**Guidelines to organize 5 – day training to teachers on Inclusive Education Methodology and Practice for teaching Hearing Impaired children in schools**.

**Plan of Action for 5 – day Training Programme to the Teachers:-**

* The training will be conducted in Residential Mode in 5 different spells at District Head Quarter.
* Each spell will have 60 teachers.
* Logistic arrangements will be made by the DPO which will include arrangement such as selection of training venue in residential mode which could accommodate 60 teachers + 2 CRTs from Inclusive KGBV (HI) and shall have all facilities such as Conference Hall, LCD Projector, White Board, Public Address system, Boarding and Lodging etc.,
* The 2 CRTs from inclusive KGBV (HI) category shall be deputed in any one spell.

**Monitoring of the Training Programme:**-

* There will be two teams which monitor the whole training programme.

**State Level:-** A team will be constituted at SPO level to monitor the entire training programme.

**District level:-** The AMO will act as course coordinator for all 5 spells at district. He has to collect and submit day wise attendance of trainees to the SPO, DPO and DEO by 11.AM. The Project Officer shall visit the training venue at least twice for each batch.

* The other sectoral officers shall cooperate with the AMO including district IE Coordinator for smooth conduct of the Training Programme in 5 spells as per the given schedule.
* At district level the training programme will be conducted under the supervision of the AMO who will not only monitor but supervise the training programme.

**Selection of Teachers for Training:-**

* The DISE Data shall be taken as criteria for selection of school and Teachers to whom the training is to be imparted.

Selection of School:- The School shall be selected keeping in following order of Priority.

* First Primary school, then Upper Primary school and then High schools.
* Schools which have highest enrolment of hearing impaired children shall be selected to deputed the teachers for training.

**Selection of Teachers**: The Teachers shall be selected keeping in following order priority.

* The District IE Coordinator shall prepare the list of school and details of teacher including their educational qualification and year of service remaining for superannuation.
* Based on the consolidated data of children with Hearing Impaired enrolled in school and teachers the following shall be kept in mind for making selection.
* The District IE Coordinator shall ensure whether the child is continuing in the said school or dropped out or migrated to other school. In case of migration the teacher of particular school shall be selected for training.
* In case where the identified teacher who have B.Ed., or D.Ed., in special education (HI category) shall be exempted from training giving opportunity to the other school teacher who does not have special education qualification, training & exposure.
* The teachers who are nearing to the retirement or have 3 years of their service remaining for superannuation shall be3 exempted for the training.
* In any case the school shall not be closed due to teachers deputation for the training wherever the teacher selected for training belongs to single teacher school an alternate arrangement shall be made by deputing CRPs or IERT of Non-IERC mandal or DLMTs.
* The Project Officers are ensure that in each batch one teacher from a Mandal to be deputed Maximum of two teachers from a Mandal for each batch.
* The Project officer shall instruct the SOs of the Inclusive KGBC (Hearing Impairment) to depute 2 CRTs compulsorily for the 5 day training in any one spell.
* The Project officers shall issue necessary proceedings to the MEOs informing the detailed schedule of the training programme, name of the teacher identified for training, venue and date to further instruct the Head masters to depute the teacher for the training and see that an alternate arranged CRP/IERT attend to the school during his/her training programme. The headmaster shall also be instructed to immediately inform any lapses or issues arising due to deputation of the teacher or if the CRP/IERT not attending to the allotted duties with detailed reasons and action report.
* If the school is Upper Primary or High school, the teacher who taught mother-tongue (telugu) shall be deputed for the training.
* 6 teachers from each mandal will be covered under this training programme.
* The Project Officer is requested to furnish the information regarding training programme in the prescribed formats and mail the same to the SPO from time to time as per the schedule.
* The District IE Coordinator shall be instructed to organize a small counter for exhibition of TLM used for teaching children with Hearing Impaired and related assistive devices and depute one good IERT to demonstrate and explain how the TLM are utilized in classroom on any one day during the 5 day training schedule.
* He should also see that a well prepared chart on oral aural hygiene, care & maintenance of Hearing Aid or other class room amplification system and 17 posters meant of IERC is to be exhibited at the training venue.
* The teachers who attend to the training are eligible for TA & DA (Actual) as per APTA rules and as per attendance certificate issued by the course coordinator. Five days attendance is compulsory.

Resource Persons:-

* The Resource persons will be selected from among the IERTs and will be imparted training.
* Resource persons shall be deputed for the training from nearby district. The RPs shall be instructed to inform the parents of HBE programme/IERC interventions about their deputation and absence from their regular duties of HBE as per given schedule. If any short time vacancy arises at IERC due to the above deputations, the Project Officer shall make alternative arrangement to carry out the IERC (Hearing/Visual) activity by deputing Resource teachers from any non IERC.
* The Project Officer shall see that all the logistic arrangements shall be provided to the Resource Persons (Master Trainers) such as accommodation, food etc.,
* It is decided to conduct a 5 day training to 7000 teachers in speech, sign language and Inclusive Education for CwSN of schools where the Hearing Impaired Children are enrolled.
* As per DISE information 21151 number of HI children are enrolled in 11771 schools across the state.

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