



Pilot Planning Tool!

**Individual assessment – a gateway
to a child centered justice**

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Working together
for children in criminal
proceedings



Terre des hommes
Helping children worldwide.



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Disclaimer

The content of FOCUS Pilot Planning Tool represents the views of the author only and is his/her sole responsibility. The European Commission does not accept any responsibility for use that maybe made of the information it contains.”



Acknowledgments

The **FOCUS Pilot Planning Tool** has been developed as part of the FOCUS project and is a component of a set of **FOCUS tools and resources**. This version was developed for the piloting process to be undertaken in FOCUS in 2021 in Bulgaria, The Netherlands, Serbia, Romania and Greece. The FOCUS pilot planning tool helps stakeholders plan pilot activities to improve individual assessment of circumstances and needs of children in criminal proceedings.

Silvia Randazzo, Child Justice Expert, took a lead role in the development of this FOCUS Pilot Planning Tool, while receiving valuable input from the FOCUS experts Rebecca O' Donnell (Child Circle), Annemieke Wolthuis, Research, mediator and trainer, Mariama Diallo, Regional Programme Manager Access to Justice, Regional Office of Terre des hommes for Europe and Orinda Gjoni, FOCUS Regional Project Coordinator.



About the FOCUS project

FOCUS¹, a European Union co-funded project (2020 – 2022), centred on promoting and supporting the implementation of EU legal obligations to carry out **individual assessments of the needs and circumstances of children involved in criminal proceedings, whether as victims, suspects or accused**. These obligations are set out in three EU Directives concerning combating sexual abuse and exploitation of children², victims' rights³ and procedural safeguards⁴ respectively, as transposed into, and sometimes complemented by, national law.

The **ultimate objective** of the project is to support child-centred justice, and ensure that children in contact with the law, as victims and as offenders, receive individualised care, and have access to personalised support and responses, including through restorative justice processes. FOCUS partners see the implementation of **robust and multidisciplinary individual assessment process as a gateway into child centred justice**. Focus sought in particular to:

1. Make systematic individual assessment practices of more common application with children involved in criminal proceedings.
2. Build the knowledge, capacities and skills of youth justice professionals, about standards, tools, procedures and process in the use of multidisciplinary individual assessment with children in criminal proceedings.
3. Build the knowledge and capacities of children about their rights in the criminal justice system and empower children to be agents of change and advocates for child-centred justice.

The project facilitated learning through international mutual exchange of practices between the five target countries: Bulgaria, Greece, Serbia, Romania and The Netherlands. FOCUS partners identified gaps between theory and practice on the implementation of individual assessment practices, gaps which were addressed by providing professionals with new, practical tools and resources to apply and systematize individual assessment process and practice in their countries.

The main FOCUS tools and resources developed are:

1. The FOCUS Standards: provide guiding principles for undertaking individual assessments for children involved in criminal proceedings, including respect for the Charter of Fundamental Rights and the UN Convention on the Rights of the Child (tool)
2. The FOCUS Standards self-reflection tool: accompanies the FOCUS Standards and supports stakeholders and professionals in reflecting on how the Standards are fulfilled or can be better fulfilled in their practice or in their national systems (tool).
3. The FOCUS Mapping Tool: helps stakeholders review the state of development of individual assessment processes (tool)
4. The FOCUS reference table for progress helps stakeholders identify actions to achieve improvements (tool)

¹ <https://tdh-europe.org/our-work/focus-on-my-needs-working-together-for-children-in-criminal-proceedings-/7144>

² EU Directive 2011/93 on combating the sexual abuse and sexual exploitation of children and child pornography.

³ EU Directive 2012/29 establishing minimum standards on the rights, support and protection of victims of crime.

⁴ EU Directive 2016/800 on procedural safeguards for children who are suspects or accused persons in criminal proceedings.



5. The FOCUS pilot planning tool: helps stakeholders plan pilot activities to improve individual assessment processes (tool)
6. The FOCUS research summary on individual assessment with children in Europe (resources)
7. International human rights standards applicable on individual assessment practices (resources)
8. Q&A Individual assessment – a gateway to a child centered justice: key concepts and frequently asked questions (resources).
9. The Focus capacity building resources: the Focus Training Handbook, Focus on-line platform and the Focus e-learning module.



Introduction

This tool is meant to be used by professionals working with children involved in criminal proceedings. The objective is to help them identify the necessary steps to take to pilot individual assessments with children in their contexts, after having identified the goals for progress, hence, to be jointly used with the FOCUS Mapping Tool for identifying the state of development of individual assessment processes.

The FOCUS Pilot Planning Tool can as well be used by trainers when guiding the trainees/professionals on how to further develop a pilot project and how to actively engage in piloting projects in their own countries.



The Pilot Planning Tool

	<p>Name of the project/programme under which individual assessments with children in criminal proceedings are piloted</p>
<p>Location(s)</p>	
<p>Duration of the piloting</p>	
<p>Coordinated by:</p>	
<p>General and specific objective</p>	<p>What should be the goals for progress in your country? (To be considered for both child victims and child suspects and accused)</p>
<p>Specific issues and challenges to address</p>	<p>What opportunities/challenges exist to making progress now? (culture, lack of understanding, lack of procedures, lack of resources, etc...)</p>



<p>Short- and long-term impact <i>(Expected and measurable results)</i></p>	<p>What are realistic objectives for the pilot, given the system currently in place and the actors that can be engaged through the pilot project?</p> <p>What outputs would you expect? Progress in:</p> <ul style="list-style-type: none"> ◆ Awareness of the obligation ◆ Understanding of what it requires ◆ The system put in place by the public authorities ◆ The collaboration taking place between actors to improve the system ◆ Promoting the development or use of particular tools ◆ The practices of individual professionals towards ensuring the fulfilment of the obligations ◆ Other (resources etc.)
<p>Target <i>(quantitative and narrative description)</i></p>	<p>Target Professionals What actors would be involved? Who can make change happen (judge led? Lawyer led? Prosecution? Social workers?) How will actors be involved?</p> <p>Target Children How will individual cases involving child victims be affected by pilot activities? How will individual cases involving child suspects and accused be affected by pilot activities?</p>
<p>Overall description/presentation of the pilot activity</p> <p>Description of the first phase of the pilot: the training at national level</p> <p>Description of the second phase of the pilot (post-training)</p> <p>Internal monitoring and evaluation</p>	<p>What could your activities towards the progress be aimed at and identified under the objectives?</p> <p>With what types of resources (standards, training, technical interface)?</p> <p>Recruitment of trainers Adaptation of the training material to national training programme Training Sessions: when, what, how, to whom (⇒ what professionals, how many for each category, what content/module to whom, ...)</p> <p>Steps and activities (including goals and expected outcomes) (internal and external meetings, stakeholders involved at the national level, use of tools by stakeholders in individual cases with feedback and description in detail of the planned activity)</p> <p>Resources to be used (questionnaires, interviews?)</p> <p>Mechanisms: How is the monitoring and evaluation carried out? How regularly, by whom and to whom? How do the partners plan to assess the pilot?</p>



External monitoring and evaluation	How to feedback into European recommendations for progress/development of standards
	Tools and mechanisms (questionnaires? Etc...)
	At the end of the project, explain what went well, what went wrong, how to remedy possible obstacles, and how to make the pilot project a permanent part of the national policies/plan on youth justice
Sustainability plan	
Timeline	



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