

KINYINYA SCHOOL FOR THE DEAF

Admission guideline for children with special learning needs (SNE) :

CHILDREN, PARENTS & GUARDIANS

1. Every child with special learning needs must be escorted by the parent/guardian to school
2. Every child with special learning needs must be come with medical examination report
3. All Parents/ guardians must come with letters of verification of their children from the local council chairperson of their home areas
4. All parents/ guardians must provide all the school needs for their children before reporting to school
5. All parents/ guardians must attend visitation days for their children throughout the terms
6. Parents/guardians must provide specific background information for all their children (including the case histories)
7. Ensure that Deaf children seeking admission at kinyinya school are of at least 6 years of Age

ADMINISTRATION:

1. Assess the general health of all children with special learning needs before acceptance in school.
2. Ensure all children with special needs(deaf) have all school requirements
3. Ensure children are of appropriate age of 6 and above before joining school
4. Ensure deaf children are protected from harmful practices such as sexual abuse, neglect and exploitation
5. Ensure that each students gets admission letter
6. Ensure collection of contributions from all children with special learning needs
7. Sensitize the community on the school program through radio announcement
8. Ensure children with special learning needs participates in all school activities including extracurricular activities to help in the children physical growth and development
9. Ensure all learners with special needs gets quality education

SCHOOL ACTIVITES

1. General pupils learning at school
2. Sports and co-curricular activities
3. Music , dance and drama (MDD)
4. Debates
5. Arts and crafts
6. Sign language communication training to all deaf children from nursery to upper primary
7. Farming and tree planting at school for improved environment.
8. Tailoring, knitting and carpentry for enhanced access to vocational skill development
9. Annual excursion (study tours for pupils)
10. Fundraising
11. School management meeting

SCHOOL GOVERNING BOARD:

POSITIONS AND RESPONSIBILITIES

Chairperson of the school

1. Plans BOG meetings
2. Monitor school finance and program
3. Ensure the school standard is high
4. Approve school budget and plans
5. Ensure school has enough facilities including classroom, dormitories, latrines and boarding facilities

Director:

1. Coordinates school programs and projects to ensure they are in line with the school mission, vision and strategic objectives
2. Ensure enough and qualified teachers are posted to school
3. Ensure all pupils with special needs have access to equitable and complete comprehensive Free quality education
4. Coordinates school, community and donor efforts to harmonize relationship
5. Organize fundraising functions for the school including developing school fundraising proposals
6. Coordinates the community, local government and school effort to ensure they have a good working relationship

Secretary/Head teacher

1. Plan and budget for the school
2. *Manages school finance- income and expenditures*
3. *Accounting officer for the school*
4. *Donor communication*
5. *Manages teaching staff*
6. *Monitor and ensure quality teaching and high performance of the children*

Other governor's responsibilities

1. Attend school meetings
2. Mobilize finance and materials resources for the school
3. Mobilize deaf children to attend school
4. Sensitize parents to support education of children with special needs in the
5. Monitor school progress and provide advice to management