

Curriculum for Refresher Training of Instructors/ Trainers of AWTCs/MLTCs/STIs

*Duration: 7 Days

Working Days: 5 Days

Batch Size: 20

Objectives

- Assess training needs of Instructors/Trainers of AWTCs/MLTCs/STIs
- Provide a forum for sharing experiences in organising ICS training programmes
- Appraise participants of recent development & trends in ICDS programme, and in the area of early childhood care and development including nutrition and health care.
- Sharpen communication, supervisory and training skills
- Update their knowledge adopting systematic approach to training while planning and organising a training programme.

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| <ol style="list-style-type: none">*1. Inclusive of half day each for arrival and departure of the participants.2. Exclusive of holidays falling during the programme. |
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Key Elements

- Child Centered Development Approach
- Life Cycle Basis for Interventions
- Child's Rights Perspective
- Gender Sensitivity
- Emphasis on Preventive Approaches to Malnutrition & Disability
- Reaffirming Sound Traditional Child Care Practices
- Family Focused and Community-Based Approach
- Enabling Joyful Learning Environment
- Focus on Under Threes
- Communication and Counselling Skills
- Self Evaluation and Self Assessment

Learning Goals

- Planning and Management of ICDS Training
- Supervision and Monitoring of ICDS Training
- ICDS Programme and Services
- Importance of Early Childhood Care & Development
- Nutritional Assessment and Counselling for young Children
- Management of Childhood Illness
- Training Methodology and Techniques
- Training & Communication Skills
- Leadership, Motivation and Team Building Skills
- Self Appraisal and Evaluation

Methodology

- Use of Participatory Learning Techniques
- Learning through Role play, Group Work and Group discussions
- Hands on experience via Mock sessions, Practice Exercise and Supervised Practice
- Self Learning

Instructions for the Course Director

- Instructions for Class Assignments/Mock Sessions/Supervised Practice are at Annexure I.
- At the end of the day, instructions for the Class Assignment/Field Visit for the next day may be given by the Course Director.
- Course Director is to provide all the documents/reading material required for such assignments.
- As it is a residential course, participants can start the work in their groups in the evening.
- Everyday, from Day 2 onwards between 9.00 - 9.15 a.m., one of the participants may be asked to give feedback of the previous Day. Class Assignment may also be submitted at

Programme Schedule for Refresher Training of Trainers of AWTCs/MLTCs/STIs

Days	Session-I 9.00 a.m. – 11.00 a.m.	Session II 11.00 a.m. – 1.00 p.m.	1.00 p.m. – 2.00 p.m.	Session III 2.00 – 4.00 p.m.	Session IV 4.00 – 5.30 p.m.
Day 1	<ul style="list-style-type: none"> • Registration (9.00 am – 9.30 pm) ◆ Welcome and Introduction (9.30 a.m. – 10.00 a.m.) 	Sharing of Experiences in Organizing Training Programmes + Listing of Training Needs, Problems and Constraints (10.00 a.m. – 1.15 p.m.)	L U N C H	Emerging Issues & Social Problems Concerning Survival and Development of Children & Women (2.15a.m. – 3.30 p.m.)	New Govt. Programmes and Policies Concerning Children and Women and ICDS Instructions and Guidelines Issued by DWCD, GOI (3.30 a.m. – 5.30 p.m.)

Note: Instructions for class Assignments/Mock Sessions/Supervised Practice are at Annexure I – For Session II .

Days	Session I 9.15 – 10.30 am	Session I 9.15 a.m. – 10.30 a.m.	Session II 10.30 – 12.00 noon	Session III 12.00 noon – 1.15 p.m.	1.15 pm – 2.15 pm	Session III 2.00 – 4.00 pm	Session IV 4.00 – 5.30 pm
Day 2	Games/ Feedback of Previous Day	<p>Review of ICDS Programme: (Group Work)</p> <p>Group 1 : Objectives, Beneficiaries Services (only name) and Organizational Set up</p> <p>Group 2 : Role and Job Responsibilities of ICDS Functionaries & Trainers of AWTCs/MLTCs/STIs</p> <p>Group 3 : Management of an AWC</p> <p>Group 4 : Approach & Set up for ICDS Training and Essentials for Training at AWTCs/MLTCs/STIs</p> <p>Presentation of Group Reports and Discussion on Emerging Trends in ICDS Programme</p>	<p>Communication & Counselling Skills Required by Trainers of AWTCs/ MLTCs/ STIs</p> <p style="text-align: center;">+</p> <p>Role Play by Participants</p>	<p>Review of Early Childhood Care & Education Component of ICDS Programme</p> <p style="text-align: center;">+</p> <p>Demonstration of Early Childhood Stimulation Activities</p>	<p>L</p> <p>U</p> <p>N</p> <p>C</p> <p>H</p>	<p>Activities for Pre School Education and Low Cost Material</p> <p style="text-align: center;">+</p> <p>Demonstration by Trainers</p>	<p>Planning and Organising Pre-school Education Programme at AWC</p> <p style="text-align: center;">+</p> <p>Class Assignment</p>

