



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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Intercultural
Programs
India

Estd: 1953

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:

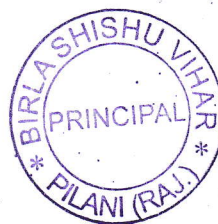
- Objective: To promote cultural and sports activities and nurture talent among students.
- Responsibilities: Organize cultural events, festivals, and sports competitions, provide opportunities for students to showcase their talents, foster a spirit of teamwork and sportsmanship, and encourage participation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

Tel (+91) 1596 242208, 242195 Email: principal@bsvpilani.edu.in, contactus@bsvpilani.edu.in



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Circular No - 026

Kind Attention: BSV - Staff

May 7, 2026

From : Principal

Internal Complaint Committee (ICC) for POSH at BSV

The primary objective of the Internal Complaint Committee (ICC) under the Prevention of Sexual Harassment (POSH) Act is to provide a safe and secure working environment for all employees, free from any form of sexual harassment. The ICC aims to create awareness about sexual harassment, ensure that complaints are addressed promptly and effectively, and promote a culture of respect and dignity in the workplace.

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.

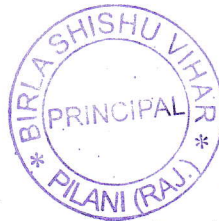
Committee - Members

Designation	Name	E-Mail id	Mobile No.
Chairperson	Mrs. Karuna Yadav	karuna0602002@bsvpilani.edu.in	9119225690
Secretary	Mrs. Namita Pareek	namita060021@bsvpilani.edu.in	9929148120
Members	Mr. Krishan Kumar Aggarwal	krishan060016@bsvpilani.edu.in	9166667731
	Mrs. Sangeeta Mishra	sangeeta060030@bsvpilani.edu.in	9079082929
	Mrs. Madhu Sharma	madhubhupen5dec@gmail.com	9460476637

Constituted body Internal Complaint Committee (ICC) for POSH at BSV are requested to ensure the compliance as per CBSE and State Govt. in all respect.

Session for teachers and maintain of record is must.

Thanks
Warm regards



(PAVAN VASHISHTHA)
PRINCIPAL

Cc: All concerned.



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Circular No - 027

Kind Attention: BSV - Staff

May 7, 2026

From : Principal

School redressal of grievances Cell

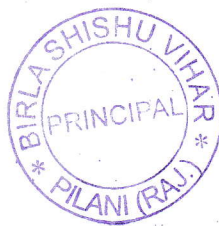
Objective: To provide a platform for students, parents, and staff to present their grievances in a fair and transparent manner. To ensure that grievances are addressed promptly and effectively to maintain a conducive learning environment.

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.

Committee - Members

Sr. No.	Name	Designation	Email -id	Mobile No.
1.	Mr. Pavan Vashishtha	Chairperson	principal@bsvpilani.edu.in	8094012135
2.	Mr. Vineet Pandey	Secretary	vineet060067@bsvpilani.edu.in	7023084086
3.	Mrs. Rama Kuntal	Member	rama060028@bsvpilani.edu.in	8209227591
4.	Mrs. Pushpa Joshi	Member	pushpa060025@bsvpilani.edu.in	8854845009
5.	Mr. Satish K. Shukla	Member	satish060044@bsvpilani.edu.in	9460146725
6.	Mrs. Sarika Shukla	Member	sarika060031@bsvpilani.edu.in	9636490800

Thanks
Warm regards



(Signature)
07.05.26.
(PAVAN VASHISHTHA)
PRINCIPAL

Cc: All concerned.



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Estd: 1953

Circular No - 028

Kind Attention: BSV - Staff

May 7, 2026

From : Principal

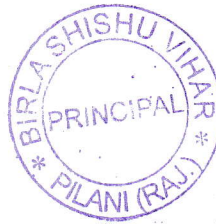
School POCSO Committee Academic Session 2026-27

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.

