

The Sanskaar Valley School



Dear Parent/Guardian,

At the outset, all of us at The Sanskaar Valley School, Bhopal would like to extend our heartfelt gratitude for a continued patronage and cooperation in helping the School achieve highest standards of curricular and co-curricular substrata. The driving force behind all our actions have been our core values propounded during the time of School's inception, of nurturing individuals towards excellence in a happy, value-based and a progressive learning community. We understand that sound safety and security measures form the very bedrock of virtues like excellence, happiness and progress, promulgated in school's value. In wake of the recent unfortunate incidents that have taken place in our country and subsequent anxiety amongst parents, students and community at large, we at TSVS would like to reassure you of our prompt and preemptive approach in averting any such incident at the school.

We are proud of the trust placed by parents in us; however, we would like to use this opportunity to re-iterate the measures that have been in place to ensure safety in school.

1. General Safety Measures

Campus infrastructure and general procedures

- The school is secured with a 20-feet high boundary wall and barbed wires.
- There is only one entry and exit point that is closely monitored round the clock for any unauthorized trespassing by a trained security team.
- To keep a check on the persons entering and exiting from the School, their details are logged at the entry gate.
- Visitors can enter school premises only on issuance of a Visitor's Pass, after the purpose of the visit is validated by the school staff.
- All repair and maintenance activities are conducted post school hours, in absence of students. In case of urgency, it is conducted in the presence of authorized staff.
- Fire extinguishers are installed throughout the school and are regularly maintained. Staff and senior students have been trained for its operation.
- As an action of caution, electrical points and circuit stations are clearly demarcated in and around the school premises.
- A list of emergency numbers is displayed at strategic points in the school.
- There is regular patrolling throughout the campus by security staff.
- To ensure that the school is abreast with all security and safety measures, there are periodic in-house security reviews and audits.

CCTV monitoring

- The entry & exit point is under 24x7 electronic surveillance through CCTV cameras, which record the vehicles' entry and exit from the school.

- All common areas in the boarding houses, parking, swimming pool, etc. in the school are covered through an expansive spread of CCTV cameras that are monitored at regular intervals.
- All our school buses are equipped with VTS and are under CCTV camera surveillance.
- We are in the process of installing CCTVs cameras to enhance monitoring in all others areas of school such classrooms, academic blocks, outside washrooms, corridors and common areas.

Non-academic & Support Staff monitoring

- The entry and exit of school's non-academic and support staff is monitored daily through a biometric attendance.
- It is mandatory for all authorized support staff to be in uniform along with their ID cards, while they are on campus.
- There is clear policy on the restricted areas in the school that cannot be accessed by the support staff (except authorized staff). These restricted areas include boarding houses, academic blocks, washrooms allocated for students & academic staff, activity center, dining hall and library.
- There are separate toilets/washrooms for support staff such as bus drivers, conductors, peons, electricians, plumbers etc.

2. Medical Measures

- We have a full-time RMO (Resident Medical Officer) who is available at the school premises.
- The school infirmary is handled by a team of trained nurses headed by the RMO.
- An Ambulance, driver and a resident staff nurse is permanently stationed at the school to offer prompt action in case of emergency.
- Our centrally located infirmary is equipped with all the necessary requirements to ensure timely and efficient first-aid.
- The school has a referral tie-up with major hospitals in the city.

3. Transport Security Measures

- All our school buses are equipped with VTS and are under CCTV camera surveillance.
- The school ensures that under all circumstances our academic and/or non-academic staff member is the first one to board the bus and the last one to get off.
- Throughout the year, the school ensures a 100% compliance of all statutory guidelines issued by concerned government authorities.
- To ensure thorough monitoring and vigilance of school buses and the staff working therein, The Sanskaar Valley School has its own fleet of buses.
- Our drivers and conductors are not contractual employees hired through external agencies, but are the employees of TSVS who are recruited after a thorough reference check and after the government compliances are met.

- An extensive record is maintained for student travel arrangements both by school buses and private vehicles. Also, daily attendance takes place in the buses both during morning and afternoon routes.
- The transport officer and bus staff strictly monitor that student safety is ensured as they board and alight buses from a No-Vehicle Zone.
- While de-boarding from the bus, the students below Grade 6 are only handed over to the authorized personnel.
- Student movement out of the school under the policy of early departure is only permitted after careful check and approval of concerned parties and the child is handed over to parents/guardians.
- School buses halt only at the designated points and do not stop at any other place/point.
- In case a student has to travel back with another student, parents need to send a written request to the sectional head.

4. Cyber Safety Measures

- The school not only believes in ensuring physical safety and security of our students, but also intends to safeguard them from any cyber threat. Appropriate workshops for relevant age groups are conducted for cyber safety and awareness.
- The school has taken precautionary measures to restrict student access to certain websites.

5. Security Measures at the Academic blocks

- Only teaching & non-teaching staff and authorized support staff are permitted to enter academic blocks.
- A trained guard is assigned to every academic block.
- To ensure a safe and secure environment, there are teachers and staff members on duty before students' step in.
- The teachers check each classroom, toilet and other spaces in the school to ensure that there is no student left behind in the school unattended during lunch, activity classes and while boarding the buses in afternoon.
- There is a staff room on each floor to attend to the students needs.
- Students involved in sports and stay-backs are supervised by teachers.
- There are separate washrooms for teachers and students in all blocks and no support staff is permitted to use them.
- Only female cleaning staff members are permitted to enter washrooms allotted for female students and faculty members.

6. Safety at Dining area

- To ensure hygiene and quality of food being served at the school, we have our own set up of kitchen and dining with 360-degree supervision by trained-dining staff that are employees of TSVS. The school does not hire any contractual staff through external agencies.
- The kitchen at TSVS follows 100% safety standards with regular food audit.

- Water dispensers are regularly serviced and maintained. Regular water testing mechanism is in place.
- The meal timings for students & teachers are kept separate from that of the support staff.

We believe that it is never enough!

Despite such stringent measures, we are propelling our efforts further in the following areas.

- ✓ The school will hire the services of professional agencies for security audits to ensure a fool proof system.
- ✓ Extending the surveillance of CCTV cameras to cover all classrooms, academic blocks, outside washrooms, corridors and common areas.
- ✓ Designating female security staff in Aadhar and Prangan.
- ✓ Self-defense workshops for senior students to make them self-sufficient to deal with contingencies.
- ✓ Ongoing training programs, briefings and workshops for all academic and support staff.
- ✓ Constitution of a dedicated team for strengthening security measures and augmenting vigilance at school.
- ✓ Initiating a unique program with students of 'Be our Eyes', where the students can anonymously report any untoward observations.
- ✓ Conducting workshops on good touch-bad touch, child abuse and substance abuse to mention a few.

The way ahead has been clearly identified and to achieve this successfully, we request you for your whole-hearted support and cooperation in maintaining optimum standards of safety and security and especially in the following areas:

- ✓ Ensure only parents/guardians pick up students from their bus stops so that they are in safe hands when they alight.
- ✓ Keep communication channels open with your child at home and proactively discuss what constitutes good touch & bad touch and how to be alert and safe.

We assure you that the school is exploring all possibilities to keep our students safe. We also look forward to your suggestions, feedback, observations, concerns and participation in making this a success. Please feel free to get in touch with the sectional heads or drop a mail at info@sanskaarvalley.org.

Thanking you!

Safely yours

Regards

Principal

The Sanskaar Valley School

Date:- 13th September, 2017