* **Duration:** Instructions for Class Assignments/Mock Sessions/Supervised Practice are at Annexure I – For Session I,II,III, IV & V

Days	9.00 am – 9.15 am	Session I 9.15 – 11.00 am	Session II 11.00 – 1.00 pm	1.00 pm – 2.00 pm	Session III 2.00 – 4.00 pm	Session IV 4.00 – 5.30 pm
Day 3	Games/ Feedback of Previous Day	Review of Planning and Organising Nutrition Services at AWC - Demonstration on “Use of NHE Kit - Film on Breastfeeding + Mock Session by Participants	Review of Planning and Organising Health Services at AWC and Management of Childhood Illnesses and Common Ailments + Demonstration on Use of Medicine Kit + Role Play by Trainers on Treating a Sick Child	L U N C H	Review of Community Participation in ICDS and Techniques for Mobilizing and Eliciting Community Participation Film on Community Participation + Mock Session by Participants	Review of IEC in ICDS Programme and Advocacy for ICDS or For Issues Concerning Children and Women Mock Session by Participants

Note: Instructions for Class Assignments/Mock Sessions/Supervised Practice are at Annexure I – For Session I, II, III & IV.

Day 4	Session I 9.00 – 11.00 am	Session II 11.00 – 1.00 pm	1.00 – 2.00 pm	Session III 2.00 – 4.00 pm	Session IV 4.00 – 5.30 pm
Day 4	<p>For Trainers of AWTCs</p> <ul style="list-style-type: none"> • Job & Refresher Training Syllabi for AWWs and Helpers <p>For Trainers of MLTCs</p> <ul style="list-style-type: none"> • Job & Refresher Training Syllabi for Supervisors • Orientation & Refresher Training Syllabi of Trainers of AWTCs <p>For Trainers of STIs</p> <ul style="list-style-type: none"> • Job & Refresher Training Syllabi for CDPOs/ACDPOs • Orientation & Refresher Training Syllabi for AWTCs <p>(9.00 am – 11.30 am)</p>	<p>Management of a Training Programme at AWTCs/MLTCs/STIs</p> <p>(11.30 am – 1.00 pm)</p>	<p>L</p> <p>U</p> <p>N</p> <p>C</p> <p>H</p>	<p>Review of Training Techniques and Material (Group work)</p> <p>(2.00 pm – 3.45 pm)</p>	<p>Planning & Organising a Training Programme</p> <p>(Class Assignment and Presentation)</p> <p>Instructions for Field Visit on Day 5</p> <p>(3.45 pm – 5.30 pm)</p>

Note : Instructions for Class Assignments/Mock Sessions/Supervised Practice are at Annexure I for Session IV.

Day	Session I 9.00 – 11.00 am	Session II 11.00 – 1.00 pm	1.00 – 2.00 pm	Session III 2.00 – 4.00 pm	Session IV 4.00 – 5.30 pm
Day 5	Observational Visit to AWC			Feedback and Bridging the Learning Gaps	Concluding Session

Note : Instructions for Class Assignments/Mock Sessions/Supervised Practice are at Annexure I-For Session I, II & III

Refresher Training of Instructors/Trainers of AWTCs/MLTCs/STIs

Instructions for Class Assignments, Mock Sessions and Supervised Practice

Day	Session	Topic	Class Assignment	Instructions
Day 1	II	Sharing of Experiences in Organising Training Programme		<ul style="list-style-type: none"> • Participants may be asked to come prepared with information regarding Organising Training Programmes and 'Problems & Constraints' faced by them. • As per the discussion, the Course Director is to list <ol style="list-style-type: none"> i) Training Needs; and to see if these can be met during the course. ii) Constraints and Problems faced by Trainers of AWTCs/MLTCs/STIs <p>Note: Information and feedback of session II is to be Sent to NIPCCD HQs</p>

