



3 May 2022

Administrative instruction

Special education grant and related benefit for children with a disability

1. Pursuant to section 4.2 of Secretary-General's bulletin [ST/SGB/2009/4](#), the Under-Secretary-General for Management Strategy, Policy and Compliance hereby amends administrative instruction [ST/AI/2018/2](#), entitled "Special education grant and related benefit for children with a disability", as follows.

2. Section 6.1 is replaced by the following text:

6.1 The admissible educational expenses actually incurred for each child with a disability who is unable to attend a regular educational institution, or who attends on a full-time basis a regular educational institution that provides the necessary special arrangements, shall be reimbursed at 100 per cent, subject to the following:

(a) The overall maximum amount of the grant shall be equal to the upper limit of the top bracket of the global sliding scale applicable to the education grant scheme, as determined by the General Assembly. The Office of Human Resources will inform staff members about the latest global sliding scales when approved by the Assembly;

(b) If the child is boarding for the purpose of attending an educational institution, the amount equivalent to the boarding lump sum of the education grant scheme and related benefits, as determined by the General Assembly, shall be added to the overall maximum amount mentioned in section 6.1 (a) above. The Office of Human Resources will inform staff members about the boarding lump sum amounts approved by the Assembly.

3. Section 6.2 is replaced by the following text:

6.2 When a child with a disability attends on a full-time basis a regular education institution and no special arrangements are made at that institution for the child concerned:

(a) The admissible educational expenses actually incurred at the regular education institution shall be reimbursed under the regular education grant scheme governed by the provisions of administrative instructions [ST/AI/2018/1/Rev.1](#), [ST/AI/2018/1/Rev.1/Amend.1](#) and [ST/AI/2018/1/Rev.1/Amend.2](#);

(b) Admissible educational expenses for each child with a disability actually incurred for special teaching and training outside the regular



educational institution and expenses incurred for boarding pursuant to section 5.1 (a) above shall be reimbursed under the special education grant scheme governed by the provisions of the present instruction and at the 100 per cent rate.

The combined total of the two amounts shall not exceed:

(a) The upper limit of the top bracket of the global sliding scale, when no boarding is applicable; or

(b) The upper limit of the top bracket of the global sliding scale plus the amount equivalent to the boarding lump sum of the education grant scheme and related benefits, when boarding is applicable.

4. Section 6.3 is replaced by the following text:

6.3 If a staff member is not entitled to the regular education grant for the child in full-time attendance at a regular educational institution, admissible educational expenses incurred for special teaching and training outside a regular educational institution shall be reimbursed against the special education grant at the 100 per cent rate, subject to the upper limit of the top bracket of the global sliding scale.

5. Sections 9.4, 10.2 and the annex are deleted.

6. The provisions of sections 6.1, 6.2 and 6.3, as well as the deletion of sections 9.4, 10.2 and the annex, as amended by the present instruction, shall be applicable to all claims starting with the school year in progress on 1 January 2022.

(Signed) Catherine **Pollard**
Under-Secretary-General for Management Strategy,
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