



INTEGRATED CHILD PROTECTION SCHEME (ICPS)

DISTRICT NEEDS ASSESSMENT OF CHILD PROTECTION

***MINISTRY OF WOMEN & CHILD DEVELOPMENT
GOVERNMENT OF INDIA***



GUIDELINES FOR SECTION 1 PROFILE OF THE DISTRICT

1.1

1. The data needs to be divided as per urban (Municipal Corporation, Municipalities and Municipal Boards etc.) and rural (blocks, gram panchayats and villages)
2. Individual sheets need to be created for each block containing blockwise break up of names of each gram panchayat and villages.

PROFILE OF THE DISTRICT		
NAME OF SUB – DIVISION/ TALUK		
NAME OF BLOCK		
NAME OF GRAM PANCHAYAT	NO. OF VILLAGES	NAMES OF VILLAGES IN EACH GP

3. In Urban areas, details need to be collated of names of each Zone and Wards under the Zone.

TEMPLATE - SECTION 1

1.1		PROFILE OF THE DISTRICT	
NAME OF THE DISTRICT			
URBAN		RURAL	
NUMBER OF MUNICIPALITIES/MUNICIPAL CORPORATIONS		NUMBER OF TALUKS	
NUMBER OF MUNICIPAL WARDS		NUMBER OF BLOCKS	
		NUMBER OF GRAM PANCHAYATS	
		NUMBER OF VILLAGES	

ATTACH DETAILS OF EACH TALUK AND WARD (EG. NAMES OF EACH BLOCK, GRAM PANCHAYAT & VILLAGE) - – REFER TO GUIDELINES ATTACHED

GUIDELINES FOR 1.2 POPULATION AND DEMOGRAPHY

- **Population** - Provide block-wise details of population as per 1.2.A.
- **Sex Ratio** is defined as number of females per 1000 males in the total population of the district.
- **Infant Mortality Rate** – Infant mortality Rate is defined as the number of infant (upto the age of one year) per 1000 live births.
- **Maternal Mortality Rate** – refers to the death of a woman during pregnancy or childbirth and upto forty two days after delivery.
- **Mean age at marriage** - Census data compared with the latest available district level data such as NFHS or DLHS could be considered for calculating mean age at marriage.

TEMPLATE SECTION 1.2

1.2. POPULATION & DEMOGRAPHY		MALE		FEMALE		TOTAL	
A	POPULATION	LESS THAN 18	18 AND ABOVE	LESS THAN 18	18 AND ABOVE	LESS THAN 18	18 AND ABOVE
B	SEX RATIO						
C	INFANT MORTALITY RATE (IMR)	MALE			FEMALE		
D	MATERNAL MORTALITY RATE (MMR)						
E	MEAN AGE AT MARRIAGE	MALE			FEMALE		

GUIDELINES FOR 1.2 (Continued)

- **Religion:** Provide Block wise population details of each religion (Hindus/Muslims/Sikhs/Christians etc.) Highlight any special detail related to this – for e.g. blocks with a concentration of any particular community.
- **Caste:** Provide block wise population details of each caste. Highlight any special detail related to this – for e.g. blocks with a concentration of any particular caste.

TEMPLATE - SECTION 1.2

1.2				
		LIST	NUMBER	% OF TOTAL POPULATION
F	RELIGION			
G	CATEGORIES	SCHEDULED CASTE		
		SCHEDULED TRIBE		
		OTHER BACKWARD CLASS		
		OTHERS		

ADD ADDITIONAL INFORMATION / OBSERVATIONS ON THE ABOVE – REFER TO GUIDELINES ATTACHED

GUIDELINES FOR 1.3 SOCIO ECONOMIC PROFILE

- ✓ Highlight any special detail related to this, including block wise details such as:
- Names of Educationally Backward Blocks (EBBs) or gender related information for literacy.
 - High concentration of BPL Families
 - High levels of unemployment

Separate matrix for e.g. Occupation:

