

## MAMTA MODERN SR. SEC. SCHOOL

Circular No.: MMS/2017-18/36

Date: 18-09-2017

Dear Parents,

Keeping in view the Security of our children, the school has decided to follow certain guidelines for which we seek your co-operation.

- Kindly send your ward to school between 7:45 a.m. to 8:00 a.m. Kindly instruct van drivers also to drop students only after 7:45 a.m. In case the parent has arrived early, please wait till the gates are open.
- The students will not be allowed to enter the school building before 7:45 a.m.
- Parents whose wards come by Self Transport (Vans, Rickshaws, Autos etc.) are requested to submit a copy of the Antecedent Verification of the drivers of the vehicles to their wards' class teacher. We also request parent to keep photograph and a copy of details of such drivers.
- The parent-id card has to be presented by the parent/guardian when coming to pick up their ward.
- The students will be allowed to access the fee counter only between 8:30a.m. to 9:00a.m.
- Parents are requested no to allow their wards to leave for friend's home or party etc. from school.
- The school will not accept any tiffin/water bottle or any other consumable item for the student at the reception. Please ensure your child leaves home with his/her tiffin, water bottle etc.
- Any parent coming to school during school hours must collect visitors pass from the school guard after submitting the id-proof. The id-proof will be returned when the visitor card is returned to the guard.

The school has always been vigilant towards the safety of our children. The recent mishap has shaken every human heart. The school has yet again surveyed the 'Safety Measures' in the school and are satisfied with the results. However, the short-comings will soon be taken care of.

To assure you of the safety of our children, we enlist here few security measures being followed in the school:

1. Any visitor to the school must sign the visitor's book at the gate.
  2. Cameras (approx 100) are installed in classes, corridors, in the playground, activity rooms and all entry gates.
  3. The school has introduced 'Buddy System' for all classes to ensure safety of every student.
  4. We have a well equipped Medical Room attended by a full time nurse.
  5. In emergency, the students are taken to nearby hospital and due intimation is given to the parents.
  6. There is a separate toilet for supporting staff. (Peons, sweepers etc.)
  7. The gates in Primary wing (Spl. Classes Nursery-2) are kept closed and are guarded by a peon/sweeper.
  8. The teachers listen and acknowledge anything that the child shares or tells about washrooms, maids or sweepers.
  9. Activity teachers escorts the students from and back to classes.
  10. During the break and at dispersal time, the teachers are on duty in the ground and on all floors.
  11. A teacher/lady staff is on duty in every bus and is present till the last bus stop. Teachers on duty take bus attendance.
  12. Students are counseled and guided to report anything unusual, to their teacher, also not to accept anything from the strangers. Parents are also requested to counsel their wards at home.
  13. All the supporting staff of the school are wearing I-Card and police verification of each of them has been done.
  14. All our toilets are manned by lady/male sweeper. In primary wing (spl. Nursery-II) only lady sweepers are recruited.
  15. Each toilet is under the incharge of a teacher who makes frequent checks as to their cleanliness and safety. Any suggestions/feedback from parents is always welcome and appreciated. Kindly mail your suggestion at [mamtamodernschool@hotmail.com](mailto:mamtamodernschool@hotmail.com)
- We believe that the constant monitoring on security measures will keep all troubles at bay.  
We solicit your co-operation to make the school a safe place for our children.

Regards  
Principal