

Government of Odisha
Women & Child Development Department

No. WCD-ICDS-G-SCHM-0034-2020 27662 /WCD, Dtd 26.11.2024

From

Sri N.C Jyotiranjana Nayak, OAS (SAG)
Additional Secretary to Government

To

The All District Social Welfare Officer

Sub: Guidelines on "Pre-School Kit /ECCE (including Training/Skilling of AWW)" for the FY-2024-25 .

Madam/Sir,

In inviting a reference to the subject cited above, I am directed to say that, Funds sanctioned towards "Pre-School Kit /ECCE (including Training/Skilling of AWW)" has been allotted to each AWC/ Mini AWC for the FY 2024-25 vide Letter No. 19543 dtd. 02.09.2024 . The guidelines for the FY 2023-24 shared vide Letter No. 24279 dtd. 02.11.2023 should be followed for expenditure for the FY 2024-25. This has been discussed in the Video conference on Dtd. 19.11.2024.

Detailed guidelines as above and 'KotieHasa' is enclosed for reference.

Yours faithfully,


26/11/2024

Additional Secretary to Govt.

Memo No. 27663 /WCD, Date 26.11.2024

Copy submitted to OSD to Principal Secretary to Govt., W&CD Department for kind information of Principal Secretary to Govt.


26/11/2024

Additional Secretary to Govt.

Memo No. 27664 /WCD, Date 26.11.2024

Copy submitted to Sr. PS to Director, ICDS & SW, W&CD Department for kind information of Director, ICDS & SW.


26/11/2024

Additional Secretary to Govt.



Government of Odisha
Women & Child Development Department

No. WCD-ICDS-G-SCHM-0034-2020- 24279 /WCD, Dtd 02/11/2023

From

Durga Prasad Maharana, OAS
Additional Secretary to Government

To

All DSWOs

Sub: Guidelines on "Pre-School Kit /ECCE (including Training/Skilling of AWW)" for the FY-2023-24.

Madam/Sir,

In inviting a reference on the subject cited above, I am directed to enclose herewith the guidelines on "Pre-School Kit /ECCE (including Training/Skilling of AWW)" along with the break-up of Rs. 3,000/- which has been allotted to each AWC/ Mini AWC for the FY 2023-24 (at Annexure-I) for necessary action at your end.

The Annual Child Fest shall be organized at all AWCs on Children's Day (14th November, 2023). Detailed guidelines on Annual Child Fest (Kotie Hasa) is enclosed at Annexure-II.

Components of the PSE Kit (for the FY 2023-24) is given below.

Sl. No	Components	Amount	Remark	Procurement by
1	Nua Arunima Workbook (I & II)	Rs.500/-	Recurring	Printing at district level for cost effectiveness and quality assurance.
2	Child Assessment Card	Rs.100/-	Recurring (refilling)	
3	Annual Child Fest	Rs.500/-	14th of November is fixed for the event.	Toys, dolls, crafts etc shall be prepared in DIY mode, Storytelling sessions shall be organized in presence of parents & community. Children shall

				demonstrate creative activities such as action songs, role play, participating in different games.
4	PSE/DIY Kit	Rs.1400/-	(Colour box, crayon, chalk, colour papers for origami and paper craft, blocks, collage, charts as per theme, toys, gum, finger puppets, cloth dolls, crafts, lacing items etc. required to develop child friendly toys and TLMs as per the Nua Arunima theme)	By the AWWs from the locally available market to maintain pedagogy and familiar materials for child.
5	Picture/numeracy books (6 to 8 nos)	Rs.500/-	Colorful pictorial books demonstrating stories/ working with numbers	Printing at district level for cost effectiveness and quality assurance
	Total	Rs.3000/-		

Yours faithfully,

Memo No. 24280

/WCD, Dtd. 02/11/2023

Copy forwarded to P.S to the Commissioner-cum-Secretary/P.A to the Director, ICDS & SW, W & CD Department for favour of kind information of the Commissioner-cum-Secretary and Director, ICDS & SW respectively.

X Mahanana
2.11.2023
Additional Secretary to Government

Memo No. 24281

/WCD, Dtd. 02/11/2023

Copy submitted to Additional Secretary to Government, ICDS (N) section/ ICDS (G) Section for information and necessary action.

X Mahanana
2.11.2023
Additional Secretary to Government

X Mahanana
2.11.2023
Additional Secretary to Government

Guideline for provision of Pre-School Education/Do It Yourself (PSE/DIY) Kit for Anganwadi Centers under ICDS for the FY 2023-2024

1. Introduction

(i) The pre-school education component under ICDS Scheme is an important component under the six packages of services under the Scheme. It aims at school readiness and development of positive attitude towards education. Strengthening of pre-school education would also supplement the effort in achieving the national goal of universal primary education. Pre-school education in Anganwadi Centres is provided through non-formal and play way methods by joyful learning. Details of the preschool education have been circulated in the guidelines for Nua Arunima, strengthening pre-school education.

