

Brief History of Swasraya

Swasraya, Special Child Development & Vocational Training Centre for the Differently-abled began its journey as a branch of Reach, (Society for Remedial Education, Assessment, Counselling, Handicapped), Kolkata, in 1991, and is currently located at Kuttur in Thrissur.

The Institution had started at the residence of its Director, Smt. Shantha Menon with just 5 students. The strength of the school grew over the years and it had to shift location twice to rented buildings to accommodate the growing number of students. In 2001 thanks to assistance from Tata Tea, well-wishers and philanthropist we moved into our present location at Kuttur.

We have been fortunate that TATA TEA Ltd. had been extremely supportive of our organisation during its inception and in its formative years.

Swasraya had been recognised by the Ministry Of Social Justice And Empowerment and had been receiving financial support from them under the DDRS scheme from 1999 onwards. The financial assistance though has not kept pace with the requirements and growth of the school. The projects at present are accommodated in three separate buildings.

The Institution had completed its Silver Jubilee in 2016. With the blessings of its parent organization, Reach, the Institution registered itself as Independent Charitable Trust in 2016. The school caters to students with disabilities ranging from mental retardation, autism, cerebral palsy and multiple disabilities. The strength of students at present stands at 158.

The programmes vary from normal academics to pre-vocational and vocational training. Additional inputs such as yoga, art, craft, music therapy etc. are given to ensure an overall development of the child. We also give training in extra- curricular activities such as sports, games and Scouts & Guides. In fact Swasraya was the first organization where special children were included in the **Scouts & Guides** programme.

Students are taught regular curriculum in order to give them an opportunity to be included in the mainstream schools. The rest of the children continue with academics at Swasraya and are given the opportunity to write exams through the **Saksharastha**, (Adult Literacy Programme of Kerala State). Our students have cleared the 4th, 7th & 10th level exams so far.

The classes are classified as **pre-primary, primary, secondary, pre-vocational and vocational**. Students are assessed based on special education methodology and guidelines of NIMH Secunderabad, at the entry point and are placed in the respective classrooms accordingly. Recently the SCERT Kerala has introduced a syllabus for the children with special needs upto the 4th level. Term end assessments are done and the parents are updated on their progress during the parent-teacher meeting. In addition behaviour corrections and self-help skills are also monitored and training imparted wherever needed.

The Institution has different vocational training programmes such as **screen printing, food processing, handicrafts, paper cup/paper plate, artificial jewellery, paper carry bags**. The **Data Entry Programme**, which has been introduced a few years back has instilled confidence in our students to move into the mainstream.

The Institution had introduced organic farming as a vocational programme a few years back in a rented space. The students are taught the nuances of farming both as therapy, and as a vocation. Around 20 students were taught the nuances of growing organic vegetables and the independent workers are given monthly incentives through their respective bank accounts.

In 2019 the COCHIN SHIPYARD LTD supported our initiative to start a Vocational Training Centre nearby through their CSR programme. Thanks to their support a new building came up in December 2021 and currently all our Vocational programmes have been moved to the new building by January 2022. The Institution needs to develop the infrastructure of the building as well create opportunities for sale and marketing of the products.

Students are given exposure by encouraging participation in various cultural and sports competitions, at the District, State and National Level. The **National Abhilympics, State Special employees meet and Special Olympics** are some events where our students have excelled & won prizes.

The School also conducts Annual tour where the Children are taken to various picnic spots. The children gain exposure to mingle with the general public and learn expected behaviour in public. The Annual day programme is another opportunity where the children get an opportunity to exhibit their skills.

In addition various opportunity is given to the parents especially mothers to exhibit their talents which otherwise would remain hidden due to their total involvement in the upbringing of their disabled child. The Mothers association was born keeping this in mind. The mothers are given basic training in the causes and management of various disabilities. Of late fathers' too have started contributing and the Parents Association had come into existence recently.

The Institution also hosts students of MSW, BSW, Diploma or B. Ed in Special Education for their field training. These students in addition to their training often hold exhibition in their respective Institutes, of the products made by our vocational unit for sale and also create awareness amongst the public.

The School also celebrates all important festivities associated with the State and the country such as Onam , Christmas, Independence Day, Republic Day, Childrens' Day and so on.

