



INDIRA NATIONAL SCHOOL, TATHAWADE



Ref.: INS/CIR/PAR/ 14/2017-18

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SAFETY AND SECURITY MEASURES

Dear Parents,

We are all very distraught at the incidents of various types of child abuse in schools. Whilst at our school, safety and security of students has always been a way of life. Nevertheless we have taken a fresh overview of our systems to tighten areas where there may be a slightest scope for improvement.

FOLLOWING MEASURES ARE TAKEN TO TIGHTEN THE SECURITY SYSTEM:

- ❖ Entry is only through the front gate.
- ❖ Visitors are granted entry only against their identification, verified by the security. Gate Pass and Visitor Badge with the **ID proof number** is issued to the visitor. Parents will be granted entry only if they have the escort card provided by the school.
- ❖ Housekeeping staff/ guards/ gardeners/ canteen persons are verified against the list provided to the security and then they are allowed to enter the school campus. Police verification of contract staff has been done.
- ❖ Teachers are on floor duties wherein they check the smooth flow of students into the building in the morning and their movements during break time as well as at the time of dispersal.
- ❖ **Buddy System:** Children are allowed to move in pairs only inside the school premises.
- ❖ Female attendants are deputed outside the washrooms for assistance.
- ❖ No male attendant is assigned for Primary Section washrooms.
- ❖ No parent will be allowed to meet the teacher during school hours. Parents can meet the teachers on PTM day.
- ❖ It is mandatory to intimate the school authorities regarding change in address and phone number of the parents.
- ❖ Students are not allowed to go home during school hours. In case of an emergency, only parents are allowed to pick their wards from the school. Please do not send elder siblings or any other relative.
- ❖ 110 CCTV cameras have been installed inside the premises. A few more are to be installed to cover more areas. CCTV is monitored continuously during the school working hours.
- ❖ Separate washrooms are provided to the support staff. Workers and maids use separate toilets outside the main building.
- ❖ Police verification of all school staff members is under process.
- ❖ Verification of transport personnel, other than that of Prasanna Purple, will be the responsibility of the parents.
- ❖ Female attendant is provided in each and every bus of "Prasanna Purple".
- ❖ Safety Audit is carried out every six months and review of safety process is done continually.
- ❖ Repairs and maintenance involving workmen from outside is restricted to Sundays / non- working Saturdays / After School hours only.

Please let's work together continuously to keep children safe at all times.

Regards,

Mrs. Geeta Pillai
Chief Executive Principal
Indira National School