

AIMS COLLEGE OF BUSINESS AND IT
(PVT) LTD

STUDENT DISABILITY DISCLOSURE



1. Overview

Both International & National norms require that persons with disabilities are provided with special facilities in order to help them pursue their education on equal terms with persons without disabilities. Every year, the number of students with disabilities* (SWDs) selected for admission to the Universities in Sri Lanka, both private and public, based on rank order on average Z-Scores obtained by candidates at the G.C.E. (A/L) Examination is very small. Therefore, a limited number of students with disabilities (SWDs) from among those who satisfy the minimum requirements for university admission are admitted to national and private Universities under special provisions. As per the University admission handbook of UGC, students with visual or hearing impairments and permanent physical impairment which has affected normal life are considered for admission under ‘special provisions.’

AIMS is committed to maintain a learning environment that provides opportunities and minimum facilities required by those students, to protect their rights and to ensure that they are free from discrimination and harassment and to make reasonable adjustments to provide for the access, participation and learning and support needs of those students.

2. Scope and Application

2.1 Purpose

This policy affirms AIMS’ commitment to provide an environment where students with disabilities are valued, supported and encouraged to, as far as practicably possible, participate fully in the life at AIMS. The purpose of this policy is to

- Provide an accessible, safe and inclusive learning environment for students with disabilities and ensure that they are appropriately supported and encouraged and are free from discrimination or harassment.

** Persons with disabilities include those who have long-term physical, mental, intellectual or sensory impairments which in interaction with various barriers may hinder their full and effective participation in society on an equal basis with others’ (UNCRPD, 2006, p. 4).*

- Enable AIMS to comply with the Protection of the Rights of Persons with Disabilities Act No. 28 of 1996 and the United Nations Convention on the Rights of Persons with Disabilities (UNCRPD) signed by the Government of Sri Lanka on 30 March 2007 and ratified on 08 February 2016.
- Promote and foster an environment which encourages positive, informed and unprejudiced attitudes towards people with disabilities.
- Implement procedures for any reasonable adjustments needed by students with disabilities.
- Ensure that the needs of people with disabilities are met in relation to the physical environment including buildings and facilities.

2.2 Application

This policy applies to all students involved in AIMS' related activities including students visiting from another institution.

3. Policy Statement

3.1 Procedures

AIMS will ensure that in all policies, procedures, regulations, functions and activities, including strategic planning and resource allocation, consideration is given to reasonable means of enabling full participation of students with disabilities in all aspects of the academic and social life of the institution.

3.2 Access and Equity

- AIMS is committed to complying with all relevant legislation regarding access and equity for people with disabilities.
- AIMS will ensure that students with disabilities will have equitable access to participate fully in life at AIMS without any disadvantage because of a Disability in the following;
 - a. access to services and events;
 - b. access to buildings and facilities;

- c. receiving information (general, programme, publicity and other) in accessible formats;
- d. receiving service from staff;
- e. opportunities to make complaints and provide feedback;
- f. opportunities for employment at AIMS;
- g. any other activity such students think may necessary

- AIMS will strive to apply principles of Universal Design in its design of facilities, buildings, pathways, curriculum and services.
- AIMS focuses, as far as possible, to eliminate disability discrimination; to ensure that people with disabilities have the same rights as the rest of the community; and to
- promote recognition and acceptance of these rights within the campus community.
- AIMS will foster positive informed and unprejudiced attitudes towards students with disabilities amongst its staff and students.

3.3 Reasonable Adjustment

1. AIMS will make reasonable adjustments to course content, delivery and assessment methods without compromising the academic standards.
2. The adjustment may take the form of an aid, a facility or a service that the student requires because of his or her Disability.
3. Make adjustments to examinations for students with a Disability (including students with chronic medical conditions), to provide students with an equitable opportunity to demonstrate their knowledge and competency for assessment purposes.
4. Alternate arrangements for examinations will be recommended after considering standard practices that redress the impact of a student's disability on their performance in examinations. These may include adjustments such as:

- a. Extensions of time

- b. Use of assistive technology
- c. A separate room
- d. Use of reader, scribe or computer where necessary
- e. Use of ergonomic chair
- f. Alternative formatting of exam papers
- g. Negotiation of an alternative assessment.
- h. Any other reasonable adjustments as may be decided time to time.

5. AIMS will ensure that it has a number of specially adapted rooms on campus for disabled students. Extra consideration will be given if the student has a disability or medical condition that requires them to carry out the activities during their stay at AIMS.

6. AIMS will provide resources and staff development opportunities to assist staff to meet the learning and support needs of students with disabilities, including inclusive teaching and learning strategies such as universal design for instruction and assessment practices.

