

Dear Parent,

The weekend was as tense for us as it was for each and every one of you because of the unfortunate incidents that happened in two schools across NCR. We assure you that the safety and security of the students is of utmost importance to us. Various steps have been taken to put safety systems in place. We would like to apprise you of the same.

STAFF: (multitasking & out sourced)

- a. The police verification of all staff is undertaken before they assume their duties in the school. This includes the house keeping staff, the security personnel and the bus drivers. The Agency providing the transport services has been instructed to do a similar verification for the bus conductors also within this week.
- b. It is mandatory for support staff to wear a designated uniform and an I Card. Their attendance is marked at the entry gate, where they are frisked. To monitor them, meetings of MTS with the Administrative Officer and the Principal are held every week. Along with the periodic briefings, trainings and welfare activities are provided to ensure they have a sense of belonging and attachment to the school.

CCTV & PA SYSTEM:

- c. CCTVs have been installed at strategic locations in the school such as at the entry gates, corridors and around the academic building. Details: - Block A-11, Block B&C-13, Block D-7, Block E-6, Block F-9 and playground-4.
- d. Recently PA system has been installed in the school to disseminate important information and to monitor the classes

SECURITY AT THE GATE :

- e. All visitors have to fill their details at the school gate and can enter only after a visitor's pass has been issued to them. In the premises their movement is restricted to the reception area.

TOILETS:

- f. There is a clear demarcation of washrooms for student, female staff and the male staff. There are separate washrooms for the MTS. Only female attendants are put on duty outside the toilet demarcated for Primary and Montessori children and girl students.

TRANSPORT:

- g. All school buses have teacher in-charges and attendants for the safety of the children. Attendance is taken in the morning as well as at the time of departure. The buses are equipped with GPRS to monitor the movement of the buses. The phone numbers of the transport in-charge and the administrative officer are displayed in the buses.

SENSITIZATION & AWARENESS:

- h. We educate our children about 'good touch and bad touch' right from pre- primary and early primary level. The parents are also urged to speak to their children regarding this issue. For the senior children, adolescent education workshop cover this aspect.
- i. An internal audit of the security system is a regular feature of the school.
- j. We also have periodic fire/ disaster drills to practice evacuation to prepare the children for any emergencies.

AREAS OF CONCERN:

- k. Private vans pose a security challenge. It is our earnest request to the parents to avoid sending your wards in these vans. We are in the process of increasing our Bus routes.

Our constant effort is to make our school a safe and conducive learning place. We assure you that the school authorities will not leave any stone unturned, where the security of our students is concerned.

Regards

Indu Khetarpal

Dr.(Mrs) Indu Khetarpal
Principal