



Sagar Public School, Saket Nagar, Bhopal

CHILD PROTECTION COMMITTEE AND POLICY

DECLARATION BY THE SCHOOL

Child is Supreme

The school is committed to provide a Happy Schooling to its entire student community. Protection from any kind of harassment is the prime concern in the journey of giving safe and congenial environment to all the children.

The policies of the Child Protection Committee apply to all the staff members working in the school.

The issue of child abuse will not be ignored by anyone who works in our school. We ensure that the recommended child protection procedures are followed with responsiveness and effectiveness.

OPERATING PROCEDURES

- The Child Protection Policy will remain available to all parents via the school's website.
- Parents will be provided with an Escort Identity Card which is mandatory to be carried along with them while pickup of their ward from school.
- Parents are asked to brief School about arrangements following any separation or divorce.
- In the event of a parent making a complaint about a member of staff or student, the school's complaints procedure should be followed and the complaint addressed directly to the Principal.
- If the complaint is against the Principal it will be addressed to the Chairman of the School Management.
- The complaint will be documented by the parent complaining.
- If a complaint includes an accusation against another child, the accused child's parents will be informed.
- Staff will act promptly in referring the concern to the designated CPC member. Together they will discuss the concern and complete the incident report.
- The Designated Teacher will meet with the Principal or Director HRD in the absence of the Principal, and an appropriate course of action is planned. A written record of decisions will be made.
- The teacher and/or CPC member will talk further with the child in an attempt to reassure him/her and to clarify and record what has happened.

- The CPC member, in consultation with the Principal, will decide whether, in the best interests of the child, the matter needs to be referred to a counsellor.
- Where there are concerns about possible abuse, the CPC member and Principal will inform the POSCO wing of the Police department.
- If a complaint about possible child abuse is made against a member of staff, services of the member of the staff may be terminated or will be removed from duties involving direct contact with pupils, and may be suspended from duty as a precautionary measure pending investigations.
- In all cases, it will be explained to the child, about whom there is concern, that it may be necessary to pass information on to the CPC and perhaps other agencies.
- No promise of confidentiality can be given. Detailed records will be kept of all concerns and actions relating to suspicions of abuse.
- All notes will be written objectively, without speculation and immediately following any incident that they record.

HOW A PARENT CAN RAISE A CHILD PROTECTION CONCERN

If a parent has a child protection concern they can follow the steps below:

1. Talk to the class teacher.
2. If parent is still concerned, they can talk to the Principal or can talk to the designated member of CPC.
3. En-capsule the complaint and discussion with CPC member/ Principal in a mail.