

## 97. SPECIAL EDUCATION NEEDS AUTHORITY

- 97.1 The Special Education Needs Authority (SENA) was established by the SENA Act No. 18 of 2018 as a statutory body to regulate/facilitate evidence-based policies as well as quality provisions in special and inclusive education in Mauritius. It operates under the *aegis* of the Ministry of Education and Human Resource.
- 97.2 Its main functions are, *inter alia*, to advise on the formulation of policies relating to special education needs (SEN) and update the Ministry on any matter related thereto; register special education needs institutions, their teaching/non-teaching staff and any other resource person; and make rules, issue guidelines/directives, as well as set standards and conditions for promoting together with enhancing quality education in these institutions.
- 97.3 A Director is at the apex of the organisation and is assisted by an Administrative Secretary along with other support staff. The teaching staff are all governed by provisions of the National Remuneration Board and most of the employees are employed on contract.
- 97.4 During consultations, Management requested mainly for the creation of several grades and certain proposals on general Conditions of Service were also made. Considering the role and functions of the SENA, the Bureau is reinforcing the existing structure.

### Occupational Therapist (New Grade)

### Physiotherapist (New Grade)

- 97.5 It has been reported that prior to the admission of a child to a SEN institution or mainstream, a comprehensive screening assessment needs to be carried out to help learners facing cognitive/social challenges, and to identify as well as maximise the ability of a child with movement or functional disabilities. Hence, request was made for new grades of Occupational Therapist and Physiotherapist. We are recommending accordingly.

### Recommendation 1

- 97.6 **We recommend the creation of a grade of Occupational Therapist. Appointment thereto should be made by selection from among candidates who possess a Degree in Occupational Therapy or an equivalent qualification and reckon at least two years' post-qualification experience in the field of therapist.**
- 97.7 Incumbent would be required to, *inter alia*, conduct comprehensive screening assessments and evaluation of children with special needs referred for occupational therapy; submit detailed paramedical reports with appropriate educational settings based on the learner's strengths and support needs; carry out diagnostic exercises in SEN schools to identify learners with

difficulties/impairments/limitations in mental functioning; and refer cases for further treatment to the appropriate specialists.

**97.8 We also recommend the creation of a grade of Physiotherapist. Appointment thereto should be made by selection from among candidates who possess a Degree in Physiotherapy or an equivalent qualification and reckon at least two years' post-qualification experience in the field of therapist.**

97.9 Incumbent would be required to, among others, assess children with special needs, physical abilities and functions through evaluative procedures; submit detailed paramedical reports with appropriate educational settings based on the learner's physical strengths and mobility needs; undertake individual follow-up of learners with special education needs; and carry out diagnostic exercises in SEN schools to identify learners with difficulties/impairments/limitations in physical functioning.

#### **Quality Assurance Officer (New Grade)**

97.10 A Quality Assurance Framework for SEN schools and learners has been conceptualised by the SENA. It is meant to ensure that sustainable and equitable educational opportunities are provided to learners with disabilities and ascertain that SEN schools meet the norms and standards set. Therefore, Management highlighted on the need for a level to ensure compliance with this framework. To this end, we are providing for a grade of Quality Assurance Officer.

#### **Recommendation 2**

**97.11 We recommend the creation of a grade of Quality Assurance Officer. Appointment thereto should be made by selection from among candidates who possess a Cambridge Higher School Certificate, a Degree in a related field, a Master's Degree in a related field and reckon at least five years' experience in teaching or teacher training or curriculum development or special education needs or inspection in the education sector.**

97.12 Incumbent would be required, *inter alia*, to: carry out system evaluation of SEN Institutions and inclusive schools and submit reports to the Director; assist in implementing external quality assessment of programmes and activities of the SENA; ensure maximum utilisation of resources in SEN schools; and tender advice on all pedagogical issues and innovative programmes/policies to be implemented by SEN institutions and inclusive schools registered with the Authority.

#### **Assistant Financial Operations Officer (New Grade)**

#### **Assistant Procurement and Supply Officer (New Grade)**

97.13 It has been observed that there is only a grade of Clerk/Word Processing Operator at the SENA for support functions. We are herewith making appropriate recommendations to strengthen the existing structure.

