

UNICEF GUYANA AND SURINAME
TERMS OF REFERENCE
FOR CONSULTANTS

*Individual Consultancy –National Consultant
Consultancy for Drafting national Standards for the Strategy Framework and workplan for the
implementation of the Guyana Safe Schools Programme*

Country Office: Guyana - Suriname

Duty station: Guyana

Consultancy title: Consultancy for Drafting national Standards for the Strategy Framework and workplan for the implementation of the Guyana Safe Schools Programme

Supervisor: Emergency Officer, Guyana Suriname

Duration of Contract: 60 working days

I. PART ONE – External

1. Background

In April 2017 the Caribbean Safe School Initiative (CSSI) was launched. It is the framework to advance school safety in the Caribbean and aim to reflect the Caribbean contribution to the Worldwide Initiative for Safe Schools (WISS). The CSSI is the flagship programme of the Caribbean Disaster Emergency Management Agency (CDEMA) for programme cycle 2017 – 2020. This flagship programme referred to as the Caribbean Model Safe School Programme, sets out to:

- Mainstream climate change/ DRR in sector policy, plans and curricula beginning at early childhood through to secondary level
- Facilitate systems monitoring within sectoral interventions for climate change and DRR.
- Facilitate curriculum review/reform and capacity development for climate change education and appropriate responses from early childhood through to secondary levels
- Facilitate advocacy and mobilization for social and behaviour change through the introduction of green schools and a targeted campaign
- Support institutional strengthening for planning, monitoring for disaster risk reduction.
- Facilitate knowledge generation and dissemination on the effects of climate change on children's participation and performance in schools including knowledge of perceptions in schools; development of baselines on SitAN in Schools (child participation, behaviours; tools and monitoring systems)
- Develop a strategy to equip the Caribbean education system to prepare boys and girls for green jobs
- Develop "Build Back Better" strategies for recovery interventions within the education sector.

Within the Guyana context this will include strategies as follows:

1. Engaging in the multi-stakeholder "Worldwide Initiative for Safe Schools (WISS)", by supporting the implementation of the Comprehensive Safe School Framework and the Model Safe School Programme at all public schools in Guyana.
2. Building resilience in the education sector.

3. Sourcing adequate financial and other resources towards strengthening efforts in Disaster Risk Reduction (DRR) linked to the education sector.
4. Coordinating with national and regional disaster management bodies to integrate the tenets of Comprehensive Disaster Management (CDM) into education policies and plans and ensuring alignment with existing national and regional disaster reduction and climate change resilience building strategies.
5. Strengthening the coordination and cooperation mechanisms among stakeholders at the community, national, regional and international levels.
6. Building stronger collaboration among the Ministries of Education in the Caribbean with relevant private sector entities, non-governmental organizations as well as other regional and international entities.
7. Defining and putting in place a frame work to track and measure progress on the implementation of actions identified in the Road Map on School Safety to be authorized by the Ministry of Education, Guyana.

The Ministry of Education in the Cooperative Republic of Guyana recognizing its limitations in its schools' emergency preparedness and response, acknowledges the importance of developing and utilizing a comprehensive strategy framework for reducing natural hazards risks in its schools. Referencing these two models, the CSSI and the Caribbean Model for Safe Schools, as useful in solidifying and systematizing programming for safe schools in Guyana, the MoE intends to develop a framework consistent with national realities.

The MoE's vision for a such a framework is consistent with the 2017- 2021 Programme of Cooperation between the Ministry of Education and UNICEF Agreed Work Plan Work. , which caters to Safe and Protective Learning environments under the umbrella of Child Friendly Schools Programming.

It is therefore critical that the Ministry of Education engages an experienced technocrat to develop a strategy framework for safe schools which can guide appropriate policy development for use in all public schools in the country. Stratgeies for adherence to framework and its guidelines . and adhered to by all stakeholders. It is envisaged that the document will address emerging and re-emerging issues for a protective learning environment and determine the scope and strategies to be employed..

