

Regarding concessions in exams
for children with special needs
from Std1 to Std 12

Maharashtra Government
School education and Sports Department
Government Resolution No. Misc 2015/(119-A)

S.D.6

Mantralaya Bhavan Mumbai -400032

Dated 8/01/2016

Ref: 1) Government Resolution -School Education Division

No .Misc /2021/(15/01)/ Primary Boards

dtd13/11/2001

2) Govt Circular School Education Division

No.Misc 1021 /(15/01)/Pn Education Department No. 5

23/06/2003

3) Government Residential School Education

DepartmentNo.SSC 1019/(151/99)

HSE 2 dtd 28/11/2000

4)Government Education School Education

Department No 2006 /(23/06)/PE-5 dated 7 Sept 2006

8 Jan 2016

According to the compulsory education rights act of 2009 and Indian Constitution article 45, education is the basic right of every child. It is necessary to give free and compulsory education and academic related facilities to children in the ages of 6-14 years. It's also necessary to have a different study, medium of instruction and evaluation tools for children with special needs.

Students with special needs would imply students who may be partially /fully blind, mentally challenged, deaf and mute, bone deformities, spastic, autistic, cerebral palsy or specific learning disabilities. It is also necessary to consider many of their difficulties and a deep study of such considerations is essential while imparting education to these children in regular schools. Hence these students cannot be compared to regular students in every component/ arena. Thus it is expected that their knowledge and language skills need to be evaluated in a different way.

According to the contextual governance, it is imperative to give special students certain concessions and facilities in the exam arrangement followed by the regular students. It is important for these children to be exposed to different fields of study, whereby there would be a development in the intellectual skills, enterprising skills and all round development of the children. To achieve this goal it's important that these children receive education with regular schools. To make this possible Inclusive education for the disabled has been introduced from Std 1 to standard 8 and for students from Std 9 to std 12.

It is necessary to have different evaluation and exam arrangement for these students from regular students. For this reason the examination arrangement and evaluation methods have been modified with few concessions and facilities so that they can beat par with the regular students.

With respect to the academic exams evaluation of children with special needs and provision of certain facilities and recommendations, a committee has been formed at the government level to look into the matter. According to the recommendation of this committee facilities and concessions for students from standard 1 to standard 12 were under our consideration. Accordingly the following below mentioned decision has been taken.

Government Decision

These students (with special needs) from Std1 to std 12 cannot be compared in every component/ arena with the regular school students. Thus it is expected that their knowledge and language skills need to be evaluated in a different way. Accordingly below are mentioned the facilities and concessions which would be applicable in the exam arrangement from primary and higher primary (std 1-std7) and secondary and higher secondary (std 9- std12)

1. Concessions for partially/fully blind students

1. An exam centre close to their homes would be convenient for the partially blind and blind students. (The current school in which the student is studying or a nearby centre would be allocated to the student)

2. These students would be given an extra 20 mins per hour to complete their exam.

3.A concession of 20 marks for a single subject or 20 marks divided totally among all subjects would be given to a student who fails his/her examinations.

4.A writer would be allotted to the student with the permission from the secondary and higher secondary board and thereby the schools should co-operate with the parents to make arrangements for a writer and the schools should keep a list of the writers.

5.concessions would be given for drawing of diagrams and maps. Marks will be accordingly given to the student.

6.Practical examinations would not be conducted for the science and technology papers(paper 1 and paper2) Instead a viva would be conducted in these subjects based on the practicals for these subjects.

7.Trailor frame may be used during the exam time.

8.Talking calculator may be used during the exam time.

9.Partiallyblind students will be allowed to use sketchpens to write the answers on the answer sheet and use magnifying glass to read question paper.

10.Use of abacus and geometrical tools would be permitted during the exam time.

11.If a student needs to use a software to appear for the exam ,he may use screen reading software NVDA software. It is imperative to take the permission of the Regional Board before availing the software.(Schools must also communicate this information to parents through correspondence)

12.Tape recorder may be used to communicate questions to the students and their answers may be recorded on the tape recorder too. Separate independent seating arrangement should be made for the student.

13. If a blind child who is writing in Braille for a long time requires rest , he may be given a break but not longer than the time allotted for this concession .

14.During Braille reading and writing exam, marks need not be cut for the braille writing errors , if necessary questions could be asked orally to the student to gauge his knowledge of the subject and test him on his oral answers.