The Organization has won awards for its contribution in the field of Disability from various government, private organizations and Associations, including the **Best Special School**, which has been a morale boosting for the Staff. It has also been awarded the "**Certificate of Excellence**" bestowed by the "Kerala State Commission for Protection of Child Rights".

We hope to continue our good work with more zeal in the years to come. Current strength of our institution stands at 147.

Strength of the school year wise

<u>2016-2017</u>			<u>2017-2018</u>			<u>2019-2020</u>		
MR	-	90	MR	-	90	MR		90
MR+AUTISM-	45		MR+AUTISM-	49		MR+AUT		45
MR+ CP	<u>21</u>		MR+ CP	<u>20</u>		MR + CP		<u>21</u>
TOTAL	156		TOTAL	160		TOTAL		156



SPECIAL CHILD DEVELOPMENT AND VOCATIONAL TRAINING CENTRE FOR DIFFERENTLY - ABLED

P.O. KUTTUR, THRISSUR - 680 013, KERALA, TEL : 2382559

E-MAIL : swasraya91@gmail.com, Website : www.swasrayaspecialschool.com

Charitable Trust Doc. No. 133/2016

ANNUAL REPORT 2020-21

The Academic year of 2020-21 began on a very sober note with the lockdown orders issued by the Govt. The months of April & May were more of a total lockdown with the Staff unable to attend their duties normally done every year.

The construction work at the proposed Vocational Training centre had also slowed down due to strict Covid protocols and lockdowns. A mutual agreement was reached between the land owner and the Trustees of Swasraya to extend the date for the final registration of the remaining land for the Vocational unit.

Mrs Shantha Menon, the Managing Trustee of Swasraya Charitable Trust could not come back to India from USA in May 2020 as planned due to lack of flights and high Covid spread. It was decided to add one more signatory to avoid any delay in issuing of cheques and other related official work. Mrs. Kalyani Balakrishna was proposed as the signatory.

A petition was sent to the Chief Minister expressing the grievance of the Management & Staff, for being excluded from the Special Package sanctioned by the State Govt. on 30th of April for the special schools in Kerala inspite of the assurance given and also the inspections being completed as per the requirement.

The strength of the school at the start of the academic year stood at 158 During the year 5 number of students left the school for various reasons while 3 number were admitted. The current strength of students as on date is 156.

STAFF EXPOSURE:

- Supervision and appraisal of the work done at the site was done by the concerned Staff and the Trustee Mrs. Usha Pattabhiram periodically, adhering to the lockdown protocols.
- Documents requested by the DDRS office such as Income & Expenditure, Statement, Trustee details and Medical certificates of Students were sent early June 2020.
- Prepared documents needed for the Adijeevanam project with concerned staff. Handed over the same by 29th June 2020 to Social Justice Office Thrissur. A copy of the same was sent to the Social Justice Office, Tvm on the same day.



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- The LLC work which had to be shelved for sometime resumed from the month of June 2020. The acting Convenor and the resource person planned the schedule for the period during the lockdown.
- PwD registration application for the Vocational Training unit meant for children above 18 years was completed in the month of June 2020. Separate audited statements was discussed with the Chartered accountant & prepared accordingly.
- Additional documents request by DDRS office was sent on 3rd July 2020.
- Received sanction letter from DDRS for Grant-in-aid for the year 2018-19. Everyone heaved a sigh of relief as the school was pondering how to meet the honorarium expenditure for the coming months.
- Submitted request letter to Polyclinic Ltd. for financial support on 6th July 2020. They were good enough to follow up on the same.
- Niramaya Insurance work resumed from the month of July 2020.
- Work on online submission of application for Grant-in-aid was started from the 14th of July onwards.
- PwD application was sent to Tvm on 14th of July 2020.
- A request letter to Manappuram foundation was sent on 16th July 2020 for financial support.
- Completed uploading of GIA documents after receiving signature of the Trustee on 21st July 2020.
- Sent request letter for financial assistance to Goshree finance as per Trustee Mrs. Usha Pattabhiram's request.
- Received second installment of CSR funds from Cochin Shipyard.
- The noon meal kit distribution was done by the staff on 29th of July 2020.
- The distribution of school certificate for scholarship began from 29th July 2020 onwards.
- Sent request letter for Niramaya Insurance premium funds on 19th August 2020.
- Letter received from DPI regarding Thaenkoodu activities for special children On 19th August 2020.
- Inspection report copies were submitted to AEO & DD office on 26th August 2020.
- Received audited documents on 8th of September 2020.
- The teachers coordinated the Savishkar online cultural programme organized by the Christ College Irinjalakuda for Special Children during the month of September 2020.



