



BIRLA SHISHU VIHAR™

BRITISH COUNCIL
International School Award

Estd: 1953

A Prestigious Day School for Boys and Girls
(Affiliated to CBSE, New Delhi No: 1730263, School No: 16098)
(A Birla Education Trust, Pilani Institution)
Website: bsvpilani.edu.in

(2015 - 2018)

Circular - 083

From: Principal's Office
Kind Attention: All Concerned

September 15, 2017

CHILD SAFETY MEASURES

1. Staff members are requested to be vigilant and empathetic towards child safety in school.
2. An incident report is to be raised on attached Performa, when the climate of the school is violated by:
 - Grave subordination
 - Bunking school/classes
 - Bullying, assaulting or ragging in any form
 - Damaging school property
 - Spreading vulgar, pornographic materials in any form.
 - Inappropriate or illegal conduct.
 - Mental / Physical Harassment.
3. Incident report is to be submitted within 3 hours of the incident occurred. Incident report performa is available with Compartment Head and P.A.
4. A committee has been constituted to address the issues related to child safety in school.
5. Committee Members are expected to be vigilant during school hours, especially at the time of arrival, break time and dispersal of students.
6. Each member of staff is responsible to provide threat free learning environment to each child of the school.
7. Bursar is expected to be in school from 06:45 am- 07:45 am, 08:45 am - 01:00 pm and 02:00 pm - 05:00 pm. On a special occasion timing will depend on the need of the school.

S. No.	Committee Members	S. No.	Committee Members
1.	Mrs. Hema Joshi - Incharge	4.	Mrs. Kiran Sinha - Member
2.	Mrs. Mercy V Joseph - Member	5.	Mr. Bhuvan Sandhu - Member
3.	Mrs. Neetu Singh - Member		

Thanks.

(Pavan Vashishtha)
Principal 15/9/17

Cc: - All Concerned

1. HJ, STM, MVJ, DS, JS, Bursar, School Notice Boards & School Website.
2. Email to all