**Recommendation 3**

**97.14 We recommend the creation of the grades of Assistant Financial Operations Officer and Assistant Procurement and Supply Officer. Appointment thereto and the duties should be in line with the recommendations made in the Chapter on Observations and General Provisions of this Volume.**

**Management Support Officer (New Grade)**

97.15 Request was made for the creation of a grade of Human Resource Management Officer to look into human resource functions. In view of the staff size, we consider that at this stage there is no functional need for this level. We are, however, making provision for a grade of Management Support Officer.

**Recommendation 4**

**97.16 We recommend the creation of a grade of Management Support Officer. Appointment thereto and the duties should be in line with the recommendations made in the Chapter on Observations and General Provisions of this Volume.**

**General Worker (New Grade)**

97.17 Management submitted that the grade of General Worker is required on its establishment to perform a variety of elementary duties and provide support. We are recommending in that direction.

**Recommendation 5**

**97.18 We recommend the creation of a grade of General Worker. Appointment thereto should be made by selection from among candidates who possess the Certificate of Primary Education or Primary School Achievement Certificate.**

97.19 Incumbent would be required, among others, to perform manual work not requiring specific skills such as cleaning of offices and premises; loading and unloading of materials; and assist visitors/staff with disabilities.

**97. SPECIAL EDUCATION NEEDS AUTHORITY  
SALARY SCHEDULE**

**SENA 1 : Rs 17975 x 175 - 18500 x 200 - 18900 x 225 - 20925 x 250 - 22175 x 270  
- 22445 x 300 - 26945 x 320 - 28865 x 350 - 30615**

General Worker (New Grade)

**SENA 2 : Rs 24245 x 300 - 26945 x 320 - 28865 x 350 - 30965 x 400 - 31765 x 425  
- 33040 x 560 - 35840 x 725 - 37290**

Driver/Office Auxiliary  
*formerly Driver/Office Attendant*

**97. SPECIAL EDUCATION NEEDS AUTHORITY (Contd)**

- SENA 3 : Rs 23945 x 300 - 26945 x 320 - 28865 x 350 - 30965 x 400 - 31765 x 425 - 33040 x 560 - 35840 x 725 - 37290 x 925 - 39140 x 970 - 40110**  
Receptionist/Telephone Operator
- SENA 4 : Rs 25745 x 300 - 26945 x 320 - 28865 x 350 - 30965 x 400 - 31765 x 425 - 33040 x 560 - 35840 x 725 - 37290 x 925 - 39140 x 970 - 45930**  
Clerk/Word Processing Operator
- SENA 5 : Rs 28225 x 320 - 28865 x 350 - 30965 x 400 - 31765 x 425 - 33040 x 560 - 35840 x 725 - 37290 x 925 - 39140 x 970 - 46900 x 1050 - 49000**  
Management Support Officer (New Grade)
- SENA 6 : Rs 29215 x 350 - 30965 x 400 - 31765 x 425 - 33040 x 560 - 35840 x 725 - 37290 x 925 - 39140 x 970 - 46900 x 1050 - 49000**  
Assistant Financial Operations Officer (New Grade)  
Assistant Procurement and Supply Officer (New Grade)
- SENA 7 : Rs 30965 x 400 - 31765 x 425 - 33040 x 560 - 35840 x 725 - 37290 x 925 - 39140 x 970 - 46900 x 1050 - 49000 x 1100 - 54500 x 1450 - 55950**  
Confidential Secretary
- SENA 8 : Rs 37290 x 925 - 39140 x 970 - 46900 x 1050 - 49000 x 1100 - 54500 x 1450 - 58850 x 1750 - 62350 x 1850 - 67900 x 1900 - 75500 x 2250 - 77750**  
Administrative Secretary  
Quality Assurance Officer (New Grade)
- SENA 9 : Rs 38215 x 925 - 39140 x 970 - 46900 x 1050 - 49000 x 1100 - 54500 x 1450 - 58850 x 1750 - 62350 x 1850 - 67900 x 1900 - 75500 x 2250 - 77750**  
Occupational Therapist (New Grade)  
Physiotherapist (New Grade)
- SENA 10 : Rs 84500 x 2250 - 86750 x 2500 - 94250 x 2750 - 102500 x 3750 - 110000 x 4000 - 118000**  
Director

