



ENABLING INCLUSIVE LEARNING

A Resource Kit for Training Providers



enablingacademy.sg

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About SG Enable

Set up by the Ministry of Social and Family Development (MSF) in 2013, SG Enable is a focal agency and first stop for disability and inclusion in Singapore. We create equitable opportunities for persons with disabilities through thought leadership, sustainable social innovation and impactful partnership.

About Enabling Academy

SG Enable's Enabling Academy is the disability learning hub, dedicated to building an inclusive society for persons with disabilities. We bring partners from the education, business and disability sectors to provide curated, high-quality learning opportunities for persons with disabilities and their network of support, empowering them to live, learn, and work.

Who is Enabling Academy for?



Persons with Disabilities

Access diverse lifelong learning for personal growth and professional development



Network of Support

Employers, caregivers and disability sector professionals who need training to better support persons with disabilities



Training Providers

Training providers who collaborate with Enabling Academy as the focal agency for disability-related training

What is considered a disability?

Definitions of disabilities vary widely among countries. According to Singapore's Enabling Masterplan, persons with disabilities refer to those whose prospects of securing, retaining places and advancing in education and training institutions, employment and recreation as equal members of the community are substantially reduced as a result of physical, sensory and intellectual disabilities as well as autism.

[Learn more](#)



**Discover what's possible
with Enabling Academy**

Why partner with Enabling Academy?

Partnering with Enabling Academy helps you reach more learners, strengthen inclusion practices, and grow your impact.



Broaden Your Impact

Join Enabling Academy's network of training providers, employers, and disability sector professionals driving inclusive learning in Singapore. Enabling Academy serves as a platform for collaboration and lasting impact.



Dedicated Partner Support

Receive customised guidance and hands-on support to make your courses more inclusive and effective. Our team provides practical advice on accessibility to help you deliver engaging learning experiences for all.



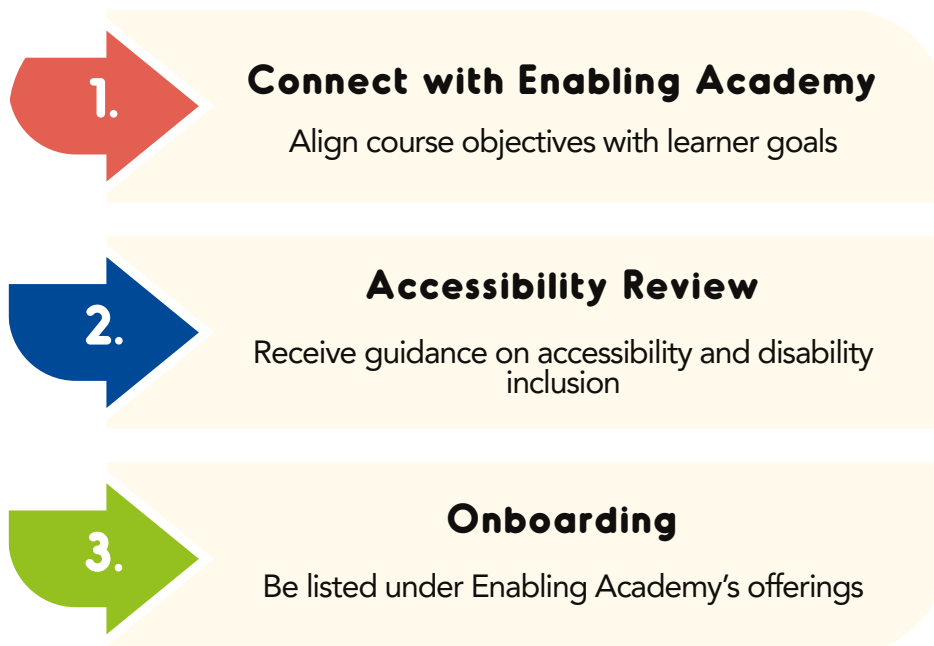
Funding Support

Access available grants and resources to co-develop and deliver quality, inclusive learning experiences for persons with disabilities.



[Learn more](#)

The Process to Get Started



How Enabling Academy Can Support You

We offer resources and support to help training providers design and deliver inclusive learning experiences. From accessible facilities to capability-building workshops, Enabling Academy equips you to create impactful and inclusive learning experiences.



