

FORM 7

[Rules 11(3), 13(7)(vi), 13(8)(ii), 19(4), 19(17), 62(6)(vii), 62(6)(x) and 69 I (3)]

INDIVIDUAL CARE PLAN

Child in Conflict with Law or Child in Need of Care and Protection

(Tick whichever is applicable)

Name of Case Worker/Child Welfare Officer/Probation Officer.....

Date of preparing the Individual Care Plan.....

Case/Profile No.....of 20.....

FIR No.....

Under Sections (Type of offence), applicable in case of Children in Conflict with Law.....

Police Station.....

Address of the Board or the Committee.....

Admission No. (If child is in an institution)

Date of Admission (if child is in an institution)

Stay of the child (Fill as applicable)

- (i) Short term (up to six months)
- (ii) Medium Term (six months to one year)
- (iii) Long term (more than 1 year)

FOR BOTH CATEGORIES OF CHILDREN WHO ARE PLACED IN INSTITUTIONAL OR NON- INSTITUTIONAL CARE

1. **Personal details** (to be provided by child/parent/both on admission of the child in the institution)

(a) Name of the Chil.....

(b) Age/Date of Birth.....

(c) Sex: Male/Female.....

(d) Father's name.....

(e) Mother's name.....

- (f) Nationality.....
- (g) Religion.....
- (h) Caste.....
- (i) Language spoken.....
- 2. Level of Education.....
- 3. Details of Savings Account of the child, if any.....
- 4. Details of awards/rewards received by the child, if any.....
- 5. Details of child's belongings, if any.....
- 6. Details of child's parents' property, if any.....
- 7. Details of child's parents bank accounts, if any.....
- 8. Details of child's insurance policy, if any.....
- 9. Details of child's parents' insurance policy, if any.....
- 10. Details of child's parents job compensation, pension if any.....
- 11. Details of child's fixed deposits, savings, financial policy, mutual funds if any...
- 12. Details of parent's loans, Mortgages, other financial liabilities, if any.....
- 13. Details of property to be inherited, if any.....
- 14. Whether succession certificate issued or not?- a. yes b. no
- 15. Details of succession certificate.....
- 16. Whether legal heir certificate issued or not?- a. yes b. no
- 17. Details of legal heir certificate.....
- 18. Whether the child is orphan/abandoned/surrendered?
- 19. Based on the results of Case History, Social Investigation report and interaction with the child, give details on following areas of concern and interventions required, if any- (This is for both categories of children who are placed in institutional or non-institutional care)

S. No	Category	Areas of concern	Proposed Interventions
1.	Child's expectation from care and		

	protection		
2.	Health and nutrition needs		
3.	Emotional and psychological support needed		
4.	Educational and training needs		
5.	Leisure, creativity and play		
6.	Attachments and inter- personal relationships		
7.	Self-care and life skill training for protection from all kinds of abuse, neglect and maltreatment		
8.	Independent living skills		
9.	Any other significant experiences which may have impacted the development of the child, like trafficking, domestic violence, parental neglect, bullying in school, etc. (Please specify)		

20. Whether the child has any siblings? Yes/No
21. Whether the child and his/her sibling are being placed together? A. Yes B. No
22. Whether the child and his/her siblings are being surrendered by the single parent/ Guardian? A. Yes b. No C. Not Applicable
23. Case/Profile No. of the sibling/siblings-
24. In case the child is with disability or special needs or is terminally ill (This may be relevant for both child in conflict with law and child in need of care and protection, as the case may be)
- (i) Whether the child who is suffering from disabilities have been provided with disability certificate. Yes/No. If Yes, please state the disability certificate no

