Pradnya Niketan Education Society's

THE ORCHID SCHOOL

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Minutes of the Meeting

POCSO committee

Date: 24.9.26

Members Present:

Ms. Namrata Majhail	Director- Principal
Ms. Sonali Khambete	Vice principal
Ms. Amarpreet Kotkar	UH Primary
Ms. Rinku Goyal	UH Middle
Ms. Sanjukta Sen	UH SSS
Ms. Jayashri Samudra	Coordinator SSS
Ms. Shaily Bhatt	Coordinator MD
Ms. Pallabi Mohapatra	Coordinator PD
Ms. Priyanka Salagare	Counsellor
Mr. Matin Shaikh	Admin head
Ms. Nishada Patil	Head Girl (MD)
Mst. Upanshu Kulkarni	Head Boy (MD)
Mst. Palash Jain	Head BOY (SSS)
Ms. Kavya Charaborty	Head Girl (SSS)
Ms. Komal Pendrunekar	Parent representative

Points discussed:

Child Safety and Protection

1. No-Touch Policy

- The No-Touch Policy has been communicated to all staff members, including bus staff and attendants, to ensure appropriate and safe interactions with students.
- Staff members have been sensitised to maintain appropriate physical boundaries while interacting with children.

2. Safe Handling of Children During Transport

- The committee discussed the importance of ensuring that children are handed over safely by the bus attendant to the authorised parent/guardian or designated person.
- The procedure for safe handover and supervision of children during dispersal and transport will be reinforced with the concerned staff.

3. Mandatory Reporting

- The committee reiterated that reporting any incident or concern related to child safety is mandatory.
- Staff members have been instructed to report concerns promptly through the designated reporting mechanism rather than handling such matters informally.

4. Appropriate Professional Boundaries

- The child protection guidelines clearly outline behaviours that are not permitted, including:

- Kissing or inappropriate physical contact with students.
- Meeting students outside the school in an unauthorised or personal capacity.
- Making a child sit on an adult's lap.

- All staff members are expected to maintain professional boundaries in their interactions with students.

5. Intern Induction

- Interns joining the school will be formally inducted on child protection protocols and appropriate interaction with students before they begin working with children.
- The induction will include guidance on professional boundaries, communication and reporting of concerns.

6. Accessibility of Policies

- The school's relevant child protection and safeguarding policies are available on the school website for reference by stakeholders.

7. Strengthening Online Safety

- The school is continuously evolving its systems and protocols to address emerging safety concerns, including online interactions and digital communication.
- Online communication norms will be strengthened to ensure that interactions between staff and students remain appropriate, professional and within approved school channels.
- The use of informal WhatsApp groups for official communication will be reviewed and gradually discontinued, with communication being routed through designated and authorised school platforms.

8. Case-Based Assessment and Awareness

- Case studies and scenario-based assessments will be used to assess staff and students' understanding of child safety, appropriate behaviour and reporting procedures.
- These activities will help stakeholders apply the policies to real-life situations and strengthen their ability to respond appropriately to safety concerns.