



Ministry of Education, Youth and Sport



MANUAL

School Community Manual

Cambodia

FIT FOR
SCHOOL

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កថាមុខ

សៀវភៅ "ណែនាំសម្រាប់សាលារៀន និងសហគមន៍" បានរៀបរៀងឡើងដោយនាយកដ្ឋានសុខភាពសិក្សា នៃក្រសួងអប់រំ យុវជន និងកីឡា នាយកដ្ឋានការពារ សុខភាព នៃក្រសួងសុខាភិបាល នាយកដ្ឋានថែទាំ សុខភាពជនបទ នៃក្រសួងអភិវឌ្ឍន៍ជនបទ សហការ ជាមួយអង្គការ GIZ ឯកសារនេះ ជាឧបករណ៍ជំនួយ ស្មារតីដ៏មានសារៈសំខាន់ ចំពោះអ្នកពាក់ព័ន្ធទាំងអស់ ដែលមានបំណងអនុវត្តគម្រោងអនាម័យជុំវិញសាលា រៀន នៅតាមគ្រឹះស្ថានសិក្សារបស់ខ្លួន។

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តាមរយៈបទពិសោធន៍នេះ ក្រសួងអប់រំ យុវជន និងកីឡា សូមលើកទឹកចិត្តដល់គ្រប់ដៃគូអភិវឌ្ឍន៍ទាំងអស់ ព្រម ទាំងវិស័យឯកជន ក្នុងការបន្តចូលរួមពង្រីកការអនុវត្ត គម្រោងអនាម័យជុំវិញសាលារៀន នៅតាមសាលា

បឋមសិក្សាទាំងអស់ នៅក្នុងប្រទេសកម្ពុជា ដើម្បីលើក កម្ពស់សុខភាពកុមារ និងចូលរួមចំណែកពង្រឹងគុណភាព អប់រំ ទាំងពេលបច្ចុប្បន្ន និងទៅថ្ងៃអនាគត។



Foreword

“School Community Manual” has been developed by School Health Department of the Ministry of Education, Youth and Sport, Department of Health Prevention of the Ministry of Health, Department of Rural Health Care of the Ministry of Rural Development in collaboration with Deutsche Gesellschaft für Internationale Zusammenarbeit GmbH (GIZ). This manual is a useful tool for supporting all stakeholders who wish to apply “Fit for School Program” in their schools.

The Fit for School Program is a practical approach to jointly implement the third component of the Child Friendly School Policy on health, safety and protection of children and the National School Health Policy. Since 2012, under cooperation with the Ministry of Health, GIZ, and the Southeast Asian Ministers of Education Organization’s Regional Center for Educational Innovation and Technology (SEAMEO INNOTECH), has successfully implemented the Fit for School Program in ten primary schools in Phnom Penh Capital and in other four provinces, covering nearly 8,000 students. This program aims to reduce maximally on infectious diseases that can be prevented, such as diarrhea, acute respiratory infection and tooth decay by implementing a number of easy measures regularly in schools, such as group handwashing with soap and toothbrushing with fluoride toothpaste, and bi-annual mass deworming.

Through this experience, the Ministry of Education, Youth and Sport encourages all development partners and private sectors to continue the support in expanding the implementation of Fit for School Program in all primary schools in Cambodia in order to promote child health and to strengthen current and future education quality.

Signed and Stamped by

H.E. Hang Chuon Naron
Minister of Education, Youth and Sport

Phnom Penh, November 10, 2014

Foreword from SEAMEO INNOTECH and GIZ

“It is clear that without proper education, health suffers. And without proper health, good education is not possible.”

Gro Harlem Brundtland, former President of Norway and WHO Director General

Infections, tooth decay, intestinal worms, and malnutrition – these are common diseases of school children in many parts of Southeast Asia and beyond. Such avoidable ailments affect not only their physical and mental development, but also their ability to attend and perform well in school. Even the best education system cannot achieve quality schooling when students are frequently ill or in pain. The link between health and education goes both ways: Healthy children have higher chances to benefit from education and better education increases socio-economic status and long-term health gains.

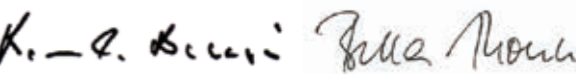
Learning in school is central to children’s lives and schools are ideal places to extend this role to enhance health and general development of children. Teachers can take an active part through organising and supervising daily group activities with little additional effort, while the students themselves take over supportive tasks. School heads are important drivers for continuous improvement of the school environment

and in the mobilization of support. A close interplay between school, parents and the community is essential in this process.

To strengthen and promote school health in Southeast Asia, as well as to build on the vital role of schools, educational personnel and the community in this process, the Regional Fit for School Program of GIZ and SEAMEO INNOTECH have developed this School Community Manual together with the national partners in Cambodia, Indonesia and Lao PDR. The work was based on the model, which was developed by the Department of Education in the Philippines, supported by the NGO Fit for School Inc.

We invite you to study this manual and apply the outlined steps to your school. The manual provides practical support in implementing school health programs based on the Fit for School Approach and explains how schools can be transformed into enabling learning environments to improve the education and health of our children. We are convinced that schools, communities and children are key actors in this transformation.

Be part of this exciting movement, start now and help make your school a healthier place!



Dr. Ramon C. Bacani,
Director SEAMEO INNOTECH

Dr. Bella Monse,
Principal Advisor Regional
Fit for School Programme GIZ

Guidelines from Cambodia



Kingdom of Cambodia
Nation Religion King

Ministry of Education, Youth and Sport
No.3833.MoEYS.SH

Phnom Penh, 15 November 2013

MINISTER OF MINISTRY OF EDUCATION, YOUTH AND SPORT

Attention : Directors of Municipal/Provincial Departments of Education, Youth and Sport
Objective : Health Education and promotion of Global Handwashing Day at Public and Private Educational Institutions
Reference : Letter No. 4198 MoEYS.SH dated 17 November 2008 of the Ministry of Education, Youth and Sport

As per the aforementioned objective and reference, I would like to inform all Directors that Cambodia has celebrated “Global Hand washing Day” every year since 2008 for the purpose of driving the force of hand washing with soaps before eating and after using the toilet, which is a simple, cost-effective intervention that can be implemented everywhere and every time, and contribute considerably to reducing child mortality rate from diarrhea and acute inspiratory infection.

In order to foster participation in Global Handwashing Day more effectively, the Ministry of Education, Youth and Sport would like to recommend that Directors of Municipal/Provincial Departments of Education, Youth and Sport further promote the Handwashing to public and private educational institutions as follows:

1. Pay considerable attention to the effective implementation of the attached “Guideline Participation in Global Handwashing Day by Educational Institutions”
2. Determine the time for teachers and students to abide by the above mentioned guideline
3. Check the possibility to make available handwashing facilities with soaps and clean water for students to wash their hands frequently at each educational institution
4. Educate students to properly and frequently practice handwashing with soaps at each educational institution.
5. Further focus on leading and assigning students in taking turn to clean restrooms, toilets and keep the environment within each educational institution clean at all times.

The ministry sincerely hopes that Municipal/Provincial Departments of Education, Youth and Sport will pay attention and take responsibility for the successful implementation of this guideline effectively and efficiently.

Please accept my most sincere respect.

Signed and Stamped by

H.E. Pith Chamnan
Acting Minister of Education, Youth and Sport

- CC
- The Ministry of Interior
 - The Ministry of Rural Development
 - Municipal/Provincial Halls
 - Relevant units under the supervision of the Ministry of Education, Youth and Sport
 - UNICEF
 - <For information>
 - Archives
 - Documents SHD



Introduction

Establishing schools as enabling places where children can thrive and learn – this is the objective of the Fit for School Approach, an innovative and integrated school health concept that was first developed in the Philippines and has also been introduced in other Southeast Asian countries, namely Cambodia, Indonesia and Laos.

