

DOON PUBLIC SCHOOL, PASCHIM VIHAR, NEW DELHI
CIRCULAR

(Classes Pre-primary to XII)

Ref. No. DPSPV/025/2017-18

Date: 18-09-2017

Dear Parents

Greetings!

Amid increased concerns over the safety and security of the students in the school premises after the recent disturbing incidents, the school has decided to adopt certain urgent security measures suggested by the Delhi Police.

- Police verification procedure has been reinitiated for school bus drivers, helpers, support staff, all teaching and non teaching staff.
- School gates will open in the morning for the entry of students only at 7:20 am.
- Visitor's Pass System has been introduced.
- New cameras have been installed near the washrooms. Old ones have been checked.
- Maintenance of a log book for the boys' and girls' washrooms on all floors has been initiated. It is being maintained by the guards and maids. Students fill in their name, class, section, the time in and time out from the washroom.
- A new system called 'Buddy System' has been introduced ONLY for classes 1-4, wherein a student going to the washroom will be accompanied by another student of the same gender.
- A workshop on POCSO Act (Protection Of Children from Sexual Offences) has already been conducted for the staff and POCSO guidelines given to them.
- A session was conducted by the school management under the guidance of Assistant Commissioner of Police (A.C.P.) Mr. Rajbir Malik, to sensitise the subordinate staff (ie. maids, drivers, conductors, sweepers, gardeners, electricians and carpenters) regarding the safety and security of the children.
- A POCSO committee has been formed to deal with any such problem.
The members of the POCSO committee are - Mr. Sarat Chandran (Manager), Ms. Vidhu Vijayan Biju (Headmistress), Ms. Surbhi Lal (School Counsellor), Mr. Krishan Chander (Staff Member), Ms. Jyoti Kohli (Staff Member), Ms. Neetu Narang (P.T. A. Member) and Bhuvan Parashar (11D) and Ramita Aneja (11E) (Student Members).
- While visiting the school, parents are requested to submit their mobile phones at the Security Cabin, before entering the main school building.
- Parents will be allowed to meet the school authorities only with a visitor's pass issued at the reception.
- All the visitors to the school would be frisked and their bags checked (including parents) as a safety measure. Please co-operate for the safety of kids.
- Parents must carry the school-issued Parents' I-Card as well as their Aadhar Card while collecting their ward from school, in an emergency.
- Parents are also requested not to send applications for Half Day leaves.

Kindly adhere to the above mentioned security measures to ensure the safety and security of the students.

Looking forward to your kind co-operation.

Warm Regards

Vidhu Vijayan Biju
Headmistress