



HomeLink Network

CHILD

CARE

INSTITUTION



PROCEDURE IN CHILD CARE INSTITUTION
FOR CHILDREN IN NEED OF CARE AND PROTECTION



INTRODUCTION

The Juvenile Justice (Care and Protection of Children) Act, 2015 (JJ Act) is a law in India that governs the protection, treatment, and rehabilitation of children in need of care and protection and children in conflict with law. It also provides for the establishment of Child Welfare Committees and Juvenile Justice Boards to ensure the welfare of such children.

CHILD CARE INSTITUTIONS (CCI)

According to the Juvenile Justice (Care and Protection of Children) Act, 2015 (JJ Act), a Child Care Institution (CCI) refers to any place established and maintained, whether by the government or by any voluntary organization in every district or group of districts for the reception, care, protection, treatment, and rehabilitation of children in need of care and protection. The CCIs shall serve as a home away from home and provide comprehensive child care facilities to children for their holistic development till the children's social re-integration.

WHO ARE CNCP ?

CHILDREN IN NEED OF CARE AND PROTECTION



THE AGE GROUP OF CHILDREN ADMITTED IN CCI



6-11

Years Old



12-16

Years Old



16-18

Years Old

PROCESS OF REHABILITATION

FOR CHILDREN IN NEED OF CARE AND PROTECTION

Any child found needs to be produced before CWC within 24 hours of being found. Police, CHILDLINE, NGO or any concerned person can produce the child.



1

The CWC inquires about the child and can pass the order for the child to stay in a specialized adoption center (0-5 years) or children's home (6-18 years)



2



A social investigation must be conducted by a Social Worker/Child Welfare Officer within 15 days, while in the institution.



3

Final order is passed by the CWC based on their satisfaction of CNCP, SIR, and the best interest of the child for further rehabilitation and Social Integration.

4

In case, information regarding the child is not reported within 24 hours, the person will be liable for up to 6 months of imprisonment or a fine of Rs.10000/-

REHABILITATION AND SOCIAL REINTEGRATION



The process of rehabilitation and social integration of children under this Act shall be undertaken, based on the Individual Care Plan (ICP) of the child, preferably through family-based care such as by restoration to family or guardian with or without supervision or sponsorship, or adoption or foster care.