Inclusive Training Facilities

Our inclusive classrooms accommodate up to 112 participants, with flexible layouts, accessible design, and assistive technology to support diverse learning needs.

[Learn more](#)

Workshops / Capacity Building

Workshops such as the 'Introduction to Adult Disability Training for Training Providers' are open to training providers who are keen to build their knowledge of the disability sector and capabilities to customise and strengthen their ability to customise and deliver inclusive learning.

[Register now](#)

Enabling Skills and Competencies Framework (ESCF)

We support training providers in aligning their courses with the Enabling Skills and Competencies Framework (ESCF), which outlines essential skills and competencies for persons with disabilities and their network of support, including caregivers, employers, and disability sector professionals.

[Learn more ESCF](#)

Getting Started with Inclusive Learning

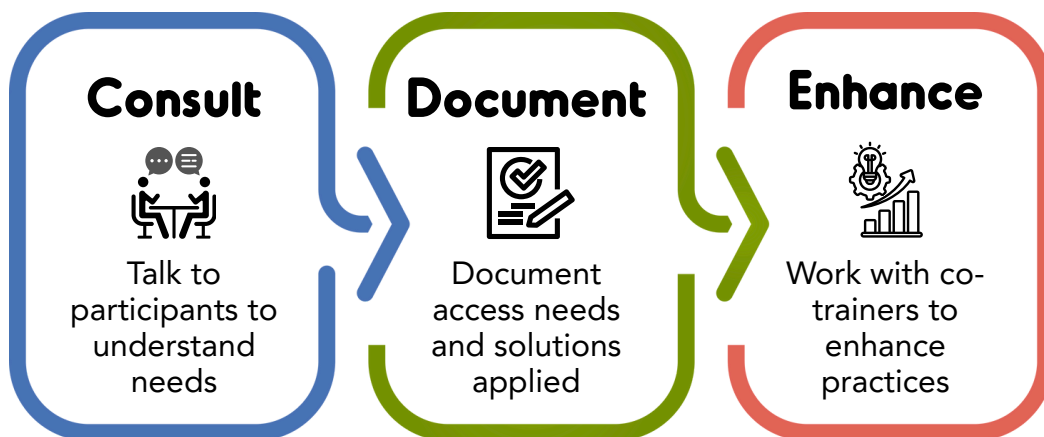
To develop and deliver inclusive learning effectively, it is important to understand the diverse needs of learners and importance of an inclusive approach.

The following checklist offers practical steps and considerations to help you create accessible, inclusive, and supportive learning environments for all.

START

How To Use the Checklist?

The checklist highlights key considerations that can be tailored to each training session.



Mobility and Physical Access Needs

Barriers in the physical environment or learning setup can make it difficult for some participants to move around freely or fully take part in sessions. These may include inaccessible venues, materials, or equipment.

TIPS

Design spaces and materials that are accessible to everyone. Use a mix of methods (e.g. audio, visual, tactile) to support different learning styles and preferences.



Checklist

Check off each item to have a solid foundation for your journey towards delivering inclusive learning.

Before Class

- ☐ Ask participants about accessibility needs during registration
- ☐ Ensure the venue is accessible to all learners, with ramps, lifts, and wide walkways.
- ☐ Ensure assistive technology is set up and tested (e.g. voice recognition, adaptive keyboards)
- ☐ Provide learning materials in accessible formats (e.g. digital copies, large print, if needed)

During Class

- ☐ Keep pathways clear and seating flexible for mobility aids
- ☐ When speaking to a wheelchair user, ask if they prefer you to be at eye level
- ☐ Deliver content clearly, with options to follow visually or verbally
- ☐ Allow extra time for movement or responses
- ☐ Always ask before offering help or handling mobility aids

After Class

- ☐ Share materials digitally so learners can revisit content at their own pace
- ☐ Provide flexible submission timelines if tasks require more time
- ☐ Invite feedback on accessibility to improve future sessions



Visual Impairment

Learners may experience different ways of processing visual information (e.g. low vision). Some may rely on magnifiers, screen readers, or tactile and audio cues.

Checklist

Check off each item to have a solid foundation for your journey towards delivering inclusive learning.

