family focused and customer driven.

### Aspect's Purpose

**a different brilliant®**

understanding, engaging & celebrating the strengths, interests & aspirations of people on the autism spectrum

### Our Vision

The best opportunities for people on the autism spectrum

### Our Mission

We develop person-centred solutions which are flexible, responsive and evidence-informed with people of all ages on the autism spectrum

### Our Values

We are passionate about people, about being positive and about what's possible

# Message from the principal

**Aspect South Coast School caters for 143 students between the ages of 4 and 16 with enrolments received from Wollongong, Shellharbour, Kiama and the Shoalhaven local government areas.**

The school operates from a main site at Corrimal which consists of an administration office and five lower primary classes. The school also has satellite classes located within NSW Department of Education Schools in Bellambi, North Wollongong, Barrack Heights, a Catholic primary school in Kiama and an Independent school in Farmborough Heights.

In 2018, 21 students transitioned to a more inclusive education setting. Ten students transitioned to high school, and 11 primary aged students transitioned either to a mainstream class or a support class.

The students are supported by a highly dedicated and knowledgeable staff, which are committed to providing students with a safe and rewarding learning environment. The student's special interests are utilised to promote engagement and their unique learning needs are understood and embraced. Class programs are supported by a team of teaching and non-teaching staff and a learning support team (LST) comprising part time School Psychologists, a Speech Therapist, an Occupational Therapist and an Art Therapist.

The Language Acquisition through Motor Planning (LAMP) approach continues to be an imperative part of the school program. The dedicated speech generating devices which utilise the Words for Life app, are embedded into class programs to assist our students to develop independent and spontaneous communication. Our LAMP team continues to work with families and school staff to promote more effective communicative interactions with our students.

There were many highlights throughout the year including the Walkathon, Aspect Combined Schools Sports Carnival and the South Coast School Concert. The school concert highlights the special interests and talents many of our students display in the Creative Arts. The Aspect St Peter and Paul students also had the opportunity to welcome the Queen's Baton Relay to Kiama as it made its way around Australia ahead of the XXI Commonwealth Games.

The school is incredibly grateful to the local community for their ongoing generosity throughout the year. The Free Masons and the Police Charity Ball provided substantial support to our school along with many other benefactors. The local community's ongoing support allowed the school to make playground improvements and purchase much needed curriculum resources.

**Bruce Rowles**

Principal



# Message from the P&F

P&F fundraising events in 2018 included a trivia night for families and staff and a Christmas toy raffle. The trivia night proved successful not only in raising funds but also in connecting families with each other. The Christmas toy raffle was run in the lead up to the annual school concert and drawn on the night. This was quite a crowd pleaser.

In addition to these events, we also continued to distribute donation collection boxes at various businesses across the Illawarra.

Proceeds raised during 2018 were spent on teaching and sensory resources across all the South Coast School campuses.

*Aspect South Coast School P&F Committee*



# Student outcomes in standardised national literacy and numeracy testing

Each student has an individual profile of characteristics that outlines strengths and interests, current levels of functioning and areas for development in the autism-specific areas of learning: social communication, social interaction, behaviours and sensory processing which are integrated into the NSW Education Standards Authority mainstream curriculum - the Key Learning Areas (KLAs). The school uses a multi-disciplinary team approach, working collaboratively with families to develop the best possible outcomes for the students. The school provides information and training workshops to families to help them support their child.

## Literacy and Numeracy Assessments

For NAPLAN results, please refer to My School website [www.myschool.edu.au](http://www.myschool.edu.au)

## Senior secondary outcomes

### Record of School Achievement

There were no RoSA credentials issued to students in 2018.

### Higher School Certificate

Aspect South Coast School is not registered or accredited for the HSC. The reporting of the HSC results is not applicable.

Each student has an individual profile of characteristics that outlines strengths and interests, current levels of functioning and areas of development in the autism specific areas of learning which are integrated into the mainstream curriculum KLAs.



