

# 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](#).

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. If the governing body would like to make it a permanent SAS site, it can lodge a [Change of accreditation attribute](#) application 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.

When operation of a temporary SAS site is to cease, the governing body must notify the Board by submitting a [Notice that use of temporary SAS site is stopped](#). The notice is to be lodged on, or before, the end of the 200 day period.

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

For further information, refer to the [NSSAB website](#).