

19 September 2017

Dear Parents,

My team and I are deeply concerned about the violence and abuse that school children are now vulnerable to, and are committed to keep our Schools safe and free from the possibility of any such incident.

Although extensive security measures are already in place in all our Schools, more can always be done. Each of our Schools is attaching along with this letter a note on the security measures in place and the enhancements planned.

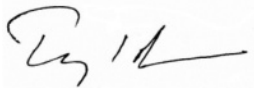
While doing this, we remain sensitive to the safety and security of all our members – be it students, teachers, staff, those who cook and clean for the students, maintain their classrooms, and help them get from home to school and back.

It is also a matter of deep concern that the trust factor between schools and parents across the nation has reached a low never witnessed before. The long-term consequences of this breach are bound to have, in the coming years, a profound effect on the nature of schooling itself.

Navrachana Education Society has educated children for over 50 years now, and has always enjoyed the trust and goodwill of its parent community.

We are all here because of our children, and their growth and development in a safe and conducive environment is our utmost priority.

Warmly,



Tejal Amin  
Chairperson, Navrachana Education Society

### CIRCULAR All Grades

Bhayali, Vadodara. Ph. : 2253851/2/3/4 Fax : 2253855  
Visit [http://www.navrachana.ac.in/ib\\_circulars.html](http://www.navrachana.ac.in/ib_circulars.html) for all circulars

Cir No. NISV-I/1/026/17-18  
Date : 19th Sept. '17

## Security measures in place and enhancements planned

### Campus Security

- The campus has a secure boundary wall with gates manned by security personnel
- CCTV cameras cover gates, all public areas of the school building, including entrances to washrooms with monitors located in the server room and Principal's office
- CCTV cameras cover the entrance and common areas of the Girls and Boys Hostel with monitors located in the House Parent's office, server room and Principal's office
- Fire extinguishers along with smoke detectors and fire alarm system are installed and regularly maintained
- Regular pest control and fumigation is carried out for all buildings in the campus
- The school has a public-address system
- Science laboratories have well-ventilated and secure spaces for storage of chemicals
- Vehicles entering the campus must have the NISV sticker (will be enforced strictly henceforth)
- Visitors are required to register and sign-in at the gate where they are issued a visitor badge by security personnel which is prominently displayed while on campus
- **Enhancements in process**
  - Additional monitors for CCTV cameras covering isolated areas and toilet entrances will be placed in common areas for public viewing
  - Entry for non-registered persons and vehicles into the school campus will be controlled and restricted
  - All teachers, staff, support staff, and parents will be issued photo-identity cards
  - While on duty, all support and maintenance staff will wear an identifying vest so that they are identified as authorized personnel on campus
  - The flow of foot and vehicle traffic inside the campus is being reworked and will be shared with you shortly
  - Students wearing their photo identity-cards at all times to be enforced and new students to be provided with photo identity cards.

### Student Wellbeing and Security

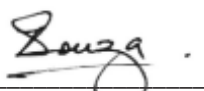
- All private areas like toilets and changing rooms where CCTV cameras cannot be installed are monitored by authorized personnel
- Student toilets are out of bounds for all other members of the school. Teachers, staff and support staff have designated toilets for their use
- The school has an infirmary with a trained nurse
- Digital communication platforms like SMS, Flinnt and email are used for instand communication
- **Enhancements in process**
  - To ensure that a lone student is not caught unawares in the campus, students who leave class for any reason, including going to toilet or drinking water, are accompanied by at least one other student
  - A Safety Committee comprising of teachers, students and parents is in the process of being formed
  - A vigilance officer will be appointed

### Human Resource Recruitment

- **Enhancements in process**
  - Over and above verification of skills and competencies for teachers, admin staff and support staff (including those sourced through contractors), the school will collect as much background information on the person as possible and submit it to the relevant police station for their records and verification

### Safety Drills

- Fire-safety as well as building evacuation drills are carried out periodically



Theophane D'Souza  
Principal