The Fit for School Approach is based on three core principles: Simplicity, scalability and sustainability. A school health program and its interventions must be based on best possible evidence, should be cost-effective and packaged to facilitate implementation in the school context with little extra effort. Capitalizing existing structures and resources as well as following a modular setup are essential elements for scalability. To ensure sustainability, long-term allocation of government manpower and financial resources is crucial. A close partnership with the parents and local community is imperative in maximizing the positive program effects.

Aligned with these principles, the interventions comprise hand washing with soap and tooth brushing with fluoride toothpaste as daily group activities; complemented by biannual deworming. Institutionalizing these interventions addresses some of the most prevalent diseases among school children. To provide a healthy environment, schools need functional washing facilities and toilets. These basic school infrastructures are prerequisites for positive hygiene behaviour and address key determinants of health.

Recognizing School-based Management (SBM) as an important cornerstone, the Fit for School Approach builds on the strength of schools as self-managing entities with the leadership and active involvement of education personnel, as well as the close collaboration with the larger school community and parents. Every member of the community can contribute in various important ways to make the program successful including the construction of washing facilities, participation in monitoring or cleaning, repair and maintenance. In this way, even schools with limited resources can implement effective health interventions and improve their infrastructure little by little

This manual outlines the practical steps for school heads, teachers, parents and community members on how to support and engage in activities based on the Fit for School Approach. It details the characteristics of a supportive school environment and describes the implementation of practical interventions. In addition, the manual provides guidance on cleaning, operation and maintenance, as well as regular and structured monitoring. Finally, roles and responsibilities of the different stakeholders are clarified.

Combining the strengths of schools and communities is a natural and logical process. Using a joint approach helps to ensure the best positive impact on health and education of school children. Furthermore, it is an enriching and satisfying experience for all involved to see children thrive, happy and better equipped for successful learning.



School is a nursery of human resource a place where students spend most of their time each day. Making our school safe and full of supportive learning environment, and practicing healthy habits on a daily basis can improve health and education of students at the same time, and fully contribute to the Child Friendly School program and National School Health Policy on health, safety and protection of children. To achieve this purpose, the school management especially the school principal has an important role in managing and mobilizing resources as well as encouraging participation of teachers, students, parents, local authorities and the entire community.

How to Create a Supportive Learning Environment



Water, Sanitation, and Hygiene in Schools

Lack of clean water and sanitation is still a challenge in Cambodian schools. These factors have led to hygiene-related diseases such as diarrhea, respiratory tract disease, tooth decay, and worm disease. Consequently, it leads to malnutrition and effects the growth of the body, wisdom and spirit of children. The “Fit for School Program” is an initiative to address the above challenges.

This chapter is about how to improve sanitation and hygiene in schools starting with easy steps and simple resources available in the community.

In order to enable students to practice handwashing and toothbrushing on a daily basis, we need functional group washing facilities in schools. Even if the school has no access to water yet, a simple group washing facility can be created, for example: Student can take water bottles from home respectively. In this chapter you will find the most important information on constructing a group washing facility in your school. For more detailed and technical information on group washing facilities please check the Fit for School “Field Guide: Hardware for Group Handwashing in Schools”.



According of the MoEYS Educational Statistics 2012-2013, out of 6,910 primary schools in Cambodia, 41% are without water, and 18% are without toilet.¹

Facts

Having functional group washing facilities are crucial for the successful implementation of the Fit for School Program.

Guidelines // Design & Construction of Group Washing Facilities

Assess the water and sanitation conditions in our school, discuss needed improvements and seek support from parents and all stakeholders.

Think about immediate improvements and long-term improvement as part of the School Development Plan.

Construct a sufficient numbers of group washing facilities based on available resources in the community.

For more detailed and technical information on group washing facilities please check the Fit for School “Field Guide: Hardware for Group Handwashing in Schools”.

Make the implementation of hand washing with soap and tooth brushing with fluoride toothpaste become a daily habit in schools.

Maintain the cleanliness of the group washing facilities.

Use the experiences that others have made. Watch the video on the DVD or on the Fit for School website.



1.

Build the facility close to the classroom.



2.

One facility should accommodate at least 10-15 kids. Two to three classrooms could share one facility.



3.

Use indigenous or local materials available in the community.



4.

For a school with low water pressure or unreliable water supply, the school can attach a 20-litre water container to a group washing facilities, then manually deliver water to the water container, and then release water from the container for hand washing and toothbrushing.



5.

Drill holes along the water pipe (About 1 millimeter) to save water.



6.

Tippy taps are immediate low cost solutions.



7.

Inclining the facility lets water flow smoothly.



8.

Check the height and width of the facility in appropriation with children's height.



9.

Ensure proper drainage for the group washing facilities.

Guidelines // Toothbrush Holder

Each child will receive one toothbrush with a cover per academic year. These are to be stored in a toothbrush holder, ideally inside the classroom.

The toothbrush holder should be easy to clean.

Never let the children bring the brushes home. A second brush is needed at home.

As an alternative to labeling, have the children personalize their toothbrushes for easy identification.



1.

The toothbrush holder will be fixed to the wall so that children can easily reach it.



2.

There should be spaces between the brushes to avoid cross infection.



3.

The slots should be designed in a way that the head of the brush is exposed to the air. The cover has little holes to prevent molds.



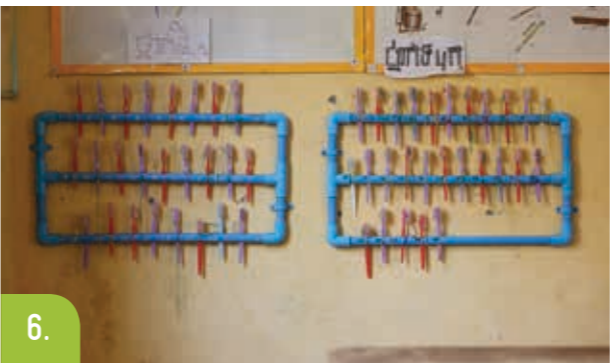
4.

Using a permanent marker, toothbrushes must be labeled individually according to student name or number.



5.

The label must be wrapped with tape to prevent it from being erased over time.



6.

Each space and each brush should be clearly labeled to avoid mixing up brushes.

Frequently Asked Questions // Supportive Environment

We have no water access at our school. Can we still implement the program?

Yes, we can. A self-contained system for your group facilities can be an option. This is a facility where a smaller container, usually a water jug, water bucket or repurposed pail, is elevated to service its own integrated facility. Or students can take a water bottle from home respectively. Only about 300 of water are needed per child per day for the activities. Check the "Field Guide: Hardware for Group Handwashing in Schools" for more details on possible facilities for your school.

What kind of facility is the best for our school?

When choosing a type of facility we should have in mind the locally available materials and resources that are affordable: water sources, water availability and pressure and number of children in school, as well as affordability on cleaning and maintenance of facilities.

Why should parents, student guardians and community be involved in the construction of facilities?

The involvement of parents, student guardians and community is important to the success and sustainability of the activities. It's the role of the school management especially school principal to coordinate and mobilize resources such as labor, materials or financial contribution from these stakeholders. Parents and community members will feel more responsible if they are involved and have a clear role in the program implementation. Local authorities, private charity, and private sector can also help to support for water access and improved sanitation in schools.

How big should the facility be?

It is recommended to have one facility that is close to classroom and can fit at least between 10-15 children at a time. Two to three classrooms could share one facility with a big facility that is closed to the classroom, it is less time consuming to conduct the daily activities (about 7 minutes per day).

Should our facility have a roof?

A roof offers protection from rain or direct sunlight and makes the activities more convenient in all seasons. But the most important is that the facility is functional and children can practice activities on a daily basis. If the school prefers to have a roof, the funds can be raised and a roof can be built later on.

