

Name of school- Ajanta Public School

Date of Audit- 24 feb 2018

SCHOOL SAFETY AUDIT CHECKLIST

S.No.	REF	CHECK POINT	YES / NO / REMARKS
1	1.3	<p>School Safety committee</p> <p>i. Constitutes (a) Principal (b) PE Teacher (c) School Coordinator (d) Security incharge (e) School Counsellor (f) Parents (g) Other teachers</p> <p>ii. List of members to be displayed on school notice board</p>	<p>In place No PE Teacher in the committee</p> <p>Yes</p>
2		<p>Documentation for</p> <p>i. Child protection document of the school</p> <p>ii. Movement Plan for Children, Staff & Support staff</p> <p>iii. Communication Plan for parents, School admn, Distt. Admin, local SHO, etc</p> <p>iv. Crisis Management Plan</p> <p>v. Appointed Safety / Vigilance officer, health officer etc.</p> <p>vi. Training calendar for staff</p>	<p>None</p> <p>Not Documented</p> <p>Property</p> <p>Not Documented</p> <p>Property</p> <p>None</p> <p>Nurse is there No safety none</p>
3	2.1	<p>Transport</p> <p><i>also refer Surakshit School Vahan policy</i></p> <p>School BUS transport</p> <p>i. Buses painted yellow with School name & contacts displayed</p> <p>ii. Clear windows on buses</p> <p>iii. Bus Valid certificates of fitness, pollution, insurance</p> <p>iv. Horizontal grills</p> <p>v. First aid box</p> <p>vi. Fire extinguisher</p> <p>vii. Speed governor – 45kmph</p> <p>viii. Occupancy only a]s per capacity</p> <p>ix. Licenced, verified and trained drivers and conductors</p>	<p>Yes</p> <p>Yes</p> <p>Yes</p> <p>Yes</p> <p>Yes</p> <p>Yes</p> <p>None .70kmph</p> <p>Not observed as school was not working</p> <p>Drivers-yes. Conductor only one has lincence</p>

S.No.	REF	CHECK POINT	YES / NO / REMARKS
		x. Safe passage of children from bus to school premises xi. Female teacher / staff assigned to each bus xii. Bus staff to ensure proper handover of child to parent. xiii. CCTV and GPS in bus	Yes Yes Yes EXISTS, BUT NO BACK UP
4		Non-School Bus Transport <i>Also refer to Safe Private Transport points made by Capt. Gurmeet</i> <ol style="list-style-type: none"> i. Designated and safe area of pickup and drop by parents with authorised ID check only ii. Clear Communication process for any change in pickup or transportation of the child iii. Private Commercial Vehicles : <ul style="list-style-type: none"> • Commercially registered vehicle • Driver with valid commercial driving licence • Occupancy < = seating • Fire extinguisher • Fitness certificate / PUC / GPS • Parents to submit police verification of driver along with vehicle documentation • Written Document from parents for Escort pass iv. Escort pass issued for Help / maids / driver pickups v. School to maintain record of all private commercial vehicles carrying students. 	Not observed. However in the back up 3 innovas were seen carrying students with private numbers
5	3.1	General discipline <ol style="list-style-type: none"> i. Entry to premises by authorised access and IDs only ii. All entry and exit gates to be manned by guards. iii. Record of attendance of Staff, Students and support staff to be maintained at all times iv. Visitor entry register mandatory v. Student IDs incl photo and parents contact and bus routes vi. Staff and Support staff IDs mandatory vii. High walls on school periphery viii. Common grounds and sports area access to authorised people only ix. NO access to visitors across the premises during school hours x. Student access to premises restricted to safe areas (out of bound areas clearly identified & marked) xi. Classrooms with open windows / view 	Not Strictly followed Only one gate is guarded In r/o class 4 employees, one person Mr. Jha signs for one and all Yes Yes Yes Not seen Yes