

## 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"><li>*1. Inclusive of half day each for arrival and departure of the participants.</li><li>2. Exclusive of holidays falling during the programme.</li></ol> |
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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"> <li>• Registration (9.00 am – 9.30 pm)</li> <li>◆ Welcome and Introduction  (9.30 a.m. – 10.00 a.m.)</li> </ul>	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	<b>Review of ICDS Programme: (Group Work)</b> <b>Group 1</b> : Objectives, Beneficiaries Services (only name) and Organizational Set up <b>Group 2</b> : Role and Job Responsibilities of ICDS Functionaries & Trainers of AWTCs/MLTCs/STIs <b>Group 3</b> : Management of an AWC <b>Group 4</b> : Approach & Set up for ICDS Training and Essentials for Training at AWTCs/MLTCs/STIs  Presentation of Group Reports and Discussion on Emerging Trends in ICDS Programme	Communication & Counselling Skills Required by Trainers of AWTCs/ MLTCs/ STIs  +  <b>Role Play by Participants</b>	Review of Early Childhood Care & Education Component of ICDS Programme  +  <b>Demonstration of Early Childhood Stimulation Activities</b>	<b>L</b>  <b>U</b>  <b>N</b>  <b>C</b>  <b>H</b>	Activities for Pre School Education and Low Cost Material  +  <b>Demonstration by Trainers</b>	Planning and Organising Pre- school Education Programme at AWC  +  <b>Class Assignment</b>

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

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

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

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

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

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

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

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

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"> <li>• 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</li> <li>• Course Director is to give Demonstrations on Use of PSE Kit</li> </ul>
Day 2	V	Planning & Organising PSE Programme at AWC	Plan for Organising PSE Activities at AWC	<ul style="list-style-type: none"> <li>• After the discussions, participants may be divided into <b>4 groups</b> to prepare plan for organising PSE activities</li> <li>• 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</li> <li>• Group Presentation &amp; Discussion</li> </ul>

Day	Session	Topic	Class Assignment	Instructions
Day 3	I	Review of Planning & Organising Nutrition Services at AWC	<ul style="list-style-type: none"> <li>Mock Session by Participants</li> </ul> <p style="text-align: center;">+</p> <p><b>Demonstration on Use of NHE Kit</b></p>	<ul style="list-style-type: none"> <li>After the review of Nutrition services under ICDS programme. Trainees may be divided into <b>3 groups</b> for the Mock Session on the following: <ul style="list-style-type: none"> <li><b>Group A:</b> Organising Supplementary Nutrition including procurement, distribution &amp; storage</li> <li><b>Group B:</b> Practice exercise on Growth Monitoring – Assessment of correction of age, weighing, plotting weight and interpretation of growth curve.</li> <li><b>Group C:</b> Organising Nutrition &amp; Health Education session for mothers or topic of choice by participants</li> </ul> </li> </ul> <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 <b>3 groups</b> for Mock Session on following techniques:</p> <p><b>Group 1</b> PLA Techniques: Chapati Diagram/ Seasonality for identification of common Childhood illness in children</p> <p><b>Group 2</b> Community meeting for utilisation of services under ICDS</p> <p><b>Group 3</b> 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"> <li>• After the review of IEC in ICDS, participants to be divided into <b>4 Groups</b> to prepare an Action Plan for Advocacy Campaign on ICDS or on any issue concerning children and women.</li> <li>• Presentation of Action Plan and Discussion</li> </ul>

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"> <li>• Participants to be divided into <b>3 groups</b> and each group will Plan a Training programme based on systematic approach to training including: <ul style="list-style-type: none"> <li>- Training Needs Assessment</li> <li>- Reading/Background Material and</li> <li>- Suitable Training Methods and aids</li> </ul> </li> </ul>
Day 5	I-III	Observational Visits to AWC	<ul style="list-style-type: none"> <li>• 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</li> <li>• <b>Trainers</b> should supervise the participants closely and give on the spot guidance wherever required</li> </ul>	<ul style="list-style-type: none"> <li>• Course Director is to plan the visit much in advance by keeping the following in mind: <ul style="list-style-type: none"> <li>• Contacting CDPO of ICDS Project</li> <li>• Trainers – Trainee Ratio for Supervised is to be 1:6</li> <li>• Course Director is to prepare Time Plan for Supervised Practice</li> <li>• 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.</li> <li>• Participants are also to monitor growth of 2/3 children, organise NHE session and check Records and Registers maintained at AWC.</li> </ul> </li> </ul>

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