MAJOR OCCUPATIONS	
TYPE	DESCRIPTION INCLUDING AVAILABLE DETAILS SUCH AS CONCENTRATION OF ANY PARTICULAR OCCUPATION IN A BLOCK/GRAM PANCHAYAT AND ALL DETAILS RELATED TO INDUSTRY INCLUDING SMALL AND MEDIUM SCALE INDUSTRIES AND COTTAGE RELATED INDUSTRIES
AGRICULTURE	
MINING	
SERVICE SECTOR	
INDUSTRY	
LIST OTHERS	

TEMPLATE – SECTION 1.3

1.3. SOCIO - ECONOMIC PROFILE			
A.	INDICATOR/PARAMETER	RATE	
		MALE	FEMALE
1.	LITERACY		
2.	EMPLOYMENT		
3.	INCOME (AV. YEARLY)		
4.	NO. OF BPL FAMILIES		
5.	CRIME	AGAINST WOMEN	
		AGAINST CHILDREN	
B.	INDICATOR/PARAMETER	LIST	% OF POPULATION ENGAGED IN EACH
1.	OCCUPATIONS		
2.	INDUSTRIES		
ADD ADDITIONAL INFORMATION / OBSERVATIONS ON THE ABOVE – REFER TO GUIDELINES ATTACHED			

GUIDELINES FOR 1.4 TRENDS IN MIGRATION

Please highlight details related to any particular community/group which migrate in/or out of the district frequently. Also provide details specific to Blocks/Gram Panchayats where such migration occurs and information related to children. Indicate whether Migration is monitored in any way at the Village, block or district level and methods of doing so.

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TEMPLATE – 1.4

1.4. TRENDS IN MIGRATION									
	TYPE	NOs. MIGRATING WITH FAMILY	NOs. MIGRATING WITHOUT FAMILY	REASON	OCCUPATIONS (LIST AND PROVIDE NUMBERS)	SOURCE AREAS	DESTINATION AREA	PERIOD	DURATION
A	IN-MIGRATION								
B	OUT-MIGRATION								
ADD ADDITIONAL INFORMATION / OBSERVATIONS ON THE ABOVE – REFER TO GUIDELINES ATTACHED									

GUIDELINES FOR SECTION 2

- Data for the age group 0-3 years - once source may be ICDS projects (Integrated Child Development Scheme)
- Please provide any specific detail/highlight related to sex ratio of any category vis a vis any particular village/gram panchayat /block or concentration of population of a particular age group in any village/gram panchayat /block

TEMPLATE - SECTION II

2.1 PROFILE OF CHILDREN				
2.1. A. CHILD POPULATION				
S. L. No.	AGE - GROUP	MALE	FEMALE	TOTAL
1.	Less than 6 years			
2.	6 – 10 years			
3.	10 - 14 years			
4.	14 - 18 years			
2.1.B. CHILD SEX RATIO				
S. L. No.	AGE - GROUP	SEX RATIO		
1.	0 – 3 years			
2.	0 – 6 years			
3.	0 – 18 years			
ADD ADDITIONAL INFORMATION / OBSERVATIONS ON THE ABOVE – REFER TO GUIDELINES ATTACHED				

GUIDELINES FOR SECTION III.1

For **Juvenile Justice Boards** the following details need to be looked at:

PART A:

- (i) How many Juvenile Justice Boards (JJBs) have been notified?
- (ii) How many JJBs have the required number of members?
- (iii) How many of these members have received requisite training?
- (iv) How many JJBs are situated near an Observation Home?
- (v) Amount provided per sitting as Sitting Allowance (Pl. mention Transport Allowance/Charges separately) :
- (vi) What is the average number of sittings in a week?
- (vii) How many ongoing cases are there with JJBs?
- (viii) Number of such cases ongoing for more than four months?
- (ix) Number of JJBs for which review of pendency has been conducted in the last six months, by a Chief Judicial Magistrate:

The section related to details of orders passed by the JJB can be seen in SECTION IV of this Template.

For **Child Welfare Committees (CWCs)** the following details need to be looked at:

PART A:

- (i) How many Child Welfare Committees (CWCs) have been notified?
- (ii) How many CWCs have the required number of members?
- (iii) How many of these members have received requisite training?
- (iv) How many CWCs are situated near a Shelter Home?
- (v) Amount provided per sitting as Sitting Allowance (Pl. mention Transport Allowance/Charges separately)
- (vi) Average number of sittings in a week:
- (vii) How many ongoing inquiries are there with CWCs?
- (viii) Number of such inquiries ongoing for more than four months?
- (ix) For how many CWCs has a review of pendency been conducted in the last six months, by the State Government?