# Teacher professional learning, accreditation and qualifications

The following professional learning activities were undertaken by staff throughout 2018:

Description of professional learning activity	No. of staff participating
Aspect Comprehensive Approach: includes individual planning, learning and participation, transition and inclusion, structured teaching, positive behaviour support, health and wellbeing, specialist collaboration, family and community engagement.	All
Supporting people on the autism spectrum using the 5 Point Star	All
Staff Induction - new staff participated in the Aspect New Starters Day and onsite school specific induction programs.	New staff
Aspect Professional Code of Conduct - face to face workshop and online module.	All
Management of Actual or Potential Aggression (foundation and refresher courses) - a framework for decision making and problem solving to prevent, de-escalate, and safely respond to disruptive or assaultive verbal and physical behaviours	All
Management of Actual or Potential Aggression (MAPA) train the trainer course	2
Child Protection - responsibilities related to child protection based on state/territory legislation, federal legislation and Aspect policy and procedures	All
Safeguarding the People We Support (Aspect on-line training)	All
Workplace Bullying Prevention for Staff (Aspect on-line training)	All
CPR training - skills to provide Cardio Pulmonary Resuscitation (CPR)	All
CPR trainer refresher	6
Anaphylaxis and asthma	All
Programming - One stop programming folder: Consistency across programming	All
Curriculum Reporting: English Learning Progressions	All
New Science Curriculum: Familiarisation & Scope & Sequence	All
Mathematics: Modifications, Scaffolds, Adjustments	All
Part 1. Positive Behaviour Support. TIER 1 - What it looks like in the school	All
Part 2. Positive Behaviour Support: Recognising Restricted Practices - Aspect On-line training	All
Unpacking Positive Partnerships - Collaborative partners.	All
Positive Partnerships: Sensory Processing & Introduction to Visual Supports (On-line training)	All
Review of the PDHPE Social Skills Screener: Social and Interpersonal Learning Progressions (SAIL)	All
APAC Conference Key Note Speaker: Emily Reuben (Online)	All
Superannuation and Financial Wellness	All
Technology: iPads in the classroom & Seesaw	All
We Matter/Kids Matter Where to Now	All
A students perspective at school - Guest speaker	All



Description of professional learning activity	No. of staff participating
Guest speakers - Experience raising two sons on the autism spectrum	All
WHS Risk Assessment - Navigating RiskMan	All
LAMP: Stage One LAMP Course	All
LAMP Programming - Scaffolds and Adjustments	All
Combined Public Access Catalogue (CPAC)	All
Speed Date: Handover IP Information	All
NESA Teacher Observation Feedback	All
Mental Health First Aide Synopsis	All
Mental Health First Aide	10
AIS: The New Science Syllabus (Face to Face & On-line)	3
AIS: PDHPE New Syllabus Familiarisation & Scope & Sequence Development	4
Traffic Jam in My Brain - A Sensory Processing Approach to Learning and Behavioural Differences	7
Creating the most engaging STEM thinking classroom	1
Diagnosis And Assessment - Recommendations for classroom practice	All
Lego Therapy - Lego Play	All
IP - From assessment to profile	All
Transition process - Planning for Success	All
Learn and Connect Super User Training Aspect on-line training	1
Manual Handling Aspect on-line training	All
Introduction to autism - Aspect on-line training	All
Aspect Autism in Education Conference 2018	4
Aspect Education LEAD Program	1



## Teacher accreditation

Level of accreditation	Number of Teachers
Pre-2004 teachers (accreditation not required in 2017)	0
Conditional	5
Provisional	5
Proficient Teacher	40
Highly Accomplished Teacher(voluntary accreditation)	0
Lead Teacher (voluntary accreditation)	0
Total number of teachers	50

## Teacher qualifications

Category	Number of Teachers
Teachers having teacher education qualifications from a higher education institution within Australia or as recognised within the National Office of Overseas Skills Recognition (AEI-NOOSR) guidelines, or	50
Teachers having a bachelor degree from a higher education institution within Australia or one recognised within the AEI-NOOSR guidelines but lack formal teacher education qualifications	0

# Workforce composition

## School staff

Teaching staff	45
Full-time equivalent teaching staff	36
Non-teaching staff	61
Full-time equivalent of non-teaching staff	28.8

Composition of Aspect South Coast School staff is documented on the My School website [www.myschool.edu.au](http://www.myschool.edu.au)

One staff is identified as of Aboriginal and/or Torres Strait Islander background.



