

BRIEF HISTORY OF THE COTTAGE (CHILDREN HOME) FOR WELFARE OF DESTITUTE CHILDREN

RUN BY : HAIDERPUR SHELTER OF MALDA

Introduction :-

In 1975 the Ministry of Women and Child Development introduced a centrally sponsored scheme of cottage for destitute children with the objectives to provide institutional services i.e, shelter, food, clothing, education, medical care, recreation etc to the destitute children. As per the scheme, the cost of the Programme was shared among the Govt. of India, State Govt. and Non-Govt. Organisation in the ratio of 45:45:1. But in 1992 it had been transferred to State Sector Scheme and since then 90% of the entire cost of the programme is being borne by the Govt. of West Bengal and remaining 10% by the Non-Govt. Organisation.

The State Govt. is yet to formulate a scheme of its own regulation the matters of cottages. A lot of Vol. Organization is involved in running cottages in different districts of West Bengal and it has been felt necessary that a State Sector scheme should be formulated at the earliest in order to regulate the matters relating to cottagers.

As there are no such cottage (Home) for Boys in the Malda District therefore we started this Cottage.

This cottage was inaugurated by Smt. Indrani Saha, ADM (D), Malda in presence of Sri Kajal Bandhapadhyay, ADM (MZP), Sri Prafulla Kumar Dey, D.S.W.O-Malda, Sri P. Singha Roy, D.P.O (ICDS) on 15th July, 2009.

Founder Member :

Dr. S. N. Sharma, DR. Amitava Maitra, Shely Bhattacharya, Anjan Krishna Pal, Somesh Ch. Das, Bharati Pramanik.

Year Of Establishment :

15th July, 2009.

City Office Address :

Haiderpur Shelter of Malda, Maheshmati (West), Behind Bikram Club,
Dist. Malda, Pin – 732101, State : West Bengal.

Phone Number : 9434154314/9733156704,

Fax Number : 03512-253092/254236/266174 (Fax will be available by the Name of the Organization)

E-mail ID : haiderpurshelterofmalda@rediffmail.com

Home Address :

Vill. & P.O. Chandipur, Dist. Malda, State : West Bengal.

Phone Number : 9932897779 / 03512-271225 / 9434154314,

Fax Number : 03512-253092/254236 /266174 (Fax will be available by the Name of the Organization)

E-mail ID : haiderpurshelterofmalda@rediffmail.com

Connectivity of home :

Bus Stand - 7 km. from Malda Town

Railway Station	-	8 km. from Malda Town
Airport	-	5 km. from Malda Town

Motto – (AIM & OBJECT) :

- i) The provider shelter, food, clothings, medical care and recreation to destitute children,
- ii) To provide education and useful vocational training to such children with the purpose of their rehabilitation in life.

Type of Home :

Exclusive rehabilitation home for 6-18 years children (boys).

Target Group Beneficiaries :

The scheme is meant for the destitute children who has attained the age of six years but not crossed 18 years of age and a destitute child means one :

- i) Who does not have either parent ; or
- ii) Who belongs to single parent family ; or
- iii) Who has lost his father and is living with is widow mother ; or
- iv) Whose mother is a divorcee ; or
- v) Whose mother has been deserted by his father for a long time ; or
- vi) Whose mother is a sex-workers ; or
- vii) Whose father is in jail ; or
- viii) Whose parents are unable to look after him due to their physical / mental disability ; or
- ix) Whose family has been affected by natural calamities, terrorism, accident or manmade disaster ; or
- x) Whose either parents is missing for long time and he belongs to a below poverty line family.

Services :

- i) Each child during his stay in the Cottage, be provided with food, lodging, education, treatment, clothing, beddings, adequate toilet facilities, vocational training games and sports and recreation facilities, ensuring his wholesome growth and development ;
- ii) Boys in an institution must be kept in a separate cottage with separate provision for accommodation, toilet, games, recreation etc.