15.Alternate questions to be given in places where question mentions drawing of maps, diagrams and geometrical figures.

16. Instructions have to be very clearly mentioned for objective questions.

17.Inrelation to subjective questions which are answered in Braille ,attention should be paid to see if to key points are covered in the answers rather than emphasizing on a lengthy answer.

18.Those students who need to avail for concessions due to inability to complete the health exam/physical exam ,or social service scouts and guides ,NCC or civil defence and road safety patrol etc ,subjects need to be given a written application to the Regional Board chairman Maharashtra State Secondary and Higher Secondary comittee.

2.Concessions for Deaf and Mute Students

1. An exam centre close to their homes would be convenient for the partially blind and blind students.(The current school in which the student is studying or a nearby centre would be allocated to the student)
2. 30 mins extra time would be given for completion of exam paper.
3. A concession of 20 marks for a single subject or 20 marks divided totally among all subjects would be given to a student who fails his/her examinations.
- 4.the word count of answers can be less than the expected word count .Answers to long questions can be given in points.
5. Appropriate changes in question paper can be done to suit the needs of the student.(applicable for students from std1 to std 9 only)
6. Marks need not be deducted for grammatical errors , spellings, punctuation mark etc for these children.
- 7.Mathematical statements should be structured in a simple and easy manner.
- 8.There should be an alternative of writing provided for oral evaluations.
- 9.All verbal instructions for examinations should be written on the blackboard.

3.Concessions for children with Bone Deformities.

1. Students will be given a centre close to their homes according to the convenience of the student. The school in which the student is studying or a near by school would be allotted to the student.
2. These students would be given an extra 20 mins per hour to complete their exam.
3. A concession of 20 marks for a single subject or 20 marks divided totally among all subjects would be given to a student who fails his/her examinations.

4. If the student has a defect in the hand with which he writes then a writer can be appointed to write for him. The students will have to make arrangement for a writer with the permission of the schools. Schools should cooperate with these parents to provide for a writer and keep a list of writers .Only students who would require a writer or those students who have a defect in the hand with which they write would be given a concession of extra 20 mins to complete the paper.

5. Those students who need to avail for concessions due to inability to complete the health exam/physical exam ,or social service scouts and guides or civil defence and road safety patrol etc ,subjects need to be given a written application to the Regional Board Chairman Maharashtra State Secondary and Higher Secondary committee

6.The schools should beforehand ascertain the presence or absence of physical amenities for the handicapped children where they would be appearing for the examination or evaluation .If the required provisions are not in place they must ensure they are present during the exam time.

Concessions for Spastic Students.

1. An exam centre close to their homes would be convenient for the partially blind and blind students.(The current school in which the student is studying or a nearby centre would be allocated to the student)

2. These students would be given an extra 20 mins per hour to complete their exam.

3. A concession of 20 marks for a single subject or 20 marks divided totally among all subjects would be given to a student who fails his/her examinations.

4.These students will be given their own school as the exam centre. The school would have to make arrangement for a specially designed table, typing machine ,chairs for these students. The concerned school must take the approval of the Regional Board Chairman, Maharashtra state, secondary and higher secondary education board.

5. A writer may be provided to the student for writing or typing the answers or for writing some part of the paper or the entire paper. If the student gets tired while writing the paper on his own and is unable to write further he may be provided with a writer who is not a part of the teaching faculty. This worker should be able to understand the language of the child. The writer should be carefully selected with the intention that he is able to understand exactly what the spastic child is trying to communicate to put it down on the exam paper.

6. Concessions would be given for drawing of diagrams and maps. Marks will be accordingly given to the student.

7. Practical examinations would not be conducted for the science and technology papers(paper 1 and paper2) Instead a viva would be conducted in these subjects based on the practicals for these subjects.

8. Those students who need to avail for concessions due to inability to complete the health exam/physical exam ,or social service scouts and guides or civil defence and road safety patrol etc ,subjects need to be given a written application to the Regional Board Chairman Maharashtra State Secondary and Higher Secondary committee.

9.Appropriate changes in question paper can be done to suit the needs of the student.(applicable for students from std 1 to std 9 only)

10.Spastic children require additional instructions hence they should have a separate seating arrangement during the exams.

