

Annexure IX: Good Practices in CFS Environment

1. Good Practices of Child Protection

- ✓ CFS must be protective, clean, safe and inclusive of all children.
- ✓ Good protection practices should be developed together with the children.
- ✓ For example, a poster with unaccepted behaviours in the CFS can be developed by the children and posted in the class.
- ✓ Activities should respond to the needs of all children. Busy children are easier to manage.
- ✓ NO form of corporal or emotional punishment should be exercised or tolerated.
- ✓ Positive discipline should be implemented.
- ✓ An atmosphere of collaboration and support should be established in the CFS through the prevention of conflicts and the promotion of mutual understanding among children and all the people working in the CFS.
- ✓ A focal point where confidential issues can be reported should be established together with a sound referral system.
- ✓ Children should never be left unsupervised.
- ✓ More than one adult, and possibly of the opposite sex, should oversee the supervision of children.
- ✓ Adults and children should be aware of the CFS child-protection practices and be encouraged to challenge and report any inappropriate conduct.
- ✓ Children should be encouraged to report incidents and behaviours.
- ✓ Teachers and caregivers must listen carefully to children.
- ✓ Suspicions, allegations or cases of abuse must be reported immediately.
- ✓ Soldiers and weapons must always be kept out of the CFS premises.
- ✓ Confidential records on the basic data of the children should be compiled.
- ✓ Daily attendance of children must be recorded. It helps to keep track and follow up on absentees.
- ✓ Children must be kept away from:
 - fires, stoves, ovens, cooking pots, hot foods, boiling water, steam, hot fats that can cause toxic fumes or burn the children if accidentally spilled sharp tools like scissors and knives and broken glass that can cause cuts windows, tables and stairs that can cause tumbling
 - objects such as small pieces of toys, coins, buttons, plastic bags or nuts that can cause choking harmful liquids like paraffin, insecticide, bleach and detergents that can cause poisoning
 - electric appliances or wires that can cause electric shocks

2. Good Practices in Personal Hygiene

- ✓ Children should be encouraged to wash their hands and face with soap or ash regularly, especially before eating and after they have been to the toilet.

- ✓ Children should be discouraged to put their hands in their mouth or to eat food and drink water contaminated with soil.
- ✓ Children's nails should be kept short, so that dirt cannot pile underneath.
- ✓ Children's hair should be washed regularly with soap or ash, as it helps prevent head lice and scalp infections.
- ✓ Parents and caregivers should 'potty train' children and properly dispose of children's faeces to reduce the risk of contamination.
- ✓ Children should be encouraged to brush their teeth regularly.
- ✓ Children should be encouraged to keep their clothes clean. It is a good practice to use bibs and overalls when children play and eat to protect their clothes.
- ✓ Parents and caregivers should be encouraged to wash children's clothes with soap regularly and if possible iron them, as it prevents the contamination of parasites (little animals that can be harmful to humans) through the skin
- ✓ Parents and caregivers should be encouraged to bathe children with clean water and soap regularly

3. Good Practices in Food Hygiene

- ✓ Feeding bottles or teats should not be used to feed children unless they are cleaned each time with boiling water. Clean or use a cup instead.
- ✓ All utensils and plates should be washed immediately after use and be kept covered. This helps keep flies away and reduces contamination.
- ✓ Dirty towels should not be used to dry plates and utensils because their use increases the risk of contamination.
- ✓ Towels for drying dishes and cutlery must be used only for this purpose, and they must be washed thoroughly every day and dried in the sun.
- ✓ All surfaces where food is served must be cleaned before and after eating, not to attract flies and increase the risk of contamination.
- ✓ Food and water must be kept in covered containers to protect it from flies and dirt.
- ✓ Refuse water must be dried or brushed away because it attracts flies and mosquitoes.
- ✓ Dirty water should not be disposed in the kitchen sink or where food is handled.
- ✓ Waste/garbage containers should be kept in designated areas away from children and be disposed of regularly.

4. Good Practices in Sanitation

- ✓ Human faeces, including children's faeces, must be disposed of in designated toilets/latrines designed to prevent the water contamination.
- ✓ The CFS toilets/latrines must always be kept clean and covered to prevent contamination through flies. Tip: sprinkle fire ash on faeces to reduce bad odours.
 - Latrines/toilets should be adapted and designed for the use of children, for example with the provision of easily washed chairs to fit the latrine/toilet pit-hole.
 - Latrines/toilets should have good ventilation.

- Hand washing should be provided near the latrines/toilets to facilitate hand washing practices
- Places for hand washing should be adapted and designed for the use of children, for example they should be at the right height for children to reach water and soap.
- The CFS and areas where children play must always be kept clean.
- Food and safe water supplies must be stored away from toilets/latrines and garbage.

5. Good Practices to Keep Water Safe

- ✓ Safe water must come from a safe source. The WASH team can advise on how to make sure that drinking water is safe.
- ✓ Safe water must be kept in a safe place/area where it is unlikely that it can be contaminated.
- ✓ Safe water must be kept in safe, clean containers dedicated only for this purpose.
- ✓ It is a good practice to have a designated person in charge of the management of safe water in the CFS.
- ✓ Safe water should not be touched with hands or with objects that have not been safely cleaned. It is a good practice to keep one dedicated ladle for accessing safe water, to prevent contamination.
- ✓ Safe water containers should always be kept covered.

Annexure X: DO'S AND DON'TS**1. Do's and Don'ts of Child Friendly Spaces/Environments**

DO	DON'T
✓ Coordinate with the government and other agencies that implement CFSs, especially protection, psychosocial, education, and other relevant coordination groups.	⊗ Set up CFSs as a single agency without coordinating with other agencies and the government.
✓ Take an integrated approach that includes non-formal education, protection, and psychosocial supports.	⊗ Make CFSs recreational and psychosocial supports only since protection and education needs also warrant attention.
✓ Regular WASH practices everywhere, every time & facilitation as well as proper maintenance of WASH infrastructures	⊗ Negligence on WASH practices or usage of faulty infrastructure
✓ Engage communities, parents and girls and boys in all key decisions regarding CFSs, encouraging their ownership of CFSs in all phases of work.	⊗ Set up CFSs as services, treating community people as beneficiaries.
✓ Build on existing resources such as community groups, parents, cultural songs, and natural helpers such as youth leaders and women whom children seek out for support. Initially, teams can be mobilized to visit communities and animate groups of children for a few hours each day.	⊗ Select and recruit CFS animators and staff from outside the affected group only or use only materials and activities imported from outside
✓ Make CFSs accessible and inclusive for girls and excluded children such as those with disabilities and tailoring activities to meet their distinctive needs and capacities.	⊗ Assume that because the CFS is open to all children it is therefore accessible and inclusive.
✓ Ensure that all staff and animators understand and adhere to an appropriate code of conduct.	⊗ Have CFS workers sign a code of conduct that they do not understand or care about.
✓ Make CFSs physically, culturally, and developmentally appropriate, providing adequate space for small groups to conduct different activities simultaneously	⊗ Design CFSs to look like a place of worship or to display colours used by parties to an armed conflict.
✓ Listen and be supportive to children who have particular concerns, making referrals for children who need specialized services.	⊗ Force children to draw or talk about their difficult experiences.