PART B: ORDERS PASSED BY THE CWC

- (i) How many children have been brought before the CWCs in the past one year (Boys & girls separately)?
- (ii) Of these how many:
 - Have been restored to family?
 - Have been sent to a Childrens Home?
 - Have been sent to a Specialised Adoption Agency (SAA)?
 - Are still in a Shelter Home?
 - Have been transferred to another CWC/State?

Special Juvenile Police units, (SJPU) the following details need to be collated:

- Names of all police stations notified as SJPUs
- Number of Juvenile/Child Welfare Officers designated per police station

District child protection society/unit, (DCPS/DCPU) the following details need to be collated:

- Whether Staff has been recruited? How many? If not by when is it expected?
- Whether orientation/capacity building has been done?
- Whether Village, block and district level child protection committees have been constituted?

District /Sessions Court the following details need to be collated:

Are there any fast track, special courts (e.g. related to trafficking) or children's courts?
Is there a High Court in the district? Please provide details related to the same.

TEMPLATE - SECTION III

3.1. MAPPING EXISTING STRUCTURES & SERVICES WHICH DIRECTLY IMPACT CHILD PROTECTION			
S.L. NO.	NAME	ESTABLISHED ON	LOCATION
1.	CHILD WELFARE COMMITTEE		
2.	JUVENILE JUSTICE BOARD		
3.	SPECIAL JUVENILE POLICE UNIT		
4.	DISTRICT CHILD PROTECTION SOCIETY/UNIT		
5.	POLICE STATION / OUTPOST	NA	
6.	DISTRICT /SESSION COURT/S	NA	
ADD ADDITIONAL INFORMATION / OBSERVATIONS ON THE ABOVE – REFER TO GUIDELINES ATTACHED			

GUIDELINES FOR SECTION 3.1

Institutional services - the following details need to be collated:

- Number of Child Care Institutions (CCIs) in the district
- Number of CCIs not registered under JJ Act and reasons thereof
- Individual sheets on each home giving details of occupancy and capacity as per sanction and standards set by JJ Act and Rules. Information regarding which homes need upgradation in structures and services and where new homes are required etc., would be necessary. Also provide details of children above the age of 18.
- Likewise individual sheets on each Open Shelter giving infrastructural and programmatic details and also profile of children, especially reasons for being at the Open shelter
- Information about staff, training etc. as per ICPS norms.
- **Programme for Education in Homes/Open Shelters -**
 - ✓ How many Homes/Open Shelters have:
 - Education facility within the premises
 - Children attending school outside
 - Both of the above provided
 - No education programme
 - ✓ How many children in Homes/Open Shelters are:
 - Being provided education within the home/Open Shelter?
 - Attending school outside?
 - Not being given any formal education?
 - ✓ Vocational Training
 - List types of Vocational Training being provided
 - How many children have been trained in the last one year (please provide age - wise and gender - wise break up)

EXAMPLE:

KIND OF HOME		NUMBER OF HOMES		NUMBER OF CHILDREN					
				7-12 YEARS		13 -15 YEARS		16 YEARS AND ABOVE	
		GOVT. RUN	NON-GOVT. RUN	CAPACITY	ACTUAL	CAPACITY	ACTUAL	CAPACITY	ACTUAL
OBSERVATION HOME	Girls								
	Boys								
SPECIAL HOME	Girls								
	Boys								
PLACE OF SAFETY	Girls								
	Boys								

KIND OF HOME		NUMBER OF HOMES		NUMBER OF CHILDREN					
				6 -10 YEARS		11 -15 YEARS		16 YEARS AND ABOVE	
		GOVT. RUN	NON-GOVT. RUN	CAPACITY	ACTUAL	CAPACITY	ACTUAL	CAPACITY	ACTUAL
CHILDREN'S HOME	Girls								
	Boys								
SHELTER HOME	Girls								
	Boys								
OPEN SHELTERS	Girls								
	Boys								