Experiences



Sok Sitha // Member Commune Councils

"The commune councils has attended meeting to discuss and decide on the group washing facilities designs. Moreover, the commune councils have mobilized all student's guardians to support and contribute financially to the construction of group washing facilities for handwashing and toothbrushing."

Toun Pheara // Head District Educational Office

"As a Chief of District Education Office, I have participated in the "Fit for School" training, have read the manual and watched video about implementation of the 'Fit for School' Program. I have also participated in school program monitoring and encouraged consistent implementation of the 'Fit for School' program activities, which include daily group handwashing and toothbrushing, and bi-annual deworming. When children develop these healthy habits, they will have good dental health and have no infectious disease, and that will make them growth well and achieve their academic result. Moreover, it can help reduce the medical treatment cost and help society to progress."

Sorn Channareth // School Principal

"To ensure a successful implementation of the 'Fit for School' Program, as a school principal, I have worked with the school management to ensure sufficient and reliable water supply and availability of group washing facilities for the students. I'm also very proud with the toothbrush holder our school has built in each classroom. Moreover, I also take a proper care of the materials that support the activities such as soap, toothbrushes, and toothpaste. When a classroom encounters any issues in implementation of the activities, they can always come to ask me for help."

2

Handwashing with Soap

Handwashing with soap has been recognized as the most important step in avoiding infectious diseases and preventing the spread of germs to others.



Facts

Scientific research gathered in several studies showed that regular handwashing with soap can reduce the rate of diarrhea by 31% to 47% and respiratory illness by 30%.²

According to baseline data of our Health Outcome Study, 30% of sample children were stunted and 37% have below normal Body Mass Index. Access to safe water, and good sanitation and hygienic practices including handwashing with soap contribute to reduction in stunting among children.

You should always wash your hands with soap after using the toilet, before handling food and before eating.



Infectious Diseases

Infectious diseases are diseases that spread from one person to another. Worm infections, diarrhea, common colds, coughs, even bronchitis and skin infections are the most common infectious diseases that happen due to lack of hygiene. If we all take care to keep ourselves, our home and our school clean, we can guide children to cleanliness and stop most diseases before they start.

Guidelines // Daily Handwashing

All children will wash their hands with soap at least once a day in school as a group activity.

The best time to do this is before eating at recess or at lunch time.

Make soap available at the group washing facility all the time. Soap can be put in a stocking and tied to the facility.

The teacher will assign and train students to help their classmates conduct the hand-washing activity in an organized manner.

Water is only needed at the beginning to wet hands and at the end to rinse hands. Close the water in between while children lather their hands to save water.

After about a week, children get used to this procedure and the role of the teacher will be limited to supervision.

The teacher will remind the children to wash their hands with soap after using the toilet, before handling food and before eating.

Children are encouraged to be advocates for handwashing with soap and make it a routine in family life.



1. Apply soap, create lather and rub all surfaces for 20 seconds.



2. Rub right hand over left and vice versa.



3. Rub palms together with fingers interlaced.



4. Rub the backs of fingers against the opposite palm.



5. Grasp thumb and rub with a twisting motion. Repeat for other thumb.



6. Rub left palm against the back of the right hand and vice versa.



7. Rinse hands with running water.



Dry hands in the air. Do not use a towel! Towels become a source of infection after the first use.



Save water and don't let the water flow throughout the activity.

Frequently Asked Questions // Handwashing

When washing hands, can I use any kind of soap?

Yes. With proper use, all soaps, even laundry and dishwashing soaps, are effective in cleaning our hands. However, laundry soaps have a stronger formula than other soaps.

Do we need to use antibacterial soap?

No antibacterial soap is needed. Any kind of soap will do. Removing bacterial from the skin depend more on the act of rubbing and rinsing the hands, not the type of soap.

Can rainwater be used for handwashing?

Yes. If water is scarce, water from a well, rainwater and even seawater can be used for handwashing, but it is of utmost importance that handwashing is always done with soap.

Why is it also important to trim fingernails?

The area under fingernails has the highest potential for harboring bacteria and viruses. Well-trimmed nails are easier to keep clean.

If water is scarce, can two or more children use the same water from a basin for handwashing?

No, because they will also share their germs. Children should rinse their hands individually and it is best to use flowing water.

Is the promotion of handwashing only being done in Cambodia?

No, this is part of a global initiative to promote handwashing. It is proven that handwashing with soap is the single most effective intervention in reducing the spread of infectious diseases and thus saving lives. Around the world, different stakeholders such as UNICEF, the World Bank, universities, industry partners and governments have joined forces to promote handwashing with soap on a mass scale. The Global Hand Washing day on 15 October is being celebrated by many countries around the world in every year. The Cambodian government is also part of this global movement.

Can I participate in the promotion of handwashing and how?

Yes, everyone is welcome to join the global movement for handwashing with soap. All you have to do is make it a habit in your own personal and professional life, talk about it among family members, friends and colleagues. Encourage your neighbors, your community and your sports mates to have a specific hand washing place and practice handwashing after using the toilet, before handling food and before eating. It feels good to be part of this important global initiative.

Experiences



Tout Chanthea // Mother

“Since the school has implemented the ‘Fit for School’ program, my child has developed a good habit of always washing their hands. He has also taught and encouraged his sister to wash their hands after playing, using toilet and touching animals, and before handling foods. Now, my children are healthy and have fewer diarrheas.”

Touch Sokha // Hygiene Teacher

“As a hygiene teacher, I’m really happy when seeing my students enjoy the group handwashing activities at school with their peers. Each day, they cannot wait for the time to wash their hands. Handwashing at school has now become a hygiene habit of their daily school life.”

3

Toothbrushing

.....
According to the World Health Organization (WHO) and the World Dental Federation (FDI), toothbrushing with fluoride toothpaste is the most realistic way to prevent tooth decay.
.....



Our own research in Cambodia shows that 98% of 6-7 year old students have dental carries, with an average number of 10 affected teeth per child.⁴

Facts

.....
The effectiveness of fluoride in preventing tooth decay has been firmly established. Research has shown that school-based fluoride toothbrushing programs lead to a 40% to 50% reduction in new tooth decay.^{5,6}



Tooth Decay

Tooth decay is the most common chronic childhood disease worldwide. Tooth decay does not heal by itself. In low-income countries, nearly all tooth decay remains untreated. Consequently, the decay will last a lifetime and will affect the general health and quality of life of a person.

Tooth decay hurts and deprives children of a good night's sleep, making it harder for them to pay attention in class, play with friends and enjoy life. Ultimately, it may affect family economy, reduce study and work productivity, and increase national spending on health care.

You have to brush your teeth at least twice a day: once in the morning and always before going to sleep.

Guidelines // Daily Toothbrushing

Children should start their day with fresh breath and clean teeth.

All children will brush their teeth at least once a day in school as a group activity.

The teacher will assign and train student leaders to help their classmates conduct the toothbrushing activity in an organized manner.

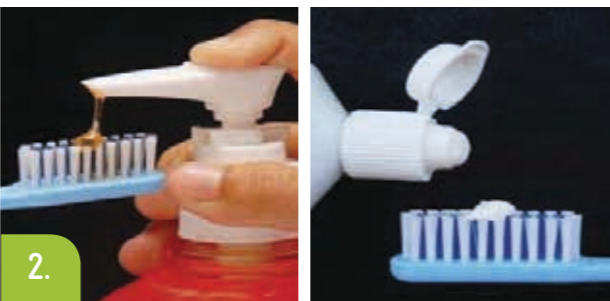
Daily toothbrushing will help make them even better at performing activities together. The role of the teacher is to supervise.

After students understand the toothbrushing method, the whole activity should not take longer than seven minutes.

Children are encouraged to be champions of clean teeth and fresh breath, and to motivate their parents and siblings to make a daily habit of brushing teeth, especially before going to bed.



