

OFFICE OF THE DEPUTY DIRECTOR OF EDUCATION (IEDSS),
(ADMINISTRATIVE CELL), DIRECTORATE OF EDUCATION, GNCT OF DELHI,
AMRITA SHERGIL SCHOOL BLDG, LAJPAT NAGAR-IV, NEW DELHI-110024

No.F.150 /DDE(IEDSS)/Admn.Cell/2018/334-340

Dated : 23/04/2018

ORDER

The Section 16 of Rights of Persons with Disabilities Act 2016 provides that the appropriate Government and the local authorities shall endeavour that all educational institutions funded or recognised by them provide inclusive education to the children with disabilities.

Parents play an important role in the effective inclusive education of Children with Special Needs through daily follow up of activities done at school and at home. Therefore, all Heads of schools (Govt. & Govt. Aided) are hereby directed to conduct meetings of Parents of CWSN & Special Education Teacher fortnightly or twice a month as per the instructions given in Annexure I.

This issues with the prior approval of the Director (Education), GNCTD.



(SHAMIM AKHTAR)
ADDL. DE (IEDSS)

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Copy to:-

1. PS to Pr. Secretary (Education), GNCTD
2. PS to Director (Education), GNCTD
3. PA to Addl. Director (IEDSS), Directorate of Education
4. DDE (RMSA), Directorate of Education
5. DDE (Districts), Directorate of Education
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INSTRUCTIONS FOR CONDUCTING MEETING OF PARENTS OF CWSN & SPECIAL EDUCATION
TEACHER

1. Meeting of Special Education Teacher (SET) and Parents of CWSN particularly Children with Autism Spectrum Disorder, Cerebral Palsy, Intellectual Disability, Muscular Dystrophy, Multiple Disability etc. should be organized fortnightly or twice in a month, in second week and last week.
2. Following should be discussed in these meetings
 - a. Objectives and goals being planned and implemented
 - b. Performance of the child in classroom
 - c. Recent evaluation result
 - d. Child's functional, developmental and academic needs
 - e. Parents concern regarding education of his/her child
 - f. Management of behavioural issues, if any, among the child
 - g. Involvement of family and follow up of the activities at home
 - h. Any other matter important for the inclusive education of CWSN
3. HOS shall ensure that the parents are informed in advance about the schedule of meeting through student diary and telephonically.
4. Special Education Teacher shall coordinate the meeting under the supervision of HOS. During the meeting, SET should devote at least for 20 minutes with parents of each CWSN for discussion. After the meetings, SETs shall brief about the same to HOS.
5. On the day of meeting, the daily time table of SET shall be rescheduled for smooth functioning.
6. SET shall maintain a parent meeting register. Child wise, points discussed should be included in the register and the same should be counter signed by concerned parent and HOS. Attendance of each meeting shall be maintained separately.
7. HOS shall ensure that the report of these meetings is incorporated in monthly work report of SETs.
8. During IEP review meetings in the month of February and July the issues mentioned above at serial no. 2 may also be discussed and no separate meetings may be conducted during these two months.


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