

TOOL 5: IDENTIFICATION OF OUT-OF-SCHOOL CHILDREN (NOT ENROLLED & NOT ATTENDING)¹

Summary:			
Tool for	Municipalities	Objective	Identifying children who are out-of-school
Process	Municipalities proactively identify children out-of-school through concrete actions and coordination with all local stakeholders		

Checklist for Municipalities/PRTANs	✓
Municipality requires lists of children in age of entering Grade 1 from the registry office	
Municipality verifies that children on the list have enrolled in Grade 1 (to the extent possible – some children will have moved location)	
Municipality works with Centres of Family Medicine, NGOs, CSOs, social workers and the police to identify children not enrolled or not attending school	
Municipality organises meetings for professionals in contact with children, particularly health professionals to raise their awareness on their possible contribution in identifying children not enrolled/not attending school, particularly but not limited to children with disabilities	
Municipality centralises data on drop-out students provided by schools	
Municipality centralises information from the general public on children who are not enrolled in school	

¹Tools 1-4 are part of the Manual for School PRTANs, also available on CD enclosed to this publication.