

Kulachi Hansraj Model School

Ashok Vihar, Delhi- 110 052 Ph. – 011-47091581, 011-47091304

KHMS/QM/10/SP-17/59

Date: 13 Sep, 2017

Dear Parent

Safety and security of the children has always been the prime concern for us at KHMS. The entire school premises is under CCTV surveillance which is regularly maintained to ensure proper functioning. The school perimeter is secured and all gates are manned at all times. Student toilets are clearly marked and separate toilets are used by non-teaching staff members. Teachers are assigned morning and recess duties. At dispersal time duties are assigned to teachers not just inside the school but also outside to ensure the safety of students. Students are regularly sensitized on good touch and bad touch through videos and talks. Apart from these we take several steps to deal with issues of cyber safety, physical safety and medical emergencies. In the light of the highly disturbing events that have taken place in the last few days, we have conducted a series of meetings with the parents and administrators. During our deliberations we have decided to further enhance our safety measures. You are requested to comply with the rules.

- The school gate will remain locked between 8:00 a.m and 2:10p.m(Senior Wing), 8:15a.m and 1:40 p.m (Primary Wing), 8:30a.m and 1:00 p.m (Nursery Wing). No outsider is allowed to enter the premises during school hours.
- For security reasons we shall soon be issuing **ID Cards** to Parents. You are requested to carry the ID Card when you visit the school. **Please enter your details in the Visitors Register at the gate.** No other person except the parents will be allowed to use the ID Card to enter the school premises.
- In case of an emergency, when parents are unavailable, an immediate family member (**grandparents and adult siblings only**) must carry an authority letter from the parents and an Identity card.
- **Parents entering the school are requested not to carry mobiles or bags inside the school premises.**
- Please be very particular that the private transport used is not overcrowded, and is adequately manned by a driver and helper.
- **Most of the times vans are overcrowded and number of children are much more than the capacity of the van, which is a threat to the safety of the children.**
- **Verify the credentials of the driver and maintain a record with his photo ID and address.**
- **The drivers keep changing quite often, it is mandatory for the van drivers to wear photo ID card when they come to the school to pick the child. Please ensure their police verification.**
- **Ensure that the van drops your ward to school not before 7:40 a.m. at Senior Wing, 8:00 a.m. at Primary Wing (front gate only) and 8:10 a.m. at Nursery Wing.**
- It is compulsory for students to wear ID Card in the school. Students should wear school uniform and ID Card on PTM Days also.
- Tiffins or any other material will not be delivered to the students in the classrooms. Please don't ask at the gate for the same.

May I take this opportunity to request you to send your suggestions at the school email id mentioned in the almanac. I seek your co-operation in this highly sensitive matter and thank you for the trust you repose in us. Let us together work for a safe and happy childhood for our children

Regards


(Ms. Sneha Verma)

Principal