

**SHOOLINI
UNIVERSITY
SOLAN, HP**

Policy for Differently Abled Persons





Policy for Differently Abled Persons

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**Shoolini University of Biotechnology and
Management Sciences**

Bajhol, Solan

Policy Document - Policy for Differently Abled Persons

“Shoolini University of Biotechnology and Management Sciences is committed to excellence in all aspects of graduate & post graduate learning, the transmission of relevant knowledge & skills, and free thinking needed to address the challenges of modern world.”

Shoolini University has a diverse community of both staff and students; this policy on differentially abled individuals is formed with an objective to provide a supportive and equal opportunity environment for all. The policy acts as a guiding principle to create a barrier free, harassment free-healthy environment within campus, free from unlawful discrimination ensuring equality of opportunity, dignity and respect for all individuals immaterial of his/her disabilities. The policy is applicable to all schools, administrative offices functioning within the university and all procedures from admission, examination to placements. This document outlines Shoolini University’s policy for supporting disabled staff and disabled students, in line with legal obligations and university’s duty of care.

The policy is framed to enhance overall campus experience of all individuals with special needs (students, staff and outsourced associates) and disabilities connected to the University in various capacities. The aim is to provide a healthy environment for learning and working that covers physical, intellectual, emotional and social (including sports and recreation) aspects of university experience. It outlines Shoolini University’s commitment for embracing a positive attitude toward the promotion of equality and diversity.

It is desired through these guidelines that all members of university community are adequately supported to fulfill their potential, particularly those with a disability.

1. OBJECTIVES

The university is committed to ensure disability does not provide a barrier to existing and prospective staff and students:

- a. To facilitate the process of making University environment barrier-free. Provision of ramps and easy access to all blocks and buildings including existing and future facilities.
- b. To orient and guide individuals associated in various capacities to deal / interact with individuals with special needs in a right based approach as against the charity approach.
- c. To create a centralized committee/cell which will be accountable to maintain records related to individuals associated in various capacities having certified disability and / or special needs, ensure implementation of norms, train staff / students (including curriculum



/ material development and implementation) and suggest developmental activities for knowledge sharing, workshops and special projects.

- d. To use technology to benefit students with special needs. Identify and deploy technology to benefit teaching-learning for students and faculty with special needs, wherever possible.
- e. To ensure barrier free provision of learning resources and additional facilities in the library to cater to needs for students and faculty with special needs. This can range from academic material to additional technology support for discovery, access and use of academic material.
- f. To sensitize teaching and non- teaching staff on issues related to disability and special needs.
- g. To create, maintain and update the records of individuals with disabilities associated with Shoolini university to be able to use the information for research and policies.
- h. To ensure implementing reservation, exemptions and concessions in tune with prescribed norms in current legislation to individuals associated in various capacities having certified disability in terms of education (particularly for students) and employment (particularly for the staff).
- i. To ensure the support to individuals with special needs remains relevant at all levels
- j. To ensure the internal process of career development take cognizance of the needs of disabled staff
- k. To have a supportive environment in responding to the needs of disabled persons.

2. SCOPE

The policy covers all schools and administrative offices & procedures of the university.

A person shall be considered to be disabled requiring special needs as defined under Persons with Disability (Equal Opportunities, Protection of Rights and Full Participation) Act (1995), National Trust Act (1999) and The Rights of Persons with Disabilities Act, 2016. These legislations list following disabilities which are entitled for certification and hence various legal accommodations.

Disability types benchmarked for certification:

1. Blindness
2. Low-vision
3. Leprosy Cured persons
4. Hearing Impairment (deaf and hard of hearing)
5. Locomotor Disability
6. Dwarfism
7. Intellectual Disability
8. Mental Illness



9. Autism Spectrum Disorder
10. Cerebral Palsy
11. Muscular Dystrophy
12. Chronic Neurological conditions
13. Specific Learning Disabilities
14. Multiple Sclerosis
15. Speech and Language disability
16. Thalassemia
17. Hemophilia
18. Sickle Cell disease
19. Multiple Disabilities including deaf & blindness
20. Acid Attack victim
21. Parkinson's disease

As per the relevant acts, the concerned individual needs disability certificate to avail various provisions/benefits/accommodations. However, there are many individuals who may not be eligible for disability certificate but yet have some specific special needs. These individuals shall be entitled for any simple accommodations which are based upon common sense required to reach the services (educational and social experiences planned and delivered) to all – without diluting the system and without impacting the merits of others. These may be facilities like providing assistance, concessions of additional time during examinations, scholarships, fee waiver, exemption in lowering pass percentage etc. Also, facilities like priority seating in classroom, bold print notes, substitutions of written tasks for oral tasks and vice versa, buddy system, multimedia teaching strategies etc. listed under provision may also be provided may also be provided on case to case basis.

