



SCHOOL SAFETY POLICIES



CHINMAYA VIDYALAYA ATTUKAL

Vision Statement

We are a forward - thinking school aiming to prepare our children and students for a rapidly changing world by equipping them with critical thinking skill, global perspective, and respect for core values of honesty, loyalty, and compassion, leading to personal , physical , moral , and spiritual development. Developing these skills is the corner stone of the education we offer following the chinmaya culture. Students will have success for today and be prepared for tomorrow.

Mission Statement

We at Chinmaya Vidyalaya- Attukal dedicate ourselves to educate the whole child and honour the diversity of each individual intellectually, emotionally, socially, physically and spiritually by developing in each member of the student community the ability and passion to work wisely, creatively and effectively for the betterment of humankind and implement the Chinmaya Vision Programme in its entirety.

OBJECTIVE

As children and teachers spend a significant part of their day in schools. It is important to keep the school environment and facilities clean and safe. This includes the following: safe drinking water, toilets, safe classroom premise, entrance gate, laboratories, transportation etc. It is important that school buildings are built on the best structures, are more flexible to hazards and ensure safety. Likewise, students, teachers, parents and school authorities need to be prepared to respond to any disaster; natural or man-made, so that any risk to the life of students, teachers and school facilities can be minimised .

INFRASTRUCTURE SAFETY

The following safety norms are in place.

1.1. Electrical, Fire, Chemical and Other Related Safety.

1. Electrical auditing is done by certified engineers once in six months and the reports are recorded.
2. Regular maintenance work is carried out periodically and signatures from the respective in charges are obtained confirming the same.
3. Generators / Air conditioners are serviced regularly.
4. All fans and lights are checked on weekly basis and replacements are done immediately.
5. The generator/ transformer areas are covered and access is prohibited for adults and children.
6. Generators provide continuous supply of power during power cuts. There are streetlamps, emergency lamps and lights at every prominent place.
7. Fire Extinguishers are placed all over the building.
8. Fire-fighting drills are conducted by the fire service people regularly. Fire evacuation drill is conducted by the school.
9. All laboratories have proper ventilation, safety electrical tripping devices and fire extinguisher.
10. Safety instructions are provided by the teachers and also displayed as signage inside the labs.
11. First aid box is available in the labs.
12. All chemicals are labeled and stored in the store room which is out of reach from the students.
13. All drain hole pipes and water tanks are covered properly. To avoid water logging, proper rain water drains are placed, covered and maintained.
14. The school campus is protected with a walled fence for safety and security.

1.2. Furniture & Furnishings

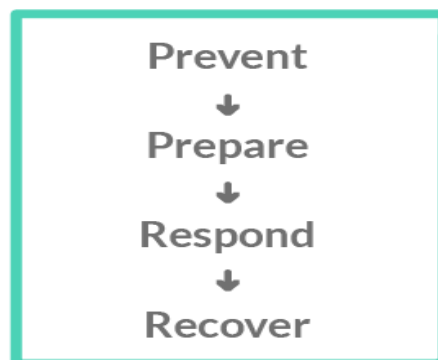
Supporting student learning by providing options for seating is very important. However, student safety should always be considered when placing furniture in the learning environment.

1. Cup boards in the class rooms are repaired regularly during vacations.
2. All windows in the classroom are well ventilated.
3. All black boards /smart boards /Projectors are attached to the wall and periodically checked and serviced.
4. Curtains are replaced every three months after washing.

1.3. Play Ground & Play Equipment

1. Strict monitoring of the play items children keep with them is done by the PE teachers.
2. All indoor play arrangements are done keeping safety in mind.
3. Children are monitored by the PE teachers while children are using the play equipment like discus/shot-put etc.

2. GENERAL SAFETY: BOTH INSIDE & OUT



2.1. Field/ Education Trips

1. While planning tours, vendors are verified considering their client lists.
2. The documents of the transport arranged are inspected before the trip.
3. For every 15 children one teacher is assigned.
4. Bathing in water bodies are avoided as a policy.
5. No money handling by the student is permitted without the supervision of the teachers.
6. No access to mobile phones to children is extended without the knowledge of the escorting staff.

