Inclusion Support Program (ISP)
Frequently Asked Questions

Is my service eligible to access the Inclusion Support Program?

The Inclusion Support Program can be accessed by services that are Child Care Subsidy (CCS) approved. Currently eligible services include Long Day Care, Out of School Hours Care, Family Day Care and Occasional Care. Any eligible service can receive free support through the Inclusion Agency, providing they meet certain requirements such as obtaining a PRODA account and developing a Strategic Inclusion Plan.

What support can I access from the Inclusion Agency?

Being involved with the Inclusion Support Program (ISP) results in a variety of benefits including;

- Visits from your Inclusion Professional, who can work alongside educators to provide support and strategies related to the inclusion of all children within the environment.
- Assistance in creating a Strategic Inclusion Plan (SIP); a planning tool for inclusion that connects with your Quality Improvement Plan (QIP).
- Access to the Specialist Equipment Library (SEL). This may require collaboration with Allied Health Professionals.
- Invitations to networking forums, where you can explore a variety of topics and meet colleagues from Early Childhood and OSHC services within your community.
- Assistance with applying for funding. Your service may be eligible to apply for funding for an additional educator in a room where a child with high support needs is attending. This funding allows educators to improve the educator to child ratio and to assist all educators to effectively implement strategies identified in the Strategic Inclusion Plan.
- If funding for an Additional Educator is not sufficient to address barriers to inclusion, services can access Innovative Solutions Support funding.

What is an Inclusion Professional and what is their Role?

Inclusion Professionals (IP's) are your services personal contact. IP's have a wide range of qualifications and backgrounds in the ECEC sector to provide a comprehensive range of advice and support over zoom, phone or in person. They are experts in the Inclusion Support Program and will offer advice and support for Services. Their role is to:

- Outline Service responsibilities according to the guidelines.
- Work with Services to ensure access to the Portal
- Work in consultation with services to complete an online Strategic Inclusion Plan
- Support services throughout the funding application processes
- Discuss services progress against the Strategic Inclusion Plan
- Conduct onsite observations
- Support educator and leader understandings of the Inclusion Support Program.
- Provide services with support and strategies in relation to inclusion
- Facilitate professional conversations and critical reflection on inclusive practice
- Regularly engage with services through various means including service visits, phone, email and/or Zoom

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How can I access the Inclusion Support Program?

Download and complete a Request for Service (RFS) form and send it to the South Australian Inclusion Agency (Gowrie SA). As soon as we receive your Request for Service, our Placement Officer will allocate an Inclusion Professional (IP). The Inclusion Professional will make contact to discuss your Inclusion Support needs. This will involve the Inclusion Professional visiting your service to discuss how the Inclusion Support Program can best support you.

For more information regarding the Inclusion Support Program, please contact the Inclusion Agency on 1800 129 606 or at inclusion@gowriesa.org.au.

What is a Strategic Inclusion Plan?

A Strategic Inclusion Plan (SIP) is a tool for services that includes strategies for improving and embedding inclusive practice, in line with the National Quality Standards (NQS). The development of a SIP recognises the current inclusive capacity of a service and outlines the strategies and actions educators will implement to increase this capacity to include all children. The SIP is a living document that is developed through a process of reflection amongst educators in collaboration with your Inclusion Professional.

A SIP is created for each room or session (otherwise referred to as a Care Environment), as each room has its own educators and children, as well as a unique physical environment, dynamic, and challenges. The SIP is developed, implemented, and evaluated within a 12-month period. A SIP can be updated during this period to reflect any changes, and record the progress made in implementing the strategies and actions outlined. This process will happen alongside your Inclusion Professional.

What is Proda?

PRODA is an online identity verification and authentication system. It lets you securely access government online services including the Inclusion Portal.

See instructions on how to apply for a PRODA account here. If you are experiencing difficulties, the PRODA helpdesk can help you resolve these technical difficulties.

How do I access the Portal?

You can login to the Portal by visiting the IDFM website and clicking on "IS Portal Login" in the top right-hand corner and enter your PRODA login details. You will then be forwarded to the Portal.

What funding streams are available for my service to access?

The Inclusion Development Fund has several streams of funding that your service may be eligible to access

· IDF Subsidy for an Additional Educator

· IDF Subsidy for Immediate/Time Limited Support

· Family Day Care Top Up

· Innovative Solutions Support

Please speak to your Inclusion Professional for further detail regarding these funding streams, or refer to the ISP Guidelines.

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What is the role of the Additional Educator?

An Additional Educator can be employed with funding available under the IDF Subsidy for an Additional Educator and IDF Subsidy for Immediate/Time Limited Support, and must be utilised according to the ISP Guidelines. The purpose of the Inclusion Development Funding Subsidy is to increase the number of educators in the room when a child with high support needs is attending.

The additional educator is not solely responsible for the child with high support needs and is not to be used for ongoing one to one support. One to one support is not considered inclusive practice, and may be in breach of the ISP Guidelines. Please see the IDFM Fact Sheet The Role of the Additional Educator for further information.

What is the Specialist Equipment Library and how can I access it?

The Specialist Equipment Library (SEL) is a free component of the Inclusion Support Program for services to borrow specialist equipment. Before accessing the SEL, the child must have a signed Request for Service. For most items within the SEL, an Allied Health Professional (such as a Physiotherapist or Occupational Therapist) must recommend an item and complete an Item Request Form.

We will arrange free delivery of specialist equipment to your service, and the Allied Health Professional may need to visit to measure and fit the equipment for the child. A catalogue of available equipment can be found on the Gowrie SA website. For further information regarding the SEL, please contact the Inclusion Agency.