When using a dispenser, remove the two locks from the toothpaste dispenser and pump the plunger until the toothpaste comes out. Replace one lock before using. Press the dispenser once to apply a drop of toothpaste onto a dry toothbrush.



If you are using a tube of toothpaste, squeeze a pea-sized amount onto the toothbrush.



No water is needed, saliva will create the foam. Brush all teeth, especially your molars, for two minutes.



Spit the toothpaste out. Do not rinse your mouth.



Feel with your tongue if all teeth are smooth and clean.



Wipe your mouth with some water using clean hands.



Rinse your toothbrush with clean water.



Return your toothbrush to the toothbrush holder.

Frequently Asked Questions // Toothbrushing

Is bad breath caused by a lack of oral hygiene?

If teeth are not cleaned, bad breath will annoy you and the people around you. Some people have bad breath because they have bacteria in their mouths. It is helpful to brush the tongue intensively because this is where these bacteria reside.

What can I do to keep my teeth healthy?

Cut down on sugary snacks and drinks. Get into the habit of eating fresh fruits and snacks, replace soft drinks with water and brush your teeth with fluoride toothpaste at least twice a day.

Why is it important to use fluoride toothpaste?

In many countries, the levels of tooth decay have fallen by over 50% in the last 20 years. Leading experts around the globe have agreed that this development is almost entirely due to the use of fluoride toothpaste.

Why is it important not to rinse the mouth after toothbrushing?

Rinsing will reduce the positive effect of the fluoride in your mouth. If you feel a need to rinse out the food particles, brush your teeth and rinse, then brush teeth again with fluoride toothpaste, this time without rinsing.⁷

Do I need to change toothbrush every three months?

No. Research has shown that the cleaning effectiveness between an old and a new toothbrush is the same in the hands of children.⁸

Is toothpaste safe to swallow?

Toothpaste is not intended to be eaten. However, if by chance we swallow some toothpaste, it is harmless.

Can I use salt as an alternative to toothpaste?

You can use salt for cleaning purposes, but you need fluoride to prevent tooth decay.

Can regular toothbrushing with fluoride toothpaste help to maintain healthy teeth until old age?

Your oral health depends on your diet and your personal hygiene. Healthy diet, (including vegetables and fresh fruit, reduction of sugar intake and frequency, in particular reduction of soft drink consumption) and regular toothbrushing with fluoride toothpaste are the most effective tools to prevent tooth decay and maintain good oral health until old age. Shift to a well balanced diet and brush your teeth regularly and you will be able to enjoy healthy teeth your entire life.

Experiences



Dil Lita // Class Monitor

"For the tooth brushing activities, as a class leader, I have helped my teacher in leading my classmates, providing toothpaste, turning the water on and off, and keeping the timing of the brushing. To save water, I always turn off the water while brushing teeth. The toothbrushing is really important, because it make my friends and I with strong teeth, no tooth decay, and no bad oral smell."

Chea Kim Him // Father

"As a farther, I have bought toothpaste and toothbrush for my children to use at home. I really appreciate that the school has taught my children to brush their teeth. I noticed that my children always brush their teeth at night every day before going to bed."

Tim Yoeun // Teacher

"I'm very glad in leading my students to implement the daily group hygiene activities. It's very easy and doesn't take much time at all. After the children are used to the activities, they can quickly organize themselves, a student leader can then help lead the activities on my behalf."

4

Deworming

Nowadays worm infections can be controlled through consumption of deworming drugs. Deworming drug is inexpensive, and highly effective.



Common Worm Infection

Intestinal worm infections are very common among school-age children in low and middle income countries. In Cambodia, 20% of school-age children suffer from hookworm infection (2011).⁹

If left untreated, children with worm infections would suffer from anemia, poor mental development and loss of physical and mental energy. As a result, they are tired of going to school. Heavily infected children will not grow as expected for their age. Malnourished children become even more malnourished.

An evaluation of the impact of school-based deworming revealed that deworming children in Kenya reduced absenteeism by 25 %.¹⁰

Facts



Deworming drugs are safe and can also be given to children who are not infected.

Guidelines // Mass Deworming

Provincial Officers from the Ministry of Education, Youth and Sport in collaboration with officers from the Ministry of Health provide an orientation training on mass deworming to teachers and community.

School principal submit a request and receive deworming drug from the local health center.

The teacher gives a deworming tablet to each student. Each student will chew and swallow the tablet immediately under direct observation of the teacher.

This procedure of deworming will take place every 6 months in May and November.

The data will be recorded and stored in the school principal's office.



1.

Provincial Officers from the Ministry of Education, Youth and Sport in collaboration with officers from the Ministry of Health provide an orientation training on mass deworming to teachers and parents.



2.

School principal fill out the request form to ask the deworming tablets from health center.



3.

Teacher gives a deworming tablet to each student.



4.

Students chew and swallow the tablet immediately in front of the teacher.



5.

Teacher inspects the children's mouths to ensure that the tablet has been swallowed.



6.

A student can assist in the documentation.

Frequently Asked Questions // Deworming

What are the symptoms of worm infection?

Worms and other parasites live in people's intestines and cause disease. Some worm types can be seen in the stool. Some worms lay their eggs outside the anus, which causes itching, especially at night, and interrupts sleep. If the infection is not treated, an infected person may experience loss of appetite, abdominal pain and decline in energy levels resulting in decreased physical and mental performance. An infected person will also experience a deficiency in vitamin A, which leads to dry eyes and even blindness, and anemia (for hookworm cases). The body of an infected person cannot absorb food properly, which then leads to malnutrition and intestinal obstruction.

How can I prevent the children from being infected?

To prevent children from worm infection we have to improve personal hygiene and sanitation facilities. First, use a toilet whenever possible. Second, always wash hands with soap after going to the toilet and before eating. Third, wash vegetables thoroughly with clean water. Fourth, keep fingernails and toenails short. Finally, always wear shoes or slippers.

Are deworming drugs safe?

Deworming drugs are generally safe and highly beneficial. These are safe for all children above 1 year of age and can also be given to non-infected children. Adverse events are uncommon and usually depend on the severity of the worm infection. When such events do happen, the effects will be minor (nausea, vomiting, fatigue, or diarrhea) and can be easily managed by allowing the child to rest for a few hours and giving water. (Helminth control in school age children. WHO, 2011)¹¹

Why should my child be dewormed again when he was dewormed last year?

Children will easily be re-infected. Therefore, deworming is needed every six months to prevent a heavy worm load and chronic infection.

Can we deworm without a lab result?

The World Health Organization recommends the deworming of all children without prior laboratory testing if the infection rate in the area is higher than 20%. The hookworm infection rate in Cambodia is 20%. Deworming of all children is recommended in schools as the drugs used are safe even for non-infected children.

Why do children have the highest risk of intestinal worm infection?

Most intestinal worms are so-called "soil transmitted helminths", which means that the infection is spread through soil to human skin and dirty hands into human body. Soil is easily contaminated with human excreta from open defecation or waste. Children like to play on the ground then put their fingers in their mouths and get infected. Thus, children need to properly and regularly wash their hands with soap especially before eating.

Experiences

Ret Rottanak // Class Monitor

"As a class leader, I assist my teacher in recording the names of students that have received deworming tablet from teacher. I also helped to remind the teacher to give the tablet to students that were absent during the deworming day, and therefore haven't received the tablet."

Yung Heang // Member of School Committee

"I am a member of the school support committee. I'm very happy that twice a year, the School Health Department and Ministry of Health distribute the deworming tablets to students. Children who have consumed the tablet can get rid of the intestinal worms, helping them to grow healthily and able to come to school regularly."

5

Operation & Maintenance

.....
Clean toilets and washing facilities are essential factor for a healthy school environment. Proper use can prevent the spread of germs and diseases. Students are more likely to use toilet if toilet is clean and well-maintained.
.....