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- Sent request letter to CSR department Cochin Shipyard to sanction the full amount of Rs.58 lakh as per earlier agreement on September 18th 2020.
- Inspection for Adhijeevanam project was conducted by the Social Justice Department on the 30th of September 2020. They visited the Agriculture unit to get first hand information of the project.
- LLC working fund bills were submitted on the 5th of October 2020.
- Two senior Staff had gone to the DD office for document verification for the DDRS Grant-in-Aid on the 6th October 2020.
- Tessy Jose attended online meeting of AID on 20th of November 2020.
- Staff meeting was held on the 25th of November 2020 to discuss about the Woprld Disabled Day online programme. Finalised the students and asked two staff to coordinate the same.
- Completed the application for the Special Package to be given by the State Govt. on 30th of November 2020.
- An online meeting of the LLC under the aegis of the Social Justice Dept, TVm was held on 9th Decmber 2020 to discuss about the function of LLCs, fund allocation & distribution etc. It was attended by the acting Convenor and the Resource person.
- Received PwD renewal registration certificate from DD office, Tvm on the 9th of December 2020.
- Sent PPT of school activities as requested by DD office on 11th December 2020.
- The Accountant attended the Pfms online training on the 16th of Decmber 2020.
- The Admin attended Monitoring Committee meeting at Social Justice Office on 17th December 2020.
- Sent Utalisation of 2nd Installment to CSL on January 5th 2021 along with snaps of current status.
- -Staff meeting held on 6th January 2021, to discuss about the duties of staff during the remaining period.
- PPT presentation of Adhijeevanam project online was held on 11th of January 2021. Daisy did the presentation. Sent copy of the same to DSJO.
- The letter to Undersecretary DDRS along with Bond, was dispatched on 13th January 2021.



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- The Admin & Resource person attended a meeting with SNAC Chairman, DSJO& District Collector on 19th January 2021, to discuss about Awareness programme on Niramaya to be held at 5 locations
- Awareness cum Exhibition on Niramaya & Legal Guardianship at Thrissur Town Hall on 1st of February 2021. Admin & Resource person coordinated with Social Justice Dept.
- Awareness cum Exhibition on Niramaya & Legal Guardianship at Kunnankulam Town Hall on 2nd of February 2021. Admin & Resource person coordinated with Social Justice Dept.
- Awareness programme on Niramaya & Legal Guardianship at Swasraya Special for parents & teachers on 3rd February 2021.
- Awareness programme on Niramaya at Irinjalakuda Town Hall on 4th February 2021. Admin & Resource person coordinated with Social Justice Dept.
- PFMS training at Swasraya on 5th February by a staff from the department at TVM. Accountants and admin attended the training programme. Agreed to come for follow up at a later date.
- Awareness class at St. Josephs special school on the 15th of February 2021 on Niramaya & Legal Guardianship. It was handled by the admin & the Resource person.

STUDENT EXPOSURE:

- The school had closed by 19th of March 2020 following the Covid alert. The summer vacations continued thereafter with expectations that the school will reopen in June 2020.
- An activity for special children to be done online "Thaenkoodu" was introduced by the DPI commenced from August 2020 onwards. Submissions had to be done online by the parents & followed up by the teachers. The children enthusiastically participated in the programme.
- Parents of a selected set of students were asked to send a video of their performances in various categories such as Dance, music, fancy dress etc for the Savishkar programme for Special Children was organized by the Christ Collage, Irinjalakuda,. The children participated enthusiastically for which they were awarded gifts as per their choice.



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- A group of students from Swasraya had an interactive session with the students of St. Mary College Thrissur on December 3rd 2020 in connection with the World Disabled Day. It turned out interesting for both the parties.
- The children who had participated in the Christ College competition received their gifts on 6th of January 2021.
- Received Christmas Kit for the students on 19th January 2021 and was distributed on 22nd of January 2021.
- Staff meeting held on 1st March 2021 to review the behavioral issues faced by our students during Covid lockdown and also Staff duty.
- Submitted a form sent from DPI on 1st March 2021
- Request letter sent to DPI for special Package on 17th of March 2021.
- Sent documents for 12A renewal to Mr. Venugopal's office on the 17th & 22nd of March 2021.
- Sent Pfms details to National Trust as requested on 22nd of March 2021.
- Sent request for financial support to Goshree Finance Kochi on 22nd of March 2021.
- Mailed UC and request letter for Niramaya premium amount to DSJO & Mr. Sureshan.
- Distributed rice to the parents of students on 29th of March 2021, received through the noon meal scheme.

