

Assistive technologies are provided on long term loan for approved students with a significant physical disability or severe vision impairment who attend a department site. SERU does not routinely provide assistive technology for pre-school and primary aged students unless the technology is needed to mediate all curriculum access and participation, not for communication.

Successful use of assistive technologies involves careful planning, selection, training and monitoring. ICT hardware/software is available to trial for 4 weeks (country borrowers 6 weeks).

The range of long term loan assistive technologies includes:

• Laptops	• Specialised software / apps – <i>Request for Software / Apps ITS 008</i>
• iPads	• Alternative keyboards such as Big Keys, ClevyKeys, IntelliKeys
• Digital pens	• Alternative pointing devices, mice, trackballs, joysticks
• Switches	
NB: Apps and software are loaned to students attending a DECD site with a SERU device. Special cases/requests will be reviewed by the ITS team.	

The requirement for assistive technologies should be documented in the **Negotiated Education Plan / One Child One Plan** and detailed referrals from relevant personnel.

Checklist of required actions before submitting Request for Long Term Loan AT Provision (ITS 002)

- Relevant information from the NEP/One Child One Plan with reference to technology (optional)
- Report/Recommendations from Health Professional – with contact details
- Handwriting sample where relevant
- All signatures are completed
- Read and understood *Guidelines for ICT Provision Long Term Loan (ITS 001)*
- Request for Software/Apps (ITS 008) form*
- Trial and Evaluation of ICT (ITS 003) form* – if applicable
- PD Request for Service (ITS 006) form* – if applicable

Assessment for Assistive Technology

A comprehensive assessment of the child/student's strengths and needs must be undertaken to identify the most appropriate technologies.

Assessments are usually undertaken by a health professional in consultation with education staff. The assessment team may include:

- the child/student, the parent/carer
- the class teacher and / or support services disability coordinator
- the school services officer
- a health professional such as a physiotherapist, occupational therapist and/or speech therapist

A collaborative team process is highly recommended in compiling this request information.

The **SETT Framework** is a resource for assistive technology assessment (www.joyzabala.com) and provides a tool for organisation of the information gathered and questions to lead the decision-making process. See Request for Provision AT Long Term Loan (*ITS 002*) form for more information.

The classroom, special education teacher or the support services disability coordinator needs to identify the training requirements for staff and the child/student.

The following are all available on the SERU website:

- ITS workshops @ SERU website / Facebook
- ITS 004 – Request for Service PD
- ITS 006 – Request for Consultation

Trial and Evaluation

The technology needs to be trialled and evaluated in the context in which it will be used. This can be achieved by direct observation of the student using the technology. Points to consider include:

- *student's interest in and ease of using the technology*
- *student's ability to learn to use the technology*
- *student's ability to use the technology independently*
- *social appropriateness (the use of assistive technologies for some students in particular settings may have negative social ramifications for the student)*
- *degree to which the technology 'taps' into the student's strengths*
- *effectiveness of the technology in compensating for specific difficulties as compared to alternative strategies (SchwabLearning 2006).*

Implementation of assistive technology should be monitored and reviewed.

A *Trial and Evaluation of AT form (ITS 003)* is accessible on the SERU website.

The Resource Centre catalogue (SERU website) itemises available assistive technology for short term loan.

Guidelines for iPad Provision - Long Term Loan

As with all SERU technology, iPads are the property of SERU on loan to the school, for use with a designated student to support access to the curriculum. The loan of iPads for student use is subject to all current SERU technology loan policies.

In addition to SERU policies, please note:

DEVICE information

- iPads allocated to students through SERU's Long Term Loan (LTL) provision are managed by SERU using Apple Configurator. The school and family (if applicable) sign a contract taking responsibility for the iPad before the device is issued.
- iPads are issued from SERU with requested apps already installed (that were requested and approved by SERU).

APP Information

- Sites can purchase all apps required for the student or sites can apply to SERU for approved apps for the device using the *LTL Request Software/App form (ITS 008)*.
- If sites have requested SERU provision of apps, it is important that they indicate on the *LTL Request Software/App form (ITS 008)* the apps that have been recommended and trialled. A *Trial and Evaluation of AT form (ITS003)* is available on the SERU website.
- Additional free or site purchased apps may be installed on the iPad by the school that meet student's educational needs.

The iPad provided by SERU also comes with a protective cover and charger: power adaptor and USB cable. Any additional accessories identified need to be itemised in the Request LTL Provision – AT form. Please refer to the [DECD Policy for ICT Security](#) for more information regarding ICT security management on DECD sites, including the use of cloud storage and associated services.

http://www.decd.sa.gov.au/docs/documents/1/DECS_Policy_ICT_Security.pdf

ICT Service Desk – Metro 8204 1866, Country 1300 363 227

For more information or clarification about SERU's Long Term Loan Provision, contact SERU's Inclusive Technology Service (ph. 8235 2871).