5.Concessions for students with specific learning disabilities

1.An exam centre close to their homes would be convenient for the partially blind and blind students.(The current school in which the student is studying or a nearby centre would be allocated to the student)

2. These students would be given an extra 20 mins per hour to complete their exam.

3. A concession of 20 marks for a single subject or 20 marks divided totally among all subjects would be given to a student who fails his/her examinations.

4. Concessions would be given for drawing of diagrams and maps. Marks will be accordingly given to the student.

5. A writer may be provided to the student for writing or typing the answers or for writing some part of the paper or the entire paper. If the student gets tired while writing the paper on his own and is unable to write further he may be provided with a writer who is not a part of the teaching faculty. This worker should be able to understand the language of the child. The writer should be carefully selected with the intention that he is able to understand exactly what the child with specific learning disabilities is trying to communicate ,to put it down on the exam paper.

6. Those students who need to avail for concessions due to inability to complete the health exam/physical exam ,or social service scouts and guides or civil defence and road safety patrol etc ,subjects need to be given a written application to the Regional Board Chairman Maharashtra State Secondary and Higher Secondary committee.

7. Practical examinations would not be conducted for the science and technology papers (paper 1 and paper 2). Instead a viva would be conducted in these subjects based on the practicals for these subjects.

6. Concessions for autistic children

1. These students will be given their own school as the exam centre. The school would have to make arrangements for a specially designed table, typing machine, chairs for these students.

2. These students would be given an extra 20 mins per hour to complete their exam.

3. A concession of 20 marks for a single subject or 20 marks divided totally among all subjects would be given to a student who fails his/her examinations.

4. A writer may be provided to the student for writing or typing the answers or for writing some part of the paper or the entire paper. If the student gets tired while writing the paper on his own and is unable to write further he may be provided with a writer who is not a part of the teaching faculty. This worker should be able to understand the language of the child. The writer should be carefully selected with the intention that he is able to understand exactly what the autistic child is trying to communicate to put it down on the exam paper.

5. Concessions would be given for drawing of diagrams and maps. Marks will be proportionally given to the student.

6. Practical examinations would not be conducted for the science and technology papers (paper 1 and paper 2). Instead a viva would be conducted in these subjects based on the practicals for these subjects.

7. Those students who need to avail for concessions due to inability to complete the health exam/physical exam, or social service, NCC, scouts and guides or civil defence and road safety patrol etc, subjects need to be given a written application to the regional board Maharashtra State Secondary and Higher Secondary committee.

8. Marks need not be deducted for grammatical errors, spellings, punctuation marks etc for these children.

9. Mathematical words should be structured in a simple and easy manner.

10. There should be an alternative of writing provided for oral evaluations.

11. All verbal instructions for examinations should be written on the blackboard.

7. Concessions for children with Cerebral Palsy

1. An exam centre close to their homes would be convenient for the partially blind and blind students. (The current school in which the student is studying or a nearby centre would be allocated to the student)
2. These students would be given an extra 20 mins per hour to complete their exam.
3. A concession of 20 marks for a single subject or 20 marks divided totally among all subjects would be given to a student who fails his/her examinations.
4. Concessions would be given for drawing of diagrams and maps. Marks will be accordingly given to the student.
5. Use of technology such as voice synthesizer to be used.
6. Communication board may be used to understand the process of questions.
7. If the child is deficit in certain skills then appropriate changes may be made in the question paper to suit the child's needs. (Std 1 to Std 9 only)
8. An appropriate chair and table must be made available to the child for correct bodily balance and sitting.
9. Appropriate materials, apparatus use is permitted. ex: pencils, grips.
10. A child with cerebral palsy writes with lot of pressure on the paper hence the exam paper should be of thick quality.

8. Concessions for mentally challenged children

1. An exam centre close to their homes would be convenient for the partially blind and blind students. (The current school in which the student is studying or a nearby centre would be allocated to the student)
2. These students would be given an extra 20 mins per hour to complete their exam.
3. A concession of 20 marks for a single subject or 20 marks divided totally among all subjects would be given to a student who fails his/her examinations
4. Concessions would be given for drawing of diagrams and maps. Marks will be accordingly given to the student.
5. Practical examinations would not be conducted for the science and technology papers (paper 1 and paper 2) Instead a viva would be conducted in these subjects based on the practicals for these subjects.

6.The language used in the examination question paper should be kept simple and clear.

