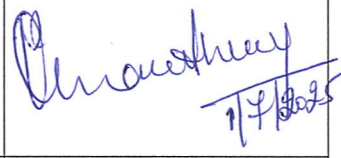

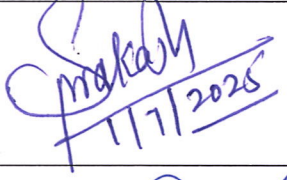
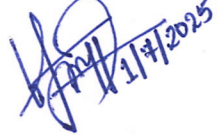
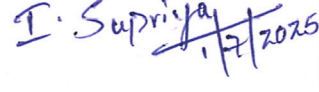

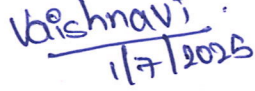


## POCSO Committee Members

| S.no | Name of the Staff | Designation            | Sign  |
|------|-------------------|------------------------|---|
| 1    | Ms.T.Veena Murthy | Chairperson            | <br>1/7/2025   |
| 2    | Ms.Mansi Jain     | Teacher Representative | <br>1/7/25     |
| 3    | Mr.Satya Prakash  | Teacher Representative | <br>1/7/2025  |
| 4    | Ms.Jaseena        | Librarian              | <br>1/7/2025 |
| 5    | Ms.Supriya        | Admission Counsellor   | <br>1/7/2025 |
| 6    | V.Charan Tej      | Student Representative | <br>1/7/25   |
| 7    | Vaishnavi         | Student Representative | <br>1/7/2025 |





## MINUTES OF THE MEETING

**AGENDA: Protection of Children from Sexual Abuse (POCSO) Act 2012** at school and home. To empower and educate students about how POCSO can protect them.

All the members who attended the meeting are the members of POCSO committee.

| S.no | Name of the Staff | Designation            |
|------|-------------------|------------------------|
| 1    | Ms.T.Veena Murthy | Chairperson            |
| 2    | Ms.Mansi Jain     | Teacher Representative |
| 3    | Mr.Satya Prakash  | Teacher Representative |
| 4    | Ms.Jaseena        | Librarian              |
| 5    | Ms.Supriya        | Admission Counsellor   |
| 6    | V.Charan Tej      | Student Representative |
| 7    | Vaishnavi         | Student Representative |

1. Meeting of this committee will be held once in three months.
2. The POCSO committee at HIE will work towards safeguarding the learners from the sexual challenges they face in their formative years at school. The committee will take up age-appropriate initiatives to create awareness about sexual exploitation and ensure that all learners know their rights and responsibilities towards themselves and others.
3. Suggestions and decisions taken in the first meeting:
  - a) Awareness for fortnight should be given to the students to make them aware about sexual offences and how to go about it.
  - b) Awareness can be given by the class teachers during assembly periods by showing videos like good and bad touch.
  - c) A complaint/ suggestion box/help box should be made with the help of Art and Craft teacher in which the students can mention their problems on a paper and put the chit in this box. This box will be checked by the committee members every day.
4. Committee members also should take 5 to minutes to talk briefly with the students in their free time very consciously.



*[Handwritten signature in green ink]*

5. HIE has a strict policy for picking up children from school or by bus, Only the authorized person by parents with pickup card will have the authority to pick up the child. Committee members should resolve that whatever discussed should not be made public and should be kept confidential.
6. No Grade 4 male staff will be permitted inside the academic building during school teaching hours without permission.
7. At HIE no staff member will make any unnecessary physical contact with the child and parents will be made aware of this.
8. Parents will be made aware that staff may have to help change students' clothes when administering first aid, after toilet accidents, etc. occasionally. In the case of any complaint by parents towards any staff member, or student, the HIE complaint procedure shall be followed, and it will be addressed by the CPC. The complaint shall be documented with proper details in the standard format available with the CPC. CCTV footage of the area should be preserved immediately.
9. In case of a complaint(possible abuse) made against any staff member, services of the staff may be suspended until completion of the investigation.
10. The committee will meet at least twice a year and review the policy once a year
11. Minutes of the meeting will be maintained by the secretary of the committee.

## How to raise a concern

If a parent has any kind of concern, they can follow these steps-

- Inform the class teacher.
- If their concern is not resolved, then they can talk directly to the principal or talk to any member of the CPC committee.
- They can mail either to the principal or any member of CPC (details to be available on the school website).

## Helpline contact number

Contact no : 9791012261

Email : [principal@hieschool.edu.in](mailto:principal@hieschool.edu.in)

CCTV cameras are installed at all strategic places to keep a watch on all school activities. CCTV room to be operational

Buses have GPS and Lady bus monitors.



*Principal*