TEMPLATE FOR SECTION III.1

7. CARE AND REHABILITATION SERVICES											
SL. NO	NAME	TYPE – GOVT/NGO/ NGO WITHOUT GOVT SUPPORT	NUMBER	LOCATION (LIST)	NO. OF CHILDREN		NO. OF CHILDREN		NO. OF CHILDREN WITH SPECIAL NEEDS		WHETHER PROVISIONS FOR CHILDREN WITH SPECIAL NEEDS EXIST
					CAPACITY	ACTUAL	BOY	GIRL	BOY	GIRL	
7.1	OBSERVATION HOME										
7.2	SPECIAL HOME										
7.3	CHILDREN'S HOME										
7.4	SHELTER HOME										
7.5	PLACE OF SAFETY										
7.6	OPEN SHELTERS										
ADD ADDITIONAL INFORMATION / OBSERVATIONS ON THE ABOVE INCLUDING DETAILS ON EACH INSTITUTION – REFER TO GUIDELINES ATTACHED											

GUIDELINES FOR SECTION III.1 - Non – Institutional Services:

Adoption: Information must include details of LAPAs/RIPA, not yet registered with CARA or not notified as a Specialised Adoption Agency and status of registration as on date.

Sponsorship: information must include details of age - wise break up of how many children are benefiting and names of organisations.

Foster Care: information must include details of age - wise break up of how many children are benefiting and names of organisations.

After Care: information must include details of age - wise break up of how many children are benefiting and names of organisations.

For each Specialised Adoption Agency:

NAME OF SAA				NUMBER OF CHILDREN		NO. OF CHILDREN ADOPTED IN THE PAST 1 YEAR		NO. OF PROSPECTIVE ADOPTIVE PARENTS WAITING FOR A CHILD		CHILDREN AWAITING CLEARANCE FOR ADOPTION	
GOVT. RUN		NON- GOVT. RUN		CAPACITY	ACTUAL	IN - COUNTRY	INTER - COUNTRY	IN - COUNTRY	INTER - COUNTRY	IN – COUNTRY	INTER - COUNTRY
REGISTERED FOR IN-COUNTRY ADOPTION ONLY	REGISTERED FOR INTER - COUNTRY ADOPTION	REGISTERED FOR IN - COUNTRY ADOPTION ONLY	REGISTERED FOR INTER - COUNTRY ADOPTION								

TEMPLATE - SECTION III.1

8. NON INSTITUTIONAL SERVICES								
SL. NO	NAME	NUMBER OF PROGRAMME/ ORGANISATIONS		LOCATION/COVERAGE	NO. OF CHILDREN		NO. OF CHILDREN	
		GOVT	NON GOVT		CAPACITY	ACTUAL	BOYS	GIRLS
8.1	ADOPTION (LAPA/RIPA, NOT REGISTERED AS SAA)							
8.2	SPECIALISED ADOPTION AGENCY (SAA)							
8.3	CRADLE BABY RECEPTION CENTRES				NA			
8.4	SPONSORSHIP							
8.5	FOSTERCARE							
8.6	AFTERCARE							
ADD ADDITIONAL INFORMATION / OBSERVATIONS ON THE ABOVE INCLUDING DETAILS OF WHETHER CENTRAL/STATE GOVERNMENT SUPPORTED OR PRIVATE- REFER TO GUIDELINES ATTACHED								

GUIDELINES FOR SECTION III.1 - EMERGENCY OUTREACH SERVICES:

How many calls being received in a day and for what purpose?

What are the kind of referrals/services being provided?

What are the other activities of nodal, collab and support?

Community based child protection interventions and other interventions impacting children:

In this section information is needed about interventions at the community level that address concerns related to Child Protection such as an anti trafficking network, adolescent groups, bal panchayats etc. that work on preventing trafficking, child marriage & child labour. Also information pertaining to other programmes countering violence against women and promoting empowerment such as self help groups, mahila samakhyas, MFIs. Details of other child protection committees would also be useful for purpose of planning convergence.