2. Purpose of the Assignment

The national consultant will draft the Standards for the Strategy Framework and workplan for the implementation of the Guyana Safe Schools Programme that is in line with the Ministry of Education's Child Friendly Schools (CFS) programme and the CDEMA led Caribbean Model Safe School Programme. The Consultant will ensure that the draft standards and implementation plan are in sync with all relevant Ministry of Education policies and guidelines.

Currently the CFS and existing non-academic standards in place within the MoE cover various elements necessary in a safe school programme but to date there has been limited coordinated, comprehensive approaches to merge these together to advance maximum results and impact. It is in this regard that the Ministry of Education solicits the support from UNICEF Guyana to ensure adequate technical and financial support for drafting standards for a Strategy Framework and subsequent work plan which will sustain, complement and enhance the resilience of Guyana’s schools through the MoE’s existing strategies and policies.

3. Scope and Methodology

The scope of this consultancy focuses on providing the MoE with standards for Guyana’s Safe School Programme that link directly to existing policies and strategies focusing on resilience building and emergency preparedness and response. The consultant will undertake the outlined activities through the administrative framework of the MoE ensuring complementarity of strategies and active participations through stakeholder consultations.

4. Major Tasks to be accomplished:

The Standards for the Strategy Framework will be drafted by the consultant by:

- Conducting a desk review of all existing relevant documents/ instruments in Guyana’s Education Sector relating to Disaster Risk Reduction, Emergency Preparedness and Response, and Sustainable Education for Development;
- Conducting field tests/ consultations with students in schools in Regions 1, 2, 8 and 9; and compile feedback;
- Draft a Guyana Standard for Safe Schools;
- Finalize standards and set strategy for the rolling out of the programme;
- Identify human and financial resources required .
- Draft a monitoring tool for the Plan

The key deliverable will be the Preparation and submission of Strategy Framework and workplan for the implementation of the Guyana Safe Schools Programme. The components will comprise of:

- Inception Report- Report on Desk Review of all existing relevant documents/ instruments in Guyana’s Education Sector with an agreed work plan by Ministry of Education and UNICEF
- Draft Report scoping standards- Draft of Standards and consultation strategy approved by Steering Committee for consultations with students, Conduct field tests/ consultations with students in schools in Regions 1, 2, 8 and 9; and compile feedback; Submit draft of Standards for final review by Steering Committee
- Final Report- Finalisation of Standards approved by Steering Committee

5. Deliverables and deadline(s) for submission:

DELIVERABLES	Main components	# OF DAYS)	% of Payment
Inception Report	-Report on Desk Review of all existing relevant documents/ instruments in Guyana’s Education Sector -Agreed work plan	10	20%
Draft Report	-Draft of Standards and consultation strategy approved by Steering Committee for consultations with students - Conduct field tests/ consultations with students in schools in Regions 1, 2, 8 and 9; and compile feedback; -Submit draft of Standards for final review by Steering Committee	5	45%
		30	
		5	

Final Report	-Finalisation of Standards approved by Steering Committee	10	35%
	TOTAL	60	100%

6. Estimated duration of contract and Tentative Dates:

Duration: The period of consultancy will be for 60 working days
 Tentative dates: Within time period September 15th 2018 to January 31st 2019

7. Duty Station: Guyana

8. Official Travel Involved: In country. Costs will be covered separately to consultancy as will include

9. Qualification or Specialized Knowledge/Experience Required:

- At least 10 years of relevant professional experience in education and expertise in child rights and/or environment-related issues desirable
- A good knowledge of school community based programming
- Experience in the development of school improvement plans
- Previous experience with the UN/UNICEF and or other development agency
- Sound understanding of the Convention on the Rights of the Child (CRC)
- Strong analytical and English report writing and presentation skills;
- Strong communication, coordination and negotiation skills.