Committee - Members:

Sr. No.	Name	Designation	Email -ID	Mobile No.
1.	Mr. Pavan Vashishtha	Chairperson	principal@bsvpilani.edu.in	8094012135
2.	Mr. Syama Prasad Datta	Secretary	syama060103@bsvpilani.edu.in	9832899112
3.	Mr. Bijender Singh	Member	bijender060092@bsvpilani.edu.in	8502986580
4.	Mrs. Kalika Bhatia	Member	kalika060014@bsvpilani.edu.in	9950519093
5.	Mrs. Rekha Sharma	Member	rekha060060@bsvpilani.edu.in	7073916343
6.	Mrs. Bharti Yadav	Non - teaching representative	bharti060088@bsvpilani.edu.in	9990958168
7.	Mrs. Madhu Sharma	Social Worker	madhubhupen5dec@gmail.com	9460476637
8.	Dr. Rajni Singh	Parent representative	pdpanwar@gmail.com	9460482671
9.	Saket	Student representative	saket5308535@bsvstudent.org.in	
10.	Jahanvi Sharma	Student representative	jahanvi5307345@bsvstudent.org.in	



Thanks
Warm regards

(PAVAN VASHISHTHA)
PRINCIPAL

Cc: All concerned.



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Estd: 1953

Circular No - 029

Kind Attention: BSV - Staff
From : Principal

May 7, 2026

School Discipline Committee

Objective: To maintain discipline among students and enforce the school's code of conduct.

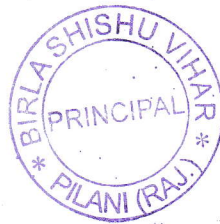
Responsibilities: Address disciplinary issues, implement disciplinary actions, promote positive behaviour among students and ensure a safe and orderly school environment.

Committee - Members

Sr. No.	Name	Designation	Email Id	Mobile No.
1.	Mr. Pavan Vashishtha, Principal	Chairperson	principal@bsvpilani.edu.in	8094012135
2.	Mr. Syama Prasad Datta	Secretary	syama060103@bsvpilani.edu.in	9832899112
3.	Mrs. Rama Kuntal	Member	rama060028@bsvpilani.edu.in	8209227591
4.	Mr. Bijender Singh	Member	bijender060092@bsvpilani.edu.in	8502986580
5.	Dr. Divya Mudgal	Member	divya060004@bsvpilani.edu.in	9660529887
6.	Mrs. Bharti Yadav	Member	bharti060088@bsvpilani.edu.in	9990958168
7.	Saket	Student representative	saket5308535@bsvstudent.org.in	
8.	Jahanvi Sharma	Student representative	jahanvi5307345@bsvstudent.org.in	

- DC is constituted to address disciplinary issues of school students. This committee will help teacher & taught to follow school rules & code of conduct at school level. Classroom management is sole responsibility of subject teachers.
- Secretary with two teacher representatives (One Male & One Female) and student representative is empowered to address disciplinary issues and resolve in the best interest of child & institution. Procedure is to be followed. (Please refer page no 45 of school almanac)

Thanks
Warm regards



(PAVAN VASHISHTHA)
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Circular No - 030

Kind Attention: BSV - Staff

May 7, 2026

From : Principal

School 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.

Committee - Members

Chairman: Mr. Pavan Vashishtha, Principal, BSV

Secondary Level:

Secretary	Mr. Syama Prasad Datta
Members	1. Mrs. Sangeeta Mishra
	2. Mr. Krishan Kumar Aggarwal
	3. Mr. Manoj Panwar
	4. Mr. Satish Kumar Shukla
	5. Mrs. Sarita Sharma

Middle Level:

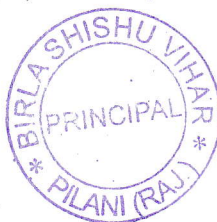
Secretary	Mrs. Ragini Kumari
Members	1. Mr. Narender Singh Shekhawat
	2. Mrs. Kalika Bhatia
	3. Mrs. Karuna Yadav
	4. Mr. Sandeep Sharma

Preparatory Level:

Secretary	Mrs. Rama Kuntal
Members	1. Mrs. Bharti Yadav
	2. Mrs. Sarika Shukla

Foundation Level:

Secretary	Mrs. Rama Kuntal
Members	1. Mrs. Sarika Shukla
	2. Mrs. Deepti Sharma



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Circular No - 031

Kind Attention: BSV - Staff

May 7, 2026

From : Principal

School 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.