Clean Facilities. Healthy Habits

To have clean toilets and facilities, the school need to prepare proper cleaning and maintaining schedule. Proper daily use of those cleaning equipment or facilities can form healthy habits and make a healthy school environment. The above activities demonstrate the value of responsibility and helping each other in using and maintaining of these devices.

Three simple steps can help school deal with dirty toilets:

1. Use it:

Teachers and students must be able to use and proper clean toilets after use.

2. Clean it:

Daily clean the toilets.

3. Maintain it:

Well maintenance toilets can be used longer.



✗ toilet is not usable



✓ well maintained toilet

The benefits of a clean toilet are:

Facts

- Students prefer using
- Reduce open defecation
- Fewer illness for children
- Children come to school regularly, especially girls
- A healthy and enabling learning environment

Guidelines // Three Simple Steps to Keep Toilets Clean and Functional

1. Use it

Teachers and students need to properly use the toilet, especial flush clean after using.

The schools must have sufficient water, pails, dippers, and soap for using.

Teachers remind the students to flush the toilet after using and washing their hands with soap after using the toilet.

2. Clean it

All toilets and urinals for boy must be cleaned every day.

Create a simple cleaning schedule, which clarifies the responsibilities and time of each person to clean.

Divide students into groups to hand over cleaning activities in proportion to the size and age of the students.

Give Instructions on how to clean.

Should encourage parents or guardians of students to participate in cleaning toilets in schools.

Should have posters on using and cleaning toilets stick off the walls inside the toilet to help remind the users to the proper clean and maintenance.



Should have cleaning schedule for all classrooms to determine the role of each turn cleaning.

Should have necessary materials for cleaning toilets such as long brush or palm broom, water washing toilet, dipper pail etc.

3. Maintain it

Ensure that the toilets have enough water and soaps.

Conduct a daily check-up to ensure that the school toilets and cleaning facilities are clean and usable.

Small repairs should be done immediately.

Incase heavy repairs and problems, which cannot be solved by school resources, the school management needs to cooperate with professional officials and local authorities to mobilize resources to do the repair.

Manage resources from all partners on repairing and maintaining of cleaning equipment or facilities in an accountable and transparent manner.

Conduct cleaning and maintenance of toilets and washing facilities in simultaneous with other daily school cleaning tasks.

Sanitation Print Materials

The following sample document can be used for helping on using cleaning and maintaining the school toilet and cleaning facilities.

Cleaning Schedule for Each Toilet

Teacher:

Class:

	Sunday	Monday	Tuesday	Wednesday	Thursday	Friday
Morning Class (Time...)	<div><div></div><div>List name of group</div></div>					
Afternoon Class (Time...)	<div><div></div><div>List name of group</div></div>					

List of Key Stakeholders

	Name	Contact Number / Address
Head of Village	<div><div></div></div>	
National and Under National Office of Education, Youth, and Sports		
School Support Committee		
Commune Council		
Carpenter		
Construction worker		
Plumber		
Construction Supply Store		
Cleaning Material Supply Store		
Sewage and Waste Water Services		

Clarification of Budget and Responsibilities

Activities	Product	Price	First Bi-annual Cost of School	Second Bi-annual Cost of School	Annual Cost of School	Responsible Student (Teacher-Student-School Director)
Operation	Hand Washing Soap	/month				<div><div></div></div>
	Water	/month				
	Dipper	/item				
	Rubbish Bin	/item				
	Pail	/item				
Cleaning	Detergent	/month				
	Long Brush or Palm Broom	/item				
	Toilet Brush	/item				
	Plunger	/item				
	Wrench	/item				
Repair and Maintenance	Water Pipe Spare Parts	/item				
	Faucet	/item				
	Bowl and Urinal	/item				
	Teflon	/item				
	Door Locks or Door Bar	/item				

History of Major Repair

Type of Problem	Date of Repair	Responsible Persons	Cost
<div><div></div></div>			

The school management is responsible to fill the table as described above for usage and documentation. The above documents can be usedflexibly according to actual needs and remain useful for the future development plan based on previous experience.

Three Steps to Keep a Toilet Clean and Functioning

1. Use it

→ Sit down properly.

→ Clean anus.

→ Throw paper orsanitary pad into the rubbish bins.

→ Flush to drain urine and wastes.

→ Check to ensure that there are no remains in the toilet.

→ Wash your hands with soap.

2. Clean it

Toilet Bowl/Pan:

→ Mix detergent with water in a bucket and stir until it melt together.

→ Pour the mixed detergent on the surface and inside the toilet bowl.

→ Use brush or palm broom to brush the surface and inside toilet bowl.

→ Use water to clean the surface and brush inside the toilet bowl.

Solid Waste:

→ Collect solid waste.

→ Dispose it into the rubbish bins.

Floor or Bottom Surface of the Toilet:

→ Clean the floors or bottom surface of toilet with brooms and shovel waste.

→ Mix detergent with water in a bucket and stir until it melt together.

→ Pour detergent mixture on the inside and outside bottom surface and the wall of the toilets.

→ Brush the floor or bottom surface of the toilet with toilet brush or palm broom.

Handwashing Facility:

→ Mix detergent with water in a bucket and stir until it melt together.

→ Pour detergent mixture on handwashing facility.

→ Brush the hand washing facilities with brush or palm broom.

→ Wash your hands with soap.

3. Maintain it

→ Ensure that there are sufficient water and soap

Monitor and Report:

→ Pipe or tap water, or head off-open water broke or leaked.

→ Broken a toilet door.

→ Lost a lock or bar door of toilet.

→ Lost a pail or dipper.

→ Lack of cleaning materials.

In the planner 'Three Steps to Keep a Toilet Clean and Functioning' it is clearly defined what the tasks of students are to clean and maintain the toilet.



This picture shows a bout the maintenance schedule of a school toilet and group handwashing and toothbrushing facilities. The cleaning should be conducted on daily basic. Each classes are responsible for cleaning in accordance with their terms. Class teacher supervises students cleaning activities. Teachers should praise and encourage by scoring the group or all groups that did well cleaning.

Frequently Asked Questions // Operation & Maintenance

What can we do immediately to promote daily cleaning activities?

First, define the roles and responsibilities of stakeholders such as school management, teachers, students and parents or guardians of students. Clean toilet attracts students prefer using, cleaning and maintaining. Toilet must adhere to traditional standards with enough air and light to ensure security and safety, especially girls and also suitable for disabilities children.

What can we do if the toilet is clogged?

You can resolve the blockage by yourselves with simple steps:

- Use plunger to unclog toilets.
- Add a little dishwashing soap and pour a bucket of hot-water (not boiling) from about waist level into the bowl.
- If it fails, find experts to solve.

How much does it cost to clean and maintain a toilet?

Proper use, clean and maintenance make toilet and facilities are durable, not easily broken and reduce the cost of repair. If small damaged or broken toilet or cleaning facilities, it should be urgently repaired to prevent serious damage that cause to the high cost of repairs.

How to involve the community?

