Policy for Differently Abled

The GHG Khalsa College has a vibrant, enthusiastic and forward thinking community, rich in diversity and circumstance. We are committed to creating a friendly and welcoming campus where staff and students work closely together within a supportive environment which enables them to participate fully in the life of the College. The Institute wants to attract people of high potential to study and work here and this includes people who are living with a disability or long term health condition. Some people may not require any extra support, but for others making 'reasonable adjustments' will enable them to flourish.

The objective of the policy is to ensure that students and staff members of the College with disabilities or long term health needs have access to both facilities and a learning environment wherever reasonably possible, comparable to that of their non-disabled peers. This policy recognises that disabled staff and students are an integral part of the Institute.

Policy:

Ensure that anticipatory action is taken as far as is reasonably practicable to provide inclusive working, learning and teaching and access to our facilities and services.

Ensure that wherever possible reasonable adjustments are put in place for staff, students, prospective staff and students and visitors with disabilities.

Provide equality of opportunity for differently abled staff and students to promote the recruitment, retention, development and progression of disabled staff and students.

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Promote a positive working environment for differently abled staff by making reasonable adjustments such as reallocation of duties, altering working hours, changing work location, modifying equipment, consideration of other roles.

Promote a positive working environment for differently abled students by making appropriate alternative exam arrangements, provision of lectures and notes in advance and help with accessing external resources.

**Complaints:** A member of staff or student who feels they have been unfairly treated or discriminated against on the grounds of disability may raise a complaint through the Grievance Redressal Cell or the Committee for Differently Abled.

The Committee is committed to scheduled two meetings for the cause of equality for the differently abled in the Institute annually.
Facilities for Differently Abled Students

1. Physical Facilities:
The college provides special facilities for the differently abled students and persons to provide them opportunities to acquire quality education and bring them into the mainstream of the society. The college has a social responsibility and perception that differently abled students should be respected and treated as a normal human being.

2. Ramp/Rails:
The college has a special facility of ramp and rails for the differently abled students. The entrances and exits clearly identifiable and easily accessible. And it can accommodate wheelchair users. Steps and ramps have hand railings and the entrance permitting access to a conveniently located lift.

3. Rest Rooms:
Separate toilets are available for people with disabilities. They are clearly identifiable and accessible. The doors are wide enough and lockable from inside and releasable from outside. There is enough maneuvering space inside. All floor surfaces are slip resistant. Mirrors, flushing arrangements, dispensers mounted at appropriate heights.

4. Scribes For Examination:
There are some students who feel difficult to take the examination and they need scribes with them. The college provides or allows the students to take the help of scribes in the examination. As per the Government Circular ED 5 UNE 204/ dated 5.3.2004 and ED 5 UNE 2004, dated 22.3.2004, the following guidelines are to be strictly followed:
   a) The blind student may select the scribe
   b) The scribe need not have a qualification lower than that of the student, provided that the scribe should not have the qualification (with the same optional and languages) pertaining to the examination, which the student is writing (for ex: a student who has completed B.A. or M.A. can be a scribe for the students who is taking B.Sc. Examinations)
   c) A physically disabled / blind / hearing impaired candidate and the scribes for such a candidate shall be allowed an extra time of 20 minutes per hour.
   d) As the hearing impaired students are having language problems, possibilities of grammar mistakes, mistakes in building the sentences are there. Hence, the answer papers shall be identified separately and evaluated with additional care.

5. Braille Facilities:
The college library has 32 braille books

Principal
G.H.G. KHALSA COLLEGE
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