Space & Area :

The cottage home 6 to 18 years for 50boys is having 1 kitchen Room - (12 x 8 sq.ft), 1 Store Room (16 x 12 sq.ft), 1 Office Room (16 x 14 sq.ft), 1 living Room (16 x 30 sq.ft), 1 Ling Room (18 x 30 sq.ft), one Nurse cum supper Room (6 x 12 sq.ft), One Dinning Hall (20 x 16 sq.ft), One recreation Room (10 x 12 sq.ft), One Medical Room (10 x 12 sq.ft), One Superintendent Room (16 x 12 sq.ft), Two Bathrooms (10 x 16 sq.ft), 300 sq. ft. vacant Land for Play ground & Children Park.

Name of the School Where the inmates are admitted :

In terms and condition of the cottage scheme all the inmates are admitted up to class – IV at Chandipur Primary School and upto Class – X at Chandipur High School.

Sanitary Arrangement :

Two Bathroom and Four Toilets are available here for the children and staff.

Drinking Water System :

Safe purified drinking water with arsenic free are available here which is supplied by P.H.E Department, Govt. of West Bengal.

Registration Number & Valid of Date :

Registration Number : S/IL/19188
Validity up to 15/06/2012

License Number & Valid of Date :

The home is registered under the West Bengal Women's and Children Institution (Licensing) rules, 1958 vide No. 434/SWD, dated 31.01.2012 valid up to 31/03/2014.

Recognition :

The Govt. of West Bengal, Women and Child Development and Social Welfare Department recognized to Haiderpur Shelter of Malda for organizing Cottage (Children Home) vide order No. 2790/SW dated 12.06.2009 & 8741/SW dated 28.09.2010 with 50 children.

Extra Curricular Activities :

For the entertainment of the inmates we also appointed one Music Teacher, one Dance Drama Teacher and one Art & Craft Teacher.

Private Tutor :

To guide the proper education we appointed one Lady Tutor up to class-IV and for upper class we appointed Science and Arts Teacher.

Electricity :

Electricity including inverter facility is available.

Managing Committee :

The Managing Committee elected by the members of A.G.M held on 30/05/2011 which is approved by the District Magistrate Malda.

Monitoring Committee :

In terms of order of the Director of Social Welfare, vide No. 6765, dated 1995, the Monitoring Committee constitute with 14 (fourteen) members.

Sanction Strength of Inmates :

The sanction strength of the Home is fifty (50) of an age group of 6-18 years.

Staff :

As per the scheme we appointed the following staff which is given below :-

<u>Designation</u>	<u>No. of Post</u>	<u>Qualification</u>
Superintendent	One	Graduate
Clerk-cum-Cashier	One	Madhyamik
House Mother	One	Madhyamik
Part-time M.O.	One	M.B.B.S
Part-time Vocational Trainer	Two	
Cook	Two	
Helper	Two	

Financial Assistance :

- i) Funding pattern : Cost for running cottages shall be shared by the State Govt. and the Voluntary organization in the ratio of 90 : 10.
- ii) Rent : the Organization running cottage(s) will, on submission of accepted proof of rent, be sanctioned Rs.1,000/- only as rent per Cottage per month or the amount of rent assessed whichever is less.
- iii) Building Maintenance Grant : The Organization running Cottage(s) in their own building will receive a sum of Rs.500/- only per cottage per month for meeting expenditure on minor civil and electrical works of the building.

Bank Account :

The Financial transaction is made from S.B.I, Malda Branch vide Account No. 30843939209. The joint signatories are the Secretary and The Treasurer of the organization.

Audit :

The audit up to 31st March 2011. The name and address of the auditor is S.K.Kundu & Associates, Rahini Sadan, Rathbari, P.O. & Dist. Malda. Name of the Chartered Accountant is Sri Subhra Kundu.

Register :

As guideline of the Cottage Scheme of Department of Women & Child Development and Social Welfare, Govt. of West Bengal, the organization maintains Leave Register, Money Receipt Register, Cash Book Register, Ledger Book Register, Stock Register, Attendance Register, PAP Register, Court Register, Admission Register, Medical Register for special needy children, Childs Medical Report (MER), Child study Report (CSR), Letter Issue and receive Registers maintained properly.

