



SAMAGRA SHIKSHA
OFFICE OF THE U.E.E MISSION

(A Society under Education Department, Govt. of NCT of Delhi)
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No. F.76/DDE (IEB)/Admn.Cell/2020/ 2686-2700

Dated: 13/10/2020

CIRCULAR

Sub: Preparation of Home Based Intervention Plan (HBIP) for CWSN/CWD by Resource Person (CWSN)

In pursuance of orders issued by the Health and Family Welfare Department, GNCTD regarding the suspension of classes in schools due to the spread of Novel Corona Virus (COVID-19) pandemic, the face to face academic activities could not commence in schools till date.

Section 16 (iv) of the Rights of Persons with Disabilities (RPWD) Act 2016, provides that the appropriate govt. shall provide necessary support individualized or otherwise in environments (to the PWDs) that maximize academic and social development consistent with the goal of full inclusion.

Therefore, in order to provide the necessary remediation and support services to the children with disabilities (CWSN/CWD), all the Resource Person (CWSN) working under Samagra Shiksha are directed to develop and disseminate a Home Based Intervention Plan for each CWSN/CWD studying in their respective school. The guidelines for the same are given below:

1. The Home Based Intervention Plan shall be developed in a practical manner so that it is feasible for the parents, caregivers and other family members to implement it within the home setting using minimal resources.
2. Child's safety must be accorded as the highest priority while planning the activities.
3. The Home Based Intervention Plan shall be in synchronization or in continuation to the IEPs prepared by the Resource Person (CWSN) for each CWSN/CWD during the last term, as much as possible.
4. Depending upon the current functioning of the child, the Home Based Intervention Plan maybe divided subject wise (according to the current class level) or skill wise for each CWSN/CWD.
5. For subject-wise preparation of the plan w.r.t. the students following the regular curriculum, the Special Educators/ Resource Person (CWSN) may refer to the online versions of the textbooks available on the following links may also be referred for the online content:

- Diksha Online (www.diksha.gov.in)
 - NCERT Online (www.ncert.nic.in)
 - Shagun Portal (<https://seshagun.gov.in/shagun>)
6. For skill-wise preparation of the plan w.r.t. the students with intellectual disability (ID), autism spectrum disorder, multiple disability or severe hearing loss, the activities may be broadly divided into the following categories:
- Activities of Daily Living: consisting of the activities relating to the personal care and grooming skills such as independent brushing, bathing, dressing etc.
 - Functional Academics: consisting of the activities relating to the basic reading, writing, and arithmetic.
 - Domestic Skills: consisting of the activities facilitating the day to day chores to be performed within the home setting such as peeling, chopping, assisting in washing/drying clothes etc.
 - Recreational Skills: consisting of the indoor activities such as carom, ludo etc. to be played with the immediate family members. It may also include doing simple exercises and yoga for maintaining fitness.
 - Art & Craft: consisting of simple and doable art and craft activities involving cutting and pasting, drawing etc.
 - Pre-Vocational Skills: consisting of the activities such as simple sewing or stitching button, making tea etc.
 - Sensory activities may also be suggested to the parents of children having sensory problems.
7. Resource Person (CWSN) will ensure that the activities planned under the above suggestive areas are clearly stated according to the present functioning of the child.
8. The parents or the caregivers must be informed to monitor and strictly supervise the CWSN/CWD while he/she is doing the activity. It will ensure the child's safety and will enable the parents to provide feedback in each of the planned area to the concerned Resource Person (CWSN).
9. Home Based Intervention Plan should not include any activity that requires the CWSN/CWD to make any social visit either to the neighborhood or the local market.
10. **Mode of Communication:** The Home Based Intervention Plan will be communicated to the parents or the caregiver of CWSN/CWD through the telephone. They may also be provided with the necessary instructions using a video call/online, provided they have the facility of the same in their respective phone.
11. The parents or the caregivers are to be provided with the demonstration of the worksheets by the concerned Resource Person (CWSN) that may be used for the CWSN/CWD to reinforce the particular concept.