- (ii) Whether such child has been provided with medical equipment like hearing aid, crutches etc. Yes/No. If Yes, please specify.....
 - (iii) Whether the child has been provided for compensation /relief for his/her disability. Yes/No. If yes, please specify.....
 - (iv) Education requirements of the child.....
 - (v) Any other special needs of the child.....
 - (vi) Any other recommendation.....
25. If the child belongs to Children in Street Situations/Trafficked/Involved in Drug Peddling/Child Labour(This may be relevant for both child in conflict with law and child in need of care and protection, as the case may be)
- (i) Whether the child belongs to Children in Street Situation: Yes/No.
 - (ii) Whether the child is a victim of child trafficking: Yes/No. If yes,
 - (iii) Whether the child was involved in drug- peddling: Yes/No.
 - (iv) Whether the child is a victim of child labour. Yes/No. If yes,
 - (v) Whether the child who has been a victim of Child-Labour has been provided compensation under the Child Labour Rehabilitation-cum-Welfare Fund or any other scheme. Please Specify.....
 - (vi) Whether such child who have been victim of child labour/ child trafficking/drug peddling/ or is a children in street situation provided with counselling? Yes/No
 - (vii) Whether the child has been provided any compensation? Yes/ No. If yes, please specify.....
26. If the child is a victim of abuse including sexual abuse: (This may be relevant for both child in conflict with law and child in need of care and protection, as the case may be)
- (i) Whether the child has been provided counselling?
 - (ii) Whether any action has been taken against such offender/perpetrator? If Yes, Please specify.....
 - (iii) Whether the child who has been a victim of sexual assault has been

provided compensation as per the compensation scheme under the Protection of Children from Sexual Offences Act, 2012.....

- (iv) Any other compensation or relief provided to the child?
- (v) Any other observations.....

FOR CHILDREN PLACED IN INSTITUTIONAL CARE

27. **Progress report of the child** (to be prepared every fortnight for first three months and thereafter to be prepared once a month)

[Note: Use different sheet for Progress Report]

- 1. Name of the Probation Officer/Case Worker/Child Welfare Officer.....
- 2. Period of the report.....
- 3. Admission No.....
- 4. Board or Committee details.....
- 5. Profile No.....
- 6. Name of the Child.....
- 7. Place of interviewDates.....
- 8. General conduct and progress of the child during the period of the report
- 9. Progress made with regard to proposed interventions as mentioned in point 19 of Part A of this form.

S.No	Category	Proposed Interventions	Progress of the Child
1.	Child's expectation from care and protection		
2.	Health and nutrition needs		
3.	Emotional and psychological support		

	needed		
4.	Educational and training needs		
5.	Leisure, creativity and play		
6.	Attachments and inter-personal relationships		
7.	Self-care and life skill training for protection from all kinds of abuse, neglect and maltreatment		
8.	Independent living skills		
9.	Any other significant experiences which may have impacted the development of the child, like trafficking, domestic violence, parental neglect, bullying in school, etc. (Please specify)		

10. Any proceeding held before the committee or Board or Children's Court, details:

11. Variation of conditions of bond:.....

12. Change of residence of the child:.....

13. Other matters, if any:.....

14. Period of supervision completed. Details:.....

15. Result of supervision with remarks (if any):.....

16. Name and Addresses of the parent or guardian or fit person under whose care the child is to live after the supervision is over:.....

Date of report:.....

Signature of the Probation Officer.....

28. **Pre-release report** (to be prepared 15 days prior to release):

1. Details of place of transfer and authority concerned responsible in the place of transfer/release:.....
2. Details of placement of the child in different institutions/family:.....
3. Training undergone and skills acquired:.....
4. Last progress report of the child (to be attached, refer Part B)
5. Rehabilitation and restoration plan of the child (to be prepared with reference to progress reports of the child.

S. No	Category	Rehabilitation and Restoration plan of the child
1.	Child's expectation from care and protection	
2.	Health and nutrition	
3.	Emotional and psychological	
4.	Educational and Training	
5.	Leisure, creativity and play	
6.	Attachments and Inter-personal Relationships	
7.	Self-care and life skill training for Protection from all kinds of abuse, neglect and maltreatment	
8.	Independent living skills	
9.	Any other	

6. Date of release/transfer/repatriation:.....
7. Requisition for escort if required:.....

8. Identification Proof of escort such as driving license, Aadhaar Card, etc:.....
9. Recommended rehabilitation plan including possible placements/sponsorships.....
10. Details of Probation Officer/Non-Governmental Organization for post-release follow up:.....
11. Memorandum of Understanding with Non-Governmental Organisation identified for post-release follow- up (Attach a copy)
12. Details of sponsorship agency/individual sponsor, if any:.....
13. Memorandum of Understanding between the sponsoring agency and individual sponsor (Attach a copy):.....
14. Medical examination report before release:.....
15. Any other information:.....
29. Post-release/restoration report of the child:
 1. Status of Bank Account: Closed/Transferred
 2. Earnings and belongings of the child: handed over to the child or his parents/guardians – Yes/No
 3. First interaction report of the Probation Officer/Child Welfare Officer/Case Worker/social worker/Non- Governmental Organisation identified for follow-up with the child post-release:.....
 4. Progress made with reference to Rehabilitation and Restoration Plan:.....
 5. Family's behaviour/attitude towards the child:.....
 6. Social milieu of the child, particularly attitude of neighbours' / community:.....
 7. How is the child using the skills acquired:.....

