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| **TRAINING AGENDA**  \*Agenda to be distributed to participants prior to training and displayed in the training room\* | | | |
| **DAY 1** | | | |
| **Time** | **Module** | **Session Aims** | **Facilitator** |
| **8.30 – 9.00** | Introduction | Participants are introduced to facilitators and other participants, familiarize themselves with the training location, and understand the agenda and purpose of the training. | e.g. XX |
| **9.00 – 10.30** | Characterising Family Separation in Emergencies | Participants understand the drivers and causes of separation in different contexts and non-emergency related separation and mixed migratory flows. Participants will learn how separation places children at increased risk of threats. | e.g YY |
| **10.30 – 10.45** | Break |  |  |
| **10.45 – 12.30** | Preventing Separation | Participants understand how the Primary Prevention Framework applies to prevention of family separation in humanitarian action and risk factors and protective factors relating to family separation. Participants will learn about the importance of conducting information campaigns to prevent separation. |  |
| **12.30 – 1.30** | Lunch |  |  |
| **1.30 – 3.00** | Preparedness in UASC Programming | Participants understand the critical project preparedness actions to prevent separation, including the identification of funding and resource requirements, and the importance of working with other humanitarian sectors. |  |
| **3.00 – 3.15** | Break |  |  |
| **3.15 – 5.00** | Coordination for UASC Programming | Participants understand the role of coordination in an emergency response to UASC, different types of coordination structures, the importance of linking a UASC coordination mechanism to existing child protection forums, and the role of standard operating procedures and referral pathways in supporting an effective response. |  |
| **5.00 – 5.30** | Day 1 Review | Participants consolidate learning from Day 1 and are introduced to the Simulation activity. |  |
| **Homework**  **(45 mins)** | Simulation Activity 1: Roles, Responsibilities, and Function of a Coordination Group | Participants understand the roles and responsibilities of different actors in a coordination group and use this information to respond to the Simulation Situation Analysis. |  |
| **DAY 2** | | | |
| **Time** | **Module** | **Session Aims** | **Facilitator** |
| **8.00 – 9.00** | Training of Trainers – Developing an Agenda and Session Planning | Participants understand how the UASC Training is structured and the responsibilities of the Facilitator in preparing so they can deliver an effective training. |  |
| **9.00 – 10.30** | Assessment of Separation and Risk of Separation | Participants understand the importance of assessing the risk of and vulnerability to separation and mapping the capacity to respond. Participants learn how assessments are used to determine the nature and scale of separation and how different methodologies provide different information. |  |
| **10.30 – 10.45** | Break |  |  |
| **10.45 – 12.15** | Planning for UASC | Participants understand UASC priority actions in response to UASC and Standard 13 of the Minimum Standards for Child Protection in Humanitarian Action. |  |
| **12.15 – 1.45** | Identification of UASC | Participants understand the process of establishing which children have been separated and where they may be found, and the role of identification in a coordinated response. Participants will learn how to link the definitions of UASC with the development of vulnerability and resilience criteria for different interventions. |  |
| **1.45 – 2.15** | Lunch |  |  |
| **2.15 – 3.45** | Documentation of UASC | Participants understand good practice in the documentation of UASC, how Documentation Forms are used, and the process of eliciting information from UASC to support case management. |  |
| **3.45 – 4.00** | Break |  |  |
| **4.00 – 5.00** | Case Management for UASC | Participants understand case management principles, the key features of case management for UASC, and the importance of ensuring a coordinated case management system. |  |
| **5.00 – 5.30** | Day 2 Review | Participants consolidate learning from Day 2 and demonstrate understanding of case management. |  |
| **Homework**  **(45 mins)** | Simulation Activity 2: Mapping Local and National Capacity to Respond | Participants understand how to use a mapping tool to collect information required to plan a response for UASC. |  |
| **DAY 3** | | | |
| **Time** | **Module** | **Session Aims** | **Facilitator** |
| **8.30 – 9.30** | Training of Trainers – Adult Learning and Developing Sessions | Participants understand adult learning principles and how to incorporate them into UASC Training. |  |
| **9.30 – 11.00** | BIA, BID and Information Management | Participants understand UNHCR’s Best Interests Procedure in case management for UASC and how information management supports a UASC response. |  |
| **11.00 – 11.15** | Break |  |  |
| **11.15 – 12.45** | Alternative Care of UASC | Participants understand different types of alternative care, how to identify alternative care arrangements for UASC, and the importance of establishing a monitoring system for alternative care arrangements. |  |
| **12.45 – 1.45** | Lunch |  |  |
| **1.45 – 3.15** | Family Tracing | Participants understand family tracing, different approaches to tracing, and best practice in family tracing, including cross border tracing. |  |
| **3.15 – 3.30** | Break |  |  |
| **3.30 – 5.00** | Verification for Family Reunification | Participants understand the role of verification in family reunification and the process of validating family ties prior to an assessment of whether reunification is in the best interests of the child. |  |
| **5.00 – 5.30** | Day 3 Review | Participants will consolidate learning from Day 3 and assess their own learning journey. |  |
| **Homework**  **(45 mins)** | Simulation Activity 3: Planning the Response | Participants understand the role of different actors in a UASC coordination group and how to advocate for organisational priorities in a response. |  |
| **DAY 4** | | | |
| **Time** | **Module** | **Session Aims** | **Facilitator** |
| **8.30 – 9.00** | Training of Trainers – Facilitating Training | Participants understand the challenges of delivering training on UASC and strategies to mitigate these challenges. |  |
| **9.00 – 12.45** | Simulation  (including working break and debrief) | Participants apply learning from Days 1 -3 of the UASC TOT and understand the challenges associated with effective coordination of a UASC response. Participants understand the role of a Simulation activity in adult learning. |  |
| **12.45 – 1.45** | Lunch |  |  |
| **1.45 – 3.15** | Reunification | Participants understand the process and steps required for family reunification and the principles guiding the assessment of whether reunification is in the child’s best interests. Participants will learn about the different emotional and psychological reactions of a child during the reunifcation process. |  |
| **3.15 – 3.30** | Break |  |  |
| **3.30 – 5.00** | Reintegration and Follow Up | Participants understand the importance of follow up after reunification, the role of different stakeholders in the reunification and reintegration of children, and how to strengthen local capacity to support reintegration. |  |
| **5.00 – 5.30** | Day 4 Review and Close | Participants will consolidate learning from Day 4 and provide feedback on the UASC Training. |  |