# Student attendance, retention rates and post-school destinations in secondary schools

## Student attendance rates

Kinder	89.0%	Year 6	92.1%
Year 1	90.8%	Year 7	*
Year 2	90.9%	Year 8	75.9%
Year 3	91.1%	Year 9	55.8%
Year 4	87.1%	Year 10	89.2%
Year 5	90.5%		

\*The school did not have Year 7 students enrolled in 2018

For the whole school student attendance rate, please refer to the school's data on the My School website [www.myschool.edu.au](http://www.myschool.edu.au)

## Retention of Year 10 to Year 12

Aspect South Coast School had an enrolment of only up to Year 10 in 2018. This part of the report is not relevant to the school.

## Post-school destinations

There were no student over 17 years of age who left in 2018.



# Enrolment policy

Aspect provides autism-specific educational services for eligible school-aged children on the autism spectrum, to prepare them for transition to environments that are not autism specific.

Aspect recognises that children on the autism spectrum have the right to access and equity of services regardless of their gender, race or ethnicity, religion or language.

An application is made for an Aspect school rather than a specific class. Our school's professional staff decide in consultation with the family which class is best suited to the educational needs of the student. Each school is responsible for managing its own application, intake and waiting lists process, which is managed by the school principal.

When vacancies arise in the school, the decision about how to fill them is made based on whether the type of vacancy available would be appropriate for the child. Factors taken into consideration include the type of vacancy available, the child's age, the length of time a child has been on the waiting list, the availability of alternative placements and the family situation.

## Entry criteria

Aspect schools are funded in part by the Commonwealth and state governments, which have specific criteria for placement. To be eligible for placement in one of Aspect's schools, prospective students must satisfy the following criteria:

Citizenship and visa status - a child must:

- be an Australian citizen or permanent resident of Australia or holds an eligible visa (refer to guide to checking citizenship and visa status for enrolment).
- be aged between 4 and 17 years.

Diagnosis - a child must:

- in both NSW and South Australia, have a current diagnosis which is not more than twelve (12) months old as being on the autism spectrum from a specialist medical practitioner, child psychiatrist or clinical psychologist with the necessary training and experience to be able to undertake a diagnostic assessment;
- in South Australia, a second report from a psychologist or speech pathologist that confirms the diagnosis of autism spectrum disorder that is not more than two (2) years old; and
- in both NSW and South Australia, have a current standardised cognitive or developmental assessment (e.g. IQ testing, Griffiths, WISC-IV, WPPSI-III, Stanford Binet V) which is not more than two (2) years old.

## Registration to school waitlist

Expression of interest in Aspect schools may be made in the following ways:

- direct enquiry to the Aspect school by telephone or email;
- telephone or email to Aspect Customer Service, who will direct the enquiry to the school;
- general enquiry via the Contact Us page on the Aspect website, which will be directed to the school.

The registration form can be obtained from the following processes:

- families who are interested in enrolling their child to an Aspect school are asked to attend a School Information Session. Aspect principals or their delegate are responsible for organising a school information session once per school term, in line with the School Information Session work instruction, for prospective parents or guardians who would like to enrol their child. This information session outlines the Aspect education program and the registration and enrolment process. The school registration form is obtained after attending this session.
- families who are unable to attend a School Information Session can obtain a registration form directly from an Aspect school. A School Enrolment Committee representative will provide them with information about the Aspect education program and the registration and enrolment process, before sending them the registration form.

A non-refundable processing fee is required for each application submitted.