AWARENESS & INTEGRATION:

- An inspection was conducted by the Social Justice team for PwD registration of Vocational Training unit on the 7th of July 2020. Application was later submitted once again with corrections done as requested by the Department
- The LLC monthly meetings/Hearings, which had been kept in abeyance due to lockdown resumed from the month of August 2020 onwards.
- Inspection by AEO completed on 13th August 2020 for Grant-i-Aid.



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- A four member team had come for Inspection for the DDRS Grant-in-aid on the 21st October 2020.
- A 2 member team consisting of the AEO Guruvayur, officer from the DIET had come for the final inspection with regard to the Special package to be given by the State Govt.
- The Cochin Shipyard CSR 2 member team had visited the construction site on 15th December 2020. Mrs.Kalyani Balakrishna and Sathi Premachandran (Admn) had accompanied them.
- Interactive session between students of Swasraya and St. Marys College students(B.Com) on 3rd December 2020 through online medium.
- Mr. Sampathkumar from CSL had visited the new building on the 7th of March 2021. Mrs. Usha Pattabhram accompanied him.

TRUSTEE MEETINGS & RELATED MATTERS:

- A Trustee meeting was held on the 11th of June 2020 online to discuss about the financial position of the Institution and the way ahead to meet the honorarium expenses of the staff. It was decided that the regular Staff will continue to get their honorarium for the time being.
- The Agreement for extension of time with regards to the purchase of remaining land was signed on 6th of July 2020 with and additional Rs.10 lakh being paid to Mr. Ashokan.
- Signature of Mrs.Kalyani Balakrishna was given as the third signatory in all banks where Swasraya had accounts including GIA account.
- A request letter was sent to Cochin Shipyard for sanctioning the full amount of Rs.58 lakh granted as per the earlier agreement signed on the 18th of September 2020. Mrs. Usha Pattabhram to follow up on the same. A revised letter was sent later as advised by the CSR department by the 30th of September 2020.
- Signed agreement with Mr. Ashokan, handed over the cheques and got the original land documents for the registration process on the 16th of October 2020.
- Handed over the Registration fee and stamp duty on the 28th of October 2020 for the remaining land for the Vocational unit. Change in Documentation with regards to the amount notified to the writer and owner.
- Registration of land completed on 2nd of November 2021. Mrs. Usha Pattabhram signed the documents in place of the Managing Trustee.



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- Discussed and finalized about the schedule to be prepared for the boundary wall and well after discussion with Mr. Sampath and Mr. Prahlad along with Mrs. Usha Pattabhiram and the senior staff of Swasraya.
- A Trustee meeting was held on the 15th of December 2020 online to discuss about the financial status of the school, closure of FD at TDCB and progress of work at Vocational site.
- TDCB closure resolution was prepared on 13th January 2021 & submitted on 25th January 2021. They required a acknowledgement letter from the Managing Trustee, which was sent by e-mail subsequently.
- Work order issued to Mr. Santosh for remaining work at the new building
- Net banking request was submitted on February 20th 2021. Also request for a separate account for Niramaya insurance was created soon after for easy transaction. The net banking was finally set in motion on the 12th of March 2021.

For SWASRAYA TRUST KUTTUR
Shantha Neuron

Managing Trustee

STAFF EXPOSURE:

Supervision and approval of the work done at the site was done by the concerned Staff and the Trustee Mrs. Usha Pattabhiram, periodically, adhering to the lockdown protocols.

Documents requested by the ODA's office such as Income & Expenditure, Statement of Assets and Liabilities, and Medical certificates of staff members were submitted on 20th June 2020.

Prepared documents needed for the Affidavit report were submitted by the concerned staff. Forwarded over the same by 25th June 2020 to Social Justice Office, Thrissur. A copy of the same was sent to the Social Justice Office, Thrissur on the 25th of June.



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abilities.

















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