TEMPLATE FOR SECTION III.1

9. EMERGENCY OUTREACH SERVICES				
9.1 CHILDLINE SERVICES (1098)				
LOCATION	IN OPERATION SINCE - _____	NODAL ORGANISATION		
		COLLABORATIVE ORGANISATION		
		SUPPORT ORGANISATION		
		SUB - CENTRE		
9.2 OTHER HELPLINES				
NAME & IMPLEMENTING AGENCY	GOVT/NONGOVT	DEDICATED NUMBER	PURPOSE	COVERAGE
ADD ADDITIONAL INFORMATION / OBSERVATIONS ON THE ABOVE INCLUDING DETAILS OF WHETHER CENTRAL/STATE GOVERNMENT SUPPORTED OR PRIVATE- REFER TO GUIDELINES ATTACHED				

10. COMMUNITY BASED CHILD PROTECTION INTERVENTIONS AND OTHER IINTERVENTIONS IMPACTING CHILDREN					
SL. NO	NATURE OF INTERVENTION AND FOCUS AREA/S (ISSUES)	IN OPERATION SINCE	GEOGRAPHIC COVERAGE	KEY STRATEGIES AND PROGRAMMES	IMPLEMENTING PARTNERS AND ALLIANCES WITH DISTRICT ADMINISTRATION/NGOS
ADD ADDITIONAL INFORMATION / OBSERVATIONS ON THE ABOVE INCLUDING DETAILS OF BEST PRACTICES AND BENEFICIARIES - REFER TO GUIDELINES ATTACHED					

GUIDELINES FOR SECTION III.2 SERVICES IMPACTING CHILDREN'S LIVES

EARLY CHILDHOOD CARE		
No of ICDS Projects		
No of AWCs		
No of AWWs		
No of CDPOs		
No of Supervisors		
No of children attending pre-school education under ICDS scheme	Total	
	Girls	
	Boys	
Number of children enrolled in crèches	Total	
	Girls	
	Boys	

No of Schools block-wise break	PPS	
	PS	
	MS	
	HS	
	RESIDENTIAL	

Gross Enrolment Ratio	Classes I – IV	Boys		Girls	
	Classes V – VIII	Boys		Girls	
Gross Drop-Out ratio	Classes I – IV	Boys		Girls	
	Classes V – VIII	Boys		Girls	

How many NCLP Classes block-wise?				
TOTAL No of children enrolled in NCLP Classes:	Boys		Girls	
Number of SSA run HTR or bridge course Centres (Rural/ Urban) blockwise				
TOTAL No of children enrolled in HTR Centres:	Boys		Girls	

NUMBER OF KGBV SCHOOLS IN EACH BLOCK	
No of girls enrolled in KGBV schools:	

NUMBER OF OTHER RESIDENTIAL SCHOOLS IN EACH BLOCK INCLUDING SC/BC HOSTELS	
No of girls enrolled in such schools:	

TEMPLATE – SECTION III.2

3.2. MAPPING EXISTING STRUCTURES & SERVICES: SERVICES WHICH IMPACT CHILD PROTECTION					
S.L. NO.	NAME	NUMBER			
		GOVT	PRIVATE	GOVT. AIDED	TOTAL
1.	CRECHES				
2.	ANGANWADIS				
3.	SCHOOLS	PRE PRIMARY			
		PRIMARY			
		MIDDLE SCHOOLS			
		HIGHER SECONDARY			
		RESIDENTIAL SCHOOLS			
	NCLP SCHOOLS				
4.	COLLEGES				
5.	ITIs/ VOCATIONAL CENTRES				
6.	HOSPITALS				
7.	PRIMARY HEALTH CENTRES/				
8.	HEALTH SUB CENTRES				
9.	SELF HELP GROUPS INCLUDING MICRO FINANCE INSTITUTIONS				
<p>PLEASE ATTACH AN ANNEX CONTAINING DETAILS OF EACH OF THE ABOVE MENTIONED SERVICES AS ON DATE INCLUDING LOCATION OF EACH, NUMBERS ENROLLED FROM POINT 1- 3 AND DROPOUT RATE FOR WHAT AVAILABLE - – REFER TO GUIDELINE ATTACHED</p>					

GUIDELINES FOR SECTION IV - Key child protection concerns in the district:

S.L. NO.	ISSUE	DESCRIPTION (NATURE &, MAGNITUDE)	NAME OF BLOCK/ TALUK/ GP/VILLAGE	QUANTITATIVE DATA/ INFORMATION	ANY OTHER RELEVANT INFORMATION	EXISTING INTERVENTIONS	ADDITIONAL SERVICES REQUIRED
E.G.	CHILD MARRIAGE	1. How prevalent is it? 2. Causes including social norms & recent developments if any 3. Does it affect both girls and boys in the same way? 4. Trend in terms of age at marriage? case studies			1. Communities & groups where more common direct and indirect impact – child marriage resulting in a girl being trafficked	1. E.G. Awareness programme undertaken by Self help groups or an adolescent girls club 2. Tracking systems for school dropouts, missing children 3. Special education facilities for girls	

Children in Conflict with law: PART B OF THE JJB DETAILS:

Include these details, available with the Juvenile Justice Boards (JJBs):

How many children have been brought before the JJBs in the last 1 year (Boys & girls separately)?

- Petty Offences
- Serious offences

Of these how many:

- Have been released on bail?
- Sent to Observation Homes?

Number of Cases where decision has been made & the child is:

- Not found guilty
- Sent to Special Homes
- Sent to a Place of Safety
- Any other order passed (including community service, release on probation of good conduct, fine etc.)

TEMPLATE - SECTION IV

4. KEY CHILD PROTECTION CONCERNS IN THE DISTRICT							
S.L. NO.	ISSUE	DESCRIPTION (NATURE &, MAGNITUDE)	NAME OF BLOCK/ TALUK/ GP/VILLAGE	QUANTITATIVE DATA/ INFORMATION	ANY OTHER RELEVANT INFORMATION INCLUDING COMMUNITIES & GROUPS	EXISTING INTERVENTIONS	ADDITIONAL SERVICES REQUIRED
1.	CHILDREN WITHOUT FAMILY CARE – ABANDONED/ SURRENDERED/ORPHANED						
2.	CHILD ABUSE – PHYSICAL/SEXUAL/EMOTIONAL (NEGLECT)						
3.	CHILD TRAFFICKING (PURPOSE)						
4.	COMMERCIAL SEXUAL EXPLOITATION OF CHILDREN						
5.	CHILD MARRIAGE						
6.	CHILD LABOUR						
7.	CHILDREN LIVING/WORKING ON THE STREETS						

S.L. NO.	ISSUE	DESCRIPTION (NATURE &, MAGNITUDE + GENDER DIVIDE)	NAME OF BLOCK/TALUK/ GP/VILLAGE AFFECTED	QUANTITATIVE DATA/INFORMATION	ANY OTHER RELEVANT INFORMATION INCLUDING COMMUNITIES & GROUPS	EXISTING INTERVENTIONS	SERVICES REQUIRED
8.	CHILDREN AFFECTED BY HIV/AIDS						
9.	CHILDREN WITH SPECIAL NEEDS (DISABILITIES, MENTAL HEALTH)						
10.	CHILDREN AFFECTED BY NATURAL/MAN MADE CALAMITIES						
11.	CHILDREN AFFECTED BY CIVIL UNREST						
12.	CHILDREN AFFECTED BY SUBSTANCE ABUSE						
13.	ANY ISSUES SPECIFIC TO GIRLS						
14.	ANY OTHER FORM OF VIOLENCE WHICH IMPACTS CHILDREN (E.G. DOMESTIC VIOLENCE)						
ADD ADDITIONAL INFORMATION / OBSERVATIONS ON THE ABOVE - - REFER TO GUIDELINES ATTACHED							

S.L. NO.	ISSUE	DESCRIPTION (NATURE &, MAGNITUDE + GENDER DISAGGREGATED DATA)	NAME OF BLOCK/TALUK/ GP	QUANTITATIVE DATA/INFORMATION – NUMBERS IN LAST 1 YEAR	ANY OTHER RELEVANT INFORMATION INCLUDING COMMUNITIES & GROUPS	EXISTING INTERVENTIONS	SERVICES REQUIRED
15.	CHILDREN IN CONFLICT WITH LAW	PETTY CRIMES					
		SERIOUS OFFENCES					
		REPEAT OFFENDERS					

ADD ADDITIONAL INFORMATION / OBSERVATIONS ON THE ABOVE - – REFER TO GUIDELINES ATTACHED