12. In case of CWSN/CWD who do not have access to mobile phones with video calling facility, concerned Resource Person (CWSN) shall prepare hardcopy of worksheets and distribute to parents of CWSN from school. No CWSN/CWD shall be called for receiving worksheets. Further, while distributing such worksheets the guidelines issued by MHA, Gol shall be followed strictly.
13. **Duration of Plan:** Home Based Intervention Plan will be prepared fortnightly and accordingly communicated to the parents or caregivers. Concerned Resource Person (CWSN) will take the feedback of the planned activities once in three days (till the end of the fortnight plan).
14. The plan shall be revised every fortnightly and accordingly communicated to the parents.

Instructions regarding preparation of report

15. All the Resource Person (CWSN) shall submit the report to the concerned District Coordinator (IEB) towards the end of the fortnight (as per the Performa given at **Annexure-I**).
16. Plus curriculum and regular curriculum activities are to be mentioned separately in Annexure – I as per the activities planned for the students.
17. In the format, feedback of the parents/caregivers is to be filled in terms of difficulties faced by them in implementing the plan and suggestions/feedback of the parents on the plan.
18. Suggestions given by Resource Person (CWSN) to parents w. r. t difficulties faced by them in implementing the plan to be mentioned at column 11.
19. A sample of report has been attached at **Annexure-II** for the reference purpose.
20. All Resource Person (CWSN) shall also submit a record of the CWSN/CWD (Name, Class and the Contact no.) of their concerned school who are untraceable.
21. The reports shall be maintained for record purpose; since they will be considered a part of program planning for the session 2020-21.

Instructions for District Coordinator (IEB)

1. District Coordinator (IEB) to ensure that each Resource Person (CWSN) of concerned district are developing and implementing the Home Based Intervention (HBI) Plan to ensure the continuity of learning of CWSN/CWDs during the lockdown period.
2. District Coordinator (IEB) shall include such reports submitted by Resource Person (CWSN) in the compiled report being submitted to Inclusive Education Branch, Lajpat Nagar – IV for Govt. Schools.

This issues with the prior approval of the competent authority.



(ANJANA BIRDI)
SECTION OFFICER (IEB)

Copy to:

1. Chairperson, NDMC, Palika Kendra, Parliament Street, New Delhi with request to issue necessary direction to HOSs for ensuring preparation and implementation of Home Based Intervention Plan (HBIP) for CWSN by Resource Person (CWSN) in concerned schools
2. Director of Education, South MCD, Dr. S.P.M. Civic Centre, Minto Road, New Delhi – 100 002 with request to issue necessary direction to HOSs for ensuring preparation and implementation of Home Based Intervention Plan (HBIP) for CWSN by Resource Person (CWSN) in concerned schools
3. Director of Education, East MCD, 419, Udyog Sadan, Patparganj Industrial Area, New Delhi – 110 092 with request to issue necessary direction to HOSs for ensuring preparation and implementation of Home Based Intervention Plan (HBIP) for CWSN by Resource Person (CWSN) in concerned schools
4. Director of Education, North MCD, 15th Floor, Dr. SPM Civic Centre, Minto Road, New Delhi with request to issue necessary direction to HOSs for ensuring preparation and implementation of Home Based Intervention Plan (HBIP) for CWSN by Resource Person (CWSN) in concerned schools
5. CEO, Delhi Cantonment Board, Sadar bazaar, Delhi Cantt., Delhi - 10 with request to issue necessary direction to HOSs for ensuring preparation and implementation of Home Based Intervention Plan (HBIP) for CWSN by Resource Person (CWSN) in concerned schools
6. DDE, Samagra Shiksha, Delhi
7. All DPOs, Samagra Shiksha, Delhi
8. P.S. to Pr. Secretary (Education), GNCTD
9. P.S. to Director (Education), GNCTD
10. P.A. SPD, Samagra Shiksha, Delhi
11. P.A. to JDE (IEB), Directorate of Education, GNCTD
12. All District Coordinator (IEB), Directorate of Education, GNCTD
13. All DURCCs, Samagra Shiksha, Delhi
- ✓ 14. In-charge (Computer Cell), Directorate of Education with request to upload the circular on the department website.
15. Guard file

13/10/2020

(ANJANA BIRDI)
SECTION OFFICER (IEB)