2. Objective

(i) ECCE aims at the holistic development of the children. Pre School Education under ICDS is imparted through a play based and activity based approach. The transaction of the ECCE Curriculum is supported by the PSE kit containing relevant local and cultural teaching learning materials to facilitate a quality and joyful learning at the AWCs.

3. Process

(i) A pre-school education kit is to be provided to the AWCs for usage in the centre for the preschool children coming to the AWC. The items in the kit may be multiple in terms of possible play activities and concepts, durable, safe for children (non-toxic and without sharp edges), culturally and environmentally relevant, cost-effective, easy to maintain, handle and store and conducive to creativity & problem solving.

4. Procurement

(i) Procurement of the materials would be at the level of AWW by a procurement plan through Jaanch Committee. The materials for Mini AWCs may be procured selectively out of the suggestive list keeping in view the ceiling amount. DSWOs shall print and distribute the items at Sl No. 1,2 and 5 (reflected in Table-A). AWW shall procure items at Sl No. 4 (reflected in Table-A) from the local/open market for cost effectiveness and to ensure child centric materials.

5. Funds

(i) Necessary funds would be transferred to the account of the DSWOs, who, in turn, would transfer the amount for Sl.3 & 4 to the account of the CDPOs concerned. On receipt of funds, the CDPO would transfer the requisite funds to the AWW account through e-transfer. The physical and financial progress is to be intimated to the Department. The funds for Sl. 1,2 and 5 would be used for procurement by the DSWOs through a District Level Committee chaired by Collector or his nominee (PD, DRDA/ ADM/ PA, ITDA).

6. Non-negotiables

(i) The procured materials should be safe for children (non- toxic and without sharp edges etc.) environmentally relevant, cost effective, easy to maintain which will foster holistic development in all domains.

(Table – A) Specification of items under PSE Kit for the FY 2023-24

Sl. No	Components	Amount	Remark	Procurement by
1	Nua Arunima Workbook (I & II)	Rs.500/-	Recurring	Printing at district level for cost effectiveness and quality assurance.
2	Child Assessment Card	Rs.100/-	Recurring (refilling)	
3	Annual Child Fest	Rs.500/-	14th of November is fixed for the event.	Toys, dolls, crafts etc shall be prepared in DIY mode, Storytelling sessions shall be organized in presence of parents & community. Children shall demonstrate creative activities such as action songs, role play, participating in different games.
4	PSE/DIY Kit	Rs.1400/-	(Colour box, crayon, chalk, colour papers for origami and paper craft, blocks, collage, charts as per theme, toys, gum, finger puppets, cloth dolls, crafts, lacing items etc. required to develop child friendly toys and TLMs as per the Nua Arunima theme)	By the AWWs from the locally available market to maintain pedagogy and materials familiar to the child.
5	Picture/numeracy books (6 to 8 nos)	Rs.500/-	Colorful pictorial books demonstrating stories/ working with numbers	Printing at district level for cost effectiveness and quality assurance.
	Total	Rs.3000/-		

This list is only indicative and not exhaustive.

(ii) Along with the above, the following materials of good quality may be arranged from the community for use at the pre-school:

- Play materials – Home-made toys, Skipping rope, bat, ball, blocks, music/sound systems etc.
- Books & Reading Materials – Song & story books, picture books, newspaper, magazines, drawing books, scribble slates, slates, colour chalks, crayon etc.
- Setting up of theme based 'Activity Corners' at the Anganwadi Centers adhering to the Nua Arunima curriculum.
- Collection and compilation of local cultural stories, rhymes, songs, games, drawings, art forms for activity bank.

7. Documentation and Monitoring

- a. On purchase of the materials the AWW shall maintain a stock account of the Pre-school kit in a register.
- b. The materials shall be procured annually and the monitoring officials shall ensure the availability of PSE Kit during the event of Children's Day observation on 14th November as the fixed day monitoring at the AWCs.
- c. The monitoring officials shall ensure the use of PSE kit in the AWCs during the time of visit on ANKUR day on 19th of every month.

8. Social Audit on PSE Kit availability at the AWCs:

- a. PSE/DIY Kit supplied shall be launched once on 14th November in presence of children, parents and Community leaders.
- b. The showcasing of Kits shall be made by eminent community leaders with active participation by the community on Children's Day.
- c. The Kits are to be labelled with year of supply and name of Anganwadi centre on each material inside the Kit.