7.the moment a child feels tired writing he may be given some rest but the rest time shouldnot exceed the time mentioned for this concession.

8.For the process of evaluation appropriate materials and literature use flexibility to be givento the student.

9.Marks need not be deducted for full stop, spellings ,grammatical errors.

Concessions may be given to children suffering from Thallesemia, cancer, diabetes orin those in whom sudden unexpected illness occurs.

The school has to discuss the concessions with the respective parents of the concerned students from std1 to std 9 and the secondary school board and give permission for the concessions.

Special Note: (For the above mentioned children with special needs)

1.The principal should speak to the respective parents of students who have special needs and decide on the facilities to be given to these students from std1 to std 9.It is compulsory to give students concessions which are essential for their overall academic progress.

2.Writer: Permission will be given for a writer according to the needs of the students from std 1 to std 9 in schools. The writer for students from class 1 to class 9 should be from a lower standard.

The students with special needs from std9 to std12 would be given independence to use an adult writer according to their needs. The adult writer should not be the students relative or parent. The concerned school should ensure that permission is given to the adult writer.

- Students with special needs from Arts , Commerce ,Science stream i.e those who are partially blind, blind ,bone deformities, spastic, autistic, students incapable of studying need can select one language and 5 subjects of their choice rather than two languages and four subjects of the students choice.
- Students who are (partially blind, deaf and mute ,children with bone deformities, spastic ,autistic and children incapable of studying,) studying in approved vocational guidance institutes who furnish a report card stating satisfactory completion of the course will be considered acceptable for the higher secondary exams.
- Children with special needs (study incapable and autistic children , appearing for Std12, can use the calculator (if they wish)for the subjects of maths (all disciplines), following the book, for the accounting act , geography, chemistry .

- State Committee approved/fixed subject plan for std1 to std 10 would be applicable for all students with special needs .

Subject Plan

1. First language: 100 marks
2. Second language: 100 marks
3. Third Language :100 marks

or

One language is compulsory and 2 vocational subjects

or

4. Maths or General Maths

or

Std 7 Arithmetic and along with that one subject from the vocational guidance subject.

or

5. Science and Technology subject

or

Physiology , Hygiene and Home Science

6. History

the heads of all schools and examination committees must ensure that the above mentioned decision taken by the state for the facilities and concessions are put to use for the benefit of the children with special needs. this order is applicable to the primary and higher primary and secondary and higher secondary schools. the above mentioned order is applicable to administrations/managements and schools of all mediums . It will be the responsibility of the are officer to bring the above order to the notice of principals of all schools.

The abovementioned concessions and facilities would be applicable to exams for std 10 and std12 to be held from March 2016 and also exams to be held in April for second term exams for Std 1to Std 8 and also annual exams for std 9 to std 11.

The above Government decision is available on the Maharashtra Government website of www.maharashtra.gov.in. It is indicated as 201601081741429521. This order has been signed using digital signatures.

Under the orders and name of the Governor of Maharashtra

Nandkumar
Chief Secretary
Maharashtra Government

To,

1. Secretary, to the honorable Governor Raj Bhavan Mumbai
2. Personal Secretary to the honorable Chief Minister
3. Secretary to the honorable Minister, for school education/sports department and youth welfare
4. Deputy Secretary to the honorable chief secretary.
5. Personal Assistant to the honourable chief secretary for school education for school education/sports department and youth welfare
6. Commissioner (education) Maharashtra State, Pune.
7. State Project Director Maharashtra, Prathamik Shikshan Parishad
8. State Project Director, Rashtriya Madhyamik Shiksha, Abhiyan (RMSA) Mumbai.
9. Chairma, Maharashtra State Secondary and Higher Secondary Education Board Pune.
10. Director of Education (Primary/Secondary) Maharashtra state Pune.
11. Director Maharashtra State Council of Educational Research and Training.
12. Chairman/ Secretary CBSC New delhi
13. Chairman/Secretary CBSC New Delhi
14. Chairman Regional Secondary and Higher Secondary Educational Board
15. Divisional Secretaries Secondary and Higher Secondary Boards
16. All Regional Deputy Directors
17. Education officers (Primary and Secondary)
18. Educational Inspector Brihanmumbai
19. Administrative officers All Municipal Corporations
20. Nivad Nasti, ASD -6