3.4 Disclosure of Disability

1. An individual with a disability who does not require any adjustments is not obliged to disclose their disability at any time.

2. An individual with a disability who requires an adjustment is encouraged to disclose their need for the adjustment to AIMS, with appropriate documentation, as soon as possible.

3. Information regarding disability, and any adjustments needed, may only be disclosed to the staff on a need-to-know basis. This may include disclosure to teaching staff, supervisors, facilities services, and other staff who may be required to implement the required adjustments. Subject to the above, AIMS' staff must treat as confidential and private any disclosure of information concerning a person's disability.

4. Evidence of a disability may be required for appropriate adjustments to be provided.

5. Staff will respect students' rights to confidentiality and decision to disclose personal information.

3.5 Complaints

Students with disabilities who believe that they have been discriminated against based on their disability or have not been provided equitable access to participate fully in life at AIMS without any disadvantage as a result of a Disability may file a grievance to AIMS. The complaints will be treated seriously by AIMS and will be managed promptly in a thorough and confidential manner. The Disability Action Plan should contain the procedure that the Head of the relevant faculty needs to follow. The procedure followed in such cases will be clearly stated in the Disability Action Plan of AIMS.

3.6 Disability Action Plan (DAP) In conjunction with this policy, AIMS will introduce a Disability Action Plan which sets out AIMS' approach to meeting its obligations and responsibilities. Such DPA should set out a clear mechanism to deal with the grievances of Students with disabilities.

4. Definitions

4.1 Disability

"Any person who as a result of any deficiency in his physical or mental capabilities whether congenital or not is unable by himself to ensure for himself, wholly or partly the necessities of life (Department of Census and Statistics, Census of Population and Housing 2001)". It also includes a temporary, permanent, current, past or future disability, and chronic health conditions which may not commonly be considered disabilities.

Commonly recognized disabilities include (but not limited to);

(a) Blind/Low Vision

(b) Deaf/Hearing Impairment

(c) Physical and Systematic Disorders Including but not limited to: multiple sclerosis, cerebral palsy, chemical sensitivities, spinal cord injuries, cancer, AIDS, muscular dystrophy, and spina bifida.

(d) Psychiatric/Psychological Disorders: Mental impairment that includes any mental or psychological disorder, such as emotional or mental illness.

(e) Specific Learning Disabilities

(f) Head Injury/Traumatic Brain Injury

4.2 Chronic Medical Conditions

A chronic medical condition is one that is persistent or otherwise long-lasting in its effects or a disease that comes with time. It generally cannot be prevented by vaccines or cured by medication, nor do they just disappear.

4.3 Direct Disability Discrimination

When a person with disability is treated less favorably than a person without disability in similar circumstances (and otherwise, as defined in the Protection of the Rights of Persons with Disabilities Act of 1996).

4.4 Indirect Disability Discrimination

Indirect disability discrimination is considered to occur if a person with a disability is not able to comply with a requirement or condition that is persistent or otherwise long-lasting in its effects or a disease that comes with time, because of their disability. The requirement or condition will also be likely to have the effect of disadvantaging persons with disabilities in a way that is not reasonable (and otherwise as defined in the Protection of the Rights of Persons with Disabilities Act of 1996).

4.5 Reasonable Adjustments

A person with a disability may require reasonable adjustments in order to ensure equal participation in work or study. The aim of reasonable adjustments is to provide negotiated measures to ensure that students with disabilities have equality of access to education. Such

adjustments are not intended to compromise academic standards or to provide an undue advantage to students with a disability. A student must be able to fulfill the inherent requirements to undertake a course of study, unless their inability can be overcome by making a reasonable adjustment. In practice, the principle of reasonable adjustment allows that whenever it is possible, necessary or reasonable to do so, the usual policy or practice will be varied to meet the needs of a person with a disability. Examples of reasonable adjustments include variations to examinations and assessments, provision of adaptive equipment and modifying course delivery methods.

4.6 Universal Design

The design of products and environments to be usable by all people, to the greatest extent possible, without the need for adaptation or specialized design.

5. Related Acts, Rules, Regulations, Key Circulars and References

1. United Nations Convention on the Rights of Persons with Disabilities (UNCRPD).
2. Protection of the Rights of Persons with Disabilities Act No 28 of 1996, Sri Lanka. Accessible at http://socialemwelfare.gov.lk/web/images/content_image/pdf/legislation/act1996.pdf
3. Disabled Persons (Accessibility) Regulations, No. 1 of 2006 promulgated under Article 23 (2) of Act No 28 of 1996. (Accessible at http://socialemwelfare.gov.lk/web/images/content_image/pdf/legislation/act1996.pdf)
4. Disability Action Plan = to be prepared by AIMS.