



SDKL DAV CENT. SENIOR SECONDARY PUBLIC SCHOOL

MANSA-151505 (PUNJAB)

AFFILIATED TO C.B.S.E. NEW DELHI (AFFILIATION No. 1630131 SCHOOL No. 4675)

Ref. No. DAV/MANSA/2023/587.

Dated. 03/02/2023

Minutes of SSC cum POCSO Meeting

Meeting of School Safety Committee (SSC) cum POCSO was held on Jan13, 2023(Friday) in Premises of DAV school Mansa, under the Chairmanship of the Head of the School, Mr. Vinod Rana. Meeting was started with Gayatri Mantra and the following School safety and security measures were finalized:

1. Principal discussed and briefed the need and role of SSC, categories of negligence and Legal Provisions to SSC members so that awareness can be transmitted to all the stakeholders.

3.3 State Specific Provisions:

Majority of the States and UTs have made provisions relating to management and safety measures in the State/UT Education Act. The detailed State and UT wise provisions are at *Annexure- I*.

3.4 Categories of negligence:

It shall be the responsibility of the School Management and Principal in private schools and Principal/Head of school along with local school administration, be accountable to take preventive measures against all forms of negligence towards the safety and security aspects of children in schools. The negligence committed by the School Management/Authorities/Principal/Head of school/teaching and non-teaching staff may be broadly categorized as follows:

- a. Negligence in establishing a **secured infrastructure** for the students and children with special needs.
- b. Negligence to the quality, standard of the **food** served and portability of **water** provided to students in school for consumption.
- c. Negligence related to **security measures** adopted by the School Authorities for the safety of students.
- d. Negligence in providing timely **medical aid** to the students.
- e. Negligence in taking action against a **complaint reported** by a student.
- f. Negligence on **corporal punishment** including mental, emotional harassment.
- g. Negligence in preventing **bullying, discriminatory actions, substance abuse** in the school premises.

MANAGED BY : DAV COLLEGE MANAGING COMMITTEE, NEW DELHI

Tel. : 01652-222364, 234964 e-mail : davmansa@yahoo.co.in, WWW.Davmansa.com



SDKL DAV CENT. SENIOR SECONDARY PUBLIC SCHOOL

MANSA-151505 (PUNJAB)

AFFILIATED TO C.B.S.E. NEW DELHI (AFFILIATION No. 1630131 SCHOOL No. 4675)

Ref. No.....

Dated.....

- h. No regular **monitoring** and reporting to appropriate authority as mentioned
- i. **Delaying actions** in case of crime or disaster.
- j. **Suppression of facts** and not reporting to the appropriate authority.
- k. Negligence in **strict implementation of COVID guidelines** resulting in threat or vulnerability for safety and security of students.

3.5 Legal Provisions in case the offence has been established:

Accountability of School Management	Legal Provisions and Rules attracted
a. Criminal Negligence	Sections 304, 308 etc. of Indian penal Code. Section 75 of Juvenile Justice Act, 2015
b. Medical Aid Negligence	Section 77 of the Juvenile Justice Act, 2015
c. Corporal Punishment	Section 75 of the Juvenile Justice Act, 2015
d. Conspiracy	Section 16 of the POCSO Act, 2012, Section 34 and 120B etc. of the Indian Penal Code, 1860 and Section 87 of the Juvenile Justice Act, 2015
e. Concealment/non-reporting of offence	Section 21 of the POCSO Act and Section 202 of Indian Penal Code, 1860
f. Tampering Evidence	Section 201, 203 etc. of the Indian Penal Code, 1860
g. Sexual abuse	Section 19 of the POCSO Act, 2012
h. Cyber Safety and Security	Section 67 B of IT Act, 2000 and Sections 13 and 15 of the POCSO Act, 2012
i. Infrastructural Safety and Security	The National Building Code of India, 2004
j. Food Safety	Sections 272, 273 of the Indian Penal Code, 1860
k. Environmental Safety	Section 278 of the Indian penal Code, 1860
l. Sexual harassment and Sexual Assault	Section- 4, 6, 8, 10, 12, 14 and 15 of the POCSO Act, 2012
m. CWSN	
i. Legal Rights of CWSN	Section 16, 17, 31 & 32 of the Rights of Persons with Disabilities Act, 2016 Section 31 of The Persons with Disabilities (Equal Opportunities, Protection of Rights and Full Participation) Act, 1995
ii. Punishment for violating the rights of CWSN	Section 89 of the Rights of Persons with Disabilities Act, 2016
iii. Punishment for offences against CWSN	Section 5 and 9 of the POCSO Act, 2012 and Section 85 of the Juvenile Justice Act, 2015
n. Constitutional rights of children	Article 15 (3), 21 (A), 23, 24, 39 (e), 39 (f), 46, 47 and 51A (k) of the Constitution of India