## Application to more than one Aspect School

When a family wants to place their child on the waitlist of more than one Aspect school, they first apply to their preferred Aspect school and indicate which other Aspect schools they will consider enrolment. The preferred Aspect school is responsible for processing the application, inform the other Aspect school/s to place the student on their school's active waitlist and share the application documents.

## Aspect School Enrolment Committee

School principals are responsible for convening the Aspect School Enrolment Committee (comprised of school principal, psychologist and selected school coordinators) which meets once per school term, following the information session, to review registrations received. This committee determines if a child is eligible for placement in an Aspect school.



## Eligible/Not Eligible for service

### *Citizenship and age criteria*

If the citizenship or age criteria is not met, a school representative will inform the parents or guardians that their child is not eligible for enrolment due to citizenship or age criteria not being met. If the parents or guardians are not satisfied with the result, they can make a complaint to Aspect (refer to Aspect's Complaints Management procedure).

### *Diagnosis criteria*

If the child has been deemed eligible by the Aspect School Enrolment Committee, the principal will inform the parents or guardians that, based on the diagnostic information provided, their child has been deemed eligible for the program (Letter - Confirmation of diagnosis) and their child's name has been placed on the school waitlist.

The principal is responsible for referring the application to the Aspect Eligibility Committee if the diagnosis needs clarification. Parents/Carers will be informed, in writing (Letter - Application sent to full eligibility committee), that their case has been sent to the Committee for review.

If further information is required by the Committee, the principal is responsible for writing to the parents requesting updated information (Letter - Request for updated Psychological reports).

### **Aspect Eligibility Committee**

The National Director, Aspect Education is responsible for:

- convening the Aspect Eligibility Committee once per school term to review any registrations that require clarification, and
- reporting to Aspect principals the results of the Aspect Eligibility Committee, so that they can inform the parents of the outcomes.

The principal will inform the parents or guardians (Letter - Confirmation of diagnosis) that based on the diagnostic information provided their child has been deemed eligible

for the program or not and, if confirmed, the child's name is placed on the schools waitlist.

### **Vacancy Management**

If a vacancy arises, students on the waitlist who can potentially fill the vacancy will be considered. The principal or delegate interviews families whose child might fill the vacancy regarding accommodations/ adjustments for their child following the interview pro forma.

If a student being considered for enrolment is not an Australian citizen, the principal or their delegate must check that the visa is still valid and eligible for enrolment.

Following completion of the interview, the principal, or their delegate will complete the Risk Management Plan pro forma, to assist with decision making.

Following the interview process, the school will inform the family if a child has been offered a placement (Letter - Enrolment Contract/Acceptance of Offer) or (Letter - Placement to Satellite Class) or will be retained on the school's waitlist.

Principals are responsible for forwarding parents the relevant enrolment package and liaising with them throughout the process.

### **Enrolment Package**

When a family is offered a placement, in addition to the enrolment contract, they will be sent documents based on the enrolment acceptance checklist.

A family can decline an enrolment offer and inform Aspect school if they want to be placed in the school's active waitlist.

To secure enrolment, the family must pay a non-refundable enrolment fee as published in the Aspect School fees schedule (NSW or SA).

When a family informs the Aspect school of their decision to withdraw their child from enrolment before commencing, they must also inform the Aspect school if they wish to be placed in the school's active waitlist.

Autism Spectrum Australia recognises that children on the autism spectrum have the right to access and equity of services regardless of their gender, race or ethnicity, religion or language.



