


POLICY FOR DISABLED STUDENTS

August, 2024



1. The aim and scope of the policy:

- To enable all students, have access to equal and appropriate services to meet individual needs.
- To enable all students are given equality of opportunity to participate fully in school activities.
- To remove of barriers to learning, achievement, education and monitoring practices
- To enable all staff are clear about their roles and responsibilities in providing services to those with different abilities.

Duties and obligations of the Universum International College Management Committee for disabled students:

- Management of day-to-day implementation of the policy
- Supporting and advising colleagues and students who face difficulties and unknown situation
- Co-ordination of student-parent-staff relations in sensitive matters
- Overseeing the records of all students with special educational needs
- Liaises with external professionals and agencies including the local authority
- Monitors and evaluates the special educational needs provision
- Contributes to the professional development of the staff

2. Admissions

Disabled students are welcomed into our setting as are all our students regardless of their background. Universum International College applies nondiscriminatory and inclusive policies in the learning and teaching methodologies. UNI makes provision for students with learning difficulties, communication problems and emotional and behavioral difficulties and where the constraints of the buildings allow, physical disabilities and sensory impairments. Successful inclusion is ensured by class liaison with parents and professionals in order to ascertain and meet individual needs. All the admissions rules and regulations as defined in the admissions and enrollment policy of UNI apply for all of our candidate students.

3. Universum International College Accessibility Unit

Universum International College has worked assiduously on the creation of the Accessibility Unit which takes into consideration the needs of students with disabilities and students with learning disabilities. In this regard, the center attempted to take into consideration the most up-to-date international practices in developing such programs that put the student into the center and allow them to flourish in spite of their difficulties.

In addition to this, the center is compliant with the necessary Kosovo national regulations in providing the necessary environment for those categories of students who might need a variety of adjustments in order to have a more fulfilling academic experience. It must be emphasized that Universum International College is not only compliant in this regard, but attempts to exceed expectations in offering the right conditions for students to thrive both academically and socially.

The Accessibility Unit at Universum International College adopts a multi-faceted approach to meet the unique needs of students with disabilities and learning difficulties. Firstly, the unit conducts

comprehensive assessments to identify individual requirements and develop personalized accessibility plans. This involves collaborating with students, faculty, and support staff to understand specific challenges and implement appropriate accommodations. These accommodations may include accessible classrooms, assistive technologies, note-taking assistance, extended time for exams, and alternative assessment formats.

Moreover, the Accessibility Unit offers a range of specialized support services. This includes providing trained staff members who offer one-on-one tutoring, study skills development, and assistive technology training to enhance learning experiences. Additionally, the unit organizes workshops and training sessions to raise awareness about disabilities, foster inclusivity, and promote a supportive campus culture. By incorporating these initiatives, Universum International College ensures that all students have equal access to educational opportunities and can thrive academically and personally, regardless of their disabilities or learning difficulties.

4. Equipment in Service of Students with Disabilities

The following represents a list of equipment purchased by Universum International College purchased in the course of the project:

1. Desktop PC
2. Desktop PC Screen
3. Trackball
4. Office Suite
5. Screen Reader/Magnifier

6. Braille Embosser

7. Tablet

Institutional-And-Consortium-Level Deliberations on The Basis of Best Practices Observed in Study Visits and Know-How Transferred in The Course of The Trainings Organized During the Project.

Universum International College (UNI) has greatly benefited from the best practices in several institution within the IDEA project. Specifically, the project has been very helpful in delineating some of the most up-to-date European practices in dealing with students with disabilities and learning difficulties.

UC representatives have had the chance to benefit from the best practices of various institutions such as Masaryk University, University of Limerick and National and Kapodistrian University of Athens. Such institutions have demonstrated that they not only have the tradition, but that they have also the necessary infrastructure to implement some of the most modern approaches as it pertains to such categories of students.

The know-how received from such project visits has been really beneficial in presenting a rather clear framework for Universum International College over how to better respond to the growing demands of students with physical and learning disabilities. Taking into consideration that such practices are rather novel for the country of Kosovo in general, UNI has been rather very effective in implementing the foundations for a better treatment for these categories of students.

5. Additional Arrangements for Learning

- The Learning team at UNI - Universum International College provides support for differently abled students depending on their abilities and needs:
- All year groups are supported by at least one full-time Teaching Assistant.
- Parents on occasions employ a Learning Support Assistant to support their kid in the class setting. These Learning Support Assistants are welcomed into the setting and are supported by the Professors and UC Tutors
- UC trains its tutors in specially helping students with different abilities
- UC library is provided with online books with audio listening tools that help students who suffer from vision disabilities
- UC library is equipped with comfortable seats and tables siting different students with various physical conditions
- UC employs elevators and wheelchair suited infrastructure allowing students easy access to different facilities
- UC is equipped with wellbeing center who helps and supports students with mental conditions and different abilities.

6. Assessment

Early intervention is very important. Our approach to assessment of need involves observation of the student in all normal setting situations, liaison with parents/careers and some standardized testing if we feel this is appropriate to the student and the difficulties, they are experiencing

Differently abled students may be exempt from standardized testing and examination. However, they are subject to various vacillations and testing suiting their conditions. Hence such students may be subject to:

- Extended deadlines
- Audio and visual examinations
- Additionally, prepared and differently applicable assessment strategies
- Observations and presentations

7. Information regarding training for staff

The Management and CELT (Center for Excellence in Learning and Teaching) at UNI and the disabled student committee are responsible for the co-ordination of the in-service training of staff. Whole school training is delivered where and when appropriate.



A handwritten signature in black ink, appearing to read "Isabel Salvat".

Isabel Salvat

Chair of the Academic Council