Committee - Members

Chairman: Mr. Pavan Vashishtha, Principal, BSV

Secondary Level (IX - XII):

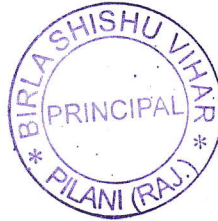
Secretary	Mrs. Sangeeta Mishra
Members	Mr. Syama Prasad Datta
	Mr. Manoj Panwar

Middle Level (VI - VIII):

Secretary	Mr. Sandeep Sharma
Members	Mrs. Ragini Kumari
	Mr. Narender Singh

Junior Level (I - V):

Secretary	Mrs. Ranjana Sharma
Members	Mrs. Rama Kuntal
	Mrs. Rashmi Soni



Thanks
Warm regards

(PAVAN VASHISHTHA)
PRINCIPAL

Cc: All concerned.



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Circular No - 032

Kind Attention: BSV - Staff

May 7, 2026

From : Principal

Student Welfare Committee

Objective: To address the social, emotional, and developmental needs of students.

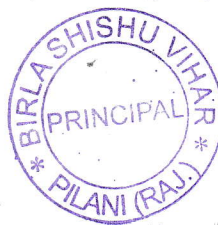
Responsibilities: Provide support services such as counselling and guidance, organize extracurricular activities, promote student well-being, and address issues related to student welfare and development.

Committee - Members

Chairman: Mr. Pavan Vashishtha, Principal, BSV

Secretary	Mr. Bijender Singh Shekhawat
Members	1. Dr. Divya Mudgal
	2. Mr. Vineet Pandey
	3. Mrs. Hargun Arora
	4. Mrs. Bharti Yadav
	5. Mrs. Girija Sharma

Thanks
Warm regards



(PAVAN VASHISHTHA)
PRINCIPAL

Cc: All concerned.



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Estd: 1953

Circular No - 033

Kind Attention: BSV - Staff

May 7, 2026

From : Principal

School Anti Ragging Committee

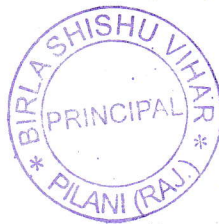
Objective: To create awareness among students, staff, and parents about the harmful effects of ragging and to implement measures to prevent it.

Responsibilities: To ensure the committee is composed of teachers, students, and parents, representing diverse sections of the school community.

Committee - Members

Chairman: Mr. Pavan Vashishtha, Principal, BSV

Designation	Name	E-Mail ID	Mobile No.
Secretary	Mr. Syam Prasad Datta	syama060103@bsvpilani.edu.in	98328 99112
Members	Mrs. Ragini Kumari	ragini060026@bsvpilani.edu.in	7665727635
	Mrs. Rama Kuntal	rama060028@bsvpilani.edu.in	8209227591
	Mr. Bijender Singh	bijender060092@bsvpilani.edu.in	8502986580
	Mrs. Sudha Runthala	sudha060037@bsvpilani.edu.in	7297056842
	Mr. Narender Singh	narender060108@bsvpilani.edu.in	9660954064
	Mr. Kapil Sharma	legalofficer@bet.org.in	9116034814
	Dr. H. S. Sankhla	-----	9829245036
Parent Member	Dr. Rajni Singh	pdpanwar@gmail.com	9460482671
Student Members	Saket	saket5308535@bsvstudent.org.in	
	Jahanvi Sharma	jahanvi5307345@bsvstudent.org.in	



Thanks
Warm regards

(PAVAN VASHISHTHA)
PRINCIPAL

Cc: All concerned.



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Circular No - 035

Kind Attention: BSV - Staff
From : Principal

May 7, 2026

Safety and Security Committee

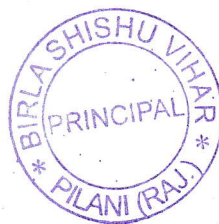
Objective: To ensure the safety and security of students, staff, and school premises.