# Other school policies

Summary of policy	Changes in 2018	Access to full text
<p><b>Student welfare</b></p> <p>The school seeks to provide a safe and supportive environment to support the mental, physical and emotional wellbeing of students through the following policies:</p> <p>Person centred approach and recognition of values - define and work towards achieving individual's goals and personal lifestyle choices with support and input from those who care about them</p> <p>Risk management framework - identifies risks and defines criteria for the assessment of consequence of those risks</p> <p>Duty of care and dignity of risk - ensures that staff understand and implement the principles of Duty of Care and Dignity of Risk, recognising the rights of the people we support to make informed choices and take calculated risks</p> <p>Safeguarding the people we support - Aspect is committed to appropriately responding to and preventing incidents of abuse, injury, neglect and exploitation of the people we support, in both participation with Aspect, and as a partner of the broader community</p>	<p>No changes were made in 2018</p>	<p>The full text of Aspect policies Person centred approach and recognition of value status; Risk management framework; Duty of care and dignity of risk; and Safeguarding the people we support can be accessed by request from the school principal or from Aspect's website <a href="https://www.autismspectrum.org.au/content/aspect">https://www.autismspectrum.org.au/content/aspect</a></p>
<p><b>Anti-bullying</b></p> <p>For some young people on the autism spectrum, it can be very difficult to recognise bullying. The school seeks to develop supports to assist students to understand that:</p> <ul style="list-style-type: none"><li>• bullying is about the misuse of power in relationships</li><li>• bullying is when someone experiences repeated verbal, physical and or social behaviour that causes harm</li><li>• bullying is mean and can be very hurtful</li><li>• there are different kinds of bullying</li><li>• no kind of bullying is ever OK</li><li>• bullying should always be reported</li><li>• adults will do all in their power to take it seriously and deal with it</li></ul>	<p>No changes were made in 2018</p>	<p><a href="http://www.positivepartnerships.co.au/sites/default/files/positive_partnerships_bullying_fact_sheet.pdf">http://www.positivepartnerships.co.au/sites/default/files/positive_partnerships_bullying_fact_sheet.pdf</a></p>
<p><b>Discipline</b></p> <p>Autism Spectrum Australia (Aspect) considers that the behaviour of children with autism spectrum disorders requires support and understanding. Challenging behaviours are best understood and responded to by applying a positive approach as outlined in Aspect's Positive Behaviour Support Policy.</p> <p>Positive Behaviour Support is a comprehensive approach to supporting situations where there is challenging behaviour and combines the science of learning (from Applied Behaviour Analysis) with human rights and values. PBS works in respectful collaboration with individuals and their families to use effective evidence based strategies to increase the quality of life for all involved.</p>	<p>No changes were made in 2018</p>	<p>The full text of Aspect Positive Behaviour Support policy can be accessed by request from the school principal or from Aspect's website <a href="https://www.autismspectrum.org.au/content/aspect">https://www.autismspectrum.org.au/content/aspect</a></p>
<p><b>Complaints and grievances resolution</b></p> <p>Autism Spectrum Australia (Aspect) values complaints about the quality of its service and communications to support the continuous improvement of services and management. Aspect's complaints management process provides a transparent framework for promptly and sensitively addressing and resolving complaints and disputes that may arise from complaints having regard to procedural fairness, confidentiality and privacy.</p>	<p>No changes were made in 2018</p>	<p>The full text of the Complaints Management Process can be accessed by request from the School Principal or from Aspect's website <a href="https://www.autismspectrum.org.au/sites/default/files/Aspect-Feedback-Complaints-Brochure2019.pdf">https://www.autismspectrum.org.au/sites/default/files/Aspect-Feedback-Complaints-Brochure2019.pdf</a></p>