Report of the Home Based Intervention Plan

1. Name of the Resource Person (CWSN) with specialization and Regn. ID/Appln. ID:
2. School of posting with ID:
3. Duration of the Plan: __/__/2020 to __/__/2020
4. Total no. of CWSN in school:
5. No. of CWSN whose HBI has been prepared and followed up by you [Resource Person (CWSN)]:
6. Fill the student wise details of the HBI Plan on table below (add rows as per need) :

| Sl. No. | Name & ID of Student | Class & Section | Type of Disability | Phone No. of parents | Plus curriculum Activities – Skill-Wise activities planned for the fortnight: (ADL/Functional Academics//Domestic/Recreational/ Art & Craft/ Pre-Vocational) | Regular curriculum Activities – Subject-Wise content planned for the fortnight | Mode of communication of the HBI plan to the parents/caregivers (voice call & video call) | Follow up dates | Difficulties faced/Feedback of the parents/caregivers on HBI | Suggestions given by Resource Person (CWSN) to parents w.r.t column 10 |
|---------|----------------------|-----------------|--------------------|----------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------------------------------------------------------------------|-------------------------------------------------------------------------------------------|-----------------|--------------------------------------------------------------|------------------------------------------------------------------------|
| 1 | 2 | 3 | 4 | 5 | 6 | 7 | 8 | 9 | 10 | 11 |
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Signature of Resource Person (CWSN)

Sample Report of the Home Based Intervention Plan

7. Name of the Resource Person (CWSN) with specialization and Emp. ID/Appln. ID: Mr. Siddhartha, SLD, 0123456789

8. School of posting with ID: ABCD, 1234567

9. Duration of the Plan: 08/04/2020 to 20/04/2020

10. Total no. of CWSN in school: 10

11. No. of CWSN whose HBI has been prepared and followed up by you [Resource Person (CWSN)]: 09

12. Fill the student wise details of the HBI Plan on table below (add rows as per need) :

| Sl. No. | Name & ID of Student | Class & Section | Type of Disability | Phone No. of parents | Plus curriculum Activities – Skill-Wise activities planned for the fortnight: (ADL/Functional Academics//Domestic/Recreational/ Art & Craft/ Pre-Vocational) | Regular curriculum Activities – Subject-Wise content planned for the fortnight | Mode of communication of the HBI plan to the parents/caregivers (voice call & video call) | Follow up dates | Difficulties faced/Feedback of the parents/caregivers on HBI | Suggestions given by Resource Person (CWSN) to parents w.r.t column 10 |
|---------|----------------------|-----------------|--------------------|----------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------------------------------------------------------------------------------|--------------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| 1 | 2 | 3 | 4 | 5 | 6 | 7 | 8 | 9 | 10 | 11 |
| 1 | XYZ | II-A | HI | 23456 | <ul style="list-style-type: none"> - <u>Domestic Skills:</u> - Folding clothes (napkins, shirt, pant etc.) - Drying clothes - Peeling potato and cucumber. - Recreational Skills: - Doing simple and basic | <ul style="list-style-type: none"> Reading Chapter-1 (First Day at School: Haldi's Adventure) - Circle the difficult words (5-10) - <u>Maths:</u> - | Voice Call & Video Call | 08.04.2020 11.04.2020 17.04. | <ul style="list-style-type: none"> Parents had apprehension about the program planning.. Parents were facing difficulty in teaching skill folding cloths Parents told that the | <ul style="list-style-type: none"> Explained about the need and benefit of the program and their role Step by step process was explained and demonstrated on video call. Also suggested to use reinforcement. |



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|--|--|--|--|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--|------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--|
| | | | | <p>exercise for maintaining physical fitness such as:</p> <ul style="list-style-type: none"> * sit ups (7-10 a day) * horse-like walking * one leg standing using alternative feet (2-3 minute each leg) | <p>Revision of class I syllabus</p> <ul style="list-style-type: none"> - Ganit ka Jadu Chapter-1 (kya hai lamba, kya hai gol) - Practicing big-small and tall-short | | 2020 | <p>child is cooperating well in the domestic & recreational skills. They were satisfied that basic fitness has been included as a component of the program planning.</p> | |
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Signature of Resource Person (CWSN)