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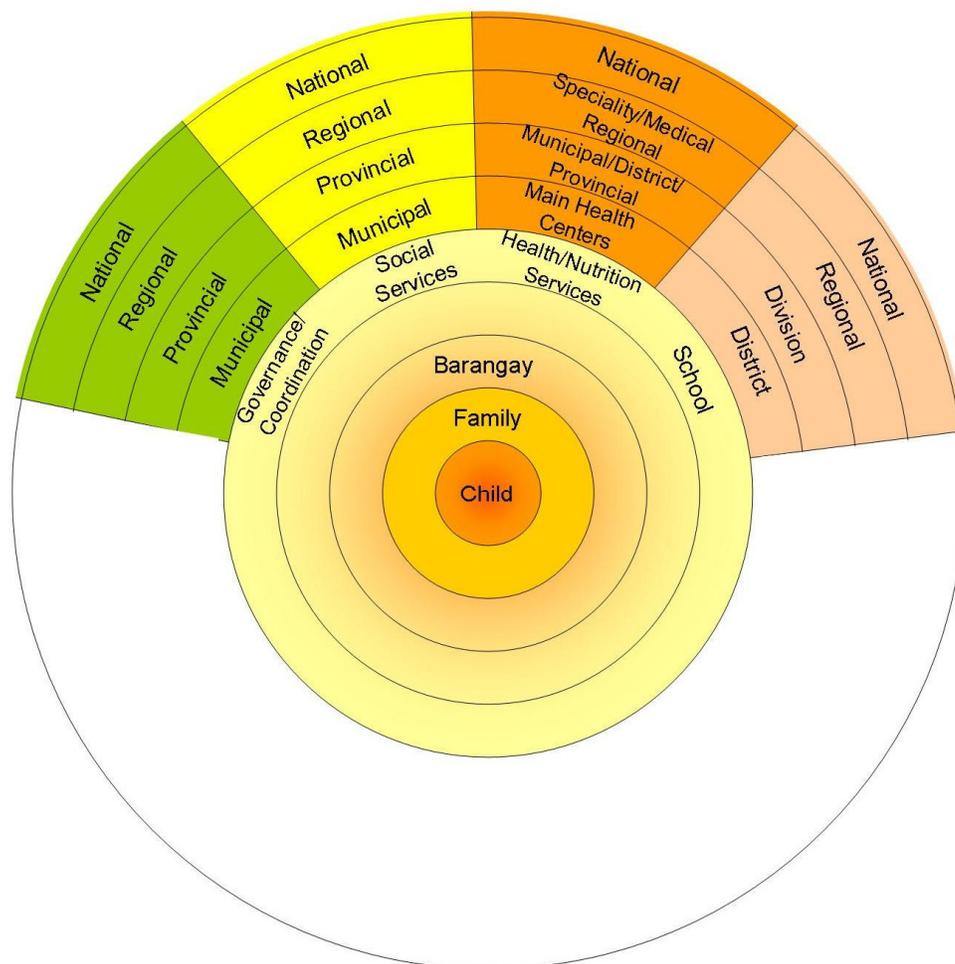
Documentation Strategy

Based on the concepts outlined in the previous chapter, a documentation strategy is formed, clarifying the scope and delimitation of the documentation and identifying tasks that have to be undertaken.

Scope and Delimitation

From among the agencies and actors identified in the child-friendly system, only the health, social welfare and education sectors shall be covered. Since municipal and barangay activities require the involvement of elective leaders, governance shall be tackled, but not in detail.

Baseline and validation data to be gathered shall include day care worker profiles, day care center profiles, enrolment and participation figures, roster of personnel, and other related data. During site visits, a quick inventory of audio-visual materials, toys, musical instruments and records shall be done. Observation of the barangay level practitioners shall be done, where possible, taking note of new and established ways of performing their tasks and asking questions to be able to document things that are not readily observable.



Strategy

Scoping shall be done through desk research and key informant interviews. Information available on print and online regarding problems and practices on health, social welfare and education shall be scanned. Heads of provincial and municipal offices are then interviewed to set the direction of the documentation. Since less time is allocated for health and education, the focus of the documentation will be on tested best practices that are developed elsewhere and adapted to local conditions. On the other hand, documentation on social welfare services shall focus on locally emerging best practices related to the day care service and other services that support, or tap, the day care service. Site visits and observation shall be conducted in day care centers, preschool and grade one classrooms, and health centers. Field data will then be consolidated, and gaps shall be filled through additional desk and field research, as needed.