9. Revision of Guideline:

PSE kit guidelines have been revised including the new initiatives to provide transparency and quality in services.

10. Following items are to be developed & arranged from the community for use at the pre-school.

- a. Coconut Shell/coir
- b. Use and throw glass, cup
- c. Clean clothes/papers for Glove puppet/Finger puppet/Paper puppet
- d. Leaf puppet
- e. Waste wood & Clay material
- f. Cereal, pulses, seed (collage)
- g. Other materials

Annual Child Fest

Kotie Hasa

1. Background:

1.1 Importance of Early Years:

The first six years of life are critical years of human life since the rate of development in these years is more rapid than at any other stage of development. Global brain research also informs us about the significance of early years for brain development.

Early Childhood Care and Education (ECCE) makes a positive contribution to a child's long-term development and learning by facilitating an enabling and stimulating environment in these foundation stages of lifelong learning.

Parents as caregivers are critical in providing a stimulating learning environment to the child and the first two and a half to three years need not be in a formal learning environment. The National Curriculum Framework acknowledges the significance of involvement of parents, family and community.

1.2 Objective:

- i. To create opportunity for interaction among care givers and parents, to create a learning environment and exchange of skill, ideas & good practices on child rearing practices.
- ii. Stimulating & responsive care giving activities through easy to do and contextually appropriate activities with their children.
- iii. Ensure Men streaming in child care and development by participation and involvement of fathers, grand fathers and brothers. Discuss more about importance of early years and stimulating activities for young children of 0-6 year age.
- iv. To promote interest amongst parents around locally made safe toys.
- v. Learning about Low/No (DIY) cost child friendly contextual toy & TLM development and its appropriate use.
- vi. To create an inclusive & joyful stimulating environment at home facilitated by skilled care givers for holistic development of a child

1.3 Implementation:

- i. Annual Child Fest (Kotie Hasa) shall be organized at all AWCs and shall be celebrated on Children's Day (14th November 2023).
- ii. CDPO, Sarpanch, Ward members and other social influencers are to be invited in the Fest, to encourage the parents & children.
- iii. AWWs shall publicize the event in the community and ensure participation of children, caregivers, members of the community, Janch & Mother Committee and SHG members.

- iv. Adolescent boys and girls may be invited to participate and help the parents & care givers during their activities.

2. Activities to be done:

Sl. No	Activity	Participant	Facilitator
1	Sharing objective of the Event	Parents, Other Care Givers, Adolescent Boys & Girls, Community members	CDPO or other government officials
2	Traditional Lullabies and story telling	Parents & Other Care Givers	AWW & AWH
3	Stimulating activities like Drawing, action song, small storytelling , games	3 to 6 years of Children	Parents & AWWs
4	Display & Making no/low-cost Toy & TLMs	Parents, Other Care Givers, Adolescent Boys & Girls, Community members	AWW & Supervisor
5	Display and interaction about preschool activities & TLM & toys and its use	Parents, Other Care Givers, Adolescent Boys & Girls, Community members	AWW & Supervisor

3. Roles and Responsibilities:

- i. CDPO/Supervisors shall invite the block level, panchayat level officials to attend the programme and shall facilitate the organization of the event.
- ii. AWWs shall arrange some waste material to develop interesting toys and display the same during the Child Fest.
- iii. AWWs shall decorate the centre/venue to make it colorful with colorful paper/leaf, make flags, jhotis etc.
- iv. AWWs shall prepare a list of participants and mobilize all participants to attend the programme on the designated day.
- v. AWWs shall prepare the detail activity-wise participant list for the event.

4. Monitoring & Supervision:

Supervisor concerned needs to visit the AWCs under her respective project ahead of the event. She has to observe the preparation session and give suggestion to the AWWs for further improvement if required.

5. Reporting:

The Sector Supervisor shall submit the report along with photographs of the event in the prescribed format to the CDPO after the completion of the activity. CDPOs shall compile all the reports of the project for further submission to DSWO in the format attached with the note. The report for the entire District shall be compiled by the DSWO and shall be submitted to the Department.

6. Budget:

Rs.500/- per AWC shall be provided under Annual Child Fest. The amount is to be utilized for organizing the event at AWC level and for procurement of refreshment for participants.

7. Budget Break up:

Sl. No.	Description	Amount to be disbursed
1	Material for DIY & activities	300
2	For Refreshment	100
3	Decoration of venue	100
4	Total Amount	500

8. Format for Reporting:

Annual Child Fest Observation Details

Date of Observation:

District:

Sl. No.	Total Nos. AWCs	Total Nos. AWCs who have observed Annual Child Fest	Details of Participants			
			Father	Mother	Other Caregivers	Govt. Officials /PRI/SHG members

Attach some Photographs.