# School determined priority areas for improvement

Area	Priorities	Achievements
Teaching and learning	The priority for 2018 is implementing our One Stop Programming folder for all teachers in order to develop consistency across programming.	The One Stop Programming folder has been developed for use by staff. Documents continue to be revised and shared with staff to develop a consistent approach to programming.
	Increase professional discussion and sharing of strategies across school sites.	Staff meetings dedicated to the sharing of program content - highlighting exemplary practice.
Family support	Support parents understanding of their child's academic progress by including parent meetings for the Semester 1 Report.	Curriculum reports were revised and all parents were offered a face to face meeting with a vast majority accepting. Received positive feedback about the meetings.
	Continue our family support program including information mornings and social events.	The family support program continues to engage with families in various capacities.
Staff development	Develop staff knowledge of implementing Positive Behaviour Support (PBS).	All staff completed PBS training relating to Tier 1 supports and completed online training around restrictive practices.
	Improve the teaching of Mathematics understanding our students' unique style of learning including mastery the need for greater use of concrete materials.	Staff received introductory training.
WHS compliance	Maintain a culture of safety.	WHS representatives at each Aspect site and regular communications with staff about WHS.
	Improve systems for maintaining a safe environment.	Increased liaising with Aspect WHS Manager and Aspect WHS Specialist.
Continuous improvement	Continue to develop our LAMP project supporting families through practical Professional Development including using devices in the local community.	Practical parent workshops were held in the local community. Parents used the LAMP device to make purchases in the community with the support of the LAMP team.
	Continue to improve the practical application of our Prosocial Skills Screener to inform Individual Programs.	The Prosocial skills pro-forma/screener was reviewed by a small representation of teachers and revised. Staff were trained in the implementation of the new assessment tool ready for implementation in 2019.
Student achievement	Increase the number of students participating in NAPLAN.	In consultation with families, the school continues to encourage greater participation where realistically possible.
	Continue to improve student literacy levels particularly reading.	The English Scope and Sequence was further developed and the referral process for accessing literacy support is encouraged.

# Initiatives promoting respect and responsibility

**a different brilliant®**  
understanding, engaging & celebrating the  
strengths, interests & aspirations  
of people on the autism spectrum

Aspect South Coast School wants all students to recognise that they are valued and an integral part of the school community, with parents and staff providing care and support that promotes self-esteem, mutual respect and responsibility.

The structure of the school's satellite program provides opportunities for students to participate in classes and cultural activities with host school students, particularly during Harmony week, National Reconciliation week and NAIDOC week. The Aspect South Coast School Bellambi staff and students joined more than 2000 students, staff and families from schools throughout the Illawarra in a Reconciliation Walk. The walk increased our student's knowledge of the significance of Australia's aboriginal heritage.

Aspect's Purpose of "understanding, engaging & celebrating the strengths, interests & aspirations of people on the autism spectrum" and Aspect's Value of "we are passionate about people, about being positive and about what's possible" mirror the nine recommended values of the National Framework for Values in Education.

Aspect has a commitment to ensuring all team members know and embrace our core values to ensure they are reflected in interactions and relationships with stakeholders. Aspect recognises that in order to achieve this it is important to share information with staff and the community so that Aspect is known not only for the work that we do but also for the values we uphold.

*We are passionate  
about people,  
about being positive and  
about what's possible*

Staff and students of Aspect South Coast School's satellite classes in Bellambi Public School joined more than 2000 students, staff and families from schools throughout the Illawarra region in Bellambi Community Walk for Reconciliation.

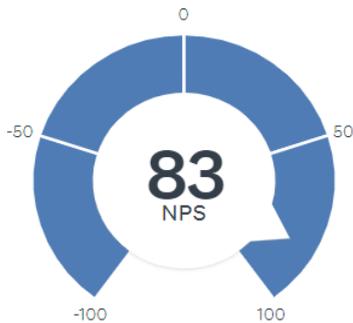


# Parent, student and teacher satisfaction

Throughout 2018, families, students and the school staff had various formal and informal opportunities to gauge their satisfaction with the school.

Amongst the opportunities include:

- Aspect Customer Satisfaction Surveys - Aspect South Coast School received a Net Promoter Score of 83% in Semester 2

