

## SERVICE SPECIFICATIONS 2011/2012

**CATEGORY OF SERVICE: CHILDREN**

**SERVICE DESCRIPTION: EARLY CHILDHOOD DEVELOPMENT**

**DISTRICT: XHARIEP.**

**AREA**

<b>Name of Town / Area:</b>	Zastron / Rouxville / Smithfield -areas
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**AIM**

<b>Aim (focus) of the Service/Project</b>	To maintain an ECD Mobile Unit Service to children not accessing ECD services in Xhariep.
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**SERVICES REQUIRED**

<b>Target Group (s)</b>	Children in the age group Birth – 5yrs
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**OBJECTIVES AND OUTPUTS REQUIRED**

<b>Objective (s)</b>	<b>Output(s)</b>
To maintain an ECD mobile unit service in Xhariep	<ol style="list-style-type: none"> <li>1. <b>Provide comprehensive ECD services to children not accessing ECD services in the identified ares</b> <ul style="list-style-type: none"> <li>- Take mobile unit out to identified areas</li> <li>- Register children attending the mobile unit service daily</li> <li>- Keep a file on each child attending</li> <li>- Provide stimulation programmes covering all developmental areas to children in the age group birth to 5yrs</li> <li>- Mobile unit to be in identified areas 4 days per week</li> </ul> </li> </ol>

	<ul style="list-style-type: none"> <li>- Target approximately 20 - 30 children per service point</li>   <li>2. Provide internal monitoring and evaluation of the programme           <ul style="list-style-type: none"> <li>- Senior staff member of organisation to visit areas served for monitoring and evaluation of the actual services – on a monthly basis.</li> </ul> </li>   <li>3. Provide quarterly reports on activities</li> </ul>
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**FUNDABLE ACTIVITIES / ITEMS**

<ul style="list-style-type: none"> <li>• Personnel, transport, procurement of toys,material,books etc, telephone exp.</li> </ul>	Estimated Cost: R.....
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**ENQUIRIES**

<b>PROVINCIAL OFFICE OFFICIAL</b>
<b>Official: W.Sapsford / Me J Erasmus</b>
<b>Tel Nr: 051 – 4090549 / 051 - 4090557</b>

**SUBMIT TO:**

<b>PROVINCIAL OFFICE:</b>	
<b>Office:</b>	<b>Provincial office</b>
<b>Physical Address:</b>	<b>2<sup>nd</sup> Floor Liberty Building, St Andrew Street, Bloemfontein</b>
<b>Official:</b>	<b>W.Sapsford.</b>
<b>Office Nr:</b>	<b>203</b>

APPROVED:

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EXECUTIVE MANAGER: CHILDREN

DATE: .....