8. Whether the child has been admitted to a school or vocation? Give date and name of the school/institute/any other agency Yes/No

9. Report of second and third follow-up interaction with the child after two months and six months respectively:.....
10. Efforts towards social mainstreaming and child's opinion/views about it:.....
11. Identity Cards and Compensation

IDENTITY CARDS	Present status (Please tick whichever Applicable)		Action taken
	Yes	No	
Birth Certificate			
School certificate			
Caste certificate			
Below Poverty Line Card			
Disability Certificate			
Immunization card			
Ration Card			
Adhaar Card			
Received compensation from Government			

[Instruction: Please verify with the physical document]

30. Adoption
- (i) Whether the child has been declared legally free for adoption?
 A. Yes B. No C. Not Applicable
 (If not applicable, then subsequent questions do not apply)
- (ii) Whether the child has been placed in a Specialised Adoption Agency or

Child Care Institution?

A. Specialised Adoption Agency B. Child Care Institution

(iii) Social Investigation Report by Child Welfare Officer/Case worker/social worker, as the case may be submitted?

A. Yes B. No

(iv) Deed of surrender executed by the parents/guardian before the Committee?

A. Yes B. No C. Not Applicable

(v) Declaration submitted by District Child Protection Unit and Child Care Institution or Specialised Adoption Agency that all restoration efforts have been made for the child-

A. Yes B. No

(vi) Nobody has approached District Child Protection Unit and Child Care Institution or Specialised Adoption Agency for claiming the child as biological parents or legal guardians-

A. Yes B. No

(vii) All timelines under Section 38 of the Act have been adhered to before declaring the child legally free for adoption-

A. Yes B. No

FOR CHILDREN PLACED IN NON-INSTITUTIONAL CARE

(EXCEPT ADOPTION)

1. Guardian's name (if applicable)
2. Parents/Guardian's Nationality.....
3. Parents/Guardian's Religion.....
4. Child's nationality
5. Details of Adhaar card/voter Identity Card/pan card of the child.....

6. Details of Adhaar card/voter Identity Card /pan card of the child's parents.....
7. Caste.....
8. Language spoken.....
9. Level of Education.....
10. Whether the child has been provided compensation/relief under various schemes of government.....
11. Where is the child being placed? –
(a) guardian (b) foster care (c) sponsorship (d) single parent
12. Whether the child is being surrendered by the single parent/Guardian?
A. Yes B. No C. Not Applicable
13. If yes, then whether the surrender deed has been made? A. Yes B. No
14. **Education-** (Yes/No/Not applicable) If yes, then
 - (i) Whether the child has been enrolled in school or a special training center?
.....
 - (ii) If child is enrolled in school, then
 - (a) Name of the school.....
 - (b) Government/Private
 - (c) Class
 - (iii) Unified District Information System for Education Code of the said school.....
 - (iv) If child is enrolled in special training centre then,
 - (a) Center is Residential or Non-Residential.....
 - (b) Duration of enrollment
 - (v) Whether the child has been enrolled in school under clause (c) of sub-section (1) of section 12 of the Right to Education Act, 2009? Yes / No /