Medical Card :

As per prescribed format (regarding Health of C.W.C, Malda) and CARA are maintained properly.

Food Chart :

As per prescribed format regarding food issued by the Nutrition and recommended by C.W.C Malda are maintained properly and it is also displayed in front of the Visitor's Waiting Room, Office Room and inside building of the Home. Which is given below :-

DAY	BREAK FAST	LUNCH	TIFFIN	DINNER
MONDAY	DALIA/HOTCHPOTCH	RICE, FISH, VEGETABLE CURRY, DAL	MURI, CHOLA	RICE, VEGETABLE CURRY, DAL, BOIL POTATO
TUESDAY	MURI/CHATU/SUGAR	RICE, EGG, VEGETABLE CURRY, DAL	MURI, CHANACHUR	RICE, SOYABIN, DAL
WEDNESDAY	CHIRA/GUR/SUGAR	RICE, FISH, VEGETABLE CURRY, DAL	MURI, SASHA, FRUTE, SWEET	RICE, VEGETABLE CURRY, DAL
THURSDAY	DALIA	RICE, EGG, VEGETABLE CURRY, DAL	MURI, BOIL CHOLA	RICE, VEGETABLE CURRY, DAL
FRIDAY	MURI/CHATU/SUGAR	RICE, FISH, VEGETABLE CURRY, DAL	MURI, CHANACHUR	RICE, VEGETABLE CURRY, DAL
STAURDAY	CHIRA/GUR/SUGAR	RICE, POTATY FRY, VEGETABLE CURRY, DAL	MURI, MILK, SWEET	RICE, VEGETABLE CURRY, DAL
SUNDAY	MURI/CHATU/SUGAR	RICE, MEAT, VEGETABLE CURRY, DAL	MURI, WET CHOLA	RICE, SOYABIN, DAL

Daily Routine of the Inmates :

The Daily routine of the inmates as follows :-

- To Get out of Bed With-in 6.30 A.M Every Day.
- To be freshed Including Latrine With-in 7 a.m. and Combing of Hair only With-in 7.20 a.m.
- Attend Morning Prayer Must with-in 7.25 a.m. where attendance will be taken of each and every inmate.
- Study time From 7.45 a.m. to 9.30 a.m. where arrangement of the inmates should be class wise and responsible teacher including the Hostel Superintendent must monitor the same.
- Free to play as their own from 9.30 a.m. to 10.15 a.m.
- Take bathe and lunch in between 10.15 a.m to 10.45 a.m.
[Attention : Clean your Hands, Dish, Bowl and Glass must before having Lunch]
- Get ready for off to school in uniform in between 10.45-10.55 a.m.
- Study time at school From 11.00-3.30 p.m
- Change Dresses post Cleaning hands, and faces including combing of hair in between 3.45 to 4.00 pm.

- Enjoy tiffin at 4.00 p.m
[Attention : Clean Hands, Dish, Bowl and Glass Must before having tiffin]
- Free time for playing at play ground in between 4.30-6.30 p.m.
- Enjoy light nutritious drinks in between 6.30-7.15 p.m.
- Attend evening prayer from 7.15-7.30 p.m. must where attendance will be taken of each and every inmate.
- Study time from 7.30-8.45 p.m where attendance of each and every inmate is utmost necessary [Except sick ones].
- In between 8.45 to 8.55 p.m. clean your hands must with soap in queue.
- Enjoy Dinner in between 9.00 to 9.30 p.m.
- Help all to drink sufficient water in between 9.30. to 9.45 p.m.
- Take Medicine(s) if prescribed by doctor in between 9.45-9.55 p.m.
- Go to bed switching off lights only within 10 p.m.

Ambulance Facility :

The organization provides day & night Ambulance facility for service.

Security Arrangement :

Trained Attendant for looking after Children and one Night Guard for security purpose have been provided. More ever Inverters, Fire Extinguisher, First Aid box, Tube Well, Purified Arsenic Free Drinking Water facility are also available.

Other Facilities :

The B.P.H.C Chandipur stands within 100 meters and Malda Medical College Hospital in within 7 km.

