

14th September, 2017

Cir/17-18/19

Dear Parent,

You will agree that safety and security of students have always been of utmost importance to us in Samsara. We try to our best capacity to ensure that our students are safe and happy in school.

These are few points related to the safety and security of the students that Samsara follows and we wanted parents to cooperate. Please read it carefully.

- i. There are separate toilets for our Students, maintenance staff, teachers and admin staff. Each of the ancillary staff group- Gardeners, Drivers and Sweepers have washrooms outside the school building.
- ii. There are supervisors appointed for the maintenance staff who conduct regular meetings with them and reiterate the dos and don'ts.
- iii. Electrician, drivers & gardeners are not allowed inside school building during the school hours. They have their work stations outside the school building.
- iv. **CCTV cameras** are installed at all pivotal places inside the school building and outside the school premises.
- v. **Senior students have separate toilets and drinking areas.** They are always guided to use their own washrooms and drink from the designated water coolers.
- vi. **Pre-primary students are escorted by maids** to the washrooms. There are maids outside every washroom to help the child, if needed.
- vii. We have also appointed a lady guard to ensure the security of our students.
- viii. A well trained and qualified nurse is available in the infirmary of the school.
- ix. Parents are requested to adhere to the meeting days/ time with the teachers, admin and principal. **Monday, Wednesday and Saturday from 11 a.m. to 1 p.m. only**
- x. **It is compulsory to carry collection card at all times** whenever you visit the school. **Also, when you come to pick your ward you must show your collection card , failing which the child will not be handed over to you.**
- xi. **We always keep conducting workshops** for our students, teachers and admin staff to help our staff to keep pace with the ever changing world of pedagogy and also keep them informed of the ever evolving needs of students.
- xii. Videos are been shown from time to time to students to sensitized them with the societal issues and to make them a well informed and a confident child.
- xiii. **It has been noticed that after dispersal the senior students, who go on their own, keep on wandering outside the school.** This is a serious safety concern. It is our request to the parents to keep talking to them that they should straight away head towards their residence. Teachers regularly talk to them but parents' intervention is also needed.
- xiv. It also advised to maintain a close contact with the drivers of the Private vehicle who come to take the students to avoid any mishap.
- xv. Police verification of maintenance staff is done. They have been issued ID-cards.
- xvi. It is our humble request to keep talking to your wards. It is very important to maintain healthy and friendly relation with the children. Samsara is always open for suggestion and feedback from our stakeholders. **Please feel free to share your suggestions with us.**

Our aim is to give our students safe and healthy environment where they feel happy and learn to the best of their capacity.

We pray for a safe and peaceful society.

Warm Regards

Samsara Family