Welcome to the smart kit user guide

The user guide has been prepared to help users easily navigate through the smart kit and understand how to optimally utilise the given information as part of the smart kit. It is highly recommended that the users of the smart kit go through the user guide for optimal use of the smart kit.

The smart kit contains seven training modules and supporting PowerPoint presentations (PPTs) on each module which can be used as job aids during trainings on child protection. All the modules put forth the broad roles and responsibilities of personnel working under various departments on child protection. There are also information, education and communication (IEC) and behaviour change communication (BCC) tools such as posters and leaflets on different child protection themes.

Why this is a smart kit?

This kit is termed as a smart kit as it will allow any trainer to customise their own content, which can be used as part of a training of various departments on child protection or for making a presentation at various platforms. The smart kit allows you to 'pick and choose' from the seven modules, based on the specific requirements. The trainer can also browse through the PPTs (job aids) to make a customised PPT for themselves by choosing suitable content as required from all the seven PPTs.
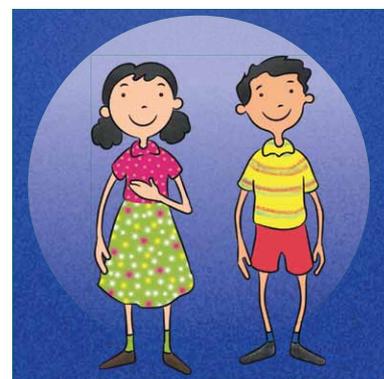
Link to access smart kit: https://prachicp.com/tarunya/child-protection-kit.html

How to use the smart kit effectively

In order to use the smart kit effectively, it is suggested that the trainers finalise the session plans for the training that they will be facilitating. Based on the number of days of the training and the profile of the participants, the trainer will be able to determine which modules and which sessions of the modules need to be referred to. Below is a brief about each of the modules and the IEC materials addressing various issues under child protection.

Module 1: Introduction to children's rights and protection laws

The introduction to children's rights and protection laws is an introductory module addressing various concepts of child rights, principles, legal framework and international convention. It also talks about child protection laws in India and gives insight into Mission Vatsalya. This is a preliminary module covering all the professionals engaged in child protection as a whole. The module also covers few sensitisation and participatory exercises.

Session 1: Session 1.1: Concepts of Child Rights and Need for Separate Child Rights

Session 1.2: Child Rights: Principles and Shift in Approach

Session 2: Child Protection

Session 3: Legal Framework for Protection of Children

      Session 3.1: International Convention

      Session 3.2: Child Protection Laws in India

Session 4: Mission Vatsalya for the Well-being of Children

Module 2: District Child Protection Unit

This module covers the District Child Protection Unit (DCPU) and its structure. It gives an insight of the specific roles and responsibilities of DCPU officials/staff and broad issues and challenges faced by them in working. In addition to participatory exercises, the module has few case studies on real life scenarios and how to deal in a particular situation of violation of child rights.

Session 1: Introduction to DCPU and its structure

Session 2: Specific roles and responsibilities of DCPU officials and staff

Session 3: Issues and challenges

Exercise: Recapitulation of learnings through case studies in groups

Module 3: Special Juvenile Police Unit

This module covers the structure and functions of Special Juvenile Police Unit (SJPU) and the roles of police personnel dealing with children in conflict with law as well as children in need of care and protection (CNCP). The module has some case studies and FAQs to comprehend the technical information in an easy manner.

Session 1: Structure and functions of SJPU

Session 2: Roles of Police in dealing with CNCP

Session 3: Procedure in relation to children in conflict with law

Session 4: Specific roles and responsibilities of SJPU officials and staff

FAQs

Module 4: Juvenile Justice Board

This module covers the structure and composition of the Juvenile Justice Board, details of the Juvenile Justice (JJ) Act, 2015 and what are the procedures in relation to children in conflict with law.

Session 1: Structure and composition

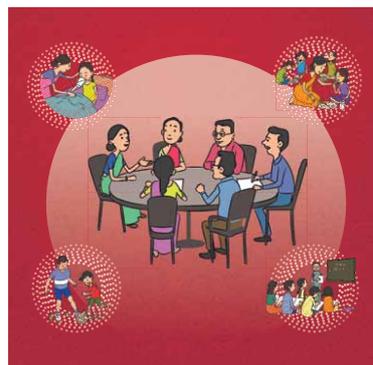**Session 2:** Procedure in relation to children in conflict with law

Module 5: Child Welfare Committee

The module on Child Welfare Committee talks about the structure and composition of the committee, and the procedures in relation with children in need of care and protection. It has case studies for easy understanding of the technical components.

Session 1: Structure and composition (Session 27, JJ Act, 2015)

Session 2: Procedure In relation to children in need of care and protection

Module 6: Alternative Care for Children

This module covers all the institutional and non-institutional care mechanisms for children in need of care and protection as well as children in conflict with law. The module has detailed mention of various functioning processes of different types of childcare institutions. The module also touches upon why non-institutional care is important and institutional care should be considered as the last alternative.

