

TRIO WORLD SCHOOL
CHILD SAFETY MEASURES AND CHILD PROTECTION POLICY.

1. Creating a safe and happy school

At TRIO, we believe that it is a privilege to care for your children and we always take this shared responsibility seriously. A safe and happy school environment promotes healthy emotional growth, development, learning and exploration. It is one of the most important precursors to a child's academic success. Cultivating a healthy teacher-student bond is at the core of building child safety into our school's ecosystem. We are aware of the risks that children face under unsafe environments and how detrimental unsafe spaces could be to their physical, and mental health and are taking every step to mitigate those risks.

2. Background Checks

TRIO ensures that all staff and volunteers are subject to extensive reference checks before they are appointed. The presentation of a recent Police Background Verification Check is mandatory. We also ask staff to be vigilant with any adult who is on campus and have a stringent entry protocol for visitors.

3. Child Protection Committee

OBJECTIVE:

The objective of these guidelines for safety in schools is to create and maintain a **SAFE, SECURE AND CARING ENVIRONMENT**, that facilitates and enhances quality teaching and learning processes.

It seeks to provide first line emergency services to students and staff in case of injury or illness.

The policies of the Child Protection Committee apply to all staff, teaching and non-teaching, and employees working in the school

The guidelines set out in this policy is to safeguard and protect our students by ensuring that every adult who works in our school – teachers, non-teaching staff, administrators and security– has clear guidance on the action which is required where abuse of a child is suspected.

4. Declaration by the School

The issue of child abuse will not be ignored by anyone who works in our school, and we know that some forms of child abuse are also a criminal offence.

We ensure that the recommended child protection procedures are followed with empathy, discretion and professionalism.

5. Operating Procedures

- The Child Protection Policy will remain available to all parents via the school's website and will be reviewed every two years.
- Parents will be asked to register with the school the names of who have permission to collect their child from School (or to confirm that their child may leave the grounds unaccompanied). They will also be asked to inform the School of any change in this routine. RFID cards must be carried at all times while entering and exiting the school.
- Parents are asked to brief School about arrangements following any separation or divorce.
- Parents will be made aware that members of staff are advised not to make unnecessary physical contact with students.
- Parents will be made aware that staff may on occasions have to help change student's clothes when administering first aid, after toilet accidents, for PE and on other such occasions.
- In the event of a parent making a complaint about a member of staff, non-teaching staff or student, the school's complaints procedure should be followed and the complaint addressed directly to the Principal.
- The complaint should be documented by the parent complaining.
- If a complaint should include an accusation against another child, the accused child's parents will be informed.
- Emphasis will be placed on both early detection and swift intervention, but no member of the school's staff will investigate individually.
- Staff will act promptly in referring the concern to the designated CPC member. Together they will discuss the concern and complete the incident report.
- The Designated Teacher meets with the Principal and an appropriate course of action is planned. A written record of decisions should be made
- The teacher and/or CPC member will talk further with the child in an attempt to reassure him/her and to clarify and record what has happened.
- The CPC member, in consultation with the Principal, will decide whether, in the best interests of the child, the matter needs to be referred to a counsellor.
- Where there are concerns about possible abuse, the CPC member and Principal will inform the POCSO wing of the Police department.
- If a complaint about possible child abuse is made against a member of staff, may be suspended from duty as a precautionary measure pending investigations.
- In all cases, it will be explained to the child, about whom there is concern, that it may be necessary to pass information on to the CPC and perhaps other agencies. (No promise of confidentiality can be given.)
- Detailed records will be kept of all concerns and actions relating to suspicions of abuse. All notes will be written objectively, without speculation and immediately following any incident that they record.

6. Child Safety

The physical and emotional safety of all our students is vitally important to us. TRIO World School follows a three-level approach to child safety.

- Entry / Visitor Security Checks
- All parents, and visitors undergo a digital verification at the entrance of the school, to ensure that every person entering the school is accounted for and has a record of entry/exit.
- On-campus security- The Campus Supervisor oversees the coordination among the security team within the campus. We have female security guards at all crucial locations within the school. 50+ CCTV cameras are used for monitoring all areas of the school.
- All staff are subject to Criminal Background Verification (CBV) checks

7. Safety features of TWS

- 50 CCTV (Digital) cameras installed in the school campus
- All buses equipped with GPS, seat belts, fire extinguishers, Speed Governors and first aid boxes for the safety of children.
- CBV (Criminal Background Verification) check for all teaching and non-teaching staff.
- All classroom doors locks are disabled from the inside.
- Clear glass on each classroom door for visibility.
- All staff and support staff are required to follow company Disciplinary policies.
- We have also implemented Child Protection and Complaint Redressal policies.
- No Mobile phones access in school hours by students.
- All the classrooms have smoke detectors and fire alarms.
- Mock fire alarm drill conducted at school every quarter.
- Internet and Wi-Fi are fire walled (no access to social media and personal mails etc.)
- Rooms not in use are always locked.
- Full time psychological counsellor in school.

