



Cir/07/18-19

Date: 22nd June 2018

Dear Parent

The spate of incidents involving harm done to school going children is indeed a matter of concern for us and undeniably a matter of shame for the society at large. We at Amanora School firmly believe that the full potential of a child cannot bloom in an environment that does not guarantee a safe environment and we are committed to provide it.

As you may be aware, **Health Safety & Child Protection (HSCP)** is one of the three cornerstones at our school. We constantly measure ourselves against the minimum standards of **HSCP** that we have evolved for our school based on Global Guidelines and regulatory norms governing school safety in India. In our scheme of things, safety is not an accident but an outcome of well-orchestrated plan which is implemented with unflinching commitment to "**Child's Safety**". It gives us a sense of relief that our efforts to painstakingly implement **HSCP** norms, even at the cost of inconvenience, have paid off well in avoiding any such unfortunate incidents.

Notwithstanding, previous communications on this all important aspect of **HSCP**, I wish to once again assure you that we have audited our **HSCP** policy implementation and found them to be meeting global standards. I would take a few minutes of your precious time to walk you through some of the significant measures implemented at our school.

Perimeter Security & Access Control

As you would have noticed we maintain strict monitoring of movement of personnel in the campus from the time they enter the school gate. This includes:

- Capturing the picture and details of the visitor via a Visitor Slip by a well briefed Security Personnel on duty.
- Issue of Visitor ID card to the visitor and guiding him/her to the cabin of the authorized staff.
- Tracking the movement of the visitor using CCTV installed at all common and vulnerable places.
- Regular electronic and physical monitoring of the school perimeter for any break-ins.
- Not allowing access to any outside vehicle within the campus.

Child Movement in the School Premises

- The movement of the child within the campus for various activities is always under strict supervision, including during the recess when teachers / staff are deputed to maintain general safety in corridors and other common areas.
- Entry to washrooms is guarded by suitably briefed Lady Attendants who are present during the entire school duration.
- In addition, all common areas and approaches to washrooms are under CCTV surveillance, monitored from at least two locations to detect any suspicious activity within the building / campus.
- Our student Gate-Pass is aimed to track unusual movement of the child during school hours.
- The teachers and staff have been instructed to keep head count in their classes and account for any absentees / prolonged absence from the class.

School Bus Safety & Discipline

- Our school buses follow highest standards of bus safety in terms of facilities including CCTV, GPS route tracking, Speed Governor, Fire Extinguishers, First Aid kit, etc...more than that is mandated by CBSE standards.
- The bus drivers are checked for drunkenness (alcohol consumption) through Breath Analyzer test every time they assume driving duties.

- The buses mandatorily have a Female Bus Attendant who monitors the conduct of the bus and safety of the child during the entire journey.
- The entire bus journey is tracked by our school administrator as well as service provider from the time first child boards the bus to dropping of the last child. The parents are adequately warned of the movement of the child.

External Oversight and Audit

- All our safety and safeguarding activities are continuously monitored by external audit teams and reviewed weekly by the **HSCP** Committee which comprises of Teachers, Students and Staff.
- We also invite parents to be part of the **HSCP** committee so that the safety efforts are genuinely collaborative and outcomes are transparent. HSCP committee submits action taken report and incidents chart on weekly basis which is discussed in detail during monthly reviews and issues are resolved on priority.
- Regular testing of Drinking Water from authorized Food & Health laboratory, periodic Fire Hydrant checks and evacuation drills, fortnightly Pest Control measures are few of the several precautions taken by the school to ensure child safety.
- To improve and evolve into a more safe school we subject ourselves to stringent Global Audits, where we have always come out with flying colours in the past.
- Police verification and Background verification of all personnel coming in contact with children (Teachers, Staff, Housekeeping and Third-party Staff) is a mandatory step during the hiring and retention of the employees at our school.

Safety Training

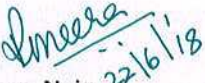
- We believe in improvements based on regular training and self-evaluation of our actions. We undertake research and borrow best practices from across the globe to ensure we remain updated.
- Regular training of drivers, house-keeping staff, Security Personnel, Admin staff and teachers on various aspects of **HSCP** through external agencies such as Enfold, District Firefighting Agency, Traffic Police, Psychologists have kept us on right track in increasing awareness for our **Zero Tolerance Policy** on Corporal Punishment / Child Abuse and other safety skills.

Safety – A collaborative Culture

- For us safety is the backbone of our school and we want you to strengthen it by volunteering to undertake safety rounds of school and highlight deficiencies that we may have missed. We want to be transparent and progressive. After all it is your most precious asset that we are safeguarding at school.
- Having given you a glimpse of our commitment and actions to ensure your child remains safe when he / she is with us, we solicit your voluntary engagement in the working of **HSCP** committee.

In the end, I reassure you that our commitment to your child's safety is unconditional - every time and everywhere in the school premises. Kindly reach out to us with any suggestions to make improvements to the existing **Health Safety & Child Protection (HSCP)** arrangements at the school.

Best regards,
For Amanora School


Meera Nair 22/6/18
Principal