Day	Session	Topic	Class Assignment	Instructions
Day 2	I	Review of ICDS Programme	Group Work	<p>Trainees may be divided into 4 groups for the following presentations:</p> <p>Group A: Objectives, services, (only name) beneficiaries and organizational set up.</p> <p>Group B: Role & Job responsibilities of ICDS functionaries & trainers of AWTCs/MLTCs/STIs</p> <p>Group C: Management of an Anganwadi Centre</p> <p>Group D: Approach and set up for ICDS Training and Essentials for Training at AWTCs/MLTCs/STIs</p> <ul style="list-style-type: none"> Resource person should appraise the participants of Emerging Trends in ICDS Programme
Day 2	II	Communication & Counselling Skills Required by Trainers of AWTCs/MLTC/STIs	Role Play by trainees	<ul style="list-style-type: none"> After the discussions, divide the trainees into 2 groups. Each group will do a role play exhibiting communication & counselling skills on the following topics: <ul style="list-style-type: none"> i. Counselling a mother to take the sick child immediately to hospital. ii. Counselling a mother of four children to send her eldest daughter to school <p style="text-align: center;">or</p> Any other topic suggested by the trainees.
Day 2	III	Review of Early Childhood Care & Education Component of ICDS Programme	Demonstration on Early Childhood Stimulation Activities by Participants	<ul style="list-style-type: none"> After the discussion, ask 2/3 participants to demonstrate selected age specific Early Childhood Stimulation activities

Day	Session	Topic	Class Assignment	Instructions
Day 2	IV	Activities for PSE and Low Cost Material	Demonstration of PSE Activities with Low Cost PSE Material	<ul style="list-style-type: none"> • Course Director/Resource Person is to explain PSE Activities as per each domain of child development and demonstrate selected ones with the help of low cost material • Course Director is to give Demonstrations on Use of PSE Kit
Day 2	V	Planning & Organising PSE Programme at AWC	Plan for Organising PSE Activities at AWC	<ul style="list-style-type: none"> • After the discussions, participants may be divided into 4 groups to prepare plan for organising PSE activities • Each group will prepare Plan for organising PSE activities at AWC for a day/week including sequence of activities, time allocation for each activity, support material and Time Table • Group Presentation & Discussion

Day	Session	Topic	Class Assignment	Instructions
Day 3	I	Review of Planning & Organising Nutrition Services at AWC	<ul style="list-style-type: none"> Mock Session by Participants <p style="text-align: center;">+</p> <p>Demonstration on Use of NHE Kit</p>	<ul style="list-style-type: none"> After the review of Nutrition services under ICDS programme. Trainees may be divided into 3 groups for the Mock Session on the following: <ul style="list-style-type: none"> Group A: Organising Supplementary Nutrition including procurement, distribution & storage Group B: Practice exercise on Growth Monitoring – Assessment of correction of age, weighing, plotting weight and interpretation of growth curve. Group C: Organising Nutrition & Health Education session for mothers or topic of choice by participants <p>Discussion after each Mock Session; Trainers to give inputs wherever required</p>
Day 3	II	Review of Planning & Organising Health Services and Management of Childhood Illness & Common Ailments	Demonstration by Trainers/Role Play by Trainers	Demonstration by Trainers on use of Medicine Kit for common ailments and childhood illnesses

Day	Session	Topic	Class Assignment	Instructions
Day 3	III	Review of Community Participation in ICDS and Techniques for Mobilizing and Eliciting Community Participation	Mock Session by Participants	<p>Trainees to be divided into 3 groups for Mock Session on following techniques:</p> <p>Group 1 PLA Techniques: Chapati Diagram/ Seasonality for identification of common Childhood illness in children</p> <p>Group 2 Community meeting for utilisation of services under ICDS</p> <p>Group 3 Nukkad Natak/Street Play for creating awareness regarding ICDS programme and Services.</p>
Day 3	IV	Review of IEC in ICDS Programme and Advocacy for ICDS or for Issues Concerning Children & Women	Plan an Advocacy Campaign`	<ul style="list-style-type: none"> • After the review of IEC in ICDS, participants to be divided into 4 Groups to prepare an Action Plan for Advocacy Campaign on ICDS or on any issue concerning children and women. • Presentation of Action Plan and Discussion

Day	Session	Topic	Class Assignment	Instructions
Day 4	IV	Planning & Organising a Training Programme	Plan of Organising a Training Programme for AWWs	<ul style="list-style-type: none"> • Participants to be divided into 3 groups and each group will Plan a Training programme based on systematic approach to training including: <ul style="list-style-type: none"> - Training Needs Assessment - Reading/Background Material and - Suitable Training Methods and aids
Day 5	I-III	Observational Visits to AWC	<ul style="list-style-type: none"> • Supervised Practice: Placement in an AWC is to give participants hands - on experience to sharpen their supervisory and monitoring skills as well as actually organise some of the activities • Trainers should supervise the participants closely and give on the spot guidance wherever required 	<ul style="list-style-type: none"> • Course Director is to plan the visit much in advance by keeping the following in mind: <ul style="list-style-type: none"> • Contacting CDPO of ICDS Project • Trainers – Trainee Ratio for Supervised is to be 1:6 • Course Director is to prepare Time Plan for Supervised Practice • Participants in groups of two are to be placed at an AWC for Supervision and Monitoring of delivery of Services as per the check list given. • Participants are also to monitor growth of 2/3 children, organise NHE session and check Records and Registers maintained at AWC.

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