Session 1: Alternative Care under JJ Act

Session 2: Institutions under JJ Act – Definition, Composition and Purpose

Functioning Processes of Various CCIs

Module 7: Social and Behaviour Change – Child Protection

This module is an introduction to the concept of SBC and communication skills that will help make the trainings undertaken on CP effective and productive. In addition, the module talks about communication skills required to talk to children such as active listening, empathy and teamwork, amongst others. It is highly recommended that all facilitators who use the smart kit must go through this facilitators guide thoroughly before using other modules on child protection series. The later part of the module also covers the facilitation skills required to train professionals engaged in CP activities. Hence the module can be used for not only training the CP task force but also for training the trainers. Considering that the trainee participants would all be adults, the module also covers adult learning principles and different learning styles required for making training sessions and retention of the content effective.

Session 1: Introduction and Context Setting

Session 2: Understanding Social and Behaviour Change

Session 3: Importance of Communication for Child Protection Professionals

Session 3.1: An Introduction to Communication

Session 3.2: Defining Communication

Session 3.3: Skills for Effective Communication

Session 4: Behaviour Change Process Parts I and II

Session 5: Behaviour Change Process Parts III and IV

Session 6: Creating a Supportive Learning Environment

Session 7: Qualities of a Good Communicator

Session 8: Understanding Social Inclusion and its Importance in Social and Behaviour Change

Session 9: Dialogues and Discussions of Change

Session 10: Counselling for Children and Families under the Juvenile Justice (Care and Protection of Children) Act, 2015

Session 11: Using Communication Materials

Session 12: Understanding Team Work

Session 13: Community Dialogue Tools: Village Level Child Protection Committee

Session 14: Creating a Positive Learning Environment

Session 15: Theory of Adult Learning and Learning Styles

Session 16: Perception

Module 8: Child Protection during Pandemics

This module focuses on the impact of COVID-19 pandemic on children and highlights child protection risks during pandemics and role of child protection functionaries in pandemics.

Session 1.1: Understanding pandemics and need for child protection during pandemics

Session 1.2: Pandemics, examples of pandemics and understanding COVID-19

Session 1.3: Socio-ecological impact of COVID-19

Session 1.4: Child protection risks during pandemics

Session 2.1: Role of child protection functionaries in pandemics

Session 2.2: COVID-19 control and prevention measures for CCIs

Session 3: Providing psychosocial support to children and addressing stigma and discrimination

PowerPoint presentations

The smart kit has seven sets of PPTs which can be used as job aids while facilitating the respective sessions. While preparing the particular session, it is suggested that the facilitator go through the session in detail and refer to the matching PPT before hand. The PPTs are to be used only as job aids and not in lieu of the modules.

Posters and leaflets

There are 11 posters and six leaflets on the smart kit on various issues of child protection including child marriage, child abuse, child labour, missing children and non-institutional care. These are also printable and can also be used as job aids wherever necessary.

Inception of a smart kit for trainers under

The Ministry of Women and Child Development, Government of India has been implementing Mission Vatsalya to ensure the best possible care and rehabilitation of children who have fallen out of the social security net – the two major categories of children as defined by the Juvenile Justice Act, 2015 being Children in Conflict with Law and Children in Need of Care and Protection.

The UNICEF Child Protection Units in India Country Office as well as field offices along with the Central and respective State Governments work together intensively to strengthen the institutional structures of Child Protection formed under the Juvenile Justice (Care and Protection of Children) Act, 2015 and Mission Vatsalya, aimed at effective implementation of the Act, at the state and district levels. The collaboration spans a multitude of stakeholders including statutory bodies (JJBs, CWCs, SJPUs, DCPUs, SCPS), police officials, district and state levels, judicial officers, multiple government departments (SJED, Home, Education, Health), community members and children in vulnerable circumstances, within institutions and without.

Mission Vatsalya provides for capacity building of various institutional stakeholders, awareness generation regarding child protection issues and systems to respond to them as well as BCC strategies to change mindsets around entrenched practices like child marriage and child labour.