Shelter



Food



Formal and Non
Formal Education



Recreational
Activities



Vocational
Training



Counselling



Medical

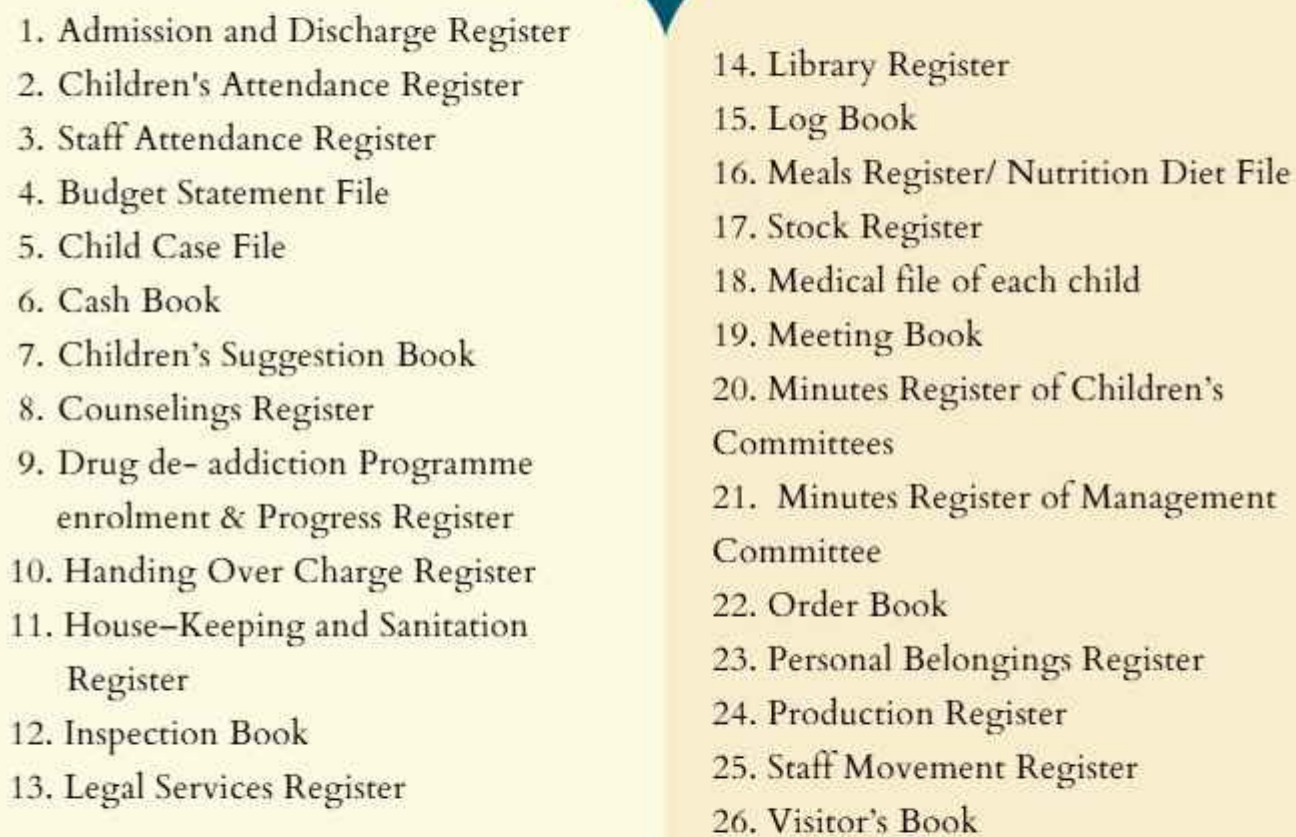


Reintegration with family, fit
institution, fit person



DOCUMENTATION AND REPORTING

CCI requires the maintenance of certain records and documents and its proper recording. The following are the statutory documents to be maintained by every child care center:

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1. Admission and Discharge Register
 2. Children's Attendance Register
 3. Staff Attendance Register
 4. Budget Statement File
 5. Child Case File
 6. Cash Book
 7. Children's Suggestion Book
 8. Counselings Register
 9. Drug de-addiction Programme enrolment & Progress Register
 10. Handing Over Charge Register
 11. House-Keeping and Sanitation Register
 12. Inspection Book
 13. Legal Services Register
 14. Library Register
 15. Log Book
 16. Meals Register/ Nutrition Diet File
 17. Stock Register
 18. Medical file of each child
 19. Meeting Book
 20. Minutes Register of Children's Committees
 21. Minutes Register of Management Committee
 22. Order Book
 23. Personal Belongings Register
 24. Production Register
 25. Staff Movement Register
 26. Visitor's Book

CAPACITY OF CHILD CARE INSTITUTE

Grant for 25 children in
North East States and
Himalayan
States and in Hilly areas



Grant for 50
children in other States



INSPECTION AND SOCIAL AUDIT

The State Government shall appoint inspection committees for the state and district visits at least once in three months. The Committee submits reports to District Child Protection Unit.



The authority should maintain proper accounts and other relevant records and prepare an annual statement of accounts. The Auditor-General shall have the right to demand the production of books, accounts, and connected vouchers and other documents and papers and to inspect any of the offices of authority.

The audit report thereon shall be forwarded annually to the Central Government by the authority.



Penalty for Non-Registration under JJ Act, 2015
Imprisonment which may extend to one year or
a fine of not less than one lakh rupees or both.



HOMELINK NETWORK

HomeLink Network is an ongoing initiative started by DB YaR Forum in 2002, to ensure appropriate, timely and real-time response to the needs of the young at risk, based on accurate documentation and data analysis supported by the best of technologies available today.

WE WORK TOWARDS

- a. Developing data driven child care system through documentation, research, and networking
- b. Systematically documenting the systems, processes, and workflow of the organizations
- c. Data led intervention planning in organizations
- d. Data driven advocacy and engagement with stakeholders and government on children's issues
- e. Harnessing current advances in digital technologies in the service of the work with young at risk



Supported by : Don Bosco National Forum for Young at Risk

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