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.

Committee - Members

Chairman: Mr. Pavan Vashishtha, Principal, BSV

Secretary	Mr. Vijay Kumar Tola
Student Safety Officer (SSO)	Mr. Syama Prasad Datta
Faculty Representative	1. Dr. Divya Mudgal
	2. Mrs. Kiran Sinha
	3. Mr. Anil Kumar Nanglia
	4. Mrs. Rama Kuntal
Parent Representative	Iti Sharma
Student Representative	Jahanvi Sharma



Thanks
Warm regards

(Signature)
07.05.26.
(PAVAN VASHISHTHA)
PRINCIPAL

Cc: All concerned.



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Circular No - 036

Kind Attention: BSV - Staff
From : Principal

May 7, 2026

Cultural and Sports Committee

Objective: To promote cultural and sports activities and nurture talent among students.

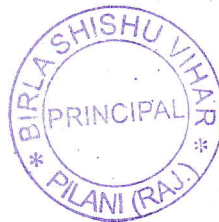
Responsibilities: Organize cultural events, festivals, and sports competitions, provide opportunities for students to showcase their talents, foster a spirit of teamwork and sportsmanship, and encourage participation in extracurricular activities.

Committee - Members

Chairman: Mr. Pavan Vashishtha, Principal, BSV

Secretary	Mr. Bijender Singh
Joint Secretary	Dr. Divya Mudgal
Members	1. Mrs. Chandra Sharma
	2. Mrs. Sarika Shukla
	3. Mrs. Ragini Sharma
	4. Mr. Girish Pant
	5. Mrs. Kiran Sinha
	6. Mr. Vivek Kumar Vishwakarma

Thanks
Warm regards



(Handwritten signature)
07.05.26.
(PAVAN VASHISHTHA)
PRINCIPAL

Cc: All concerned.



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Circular No - 037

Kind Attention: BSV - Staff

May 7, 2026

From : Principal

Environment and Sustainability Committee

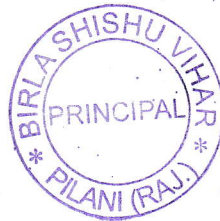
Objective: To Promote environmental awareness and sustainable practices within the school community.

Responsibilities: Implement eco-friendly initiatives, raise awareness about environmental issues, organize tree planting drives and cleanliness campaigns, and integrate environmental education into the curriculum.

Committee - Members

Chairman: Mr. Pavan Vashishtha, Principal, BSV

Secretary	Mr. Manoj Panwar
Teacher Members	1. Mrs. Deeksha Gupta
	2. Ms. Pooja
	3. Mrs. Neetu Singh
	4. Mr. Satish Kumar Shukla
	5. Mrs. Rashmi Soni
Student Members	1. Jyoti
	2. Gargi



Thanks
Warm regards

(PAVAN VASHISHTHA)
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Cc: All concerned.



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Circular No - 038

Kind Attention: BSV - Staff

May 7, 2026

From : Principal

Staff Welfare Club

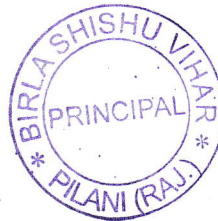
Objective: Foster a supportive environment that promotes the physical, mental, and emotional well-being of all staff members.

Responsibilities: Plan and organize workshops, seminars, health camps, and recreational activities aimed at staff welfare.

Committee - Members

Chairman: Mr. Pavan Vashishtha, Principal, BSV

Secretary	Mr. Vijay Kumra Tola
Joint Secretary	Mr. Bijender Singh
Members	Mrs. Reeta Sharma
	Mr. Girish Pant
	Mr. Manoj Panwar
	Mr. Narender Singh
	Mrs. Rekha Sharma
	Dr. Shalini Mishra
	Mrs. Kiran Sinha
	Mrs. Ragini Sharma
Mrs. Girija Sharma	



Thanks
Warm regards

(Handwritten signature)
07.05.26.
(PAVAN VASHISHTHA)
PRINCIPAL

Cc: All concerned.