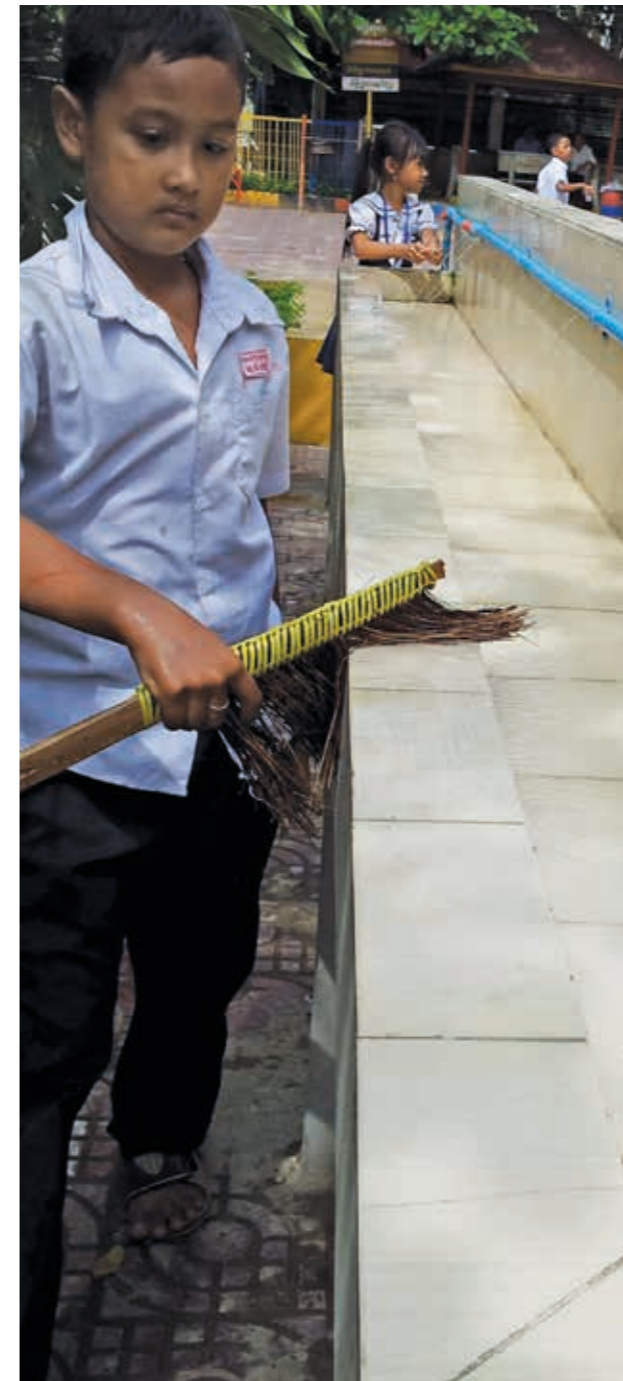
Schools should let parents and the community to aware of the school toilets and cleaning facilities situation. Community can voluntarily contribute labor to repair little damaged facilities and improve facilities such as painting. Communities can also raise funds to support the cost of cleaning materials and other repairs.

How can we reduce our water bill?

To help save water:

- Should use a dipper and pail to flush toilets.
- Can take the water discharged from handwashing to irrigate plants and wet ground in schools or flush toilets.
- Use tube for hand washing facility by drill pipe hole size of 1.5 mm between a hole and a hole about 30 cm, which can give enough water to wash their hands and turn off the water while rubbing hands and brushing.
- Remind students often to save water.

Experiences



Pich Pov // Hygiene Teacher

"As a hygiene teacher, I've prepared daily schedule for handwashing and toothbrushing as well as toilet and group washing facility cleaning schedule. And I've taught my students to brush teeth and wash hands correctly, and to do proper cleaning and maintenance of the toilet and group washing facilities. I've also monitored daily implementation of the students and have assigned a class leader to lead the activities."

Touch Sarith // School Principal

"In our school, we have prepared and posted a cleaning schedule for our school toilets, group washing facilities, and other facilities. The cleaning and maintenance are being carried regularly according to the schedule. We can't afford a school janitor, so the students take turn to do the cleaning, and the teachers are involved in working with and supervising the students. In case there's a breakdown of any of the facilities, I would be immediately informed to take appropriate actions. I'm very proud that our school is able to take care of our school toilets and facilities so well."

6

Monitoring

Monitoring is necessary for assessing the strengths and weaknesses of the implementation, providing valuable feedback to schools, and strengthening school-based management.

Assessing Implementation

Regular monitoring and evaluation shows the status of implementation and whether handwashing and toothbrushing have become a routine in daily school life. It also helps to identify challenges and needs for additional support in managing the program.

Providing Feedback to Schools

The results from the monitoring should be discussed among the monitoring team, the classroom teacher and the school head. This will provide valuable feedback to the school to improve program implementation.

Improving Program Management

After the monitoring, the school head and the monitoring team should jointly develop an Action Plan that addresses the findings of the monitoring activity. Responsibilities on implementing the Action Plan should clearly be assigned to the school, parents or the community.

Areas for Monitoring:

- Supplies (toothpaste, toothbrushes, and soap)
- Orientation
- Deworming
- Water Access
- Group Facility
- Group handwashing and toothbrushing Activities
- Cleaning and Maintenance



School heads and teachers, community can also use the monitoring form on their own throughout the school year and outside the regular monitoring.

Guidelines // Monitoring

Annual monitoring is carried out in every school in one randomly selected class.

The members of the monitoring team are from the school health department, Provincial office of education, District Office of education, the commune council, and the school support committee, who each represent a key stakeholder.

The School Monitoring Form should be distributed to the school heads in advance. The monitoring team will use this form as a guide in the monitoring process.

The School Health Department will be responsible for collecting and to encoding the collected data from the monitoring into a monitoring system for future use.

Please watch our Monitoring film on the DVD or on the website:
www.fitforschool.international



1.

Prepare for the visit and bring the needed materials.



2.

Check the availability of Fit for School program materials including soap, toothpaste, toothbrushes.



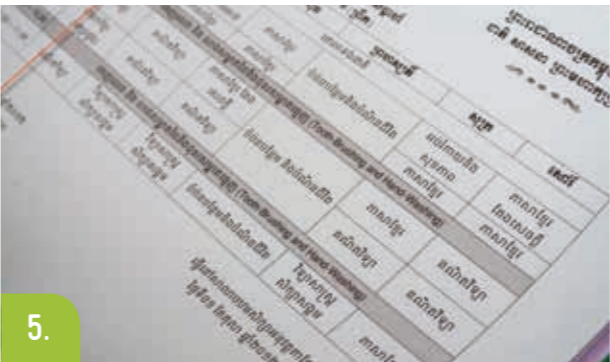
3.

Check students' deworming records and coverage.



4.

Randomly select the class to be monitored.



5.

Check the class schedule for the group activity.



6.

Observe and assess the group activities.



7.

Compare answers and identify areas for improvement.



8.

Discuss results with the school head and create an Action Plan based on the findings.



9.

Encode the data into computer and keep the hard copy of the form.

Frequently Asked Questions // Monitoring

How do we ensure the involvement of Provincial and District Office of Education, Commune Council and School Support Committee?

The School Health Department should provide orientation on program monitoring to staffs and members of Provincial Office of Education, who can then deliver the training to the District Office of Education, who should provide the training to the School Support Committee and Commune Councils. These stakeholders and the school being monitored should be informed of the monitoring activity well in advance.

Why does the monitoring team have to consist of four to five people who all have to fill out a form?

Having each team member fill out an individual monitoring form shows the involvement of the key stakeholders and establishes accountability and transparency. Filling out the forms is only the first step of the entire monitoring process. What's more important is that, after filling out the form, the monitoring committee needs to hold a discussion with school principal and teacher to develop an action plan to improve the gaps.

How do we assure that the monitoring results are correct?

The monitoring team is responsible for reporting correct results. Only then can the school properly assess the implementation and improve. On the other hand, the monitoring results are transparent and visible to education ministry staff and officials at all levels. They could always be verified in a follow-up visit.

Why do we have to randomly select one classroom for the monitoring?

Because there are many classrooms, it is impractical for the team to monitor all classrooms. Random selection is important because all classrooms should be implementing the "Fit for School" Program as well as possible. A random selection would ensure that the monitoring would not focus on showcase classrooms.

How should the Action Plan be developed?

The school head and the members of the monitoring team should jointly develop the Action Plan based on the findings of the monitoring activity. These stakeholders could decide to copy good practices observed during the monitoring school-wide or to address specific issues for improvement.

Why should the classroom teacher and school head sign the forms?

