

## CIRCULAR

Dated: 15/09/17

Ref.No./VPS/0092

Dear Parent

As we know that the recent case of abuse and accidents of children at school premises have created an anxiety and concern amongst parents regarding safety of their children. At Vidya Public School, safety of students has always been given top priority. I would like to apprise of you all the safety measures already in place:

- We have CCTV cameras at both the school gates, corridors, entry to classrooms and washrooms, school ground, the bus yard .The footage from all these cameras is monitored regularly.
- Police verification: Police verification of all the staff members including aayas, drivers, conductors, support staff is done before appointment.
- We conduct regular meetings with all our staff, teaching and non teaching, and reiterate the importance of student safety in the school.
- Every floor has the required lady support staff who is posted outside the washrooms and who also cleans the washroom every hour.
- We have alert duties for teachers from 7.20 am to ensure safety of students in the corridors.
- We have a separate washroom for our male support staff, which is outside the building and they do not use the washrooms on the classroom floors. However lady support staff uses the girls washroom on their respective floors.
- We have a proper exit plan in case of an emergency .
- We conduct fire drills on regular basis for students to know their exit routes.
- We do not tolerate bullying or any kind of vandalizing of school property. Regular announcements are made during assembly and in the classes reiterating this message. Strict action is taken in case there is any such incident.
- All visitors/parents entering the school have to provide the details in a register which is maintained at the gate, the purpose and the person being met. The visitors/parents will also be issued a pass to meet the concern person.
- We make sure that all the students availing transport are being escorted by the teacher to board the bus/ van.

We are implementing some more measures to make the school a safer place for our students:

- No student will be allowed to enter school before 7.20 am as our support staff comes only at 7:15 am. Washrooms will be fully monitored after the entry of the students.
- Parents should use only the main gate. Entry to school without the identity card will not be permitted.
- No child will be handed over to THE PARENT/ GUARDIAN if the Home Card is not produced by them at the gate.

**Further to make our children more safe and secure we would like to enlist your support in emphasising following points with them regularly:**

- **Talk to them about good touch and bad touch, about avoiding interaction with strangers and reporting any and every concern /incident, however irrelevant it may seem.**
- **If you notice any change in your child's behavior, please inform the school authorities and meet the Incharge so that we can help the student at the right time.**
- **Keep the channel of communication open with your children and give them a patient hearing for even the smallest of matters.**
- **If a child is not attending school, you must inform and submit an application to the teacher next day.**
- **Abide by the rules of the school and not to confuse students with varied instructions from school and home as far as school rules are concerned.**
- **Not to talk in derogatory manner about the teacher / school in front of the student as it obstruct the bond between the students and the school. If you have any concern you can come personally to discuss the same on the interaction day i.e Wednesday at 1:30 pm.**
- **Ensure that your ward comes to school in school uniform, including Parent teacher meeting.**
- **From now onwards all parents need to carry their ID card when visiting school or picking up the children. Parents who do not bring their ID's will not be allowed in.**

**I am sure we, school and parent community, want our children to be safe and happy and our goal is to give them an environment to blossom into responsible human beings.**

**I seek your cooperation in making the student life as the best and memorable experience for our students.**

**With kind regards**

**Vice Principal**