Admission system into cottage :

The Parents / Guardians / Relatives who are below poverty line, may, in prescribed proforma, apply to the Director of Social Welfare, West Bengal, Juvenile Court Building, Salt Lake. Kolkata – 64 or to the District Magistrate concerned for admission of their wards in to cottages under the scheme. The poverty of the family to which the child belongs and the need of the child shall be the only determinants for consideration of such application. In cases of admission into cottages no discrimination shall be made on ground of sex, religion, creed, colour etc. The application shall be disposed of in the following manner :-

The Block Development Officer shall cause an enquiry into the applications received and recommend eligible cases to the District Magistrate concerned for admission into Cottages in the District. In case, no vacancy is available in the Cottages running in the district, District Magistrate will forthwith forward the case to the Director of Social Welfare, West Bengal for appropriate action, stating the circumstances under which case is referred to.

The District Magistrate will cause an enquiry into the applications received and pass an order for admission of child into cottages into cottages running in his/her district. If the district does not have any such cottage or no vacancy is available in the cottages running or no vacancy will likely occur in near future, the District Magistrate will recommend and forward the applications to the Director of Social Welfare, West Bengal for appropriate action.

The Director of Social Welfare, West Bengal will cause enquiry into the application received and pass an order for admission of the children including those whose cases have been referred to him by District Magistrates into any cottages locating in Kolkata and other districts subject to availability of vacancies at the time of passing such orders.

Transfer of children :

For the best interest of Children, the Director of Social Welfare, West Bengal and the District Magistrate may, by an order, transfer children from once cottage to another in their respective jurisdiction.

Release of Children :

The children of age group of 6-18 years are eligible for the benefit under the scheme the child who will cross 18 years will be released from the cottage and restored to his/her family or relatives. In case, at the time of release, none is found to receive him/her the child may be given opportunities to the extent possible, for his / her absorption in the main stream of the society.

Release of Grants :

At the beginning of each financial year, the office of the Director of Social Welfare, West Bengal will submit requisition of fund to the Women & Child Development and Social Welfare Department for running the cottages along with supporting materials such as (i) Present number beneficiaries (organization wise), actual fund received and actual expenditure incurred in the previous financial year.

The Women & Child Development and Social Welfare Department will, on the basis of requisition of fund, will take measure for releasing fund to the Director of Social Welfare, West Bengal subject to its availability.

The Director of Social Welfare, West Bengal will, on receiving fund, release grants to organizations running cottages in accordance to their entitlement. The grantee organization shall be bound to comply with the provisions of the WBF Rules applicable in this regard. For the proper utilization of fund to be allotted, the Director of Social Welfare, West Bengal may impose such conditions as may be deemed necessary.

Inspection and Evaluation :

The cottages will be monitored by way of regular inspection by the officers under the control of the Director of Social Welfare, West Bengal. On the basis of the findings of the inspection and evaluation on the quality of services being provided to the children by the organization will be made and necessary and effective measure will, if required, be adopted to protect the interest of the children.

OTHER CHILD WELFARE ACTIVITIES RUN BY THE HAIDERPUR SHELTER OF MALDA

According to recognition Department of Mass Education Extension Govt. of West Bengal the Residential & Treatment based Education Programme for Mentally Retarded Children is going on.

According to approval of District Magistrate, Malda the Child Helpline (24x7) for Child marriage prevention programme is going on.

According to sanction of Department of Women and Child Development and Social Welfare, Govt. of West Bengal the Cottage (6 to 18 years Children) is going on.

According to registration under West Bengal Women's and Children Institution (Licensing) Rules, 1958, the C.N.C.P Home will be started very soon.

According to permission of Malda District Child Protection Society (DCPS) to act as a service provider for food supplier to J.C.L children at J.J.Board.

According to permission CMOH, Malda the Child Immunization center (as per Govt. Schedule) is going on at Piyaji More.

According to permission D.M Malda anemia control programme is going on for School children.

According to Recognition of D.M, Malda the awareness programme regarding the Anti Child Marriage programme is going on.