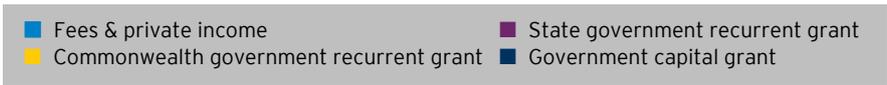
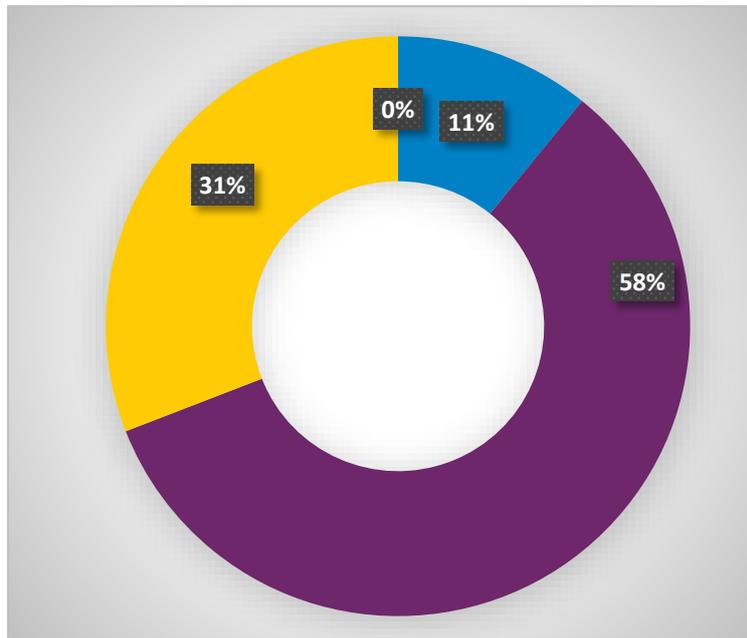


- Student Individual Planning meetings
- Curriculum Report meetings
- Parent/teacher meet and greet sessions
- Organised family activities - Train Park Day, Yoga & Tai Chi for parents, Pamper Day, Break Out Room
- Parent & Grandparent coffee mornings and Dad's nights
- Monthly Parents & Friends meetings
- Home-School diaries
- See Saw app for sharing student learning with families
- Skoolbag app for sharing information with families
- We Matter program
- Staff meetings and staff development days

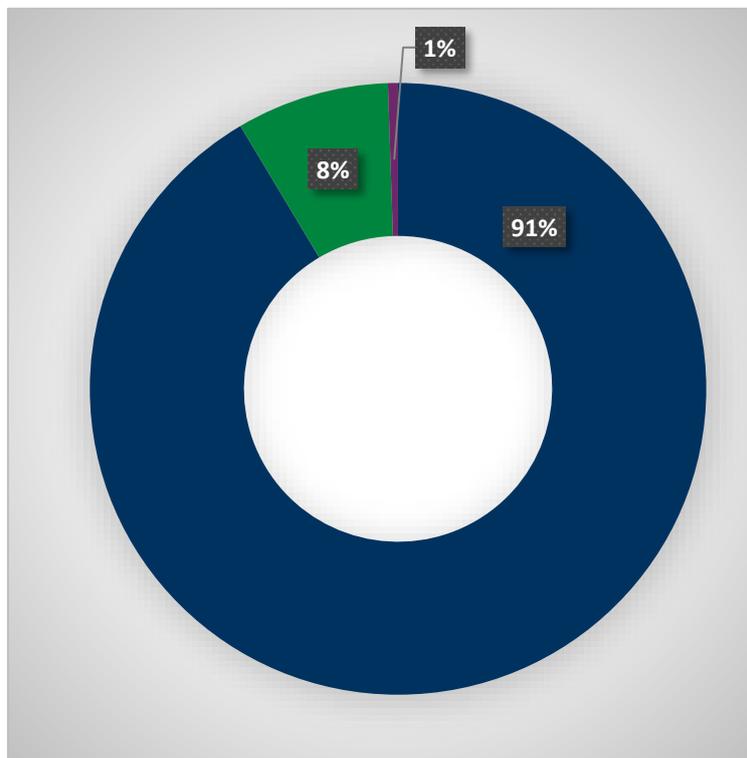


# Financial information

## Recurrent/capital income



## Recurrent/capital expenditure





*a different brilliant*®

understanding, engaging & celebrating the  
strengths, interests & aspirations  
of people on the autism spectrum

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