Before Class

- ☐ Ensure all text and images of text have a contrast ratio of at least 4.5:1 (or 3:1 for large text)
- ☐ Use 1.5× line spacing, with paragraph spacing 1.5× larger than line spacing
- ☐ Provide materials in accessible formats (e.g. digital, large print, audio)
- ☐ Set up and test Assistive Technology (e.g. screen readers, magnifiers)
- ☐ Keep the room well-lit, avoiding glare or backlighting

During Class

- ☐ Describe visuals, charts and course content clearly during lessons
- ☐ Maintain consistent layouts and navigation in the classroom
- ☐ Ask how they prefer to be guided

After Class

- ☐ Provide assignments and follow-up work in accessible formats
- ☐ Share recordings with transcripts or audio descriptions
- ☐ Collect feedback on accessibility to improve future sessions



TIPS

Use clear visuals, high-contrast text, and accessible materials in digital, large print, or audio formats.

Deafness / Hard of Hearing

Learners who are deaf or hard of hearing communicate in diverse ways. Inclusion is achieved when the learning environment supports clear communication, accessibility, and mutual understanding for everyone.



Checklist

Check off each item to have a solid foundation for your journey towards delivering inclusive learning.

Before Class

- ☐ Check how participants prefer to communicate (e.g. captions, sign language, written notes)
- ☐ Prepare captions or transcripts for videos and audio materials
- ☐ Ensure Wi-Fi is reliable enough to support live-captioning tools
- ☐ Arrange for interpreters, if needed, and rotate them for longer sessions

During Class

- ☐ Face learners when speaking and use clear, natural speech
- ☐ Ensure interpreters or captioning screens are visible from all seats
- ☐ Minimise background noise and check room acoustics
- ☐ Provide written key points or instructions

After Class

- ☐ Share transcripts, captioned recordings, or written summaries
- ☐ Offer multiple channels for feedback (e.g. verbal, written, digital)
- ☐ Review what worked well to improve future sessions

TIPS



Use captions, transcripts, and clear speech, while reducing background noise. Face learners when speaking and ensure interpreters or captioning are visible.

Autism / Intellectual Disability

Every learner processes information differently, with some responding better to clear instructions, structured routines, visual supports, or flexible pacing that allows time to process and respond.



TIPS

Provide clear schedules, small steps, and visual aids. These supports help learners to engage in groups, follow instructions, process information, and manage emotions. Provide calm spaces and extra time when needed.

Checklist

Check off each item to have a solid foundation for your journey towards delivering inclusive learning.

Before Class

- ☐ Share the agenda and schedule early, with clear timings
- ☐ Give venue details such as photos, videos, or maps
- ☐ Use simple, well-structured materials with minimal jargon
- ☐ Set aside a quiet space for learners who may need breaks

During Class

- ☐ Keep to routines and let learners know early about any changes
- ☐ Break lessons into small, manageable steps
- ☐ Use visuals or demonstrations to support instructions
- ☐ Give learners extra time to process and respond
- ☐ Use aids that help remembering, if necessary
- ☐ Encourage group activities while respecting different comfort levels
- ☐ Repeat requests clearly and in writing, if necessary

After Class

- ☐ Provide assignments and follow-up work in accessible formats
- ☐ Share recordings with transcripts or audio descriptions
- ☐ Collect feedback on accessibility to improve future sessions

Contact Enabling Academy

For assistance or partnership matters, contact Enabling Academy.

✉ Email enablingacademy@sgenable.sg

Useful Resources

Explore other SG Enable resources curated to support your organisation's journey towards greater disability inclusion.

Toolkits for Employers

Key practices on inclusive workplaces and insights for you to prepare learners for employment.



Find out more

Design Playbook for Inclusive Spaces

Practical tips for creating welcoming, accessible environments for all.



Find out more

E-Accessibility Playbook for Digital Inclusion

Steps to make digital content and platforms accessible to everyone.



Find out more

Enabling Guide

The Enabling Guide serves as a go-to resource for persons with disabilities and network of support, including caregivers, training providers, employers and disability sector professionals seeking information on disability-related schemes and services in Singapore.

For training providers, it offers valuable context on the broader support ecosystem — helping you align your courses with inclusive practices and better connect learners to available community and employment resources.



Find out more