The smart kit includes materials which can be used for capacity building (training modules & PPTs), as well as IEC materials for the enhancement of awareness regarding child protection issues (posters, brochures, audio visual material, etc). This smart kit includes the following products:

- 8 capacity building modules & PPTs
- 6 leaflets/brochures
- 11 posters
- Audio-Visual materials

A sample training session plan with steps for browsing through the smart kit to locate the required content per module has been illustrated below as an example:

Agenda

Time	Subject of Session	Content	Methodology
10:00 am - 10:30 am	Registration		
10:30 am – 11:00 am	Inaugural session		
11:00 am – 11:45 am	Situational analysis of children in India, Constitutional provisions, Policies and Programmes for children	◆ Defining Children, Indian scenario of children in terms of health, education, opportunities for growth, etc. ◆ Vital statistics on children in India; Census data, NFHS-III, CSO data, SRS estimates; information & data by UNICEF ◆ Constitutional provisions for children ◆ Policies for children	Interactive session using a presentation
11:45 am – 12:00 pm	**Tea Break**		
12:00 pm – 1:30 pm	Understanding Child Rights and Child Protection	◆ Understanding Child Rights, shift to the rights based approach ◆ Overview of the UNCRC, its relation to Indian child protection laws, and present relevance ◆ Understanding child protection ◆ Important child protection issues in Gujarat	Interactive session using a presentation, group activities and question-answer sessions
1:30 pm – 2:30 pm	**Lunch break**		

Time	Subject of Session	Content	Methodology
2:30 pm – 4:00 pm	Salient features of the Juvenile Justice (Care and Protection of Children Act), 2015	◆ Guiding principles of the Act ◆ Categories of children defined definition of 'Child in need of Care and Protection' ◆ Structures created by the Juvenile Justice Act, their respective roles and inter linkages ◆ Role of Child Welfare Committees – focus on provisions of 'Procedure in relation to Child in Need of Care and Protection' chapter	Interactive session using a presentation and case studies from the experience of the facilitator
4:00 pm – 4:15 pm	**Tea break**		
4:15 pm – 5:30 pm	Role of Child Welfare Committees – Operational guidelines	◆ How to handle cases of different kinds ◆ Missing children/Repatriation (based on WCD SOP) ◆ Children rescued from child labour – linkages with CLPRA ◆ Street children	Interactive session using a presentation and case studies from the experience of the facilitator
Day 2			
10:30 am – 11:45 am	Role of Child Welfare Committees – Operational guidelines	◆ How to handle cases of different kinds ◆ Rescued victims of trafficking ◆ POCSO victims ◆ Adoption	Interactive session using a presentation and case studies from the experience of the facilitator
11:45 am – 12:00 pm	**Tea break**		
12:00 pm – 1:30 pm	Group activity – Implementation of CWC operational guidelines	◆ Practical activity involving participants using the knowledge and understanding of the previous 3 sessions	Formation of groups among participants, wherein each group will be given a case study and asked to present the procedure to be followed for it
1:30 pm – 2:30 pm	**Lunch break**		

Time	Subject of Session	Content	Methodology
2:30 pm – 3:45 pm	Mission Vatsalya and JJ structures in the State	◆ Institutional Care set up under JJ and Mission Vatsalya ◆ Non-institutional Care set up	Interactive session using a presentation and case studies from the experience of the facilitators
3:45 pm – 4:00 pm	**Tea Break**		
4:00 pm – 5:30 pm	Rehabilitation of children under the guardianship of the CWC	◆ Making the Individual Care Plan ◆ Monitoring of Child Care Institutions – Standards of care under JJ Act and Model Rules 2016 ◆ Convergence with DCPU, diff. departments, stakeholders, civil society, etc. for providing services to children like vocational training, recreational activities to ensure holistic development of the child ◆ Follow up action on CNCP children not residing in CCIs ◆ Non-institutional care apart from adoption – sponsorship and after care	Interactive session using a presentation and case studies from the experience of the facilitator
5:30 pm – 6:00 pm	Group activity – Making the Individual Care Plan	◆ Practical activity involving participants using the knowledge and understanding of the previous 2 sessions	Formation of groups among participants, wherein each group will be given a case study of a child and asked to prepare an ICP for the child
Day 3			

Time	Subject of Session	Content	Methodology
10:30 am – 12:00 pm	Understanding the psychology of children	◆ Child psychology and factors that affect it – age, social situation, etc. ◆ Interacting with traumatised children ◆ Providing emotional and psychological support to chiildren	Interactive session using a presentation and case studies from the experience of the facilitator
12:00 pm – 12:15 pm	**Tea break**		
12:15 pm – 1:30 pm	Discussion on previous day's group activity – Making the Individual Care Plan	◆ ICPs made by the participants to be presented and the rationale discussed with the facilitators	Presentation by participants and feedback by facilitators
1:30 pm – 2:30 pm	**Lunch Break**		
2:30 pm – 3:45 pm	Role of different stakeholders in care and protection of children, under various child protection laws, related court orders	◆ Childline ◆ Child Tracking System ◆ District Legal Services Authority ◆ Police – SJPU, AHTU ◆ Media ◆ Child Protection Committees ◆ NGOs	Interactive session using a presentation and case studies from the experience of the facilitator
3:45 pm – 4:00 pm	**Tea Break**		
4:00 pm – 5:00 pm	Sharing of feedback, impressions and clarification of doubts by participants		
5:00 pm – 5:30 pm	Closing session	Concluding remarks Vote of thanks	