

Title	Nationally Consistent Collection of Data (NCCD) Policy
Description of policy	Sets out obligations for Catholic Education Archdiocese of Canberra and Goulburn (CECG) to collect and report data regarding students with disability in line with the Australian Education Regulation and the NCCD Guidelines. It applies to all NSW and ACT schools.
Required because	The Disability Standards for Education require schools to collect and share data about students with disability for the purposes of census and the Nationally Consistent Collection of Data.
Description of changes	Minor format and rewording.
Applies to	<input type="checkbox"/> Organisation-wide <input checked="" type="checkbox"/> schools <input type="checkbox"/> Staff only <input type="checkbox"/> Students only <input checked="" type="checkbox"/> Staff and students
Status	<input type="checkbox"/> New <input type="checkbox"/> Major revision of existing document <input checked="" type="checkbox"/> Minor revision of existing document

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Related documents	Supporting Students with Additional Needs Cyber Security Policy Privacy Policy Inclusive Practices Processes Guide
Intranet category	Disability, Inclusion and Student Wellbeing
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1. Summary

- 1.1 This policy sets out obligations for Catholic Education Archdiocese of Canberra and Goulburn (CECG) schools relating to the Nationally Consistent Collection of Data (NCCD) on disability, in line with the Australian Education Regulation 2023, the NCCD Guidelines and CECG's Supporting Students with Additional Needs Policy.
- 1.2 This policy applies to all NSW and ACT schools.

2. Nationally Consistent Collection of Data (NCCD) Policy

- 2.1 Under the Australian Education Regulation 2023 and Disability Standards for Education, schools must collect certain information about students with imputed or diagnosed disability to share with the Department of Education, Skills and Employment (DESE) for the purposes of census and the NCCD.
- 2.2 The [Nationally Consistent Collection of Data](#) website sets out processes and guidance for schools to collect and report data, supported by additional tools and resources on the CECG [Classroom Support Teacher User page](#).
- 2.3 School principals must ensure the school collects and stores information on students with disability that is accurate, supported by evidence and quality assured.
- 2.4 All information must be captured and stored in accordance with the [Cyber Security Policy](#) and [Privacy Policy](#).
- 2.5 Each school will develop an annual NCCD Plan that includes local procedures to plan and apply the NCCD model and manage data collection and reporting. Schools should develop NCCD Plans in consultation with relevant Catholic Education Officers and have due consideration of the requirements of the NCCD as provided by the DESE.
- 2.6 Each school will:
 - Refer to CECG's Supporting Students with Additional Needs Policy.
 - Identify students with disability in accordance with the Disability Discrimination Act 1992 and Disability Standards of Education 2005.
 - Provide appropriate and reasonable adjustments to students with disability.
 - Monitor and review the adjustments provided to each student with disability.
 - Consult and collaborate about the adjustments provided to each student with disability.
 - Have quality assurance and moderation practices about the adjustments provided to each student with disability.
- 2.7 For each student with disability that is eligible for inclusion in the NCCD, the school principal or their delegate, will be responsible for determining the category of disability and the overall level of adjustment.

3. Definitions

- 3.1 **Disability:** as defined by the Disability Discrimination Act 1992, means:
 - total or partial loss of the person's bodily or mental functions

- total or partial loss of a part of the body
- the presence in the body of organisms causing disease or illness
- the presence in the body of organisms capable of causing disease or illness
- the malfunction, malformation or disfigurement of a part of the person's body
- a disorder or malfunction that results in the person learning differently from a person without the disorder or malfunction
- a disorder, illness or disease that affects a person's thought processes, perception of reality, emotions or judgement or that results in disturbed behaviour
- includes a disability that:
 - presently exists
 - previously existed but no longer exists
 - may exist in the future (including a genetic predisposition to that disability)
 - is imputed to a person.

3.2 **Students with a disability:** all currently enrolled and prospective CECG students who have a disability.

4. Related Documents and Legislation

4.1 Related CECG Documents:

- [Supporting Students with Additional Needs Policy](#)
- [Cyber Security Policy](#)
- [Privacy Policy](#)
- [Inclusive Practices Processes Guide](#)
- [Principals Guide – Meeting Student Needs Funding](#)

4.2 Related legislation or Standards

- [Disability Discrimination Act \(Cth\)](#)
- [Disability Standards for Education \(Cth\)](#)

4.3 External links

- [Nationally Consistent Collection of Data \(NCCD\)](#)
- [Links between the NCCD, DDA and Standards infographic](#)
- [Individual Learning Plan Template](#)

5. Contact

5.1 For support or further questions relating to this policy, contact the CECG School and Family Services NCCD Team.