Classroom teacher and school principal have to sign the completed monitoring forms to emphasize their roles in the implementation of the program and their participation in discussing monitoring findings, generating feedback, identifying challenges and finding solutions to improve the implementation of the program.

Experiences

Ath Vuthy // District Educational Officer

"The role of the District Office of Education is essential for the success of the program. As a District Educational Officer, I want to see the schools in my work area to improve their sanitation and hygienic practices, and the students develop healthy habits. I also want to make sure that the facilities we built are allowed to be used. I am proud to be part of the monitoring team, and I look forward to working with our principals, the school support committee and commune councils to make the program even better."

Khim Saret // School Principal

"I think it is very important that we regularly monitor the 'Fit for School' program implementation. It encourages our teachers to do their best, and it is a chance for our school to shine and to show our good performance. The feedback from the monitoring team is very valuable, because it helps us to improve the program further. It clearly proves that the school, communities, and local authorities really work together closely."

7

Roles & Responsibilities

The Fit For School Program identifies different roles of relevant stakeholders and participants to ensure a supportive learning environment and the smooth implementation of daily handwashing with soap, daily fluoride toothbrushing and bi-annual deworming. Children are not only the beneficiaries but also the prime actors in making the school a healthy place.



The Role of Children

- Remind the teacher when it is time for handwashing and toothbrushing, and lead the organization of classmates during these activities.
- Contribute to maintaining cleanliness of hygiene and sanitation facilities and the school grounds.
- Assist the teacher in implementation and monitoring.
- Report difficulties to the teacher.
- Remind parents to buy and use soap, toothbrush and toothpaste at home. And remind all family members to wash their hands at critical moments including before preparing foods; after using the toilet, and before eating.
- Remind family members to brush their teeth, especially before going to bed.

The Role of the Teacher

- Orient the children on the daily hygiene activities implementation.
- Facilitate and supervise the daily hand washing and toothbrushing group activities to ensure a smooth implementation based on the daily schedule.
- Organize and supervise the regular cleaning of hygiene and sanitation facilities and school environment.
- Encourage students to put what they've learnt into practices.
- Empower children to take leadership roles and responsibilities.
- Check the availability of toothpaste, soap, and water for the hygiene activities.
- Administer the deworming medicine after receiving from school principal.





The Role of the School Principal

- Call for school meeting to inform parents, teachers and children councils about Fit for School.
- Collaborate with local authorities, student guardians, and the community in constructing the group washing facilities and in preparing toothbrush holders.
- Identify appropriate time for all students to implement daily group handwashing and toothbrushing activities.
- Instruct all teachers to ensure strict compliance with the School-Community Manual of the Fit for School guidelines.
- Strengthen and expand collaboration with the office of education, youth and sport, local authorities, local health centre, and school Support Committee to generate support.
- Properly distribute soap, toothpaste, toothbrushes and deworming tablet to students via teachers.
- Ensure availability of water and functioning group washing facilities for hygiene activity.
- Ensure the cleanliness of school grounds.
- Regularly monitor program implementation and communicate the results with the teachers and the community. In case of facing challenges, may raise the problems to discuss with School Support



The Role of Parents, Student Guardians and the Community

- Support and participate in construction of group washing facilities and provision of toothbrush holders.
- Participate in problem solving to ensure access to water and sanitation in the school.
- Promote and seek support from local religious leader and community in supporting program implementation.
- Participate in the school meeting to receive update on program implementation and challenges.
- Be a good role model by washing your hands with soap at critical moments, brushing your teeth, and reminding family members to brush their teeth especially before going to bed.
- Ensure access to soap, toothbrushes and toothpaste at home, so that all family members especially children can grow up healthy.

- Committee, local authorities and relevant stakeholders for support and solutions.
- Recognize achievements of teachers for their efforts and initiatives in implementing the program.
 - Include results on program implementation in the school report.



The Role of the Support Committee

- Collaborate with the school principal in seeking support and mobilize resources from community and local authorities for program implementation.
- Participate in discussion and contribute ideas to school principal in dealing with challenges in program implementation and school sanitation and hygiene.
- Be a member of the program monitoring committee.



The Role of the Ministry of Health

- Collaborate with the Ministry of Education, Youth and Sport on technical aspects in implementation of the Fit for School Program.
- Ensure on-time distribution of deworming tablet (twice a year) to all target groups within the educational institutions.
- Assign officers from the Ministry of Health to provide necessary information to school principal, teachers, and parents about deworming.



The Role of Capital/Provincial/City, District/ and Commune/Sangkat Councils

- Support implementation of the Fit for School Program in capital/provinces in accordance with guideline from the Ministry of Education, Youth and Sport.
- Support the City/Provincial and District/Khan Office of Education in addressing challenges in program implementation encountered by the schools.
- Encourage and support implementation of program that induce healthy habits.
- Encourage community involvement in Fit for School Program implementation.



The Role of the Provincial and/District Office of Education

- Conduct a basic orientation on implementation of the Fit for School to school principal, teachers and with the community.
- Ensure that the distribution of soap, toothpaste and toothbrushes and deworming tablet are correct and on time.
- Provide support and solution in dealing with challenges raised by the schools.
- Oversee the overall implementation of the project and ensure monitoring of the program at least once a year in all schools.
- Support and appreciate school and community for outstanding performance.



The Role of Development Partners and NGOs

- Promote and advocate healthy learning environments on a local, national and global level.
- Support communities and schools in their efforts to improve water and sanitation facilities.
- Provide technical assistance to relevant institutions and encourage the institutions' ownership of the program.
- Spearhead framework development to promote and strengthen global partnerships among stakeholders to prevent program duplication overlapping.



The Role of Private Partners

- Offer affordable, mass market quality hygiene products such as soap, toothpaste, toothbrushes and other sanitation and hygiene equipment or medicines.
- Provide financial support for pilot projects and support the scale-up process.
- Use mass media for health, sanitation and hygiene campaigns.
- Engage in global and community partnership for improvement of sanitation and hygiene.
- Assist the scientific community in research and development efforts.



The Role of the Ministry of Education, Youth and Sport

- Develop relevant policies and guidelines on good sanitation and hygiene implementation and maintenance in educational institutions.
- Promote and encourage implementation of School Health Policy and guideline to subnational level.
- Ensure appropriate budget package for implementation of the Fit for School Program and good sanitation and hygiene in educational institutions.

The Role of the Academe

- Conduct research to strengthen the evidence of the effectiveness of the interventions.
- Support agencies from relevant institutions with research.
- Use evidence from research to promote the benefits of simple and effective health habits and other affordable preventive health interventions.
- Disseminate information on scientific developments.
- Transfer technology and know-how to relevant institutions, private companies, development agencies and NGOs.
- Work with the various development agencies and departments in government to promote the general health, education and welfare of children.
- Take an active role in the advocacy process.

Frequently Asked Questions // Roles & Responsibilities

Why should teachers train children to develop healthy habits?

Because teaching students to develop healthy habits can make students have good health, come to school regularly, and improve their academic performance. Healthy habits contribute to reduction in academic barrier and improve education quality and effectiveness in educational institutions. In addition good health builds self-esteem for character development and provides energy for participating in sports and social activities.

Can teachers instruct children in toothbrushing?

Teachers can teach their students on proper toothbrushing even if they are not dentists. Parents/student guardians can also teach their children in toothbrushing without being dentists themselves. Toothbrushing is a simple life skill and children need to practice it daily in order to master it and achieve good oral health.

Are teachers allowed to perform deworming?

The World Health Organization recommends that school-based deworming should be done by well oriented teachers. Teachers around the globe have been doing this successfully.

Can students be leaders in practicing personal hygiene and keeping the school environment clean?

