

SCHOOL SAFETY AUDIT CHECKLIST

S.No.	REF	CHECK POINT	YES / NO / REMARKS
1	1.3	School Safety committee i. Constitutes (a) Principal (b) PE Teacher (c) School Coordinator (d) Security incharge (e) School Counsellor (f) Parents (g) Other teachers ii. List of members to be displayed on school notice board	No School counsellor Yes
2		Documentation for i. Child protection document of the school ii. Movement Plan for Children, Staff & Support staff iii. Communication Plan for parents, School admn, Distt. Admin, local SHO, etc iv. Crisis Management Plan v. Appointed Safety / Vigilance officer, health officer etc. vi. Training calendar for staff	Yes Yes Yes No No (Health officer)
3	2.1	Transport <i>also refer Surakshit School Vahan policy</i> School BUS transport i. Buses painted yellow with School name & contacts displayed ii. Clear windows on buses iii. Bus Valid certificates of fitness, pollution, insurance iv. Horizontal grills v. First aid box vi. Fire extinguisher vii. Speed governor – 45kmph viii. Occupancy only a]s per capacity ix. Licenced, verified and trained drivers and conductors 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 Yes Yes Yes Yes Yes Yes RTA training pending for drivers and conductors Yes Yes Yes
4		Non-School Bus Transport <i>Also refer to Safe Private Transport points made by Capt. Gurmeet</i> 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 	Yes Yes High concern mostly by autos. Many auto drivers

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		iv. Awful acquaintances] v. Internet hazards vi. Elimination of suppression vii. Road Safety viii. Basic traffic rules ix. Dangers of Underage driving x. Self- defence xi. Legal literacy xii. Roles and Responsibilities of the Teachers xiii. Punishing the child xiv. Violence xv. Physical or mental humiliation.	No counselling
10	6	Communication with Parents i. Clear communication and guidelines to parents for all safety concerning matters ii. Workshops / sessions with parents on safety and also for child concerns with counsellors iii. Entry / exit of parents ; ID checks; parents conduct iv. Child Protection Policy shared	yes No Yes No---No child protection policy existence
11	7	School Counsellor <i>please refer to Regulations and Counselling guidelines shared by Dr Shweta</i> i. Availability of professionally qualified school counsellor in school ii. Age appropriate se	No counsellor
12	9	Feedback / Complaint - i. Feedback / compliant box for students & parents ii. Confidentiality of feedback / complaints iii. Immediate action	Yes Yes Weekly check
13	10-11	Special Needs / Training i. Periodic sensitization and awareness session for staff and students	I checked in school currently