Report of Duhabi Children Home

Sunsari / Nepal

covering the month of July 2026

Staff Meeting

A staff meeting was held on 17 July 2026, and all staff members were present. The meeting was led by the Counsellor, who shared the main points for discussion. The Manager discussed the topics with all staff members and listened to their views.

The following points were discussed:

1. Daily routine of the children – Staff should make sure the children follow their daily routine properly.
2. Cleanliness and hygiene – Staff should give regular attention to the children's personal hygiene and keep the home clean.
3. Children's progress – Staff should observe the children's progress in their studies, health, behaviour, and daily activities.
4. Receiving items from donors – Children should not directly receive any items from donors. Staff members should handle this process.
5. Regularity of work – All staff members should be regular and complete their duties properly.

Resolution and Follow-up

All staff members agreed with the points discussed and committed to following them in their daily work. They agreed to work together for the proper care, education, health, and well-being of the children.

The Office Manager instructed all staff members to be regular and responsible in their duties. The Counsellor will also regularly check and evaluate the staff members work and provide suggestions when needed. Overall, the staff agreed to follow the decisions and work together for the betterment of the children.

Reports of Children

This month, the children and staff were involved in gardening activities. Our gardener had to leave the work because of illness and was unable to continue. The Home Mother therefore took care of the garden and involved the older children in the work. Some children dug the soil and prepared the places for planting, while others planted flowers and plants and watered them regularly. The children also helped to take care of the plants.

It was a good activity for the children, as they enjoyed working together and learned how to take care of plants and their surroundings.

The children were active during the month and took part in different activities each week. These activities helped them learn new things and use their creativity. This month, the children enjoyed colouring activities. They learned how to choose and match different colours with their drawings. The activity was fun for the children and helped improve their creativity and interest in drawing.

During this month, some children were taking their terminal examinations, while others were attending their regular school classes. During the examination period, the tutors were instructed to provide two hours of study support each day, in the morning and evening, so that the children could revise their lessons properly at home.

The management and staff continued to give priority to the children's education and health. Apart from regular studies, the children also took part in General Knowledge (GK), handwriting, drawing, and other learning activities. These activities helped the children improve their knowledge and skills and stay engaged in their studies.

Education

After completing their examinations at their respective schools, the results of some children have been published. Abhay scored **79.20%**, Shivam scored **97.87%**, and Asmita scored **89.51%**. The results of the remaining children are still awaited. Overall, the children have performed well in their examinations, and their educational progress is satisfactory.

After several discussions with Ram, Laxman, and the other older children, it was found that some children are still having difficulty with basic things in their studies. Manager Aashu Mandal and Counsellor Raj also had a short discussion with the children and checked their study performance. They found that some children need more support and attention.

To help them improve, the management is planning to arrange extra study classes. A professional tutor may be hired, or some older children may be sent to a nearby institute for tuition classes.

Aashu and Raj will continue to discuss the children study needs and monitor their progress. One tutor may be arranged to teach the younger children in the morning and evening, while older children who need more support may attend classes at an outside institute.

Staff Members

During this month, all staff members regularly attended their duties. The Home Mother and Kitchen Mother each took four days of leave for personal/family reasons. Their leaves were taken at different times, so when one was on leave, the other was present to take care of the children and manage the work.

The Manager was present at the home throughout the month and regularly monitored the children and staff. All staff members were instructed to work closely with the children and provide proper care, guidance, and supervision.

Health and medical care

All children were properly cared for by the staff during the month. During this period, Shivam became unwell due to the heat and briefly fainted. His oxygen level was also found to be low. After receiving the call from the staff, Manager Aashu Mandal immediately went to the children's home and took Shivam to the hospital. As the hospital referred him to Biratnagar for further treatment, the manager took him there without delay.
After proper medical treatment and observation, no serious health problem was found. Shivam's condition improved, and he was discharged around midnight and safely returned to the children's home. The staff continued to monitor his health afterward.

Hygiene and Cleanliness

Regular cleaning and cleanliness are maintained at the children's home. The children and staff are encouraged to keep their rooms, study areas, dining area, and surroundings clean and tidy.

Repair and maintenance

No maintenance work was done.

Local donations

S. No	Voucher no.	Donor	Donated item	Approximate amount	Amount in Euro
1.		Ganpati chewra mill	Beaten rice	1000	€6
2.		Total		1000	€6

Reported by:
Aashu Kumar Mandal
Project Manager