In general, we observe that most students possess leadership skill and have proven to be able to facilitate participation of their classmates on various school programs. Practicing personal hygiene as a group activity in school offers a good learning experience for each student, so that they can practice these habits at home and encourage family members to also implement this hygiene activity. It is important that they do this EVERY day. Only a daily routine will lead to sustainable behavior change.

What is the role of health personnel if teachers are deworming and doing handwashing and toothbrushing with the children?

Health personnel deliver preventive and curative health care services. They are experts who can provide advices and good experience on health and hygiene for students in schools. They also function as a link between the school and the health system.

Frequently Asked Questions

How can community, pagoda and religious organizations participate in the Fit for School program?

Community organizations, pagoda and religious organizations can participate in the Fit for School program implementation on the local level. They can support the school in obtaining access to water and improving washing facilities. In some areas, such organizations provide the funds for improving school grounds and environment, and supporting school health services.

Experiences



Khun Nim // School Principal

"In implementing the 'Fit for School' program, as a school principal, I have led meetings on designing the group washing facilities as well as managing the material supplies that support program activities like soap, toothbrush and toothpaste, and de-worming tablets. To succeed, this program needs participation and support from all stakeholders including the Ministry of Education, Youth and Sport, Provincial Office of Education, local authorities, monks, school support committee, teachers, parents and the students themselves. These stakeholders have contributed their times, labors and money to construct the group hand washing and tooth brushing facilities and its roofs. I've committed to a good implementation of the 'Fit for School' program for our school, and I'll try my best to work with all stakeholders at all levels."

Kim Sethany // Secretary of State of Ministry of Education, Youth and Sport

"The 'Fit for School' program activities is in line with the National Policy on school health that encourages community and individual to practice good behavior of living healthily. These include habits such as using toilets, regular handwashing and toothbrushing, and deworming of children to ensure their good health. These good habits can contribute to promoting health, educational quality and ultimately development of the country. The Ministry of Education, Youth and Sport would like to encourage all schools, under the collaboration with district office of education to implement the 'Fit for School' program based on their available resources. With such a big task, we wish also like to appeal to all stakeholders to continue supporting the implementation of the program."

Checklist for Principal and Teacher

Phase I: Preparation

Tasks	
Conduct primary assessment of the school's access to water and existing infrastructures.	
Read the School Community manual and watch the videos provided with the manual.	
Set a meeting with school management committee and school support committee to decide on program implementation.	
Set a meeting with commune council, health center officers, and parents' representatives to inform about objective and seek support and participation in program implementation (show the School Community Manual and video).	
Mobilize resources for construction of group washing facilities. For more information about creating a group washing facility in school, please refer to the "Field Guide for Group Washing Facilities in Schools" of the Fit for School Program.	
Start constructing the group washing facilities and toothbrush holders (put the toothbrush holders in places that are easy for children to take the brush).	
Monitor construction of the group washing facilities.	

Phase II: Implementation

Basic Hygiene Promotion	
Conduct a campaign once or twice to promote awareness on general hygiene among students inside the classroom or at the gathering for respect of national anthem.	
Classroom teacher orients students on the importance of good hygiene practices including hand washing with soap, tooth brushing with fluoride toothpaste, and other hygiene practices at school and home.	
Daily Handwashing with Soap	
Have at least two soap dishes ready or make soap available at the facility in another way (e.g. put them in nylon nets/stockings and tie them to the facility).	
Keep the soap dish or liquid soap bottle in a dry and hygienic place in classroom after using.	
Make sure soap is available at the facilities and inside the toilet for handwashing.	
Assign and train a student leader to help his/ her classmates conduct the handwashing activity in an organized manner.	
Perform the activity on every school day.	
Daily Toothbrushing with Fluoride Toothpaste	
Request the toothbrushes, toothpaste bottles and soap from the principal.	
Assign and train a student leader to help his/her classmates conduct the toothbrushing activity in an organized manner.	
Label the toothbrushes individually according to student name or number using a permanent marker, and orient students to return their brush to the same place after using.	
Remove only one lock/stopper when using the dispenser.	
Time the whole activity; after a week of training, the combined group handwashing and toothbrushing activity should not exceed seven minutes.	
Implement this activity on every daily school day.	

Tables and Charts


Cleaning Schedule for Each Toilet

Stand Teacher:

Class:

	Sunday	Monday	Tuesday	Wednesday	Thursday	Friday
Morning Class (Time.....)	<div><div></div><div>List name of group</div></div>					
Afternoon Class (Time.....)	<div><div></div><div>List name of group</div></div>					

List of Key Stakeholders

	Name	Contact Number / Address
Head of Village		
National and Under National Office of Education, Youth, and Sports		
School Support Committee		
Commune Council		
Carpenter		
Construction worker		
Plumber		
Construction Supply Store		
Cleaning Material Supply Store		
Sewage and Waste Water Services		

Three Steps to Keep a Toilet Clean and Functioning

1. Use it

Sit down properly.

Clean anus.

Throw paper orsanitary pad into the rubbish bins.

Flush to drain urine and wastes.

Check to ensure that there are no remains in the toilet.

Wash your hands with soap.

2. Clean it

Toilet Bowl/Pan:

Mix detergent with water in a bucket and stir until it melted together.

Pour the mixed detergent on the surface and inside the toilet bowl.

Use brush or palm broom to brush the surface and inside toilet bowl.

Use water to clean the surface and brush inside the toilet bowl.

Solid Waste:

Collect solid waste.

Dispose it into the rubbish bins.

Floor or Bottom Surface of the Toilet:

Clean the floors or bottom surface of toilet with brooms and shovel waste.

Mix detergent with water in a bucket and stir until it melted together.

Pour detergent mixture on the inside and outside bottom surface and the wall of the toilets.

Brush the floor or bottom surface of the toilet with toilet brush or palm broom.

Handwashing Facility:

Mix detergent with water in a bucket and stir until it melted together.

Pour detergent mixture on handwashing facility.

Brush the hand washing facilities with brush or palm broom.

Wash your hands with soap.

3. Maintain it

Ensure that there are sufficient water and soap

Monitor and Report:

Pipe or tap water, or head off-open water broke or leaked.

Broken a toilet door.


Lost a lock or bar door of toilet.

Lost a pail or dipper.

Lack of cleaning materials.



Clarification of Budget and Responsibilities

Activities	Product	Price	First Bi-annual Cost of School	Second Bi-annual Cost of School	Annual Cost of School	Responsible Student (Teacher-Student-School Director)
Operation	Hand Washing Soap	/ month				
	Water	/ month				
	Dipper	/ item				
	Rubbish Bin	/ item				
	Pail	/ item				
Cleaning	Detergent	/ month				
	Long Brush or Palm Broom	/ item				
	Toilet Brush	/ item				
	Plunger	/ item				
Repair and Maintenance	Wrench	/ item				
	Water Pipe Spare Parts	/ item				
	Faucet	/ item				
	Bowls, Urinal	/ item				
	Teflon	/ item				
	Door Locks or Door Bar	/ item				

History of Major Repair

[illegible]

How to Brush Your Teeth



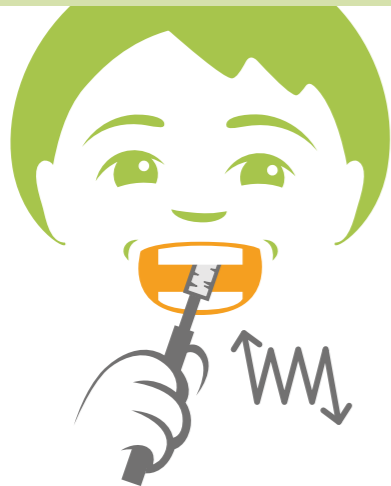
1.

Back and forth on the upper and lower chewing surfaces.



2.

Circles on the exterior surfaces from left to right.



3.

Back and forth on the upper and lower inner surfaces.



4.

Feel with your tongue if all teeth are smooth and clean.

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