8. How a parent can raise a child protection concern:

If a parent has a child protection concern they can follow the steps below:

- Talk to the class teacher.
- If parent is still concerned, they can talk to the Principal

9. The Child Protection Committee Members(CPC)

The Child Protection Committee (CPC) is a dedicated team responsible for overseeing and implementing the school's child protection policies and procedures.

The members of The Child Protection Committee (CPC) at Trio World school are:

- Chairperson (Principal) – Ms. Bela Murthy
- Counsellor: Ms. Sharadhi
- Coordinator Primary: Ms. Rashmi Vidhyarthi
- Primary Teacher Representative– Ms. Sheema Khan
- Secondary Section In-charge – Ms. Annapurna B.R
- PE instructor – Mr. Mahesh
- Parent Member – Ms. Pooja Kalia

10. Role of the designated CPC member.

The designated CPC member will:

- Promote a culture of safe environment for students, staff and parents at school.
- Develop and update the school's child protection policy as per school norms.
- Ensure to update the child protection policy every 2 years on the school website.
- Provide training to all school staff including support staff regarding child protection- An awareness of “stranger danger”; an understanding of how to respond to perceived threats; care in regard to e-safety; and the development of standards of behaviour that are appropriate.
- Conduct “Good Touch- Bad Touch” workshops by counsellors.
- Be available to discuss the child protection concerns of any member of staff
- Be responsible for record keeping of all child protection concerns & maintain all records in a secure location
- Make referrals to the School's designated counsellor
- Update information regarding current policies regarding child protection.

11. Definition: what is child abuse?

A. Neglect

Actual or likely persistent or significant neglect of a child, including poor hygiene, constant hunger, inadequate/inappropriate clothing, constant tiredness, lack of adequate supervision, untreated illness, lack of peer relationships or compulsive stealing.

B. Physical Abuse

Actual or likely deliberate physical injury to a child, or wilful or neglectful failure to prevent physical injury or suffering to a child.

Possible signs or symptoms of physical abuse include:

- Unexplained bruises (in places difficult to mark)
- Untreated injuries
- Self-destructive tendencies
- Fear of going home
- Scald and burns
- Withdrawn or aggressive behaviour
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C. Sexual Abuse

- Unexplained bruise or bite marks (in places difficult to mark)
- Self-harming and poor achievement
- Depression or low self-esteem

D. Emotional Abuse

Possible signs or symptoms of emotional abuse include:

- Bullying of or by others
- Change in personality from outgoing to withdrawn
- Difficulty in forming / maintaining relationships with others
- Attention seeking
- Wetting and soiling
- Sudden speech disorders
- Low self-esteem and low self-confidence.

12.The preventative action plan.

An awareness of “stranger danger”; an understanding of how to respond to perceived threats; care in regard to e-safety; and the development of standards of behaviour that are appropriate. Safe Handling and Use of Reasonable Force – a policy on physical restraint by staff is set. It acknowledges that staff must only use physical intervention as a last resort, and that at all times it must be the minimal force necessary to prevent injury to another person

Intimate Care -As a general principle, members of staff are advised not to make unnecessary physical contact with pupils. It is, however, unrealistic to suggest that staff should touch pupils only in emergencies; in particular, a distressed child may need reassurance that involves appropriate physical comforting.

The Internet and Digital Technologies – We acknowledge the opportunities for learning as well as the risks attached to the internet and digital technologies. So when there is a need for students to use the internet, teachers will send a prior intimation to parents. The School advises parents to dissuade their children from internet browsing, engaging in social media and using message applications on smartphones.

13.Policy Review

This policy will be reviewed annually by the CPC and updated as necessary, particularly in the light of new advice from Government agencies and experts in the field of child welfare.

14.Sexual Harassment Redressal Committee

We undertake topics like sexual harassment very seriously. It is also discussed in detail with all children across the school to ensure all problems are addressed and reported. A safety box to address any complaint for harassment or complaints of any kind is placed in the corridors of all building so that children can express their grievances fearlessly.

**Reviewed by Principal (TWS)
June 6th, 2023**