

## Terms of Reference for Hiring Support Agency:

### Development of a Documentary Film on Child protection Mechanism at Schools

#### 1. Background

Regional Centre for Development Cooperation (RCDC) is a development resource organization working in the field of community based natural resource management in Odisha and its neighboring states since 1993. It works with multiple stakeholders including government, NGOs, networks and local communities to bring about a qualitative change in water resource management approaches of the state so as to ensure safe drinking water to project areas. Its activities include demonstration field projects on community based water resource management, democracy and governance, advocacy and lobbying to uphold livelihood rights, research, documentation and publication and circulation of public education material and training and institutional capacity building. The aim of RCDC is to make children and youths healthy, secured, educated, confident, skilled and Involved and families economically self-reliant.

RCDC is currently working on child development programme in collaboration with ChildFund India in Nuapada and Kalahandi districts. RCDC is started working with community in comprehensive development, water and sanitation at community as well as in schools, education, livelihood, participation, protection of deprived ,excluded and vulnerable children by enhancing their access to quality services and reducing inequalities and discrimination. The objective of the programme is “To create a protective and enabling environment for children free from abuse, neglect, exploitation and violence.” The core programme of the project is that children have an improved knowledge and access to child protection services. Children are valued in the society and their rights are protected and exercised by parents and caregivers and Children are act as change agent and exercised their rights. The children in schools through discussions are made aware of the importance of Child Protection mechanism, bad touch and good touch, use of effective toilets, safety and privacy of girl children in schools.

Children have the inalienable right to protection and safeguarded from all forms of abuse, maltreatment and harm, and this applies to all children in all settings including educational environment.

Under Article 19 of the UNCRC, the state has an obligation towards child protection in school or any educational setting . The authorities, teachers and other adults engaged in the process of schooling and teaching are therefore duty bound to provide an environment that supports and promotes children’s dignity, development and protection.

As children spend a significant part of their childhood and formative years in schools, it is imperative that the ambience in schools is positive and nurturing, where they feel safe and secure on the premises and with the care providers. Sense of safety and wellbeing is also instilled in students when action is taken against misconduct or abuse, such as corporal punishment, discriminatory practices, bullying and other forms of verbal, emotional or sexual abuse, by teachers, other personnel and other students. Any form of humiliating and abusive treatment is not only a violation of the child’s right to protection from violence, but also counter-productive to learning and development, which are the primary purposes of schooling.

This documentary film is intent to aware the Children, parents, SMC and schools’ teachers and other administrative staffs on different Child protection issues and mechanism to ensure school’s commitment to safeguard children from harm and abuse.

## 2. Objectives of the assignment

The specific objectives of the assignment are to developing documentary films:

- To promote a safe and positive environment in school, conducive for learning and development, in partnership with children
- To aware the children, parents and SMC on the roles and responsibilities and accountability of school authorities and other stakeholders
- To enable staff and others recognize signs of abuse or situation when a child may require protection and help; and importantly enable them to report or bring to the notice of the concerned authority for immediate action
- To documents the mechanisms for monitoring and review of the implementation of the child protection standards to aware the community.
- To Aware and sensitized the children on children protection issues with in the schools and build their knowledge on mechanism to response.

## 3. Scope of the assignment

- ❖ This documentary film will be a material that can used to aware the children and community on Child rights and protection majorly focused to school level child protection.
- ❖ This documentary film would be a systematically collection of information on child protection issues in schools of Odisha both residential and day schools. Particularly:
  - Bad touch and good touch
  - Corporal punishment, discrimination and even bullying.
  - Physical, verbal and sexual abuses
- ❖ At the same time this documentary film will endeavor to map all Child protection mechanism in school for knowledge building and awareness.
  - Child protection Policy in school.
  - Role of ChildLine, VLCPC and PRI
  - Role and responsibility of PRI and teachers.
  - Community level mechanism

## 4. Methodology

In consultation with RCDC, OCPCR, Education department of Odisha and ChildFund the consultant will finalise the script of the documentary film. With due permission videography of school staff and premises and children's participation in the film. Sharing of draft film with RCDC and ChildFund and finalise the film as per the feedback and suggestion.

Language of the film is Odia. The voice over should be in Odia with running English subtitles.

The time duration of film should be 25 minutes.

## 5. Deliverables

Documentary film in CD ROM with appropriate Brading.

## 6. Time Frame

30 days , from date of agreement signing.

## 7. Suggested Expertise

The consultant/agency should have:

- Sound understanding of thematic areas related to Child psychology and child protection especially on the child protection policy for School.
- Have experience of developing of documentary film, script writing on different issues related to Child.
- Appropriate experience of conducting research and have clear understanding of Odisha rural areas.

## 8. Proposal submission process

The consultant/agency will have to submit only relevant work experience and resume of key team members. RCDC and ChildFund will shortlist the consultant/agency and will call for discussion and will finalize the consultant/agency for the proposed action.

The proposal should be submitted in English and contain three main parts:

1. Executive summary
2. General and Technical
3. Commercial

Part 1 &2 may be bound together but part 3 must be kept separately to facilitate separate independent evaluation of technical and commercial tenders.

<b>Part A – Executive Summary</b>	This should be a brief overview of your tender covering how you intend to achieve the outputs.	
<b>Part B – General and Technical Tender</b>	Your General and Technical Tender should be structured in 2 sections:	
	Section 1: Qualifications and suitability to the position /	Provide your qualifications and suitability for the position (consultant CV, covering letter stating the suitability, details of previous similar assignments successfully completed etc.)

	Section 2: Technical Response	This section should provide details about how you are planning to achieve the objectives with high quality outputs.  (it should not exceed more than 5 page)
<b>Part C – Commercial Tender</b>	The prices should be quoted in Indian Rupees. The commercial tender should contain the number of days required for completing each task mentioned above and the daily rate of consultant.	

The last date for submission of proposals is 15<sup>th</sup> March, 2019 and should be sent by e mail to [rcdcbsr@gmail.com](mailto:rcdcbsr@gmail.com) by close of application 15<sup>th</sup> March, 2019.