2. Entry and Exit- School Building

- i. Photo identity cards for staff and students is must. Parents/guardian will come with photo copy/digital copy of student id-card to take him/her home during school hours. Gate pass is must for students and staff to go outside the school during school hours.
- ii. Procedures:
 - a) No Entry in school for anyone on holidays without prior permission of principal.
 - b) Students will not be sent to home on the basis of mere telephone call.
 - c) Tiffin boxes or any type of eatables from outside will not be permitted during school hours.
- iii. School is neither bound to provide parking space inside the school campus at one's own terms and conditions nor is responsible for any one's conveyance or mode of travelling. Hence:

MANAGED BY : DAV COLLEGE MANAGING COMMITTEE, NEW DELHI

Tel. : 01652-222364, 234964 e-mail : davmansa@yahoo.co.in, WWW.Davmansa.com



SDKL DAV CENT. SENIOR SECONDARY PUBLIC SCHOOL

MANSA-151505 (PUNJAB)

AFFILIATED TO C.B.S.E. NEW DELHI (AFFILIATION No. 1630131 SCHOOL No. 4675)

Ref. No..... a) All the staff members and students who wish to park their vehicle inside the premises of school, will have to park their vehicle/cycles in the provided parking area only. Dated.....

b) Record of permitted vehicles to be parked inside the school will be maintained.

c) No entry of any type of unauthorized vehicle in the school campus without due permission of the Principal.

iv. Parents will use GATE-1 to pick and drop their wards in routine. Students on scooter/cycle will use GATE-2 for entry and exit.

v. School gate will be opened 20 minutes before the actual school timings for students and parents. Early and late arrival will be discouraged.

vi. No entry of any type of vehicle without having valid license.

vii. Consent from parents is MUST and responsible and committed staff will accompany the students when they are taken out of School for Picnic /Educational Activities/sports etc.

3. In side School Building:

i. Continuous Monitoring of CCTV Cameras will be ensured during classes/school hours. A person will be appointed to monitor CCTV display all the time. Parents will also have access to the display and recording.

ii. Provision for Dressing/changing Room for girls.

iii. Provision for disposing sanitary pads in girls' toilet.

iv. Display of School Map, Emergency Numbers and safety evacuation plan in school at visible locations.

v. Replacing Indian toilet seats with Western seats on first floor in old building

vi. To avoid noise and distractions, coolers will not be installed in class rooms.

vii. Use of Mobile will not be allowed to students and teachers inside the campus without the written permission of the Principal on the valid ground and purpose in the interest of school only.

viii. Students can complain/put their complaint in complaint box if they find any teacher, student using the mobile in school.

ix. Audio / Video Recording, taking photographs, Roaming around, organizing meetings, parties inside the school/institutional campus without permission of Principal or involving in conspiracy is an offence. It will invite immediate necessary action as per suitable Provisions of law.

4. Health and Hygiene:

i. First Aid will be available at reception and sports room.

ii. To have Contact with nearby hospital so that they may deal school emergency cases on priority basis.

iii. Training for Teachers and admin staff on First Aid and CPR.

iv. Yoga and physical exercise during Morning Assembly /School hours

v. Sub-Committee to monitor washroom hygiene.

