

Special assistance school notices

Fact sheet: NSS-FS5

This fact sheet provides information regarding temporary special assistance site notices.

General information

The governing body of an operating special assistance non-state school can offer special assistance at a temporary site, for a limited amount of time. To do this, the governing body needs to notify the Non-State Schools Accreditation Board (the 'Board'), by submitting a [Notice of intention to use a temporary SAS site](#). Additionally, the governing body is to notify the Board of the cessation of special assistance at a temporary site by submitting a [Notice that use of temporary SAS site is stopped](#). The notice is to be lodged at, or before, the expiry of the special assistance period for the site.

A non-state school can operate from a temporary site for 200 consecutive school days after the day special assistance is first provided on the site. However, if a [Change of accreditation attribute](#) application is submitted for the site prior to the end of the 200 days, special assistance can continue to be offered at the site until a decision on the application is made.

Further information regarding the use of a temporary site is available at section 47 and following of the [Education \(Accreditation of Non-State Schools\) Act 2017](#).

The special assistance school notices are available for download from the [NSSAB website](#).

The notification process

Step 1

Download and review the applicable notice from the [NSSAB website](#)

Step 2

Prepare the required documentation, as detailed in the notice

Step 3

Complete the notice and attach the required documentation

Step 4

Submit the notice and documentation via [NSSAB Online Services](#)

Special assistance school – Notice of intention to use temporary site

The following information is to be provided:

- School details
 - Name of governing body
 - Name of school
 - Address(es) of the accredited special assistance site(s) for the school
- Temporary site details
 - Address of temporary site
 - Reason(s) the school needs to provide special assistance at temporary site
 - Date of commencement of special assistance at temporary site
 - Date anticipated for stopping special assistance at the temporary site
 - Is the school entitled to occupy the temporary site? (If yes, documented evidence is required)
- Declaration.

Further information regarding the temporary site criteria is available at sections 21 to 25 of the [Education \(Accreditation of Non-State Schools\) Regulation 2017](#).

Special assistance school – Notice that use of temporary site is stopped

The following information is to be provided:

- School details
 - Name of governing body
 - Name of school
- Temporary site details
 - Address of site
 - Date use of temporary site stopped
- Declaration.

Further information

If you have any questions, please contact the Board's Secretariat on (07) 3513 6773.