NA

- (vi) The Child Welfare Committee has recommended for continuing of education of the child in the same school as the child was studying in?
Yes/No
- (vii) On the basis of the recommendation, whether the child is continuing education in the same school as he was studying in? Yes/ No
- (viii) The Child Welfare Committee has recommended for transfer of school for the child? Yes / No
 - (a) If yes, then what are the reasons given by the Child Welfare Committee for recommending transfer of school?
- (ix) Whether the child has been admitted to/transferred to a new school?
Yes/No
- (x) Details of new school along with its Unified District Information System for Education Code.....
- (xi) Address and Contact Details.....
- (xii) Class in which admission/transfer taken place.....
- (xiii) Class in which the child was transferred from previous school.....
- (xiv) On the basis of the recommendations of Child Welfare Committee, whether the school in which the child is studying in is giving the benefit under clause (c) of sub-section (1) of section 12(1)(c) of the Right to Education Act, 2009 to the child? Yes / No
- (xv) Whether the child is being given free education by the appropriate government? Yes / No
- (xvi) Is the child availing any scholarship? Yes / No
 - a. If yes, name of the scholarship
 - b. Amount of scholarship
- (xvii) Any other observation and recommendation made by the Child Welfare Committee for education of the child.....

15. Sponsorship

- (i) The child has been recommended for sponsorship by the Child Welfare Committee?
A. Yes B. No (If No, then subsequent questions do not apply)
- (ii) Whether sponsorship for the child has been approved by a Committee headed by District Magistrate:
A. Yes B. No
- (iii) Nature of sponsorship: i. Government ii. Private
- (iv) Type of sponsorship
 - (a) Individual to Individual sponsorship
 - (b) Group Sponsorship
 - (c) Community or organisation sponsorship
 - (d) Support to families through sponsorship
 - (e) Support to children homes and special homes
 - (f) Sponsorship through:
 - (i) Institutions,
 - (ii) Companies
 - (iii) Corporations either public or private
 - (g) Any other
- (v) Whether child has started receiving money under the sponsorship program-
A. Yes B. No
- (vi) Recommended duration of sponsorship:.....
- (vii) Any other information:.....

16. Restoration of the child:

- (i) Whether the child is being restored to:-
Single Parent/Biological Parents /Guardian/ Relative
- (ii) Name of the person to whom the child is being restored

- to.....
- (iii) Address and contact details of person where the child is being restored to.....
 - (iv) If the child is being restored to Guardian/relative, then-
 - (v) Relationship of the child with the guardian/relative-
 - (vi) Does the guardian/relative have children of their own? A. yes B. No
 - (vii) If yes, Details of guardian/relatives' children-
 - (viii) Social and financial condition of the guardian/relative-
 - (ix) Whether the child will be staying in the same State where the child was found? Yes/No
 - (x) Whether the child needs to be transferred to another State for restoration? Yes/No. If yes:
 - (a) Name of the State where the child is restored to-
 - (b) An escort is required for transfer of the child to another State?
 - A. Yes B. No. If yes: Identification Proof of escort such as driving license, Aadhar Card, etc.....
 - (c) Whether District Child Protection Unit/ Child Welfare Committee of the concerned district of the State where the child is being transferred to has been informed about the transfer orders? Yes/No
 - (d) Whether the child's documents/Social Investigation Report/ Individual Care Plan/ Orders of Child Welfare Committee have been transferred to the concerned CWC of the State? Yes/No
 - (e) Details of Child Welfare Committee where the case is transferred.....
 - (xi) Child Welfare Committee has recommended follow-up of the child post restoration: Yes / No
 - (xii) Status of bank accounts of the child.....
 - (xiii) The belongings of the child are handed over to the child/parent/guardian: Yes/No

(xiv) Identity Cards and Compensation:

IDENTITY CARDS	Present status (Please tick whichever Applicable)		Action taken
	Yes	No	
Birth Certificate			
School certificate			
Caste certificate			
Below Poverty Line Card			
Disability Certificate			
Immunization card			
Ration Card			
Adhaar Card			
Received compensation from Government			

REPATRIATION OF THE CHILD

- (i) Whether the child needs to be repatriated. Yes/No
- (ii) If yes, whether such repatriation is: (tick whichever is applicable)
- inter-district
 - inter-state
 - inter-country
- (iii) Whether information about repatriation of the child has been informed to the:-
- District Magistrate.
 - State Government.
 - Central Government.
- (iv) Has the process of repatriation of the child been initiated? Yes / No .

Details:.....

(v) Whether the details of the child to be repatriated has been informed to National or State Commission for Protection of Child Rights, as the case may be?

(vi) Any other recommendation.....

.....

Signature of the Probation Officer/
Child Welfare Officer/District Child Protection Unit
Stamp and Seal where available