



Estd: 1953

BIRLA SHISHU VIHAR

A Prestigious Day School for Boys and Girls
(Affiliated to CBSE, New Delhi No: 1730263, School No: 10606)
(A Birla Education Trust, Pilani Institution)
Website: www.bsvpilani.edu.in



Circular -025

Kind Attention: All Concerned
From : Principal

May 7, 2026

Formation of committees for session 2026-27

Dear Colleagues,

In accordance with CBSE instructions / guidelines, various committees are formed to address different aspects of school functioning and ensure smooth operation. These committees play a vital role in ensuring the holistic development of students, fostering a conducive learning environment, and promoting the overall well-being of the school community at Birla Shishu Vihar. Committee members are advised to work to meet the defined objectives in the interest of school and Birla Education Trust.

1. Internal Complaint Committee (ICC) for POSH:

- Objective: To Create and maintain a safe and conducive environment for staff, free from sexual harassment. Promote awareness and understanding of the POSH Act among students, faculty, and staff regarding their rights and responsibilities related to sexual harassment.
- Responsibilities: Act upon complaints of sexual harassment that are submitted by students, staff, or any other stakeholders within the institution. Maintain detailed records of all complaints received, investigations conducted, and outcomes of the investigations.

2. School redressal of grievances Cell:

- Objective: To provide a platform for students, parents, and staff to present their grievances in a fair and transparent manner. To ensure that grievances are addressed promptly and effectively to maintain a conducive learning environment.
- Responsibilities: To receive complaints and grievances from students, parents, and staff related to academic, administrative, or behavioral issues. To maintain proper records of all grievances received, investigations conducted, and actions taken.

3. School POCSO Committee:

- Objective: To promote awareness about child safety and protection against sexual offences among students, and parents. To create a safe environment for children by implementing measures that prevent any form of abuse or exploitation.
- Responsibilities: Conduct regular workshops and seminars for students, staff, and parents to educate them about child rights, sexual offences, and the POCSO Act. Continuously monitor the school's environment to identify potential risks and assess the effectiveness of existing safety measures.

4. School Disciplinary Committee:

- Objective: To maintain discipline among students and enforce the school's code of conduct.
- Responsibilities: Address disciplinary issues, implement disciplinary actions, promote positive behaviour among students, and ensure a safe and orderly school environment.

5. Academic Committee:

- Objective: To oversee academic programs, curriculum development, and assessment practices.
- Responsibilities: Review and update curriculum, monitor academic standards, organize educational activities, provide support for teachers, and promote academic excellence.



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6. Examination Committee:

- Objective: To ensure fair and transparent conduct of examinations and assessments.
- Responsibilities: Plan and schedule examinations, develop question papers, coordinate assessment procedures, manage examination logistics, and ensure adherence to CBSE guidelines.

7. Students Welfare Committee:

- Objective: To address the social, emotional, and developmental needs of students.
- Responsibilities: Provide support services such as counselling and guidance, organize extracurricular activities, promote student well-being, and address issues related to student welfare and development.

8. School Anti Ragging Committee:

- Objective: To create awareness among students, staff, and parents about the harmful effects of ragging and to implement measures to prevent it.
- Responsibilities: To ensure the committee is composed of teachers, students, and parents, representing diverse sections of the school community.

9. Safety and Security Committee:

- Objective: To ensure the safety and security of students, staff, and school premises.
- Responsibilities: Develop and implement safety protocols and procedures, conduct safety drills, assess security risks, maintain emergency preparedness, and collaborate with relevant stakeholders to address safety concerns.

10. Cultural and Sports committee:

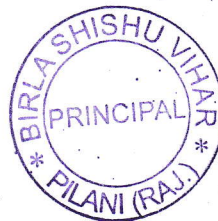
- Objective: To promote cultural and sports activities and nurture talent among students.
- Responsibilities: Organize cultural events, festivals, and sports competitions, provide opportunities for students to showcase their talents, foster a spirit of teamwork and sportsmanship, and encourage participation in extra-curricular activities.

11. Environment and Sustainability Committee:

- Objective: To promote environmental awareness and sustainable practices within the school community.
- Responsibilities: Implement eco-friendly initiatives, raise awareness about environmental issues, organize tree planting drives and cleanliness campaigns, and integrate environmental education into the curriculum.

12. Staff Welfare Club:

- Objective: Foster a supportive environment that promotes the physical, mental, and emotional well-being of all staff members.
- Responsibilities: Plan and organize workshops, seminars, health camps, and recreational activities aimed at staff welfare.



Thanks
Warm regards

(Signature)
07.05.26.
(PAVAN VASHISHTHA)
PRINCIPAL

Copy to - Academic/ Activity Coordinators, Bursar and BSV Staff.

VIDYA VIHAR, PILANI – 333031, District: Jhunjhunu, Rajasthan (INDIA)

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