



Bal Bharati
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Workshop/Seminar Feedback Form

Workshop/Seminar title: Documentation of Inclusive Education Practices **Date:** 22-23 August 2019

Venue: Springdales School, Pusa Road

Attended by: Ms. Aditi Gaur

Resource Persons: Mr. Satish Kapoor, Ms. Simmi Sharma

1. **Profile of the Resource Person(s):** Mr. Satish Kapoor is the Founder Director Brotherhood and We Care Film Festival as well as he is the Convener of Global Inclusive Education Network. Ms. Simmi Sharma is a consultant and trainer and an international documentation expert.

2. Content of the Workshop/Seminar- DAY 1

The aim of the workshop was to train the professionals engaged in promoting Inclusive education in the schools to learn proper documentation of Inclusive education practices being undertaken in their institutions. The workshop was organized at Springdales School, Pusa road in collaboration with the Global Inclusive Education Network (GIEN) and TISS, Mumbai and Brotherhood. The workshop began with a welcome note by Ms. Ameeta M. Wattal, Principal Springdale's School,



A Platform for Educationists-GIEN

Pusa Road. She gave a brief about the schools journey in inclusive education that started in 2004.

Mr. Satish Kapoor, explained to the audience that TISS and Brotherhood conducted various workshops across India and found that the teachers, special educators and counselors were doing wonderful work in creating inclusive environment in schools but the case studies were not documented well. That is how GIEN was formed in order to provide a platform wherein schools can share practices on inclusion, discuss case studies and success stories. Also these documented success stories and case

studies can become the basis of designing a B.Ed. curriculum for training teachers.

The session was further taken up by Ms. Simmi Sharma, She started with explaining the difference between document and record. She said that record was an informal evidence of doing an activity. A document was a formal evidence used for reference. Documents can be changed but record can't be changed. Both record and document formed the part of documentation. She went on to explain the difference between process and procedure. She explained that a process is a set of activities creating a certain output. A procedure is how we execute the process, detailing all the steps involved in that process is called procedure.

She said that all schools need to identify the processes being followed in their schools, maintain the activities done in the school to have a consistent output. She explained this with the help of a Turtle diagram which is a quality tool used to visually display process characteristic such as input, output (expectations), criteria and other information required for effective execution and improvement of the process.

Then all the groups were asked to take up one process either examination or IEP and document it as per the format circulated. The workshop of first day concluded with group discussion. The groups which



Importance of Documentation

had prepared the documentation on examination presented their process and explained the various procedures involved. Then all the groups engaged in discussion and debated about how the procedure presented could be fine-tuned further and all the activities were properly included in the procedure.

Content of the Workshop/Seminar-DAY 2

On the second day of the workshop began with the recapitulation of the events held on day 1. After this Mr. Satish invited Ms. Purna, special educator from Springdale School, Amritsar. She shared the various activities through which their department includes children with disabilities in the

mainstream. She discussed ways such as celebrating disability week to commemorate the disability day in which all the children are engaged in sensitization program about different disabilities, inviting sign language experts to teach the children to communicate through sign language, assemblies were prepared by specially abled children, special events were included in the sports day itself to include children with disabilities like wheelchair race etc. On annual days the play's script was adapted in a manner to be able to include children with disabilities and important roles were etched for these children.

After this Ms. Sonam, Special educator Springdale school, Pusa Road gave a presentation about how the sixteen indicators as given by the book were being implemented in their school. The workshop ended with some of the participants sharing some different practices which they have been following in the school. Some of the participants shared that they have divided groups of students according to their proficiency level in their class and remediation is given accordingly. Some explained that the curriculum is modified for children with disabilities and modifications have been done in their assessment as well as separate report cards are printed for them. The day ended on a fruitful note with lots of insights gained and new techniques learnt in order to make the school environment more inclusive in all respect.



Sharing of Best Practices

GENERAL FEEDBACK	YES	NO	NOT SURE
• The workshop/Seminar was applicable to my job	<input checked="" type="radio"/>	<input type="radio"/>	<input type="radio"/>
• I will recommend this workshop/Seminar for other faculty members.	<input checked="" type="radio"/>	<input type="radio"/>	<input type="radio"/>
• The program was well paced within the allotted time	<input checked="" type="radio"/>	<input type="radio"/>	<input type="radio"/>
• The material was presented in an organized manner	<input type="radio"/>	<input checked="" type="radio"/>	<input type="radio"/>

- The resource person was a good communicator

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- The resource person was knowledgeable on the topic

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- I would be interested in attending a follow-up, more advanced workshop / Seminar on this same subject

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- I will be able to conduct follow up workshop for the benefit of fellow Staff Members

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Report submitted by:

Aditi Gaur
PGT, School Counselor/Psychology
Date of Submission: 26. 08.19

