

## PARENTAL CIRCULAR

Dated: 15<sup>th</sup> September 2017

Circular No: SRWS/Admin/005/2017

Classes: All Classes

Subject: **Your Ward's Safety Is Our Utmost Priority**



Dear Parents

We at ShreeRam World School, Dwarka offer an environment that is congenial, caring, motivating and educative. We strive hard to make our school boundaries safe and secure for all the students and the staff. The school would like to share with the parents some of the safety measures which are already being followed in the school.

- High definition CCTV cameras are installed within the school premises and around the school periphery.
- All the buses are GPS enabled along with fire extinguisher, first-aid box and working speed governor. The buses too will have CCTV cameras very soon. A female staff along with the students is present in the school bus at all times.
- There is one main school entry gate and two side gates which are manned by the security guards who maintain the record of every entry and exit in the register.
- The main school building is not accessible to drivers, conductors, gardeners etc. Separate washroom and drinking water facility has been provided for them on the outer side of the main school building.
- Attendance of all students is marked in the beginning and end of each day in the class as well as in the bus. Message is sent to parents for absenteeism.
- No child is left unattended at any point of time inside the school premises. Teachers have floor and ground duties during morning hours, lunch break and dispersal.
- The details of all Class IV employees are with the school and duly verified. They have been given photo Identity card for their identification.
- Counselling and sensitization of the entire school staff and Class IV employees is done on regular basis to be vigilant and take extra care.
- The school maintains an infirmary with a qualified staff nurse to meet the medical emergencies.
- Utmost care is given to health and hygiene. The Mid-Day meal is checked on a daily basis.
- We have a proper exit plan in case of emergency. We also use the hooter system to ensure timely and safely evacuation during the 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.

**The school requests all parents to kindly adhere to the following guidelines:**

- Since the school is working 07:50 a.m. onwards only, please do not send your ward before 7:50 a.m.
- Parents are required to bring the parent Id card along with them to the school at all times. They are advised to keep the interactions with teachers strictly to Parent-Teacher meeting only. In case of emergency, a prior appointment with the teacher is to be made through the school diary/reception.
- Please ensure that your ward is not wearing valuable watches / chains / rings etc. which can become a vulnerable cause for him/her to be a target of unwanted elements.
- If the parents are arranging their own private transport for the child to commute, they must ensure that all rules laid down by the Hon'able Supreme Court are adhered to and that the vans/vehicles are not overcrowded and are safe for the students' travel. Please ensure Police Verification of the van drivers & submit a copy of the same in the school.
- Kindly ensure that children have nutritious breakfast before coming to the school and they also must bring lunch with them as lunch boxes and water bottles brought by the parents or anyone else will not be handed over to the students, due to safety concerns.
- Parents are not allowed to meet their wards during school hours. No child should be taken back home during school hours unless there is an emergency. In case of any illness or functions etc. to be attended, do not send the child to the school for half day.
- Please advise your ward about interactions with strangers, good touch- bad touch, safe touch – unsafe touch and emphasizing how important it is for his/her safety to report any untoward / uncomfortable incident.

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

- If you notice any change in your child's behavior, please inform the school authorities and meet the school counsellor so that we can help the student at the right time. Appropriate and timely action can help a young life.
- Keep the channel of communication open with your children and give them a patient hearing for even the smallest of matters.
- Please do not talk in a derogatory manner about the teacher/ school in front of the student as it obstructs the bond between the students and the school. If you have any concern you can discuss the same personally or over the phone.

We look forward to a joint collaborative effort of the parent fraternity and the school in safeguarding our children from the social menaces and ensuring their safe and bright future.

Warm Regards

Ms Sudha Sadangi  
Head of School