3. PROVISIONS

Conveyance:

1. Centralized transport vehicle/e-carts for differently abled may be provided for the conveyance on the campus.
2. The provision for conveyance assistance may be considered for differently abled persons.
3. Differently abled employees leaving or coming to the campus may be provided with transport / conveyance facility.
4. Those who have their personal vehicles may be given transport allowance to commute between hostels and the academic buildings.



Accommodation:

1. Differently abled persons may get hostel accommodation and in the case of faculty - employees campus housing, on priority.
2. The accommodation must be provided in the ground floor in the rooms designed taking into consideration their special requirement.

Financial assistance to acquire support systems:

1. Five percent scholarship is provided for the differently abled students.
2. Financial assistance to buy tricycles, scooters, stretches, support devices etc. may be considered.
3. Financial support to procure hearing aids by hearing impaired may be provided.
4. Financial assistance to procure mp3 voice recorders / players may be provided to visually challenged students which they use for recording and listening to the class room lectures.
5. University may approach some foundations and charity organizations to raise funds for providing such assistance.

Mode of Examinations:

1. Many of the differently abled students would not be able to cope with the conventional examination system. If they need some allowances and exemptions in terms of options in answering certain questions involving drawings/graphics; duration of time etc. same may be provided.
2. The scribes, provided by the university must be sufficiently qualified to help the visually challenged students in writing their examinations.
3. The additional time for the end-semester exam may be increased to 1 ½ hrs. For internal tests, the time may be increased by half an hour. Similarly, entrance exam duration may be increased by 1 hour.

Networking and Computing Facility:

1. Person's in-charge of the hostel may take necessary steps to help out with net facility in the hostels.
2. All the computing facilities meant for differently abled may be backed up with adequate technical staff/technicians that have the knowledge of operating systems.

Other enabling facilities:

1. The Placement cell shall pro-actively explore the possibility & provide employment in industry & other relevant institutions.



2. Special equipment for sports and games may be available to take care of recreational needs. Events may be planned at regular intervals.
3. 24x7 helpline number shall be made available to the students and on calling support within 5 minutes shall be provided.
4. All classes having direct access shall be preferred for differently abled students.
5. Special health care and medical facilities may be provided on periodic or demand basis.
6. Provision of special mentor student/faculty for counseling and support.

Infrastructure

1. Provision of ramps and railings.
2. Creation/Conversion of washroom in each block to meet requirement of disabled students/staff.
3. Provision of lift in few buildings & blocks.

4. LINES OF RESPONSIBILITY

Special Cell/Committee for Differently Abled:

1. A special cell to facilitate the requirements/grievances of differently abled persons may be formed to facilitate the communication and other requirements that shall be continuously monitoring the facilities and assistance in the matters of differently abled persons.
2. A complete list of differently abled students, their addresses with phone numbers be maintained by the same.
3. The cell also will be the custodian of equipment such as mp3 players, recorders which will be borrowed by the differently abled students.

Through this policy, university takes responsibility for ensuring that the day-to-day management of the university takes cognizance of the equality and equal opportunity to all irrespective of any discrimination.

As staff, students and visitors, contractors and service providers along with any other persons associated with the functions of the university are responsible for ensuring that they adhere to the relevant sections of this policy.

The university as an employer of potential and existing staff has a duty to support the needs of disabled staff and staff that become disabled whilst employment. All individuals are required to work in partnership alongside disabled staff to ensure that reasonable adjustments are made,



enabling disabled staff to meet their full potential. This process should be facilitated through discussion and agreement with all parties.

5. MONITORING

Complaints of discrimination based on grounds of protected characteristics should be raised through relevant grievance procedures for staff or complaints procedures for students. Complaints regarding staff harassment or bullying will be strictly viewed.

This policy will be reviewed on yearly basis to ensure compliance with legislation, effectiveness, taking into consideration the number of disabled staff/students.

6. GRIEVANCE

The student can directly or by mail approach their respective Dean /Registrar Vice Chancellor. In case the matter is received by anyone apart from Registrar, the same shall be forwarded to the registrar within the same day, who in turn transfers the matter to the discipline committee Chairperson/member secretary along with the complaint/mail received and documentary evidence.



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