2.2. Visitors/ Workers

1. Before employing workers, proper verification is conducted.
2. Visitors are not permitted to take pictures of the campus.
3. No direct interaction is allowed between the students and the unknown visitors.
4. All visitors enter the school building through the main door and report to the Security staff.
5. All visitors must state the purpose of their visit and who has invited them or who they wish to see. They should be ready to produce formal identification
6. All visitors are required to sign the Visitors Record Book which is kept with the security staff.
7. Parents are allowed only with the proper appointment.
8. Any maintenance works can happen only in the presence of the staff during working days.

2.3. General Safety Norms

1. Speeding of vehicles inside the campus is restricted.
2. PE teachers and Library teachers have to escort the LP students to the PE or library class.
3. No student is allowed to keep any sharp items.
4. School uses only licensed software.

5. Regular orientation programs are conducted to create awareness on cyber security.
6. Staff are strictly not allowed to physically, sexually or verbally abuse children. Corporal punishment is strictly not permitted.
7. No kind of ragging is strictly allowed.
8. No student is allowed to engage with any other student of the opposite gender in any secluded place inside the school.
9. Using inappropriate language in the school is not permitted.
10. During the school visit, parents / guardian and elder siblings of the child are not allowed to smoke/ drink inside the campus and also bring in materials like alcohol and tobacco products, objectionable materials, outside food or mobile phones.
11. No staff is allowed to ask for any favour in cash or kind from the parents or guardians.
12. CCTV cameras are installed at various prominent places and is directly monitored by the Principal.

3.1. Health, First Aid & Medical Emergency

1. Check –ups like height, weight, oral care and ENT check-up are administered on regular basis.
2. School has a tie up with Attukal Hospital in the city and any persistent medical issue, student is sent to the hospital for check-ups.
3. Parents are consulted by the Principal in case of the need for any emergency medical procedure.

3.2. Hygiene/ Food/ Water

1. Children are continuously guided through presentations, talks on health and hygiene.
2. Pest control measures are taken up periodically.
3. While on tours, students are provided only with safe water and food.
4. Water testing is done regularly through Thiruvananthapuram Corporation.

3.3. Waste Management

1. The school advocates the policy of plastic free zone.
2. Collection of waste is done by housekeeping staff.
3. School has a tie up with vendors who collect the plastic and paper waste for recycling, at regular intervals to keep the campus clean and green

3.4. What parents should teach children about safety in school

Following are some safety rules you should teach your child to follow at school:

1. **Memorise contact details:** Ensure your child remembers his full name and address, parents' name and the emergency phone numbers to reach out to, should the need arise. Also, make him memorise a back-up phone number to call, like that of a grandparent, uncle or aunt, who could help if the primary numbers aren't responding.
2. **Never wander outside school premises:** Tell your child firmly that she should never leave the school premises unattended. For instance, children may get engrossed in play and wander outside the school compound to fetch a ball if the security at the gate is not alert. Make sure you tell her to ask a teacher or a staff for help, if she needs something from outside.
3. **Be wary of strangers:** Your child should know who he can leave the school with. Also, tell your child to never accept food from a stranger or anyone else.
4. **Never do anything he is uncomfortable with:** Your child may be given a dare by friends to do something dangerous in school. Explain to him he should never do something that makes him feel uncomfortable or causes physical, mental or emotional harm..
5. **Don't let anyone touch her without her consent:** Teach your child the difference between safe and unsafe touch, as soon as she can understand the concept..
6. **Don't tolerate bullying:** Teach your child to stand up for himself and not succumb to bullying.

7. **Follow basic rules of safety:** Teach your child basic rules like to never play or experiment with fire or sharp objects without adult supervision. Also, ask her to be careful around loose electrical wires and never go to the swimming pool unattended. Educate her on basic road safety rules_in case she has to walk home from the bus stop alone.
8. **Seek medical help if required:** Your child should report to the medical room if he is not feeling well. Ask him to never ignore any signs of discomfort he might be feeling.
9. **Never keep any secrets from parents:** Encourage your child to talk to you about anything that is upsetting or making her feel uncomfortable.