5. Emotional and Socio-Tech well Being:

i. To organize more sessions/expert talk on life skills and emotional well-being.

ii. To Frame IT- Policy of school covering:

a) Emphasize on Practical work on Computer.

b) A committee of PTA/SSC may Review and Assess the IT awareness of students after every 3 months as per framed objectives and will provide recommendations.

c) To Aware children about cyber threats, Cyber bullying, Cyber crime etc.

d) Technology based activities, competitions, campaigns etc

6. Disaster Management

i. Training of staff and students/mock drills for disaster management.

ii. Training to use the Fire Extinguishers and existing system effectively.

MANAGED BY : DAV COLLEGE MANAGING COMMITTEE, NEW DELHI

Tel. : 01652-222364, 234964 e-mail : davmansa@yahoo.co.in, WWW.Davmansa.com



SDKL DAV CENT. SENIOR SECONDARY PUBLIC SCHOOL

MANSA-151505 (PUNJAB)

AFFILIATED TO C.B.S.E. NEW DELHI (AFFILIATION No. 1630131 SCHOOL No. 4675)

Ref. No.....

Dated.....

- iii. Knowledge of School evacuation plan to all stakeholders.
- iv. Centralized addressing System for communication will be installed.
- v. School building layout at every floor

7. Anti-Bullying and Anti-Corporal Punishment:

Law Defines Direct bullying: Through physical intimidation or attack, verbal abuse, unwanted attention and approach, damaging property.

Law defines indirect bullying: Spreading malicious rumors.

Law defines Cyber Bullying: Unpleasant SMS, Photographs/video, unauthorized e-mails, unwanted calls, Recording call, making video without informing or permission etc.

Law defines Corporal Punishment to child : Any action or comment that cause Mental, Emotional and Physical suffering to a child On complaint from any parent/student in regard, the PTA and SSC meeting will be called quickly and recommendation will be forwarded to school management for immediate action without any delay.

- The message ref: CBSE/Acad/Dir(Arti)/2015 "Bullying is strictly prohibited inside the school premises and no such act will go unnoticed or unpunished" will be clearly stated in school circulars, website and displayed in school.

8. SSC Meeting and School safety Walk: It is resolved that presence of Chairperson, at least 1 management Representative, at least 2 parents representative and one third of other members present in meeting can finalize and confirm the decision/recommendation related to any agenda in a meeting.

-Meeting of SSC will be held on Quarterly basis.

-To conduct "School safety walk" of the entire school premises to have a check on any flaws/needs in concern of Whole School Safety approach.

- All safety measures, procedures, norms will be re- ensured and further necessary measure and actions will be finalized.

- All the subcommittees will submit their reports/findings in the meeting and details of final proceeding/recommendation/actions will be reported to LMC for further approval and action.

9. Procedure to deal Grievances/Complaint: It is confirmed that SSC will not wait for any complainant or complaint always, but can also initiate the enquiry and action process on the basis of observations or reliable information.

1. **For Staff and Students:** Verbal or Written warning/advise/suggestion/notice/imposition of fine/suspension by principal

In case of continued non-compliance:

2. Matter to bring in SSC/PTA meeting.

3. If the evidences reveal that specific conduct/action of the person is against safety norms and code of conduct of institution then; SSC / PTA may recommend:

In case of students:

a) Rustication/Expulsion from school in rarest of rare case.

b) Issue School Leaving certificate.

c) Imposition of heavy fine

In case of Permanent/Adhoc Staff:

a) To ask for a resign.

b) Suspension/Termination by Principal with immediate effect.

c) Termination of services to LMC.

d) Termination and to initiate Legal proceedings as per law.

Meeting ended with the pledge and promise by every SSC member to make the school environment SAFE, SECURE and CONSTRUCTIVE for the better learning and bright future of every child.

Principal

MANAGED BY : DAV COLLEGE MANAGING COMMITTEE, NEW DELHI

Tel. : 01652-222364, 234964 e-mail : davmansa@yahoo.co.in, WWW.Davmansa.com