



ST. MARY'S SCHOOL
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SAFETY MEASURES AT ST. MARY'S SCHOOL

- The school had constituted the **Safety Review Committee** in October 2016 comprising of Management Representative, Estate Manager, Parent Representative from each section and Student Representative. The **first audit was carried out on 15.02.2017** and the report was presented to the Parent Teacher Forum.
- An **Emergent meeting** was held with parents on 16.09.2017 to discuss the **safety measures in the school**. A circular was sent to parents apprising them of the various safety measures which were already in place in school. A parent Mr. Pradeep Dahiya extended support in arranging an agency to **conduct an external safety audit** of the school premises without any charges. **IIRIS Consultants visited the school as a first step to the audit on 28.09.2017** and the report will be delivered shortly.
- Automated Retrieval System is being installed in the lift.
- All drivers, conductors, security guards and cleaners have been police verified and the school does not hire any staff without background checks. As per the order of the Delhi Government, the school is in the **process of getting the police verification of all the teaching, non-teaching, office staff, support staff as well as the staff hired through an external agency.**
- The school has now installed **195 CCTV cameras** in the school premises covering all classrooms, labs, corridors, library, activity rooms, auditorium, kitchen, entrances to washrooms, gates and all outside areas of the building.
- Teachers are placed on duty on the field during the recess break as well as at the time of disbursement of school buses.
- **Lady support staff** has been placed in the junior section as well as on the middle school floor and there are separate washrooms for boys, girls on every floor of the new building. **Adults are strictly not allowed to use the children's' washrooms.** There is a separate

washroom for teachers. Support staff have a toilet which is outside the school building near the ice cream vendor, and they are not permitted to use the washrooms on the classroom floors.

- A **Female support staff at the junior section and also a Lady Security Guard have been appointed.**
- **Visitors entering the school are controlled and monitored.** No parent is allowed to enter the school without prior appointment and without an ID card. All visitors are allowed in only with prior appointment. All visitors entering the school are required to fill up the register with the school guard giving details about themselves, the purpose and the person being met. Bags are also being checked.
- **Global Positioning System (GPS)** has been installed in all our school buses; every hired school bus has a lady supervisor who travels till the last bus stop.
- The school conducted a **mock evacuation drill** on 11th of August, 2017 for students to understand quick exit routes and procedures. These drills will now be conducted on a regular basis.
- **Corrosive items** in labs are kept safe and the stock report is sent to the SDM's office on fortnightly basis.
- **Safe Drinking Water** facility is available for the children and staff.
- **Committees in-charge of safety in school are:**
 - **POCSO**- Protection of children from sexual offences
 - **Anti Bullying** Committee (Prevention of bullying and ragging in schools)
 - **Disciplinary** Committee
 - **Inclusion** Committee
 - **School Safety Review** Committee
 - **CASH** - Committee Against Sexual Harassment (for women in workplace)

(Note: Details of these committees are available at the school's website)
- Children are regularly sensitized during assemblies and in the classes during Circle time reiterating zero tolerance of bullying. The children are briefed about the consequences if found involved in bullying.

- **Parent Interactive sessions** were held to discuss the **dangerous social media applications** to which children easily fall prey to.

Dates of interaction

Senior Section: 30 & 31st August, 2017

Middle School: 4th & 6th September, 2017

Junior Section: Section-wise 13 interactions were held from 7th to 26th September, 2017.

- **A counsellors' Meet** was held on 6th September, 2017 to discuss and prepare the **protocol for policy and procedures** to be followed by the Counselling Department.