

SCHOOL SAFETY AUDIT CHECKLIST

Name of the School :- M.M.Public School,Gurugram

Date of Audit: - 06/02/2018

S.No.	REF	CHECK POINT	* REMARKS
1	1.3	<p>School Safety committee –Yes*</p> <p>Constitutes</p> <p>(a) Principal (b) PE Teacher (c) School Coordinator</p> <p>(d) Security in charge (e) <u>School Counsellor</u> (f) Parents</p> <p>(g) Other teachers</p> <p>i. List of members to be displayed on school notice board – No*</p>	<p>School safety committee was properly constituted as per regulation on school safety but School Counsellor was not involved as per unavailability of counsellor at the school. They are conducting regular meetings for the same. However, display of members on school notice board was not available. For appointment of Counsellor, school management was raising issue of limited fund and convincing teacher's capability to do counselling.</p>
2		<p>Documentation for</p> <p>i. Child protection document of the school - No*</p> <p>ii. Movement Plan for Children, Staff & Support staff – No*</p> <p>iii. Communication Plan for parents, School admin, Distt. Admin, local SHO, etc-No*</p> <p>iv. Crisis Management Plan – No*</p> <p>v. Appointed Safety / Vigilance officer, health officer etc. – No*</p> <p>vi. Training calendar for staff – No*</p>	<p>No such documents were shown to the safety Audit team. No plan for the safety security of students, crisis management was there. No health officer, safety /Vigilance officer appointed. No trainings conducted for school-staff.</p>