

**Appendix H:**

**Focus Group Moderator's Guide: Parents**

## Focus Group Moderator's Guide: Parents

*Introduction* – Thank you for coming here today/this evening. My name is [Moderator's Name] and I will be leading the discussion. My colleague [Name of notetaker] will be taking notes during the discussion. I work for [Westat/Georgetown University] and we are doing a study for the Office of Child Labor, Forced Labor and Human Trafficking(OCFT) of the United States Department of Labor to find out more about the situation of child labor in this area as well as your views of [Name of Project].

We are asking you to participate in a focus group, which is basically a group discussion about your experiences with [Name of Project.] This focus group is part of an evaluation of OCFT's Child Labor Technical Cooperation Program. As part of the evaluation we conducted a survey of project directors, conducted six site visits, and interviewed representatives of U.S. Government agencies involved in combating child labor.

The Department of Labor will combine the information collected from the focus groups with information collected from other sources to find out how the technical cooperation program is doing to combat child labor by providing educational opportunities to children in your area.

The focus group discussion will take approximately 1 hour. Participation is voluntary and you may choose to skip any question asked during the discussion.

Your information will be kept confidential. Only a few researchers will see the notes/transcriptions of the focus group. The information from the focus group will be combined with information from other sources in the evaluation final report. We will not attribute any statements to you or to any individual that provides information in any reports or documents.

The most important thing to remember is that we are here to learn from you. You are the experts; there are not right or wrong answers. Please feel free to speak your mind. I also want to assure you that your answers will be kept confidential. The researchers working on this project are the only people who will know who said what. The report that will be written will bring together the views expressed by all the people participating in these discussions and no one will be identified by name. We will be tape recording the session so we can be sure to get the most accurate information. Are there any further questions about the study before I explain the procedures for (today's/tonight's) session?

Has anyone participated in a focus group before? The procedures are simple. Everyone has a name card in front of you, so I can call on you by name. First, we will go around the table and everyone will introduce himself or herself. Then I will start by asking a question. Whoever wants to can be first to answer. The first few times you answer please give your name before you talk. Once one person has finished, someone else can speak. If you have something to say, but someone else is still talking, please raise your hand, and wait until I call on you. Everyone will have a turn

We would like to audiotape the discussion in case the notetaker needs to verify her notes. Please tell me if you agree to have the session audiotaped. **[IF ANY PERSON IN THE GROUP DECLINES, THE SESSION WILL NOT BE AUDIOTAPED.]**

LET'S FIRST GO AROUND THE TABLE. PLEASE GIVE YOUR NAME AND YOU AND YOUR CHILD'S INVOLVEMENT IN (PROGRAM NAME).

- I. I'd like to start by asking you a few questions about the child labor in this area [SPECIFY AREA BY NAME].
  1. What do you consider exploitive child labor [*Probe for types of industries, hazardous conditions, age of child*]
  2. What would you say is the most common type of child labor in this area? [*Probe for types of labor*]
  3. Are certain types of children more likely to become targets for exploitive labor? [*Probe for child characteristics such as age, sex, ethnic group, religion, or other characteristics*]
  4. Why/how do children get involved with exploitive labor? How do they get out of these situations? What help is available to them if they try to do so?

NOW I WOULD LIKE TO ASK YOU SOME QUESTIONS ABOUT YOUR FAMILIES' INVOLVEMENT WITH THE <NAME OF PROJECT>.

1. How did you first learn about <NAME OF PROJECT>? What made you get involved with the project?
2. How many of your children participate? What services does your child(ren) receive from <NAME OF PROJECT>? Do you think your children will complete the program (or has your child completed the program)?
3. What barriers have you encountered in keeping your children/family involved in the project and out of exploitive child labor?
4. What are your hopes or goals for your child after leaving <NAME OF PROJECT>?
5. Is the rest of your family involved with <NAME OF PROJECT>? In what way? What do you expect will happen after your family leaves the project?
6. Has participation in this project helped your family? In what way? Have you suggested others participate?
7. Do you think your children can keep from participating in exploitive labor? If no, under what conditions would you expect them to return to <INDUSTRY, HAZARDOUS CONDITIONS>? What would be needed to avoid that happening?

I WOULD NEXT LIKE TO ASK YOU SOME WAYS THE <NAME OF PROJECT> OR THE COMMUNITY OR COUNTRY COULD IMPROVE EFFORTS TO REDUCE AND ELIMINATE EXPLOITIVE CHILD LABOR.

1. What more could the project do to remove children from or help at risk children from entering <INDUSTRY, HAZARDOUS CONDITIONS>? Are there aspects of participating in the project that have been particularly difficult? Please describe.

NOW, PLEASE LOOK AT THE CARDS IN FRONT OF YOU NUMBERED FROM 1 TO 5. TO ANSWER THE NEXT QUESTION, PLEASE HOLD UP THE NUMBERED CARD THAT BEST REPRESENTS YOUR ANSWER.

1. Overall, how would you rate the project on addressing the needs of your family regarding child labor?

5	4	3	2	1
Great, met all needs		Many needs met, but not all		Met few needs Children still at risk

2. Does your community support <NAME OF PROJECT>?

If yes, in what way and to what extent?

If no, why don't you think the community supports <NAME OF PROJECT>? [*Probe for cultural discrepancies, lack of involvement by key players (employers, trade unions, local community leaders.)*]

THE NEXT QUESTION ALSO REQUIRES YOU TO ANSWER WITH A NUMBERED CARD. AFTER I ASK THE QUESTION, PLEASE HOLD UP THE NUMBERED CARD THAT BEST REPRESENTS YOUR ANSWER.

1. Overall, how would you rate the community (including schools, local agencies and the government) on addressing the needs of families involved in child labor?

5	4	3	2	1
Great, met all needs		Many needs met, but not all		Met few needs Children still at risk

2. Does the national government support <NAME OF PROJECT>?

If yes, in what way and to what extent?

If no, why don't you think the national government supports <NAME OF PROJECT>? [*Probe for cultural discrepancies, lack of involvement by key players (employers, trade unions, national community leaders.)*]

THE NEXT QUESTION ALSO REQUIRES YOU TO ANSWER WITH A NUMBERED CARD.  
AFTER I ASK THE QUESTION, PLEASE HOLD UP THE NUMBERED CARD THAT BEST  
REPRESENTS YOUR ANSWER.

1. Overall, how would you rate the nation on addressing the needs of families involved in child labor?

5	4	3	2	1
Great, met all needs		Many needs met, but not all		Met few needs Children still at risk

2. Are you aware of changes that the government has made to help children and families avoid or get out of exploitive labor? Please describe.

THANKS SO MUCH FOR YOUR TIME AND THOUGHTS. I AM VERY PLEASSED TO MEET YOU.