

**KARNATAKA STATE CHILD PROTECTION  
POLICY – 2016**

**RIGHTS BASED PROTECTION OF  
CHILDREN IN KARNATAKA**

**DEPARTMENT OF WOMEN AND CHILD DEVELOPMENT**



ಸಿದ್ದರಾಮಯ್ಯ  
ಮುಖ್ಯ ಮಂತ್ರಿ

ನಿ.ಎಂ. | ಐ.ಎಸ್. / 90 / 2016



ವಿಧಾನ ಸೌಧ

ಬೆಂಗಳೂರು - 560 001

ದಿನಾಂಕ 20.05.2016



ಸಂದೇಶ

ಸಾಮಾಜಿಕ ನ್ಯಾಯ ಹಾಗೂ ಸಮಾಜದ ಪೂರಕ ಬೆಳವಣಿಗೆಯನ್ನು ಒಳಗೊಂಡ ನಮ್ಮ ಸರ್ಕಾರ ರಾಜ್ಯದ ಸರ್ವತೋಮುಖ ಅಭಿವೃದ್ಧಿಗೆ ಅವಿರತವಾಗಿ ಶ್ರಮಿಸುತ್ತಿದೆ. ಅಲ್ಲದೆ, ಸದೃಢ ಸಮಾಜವನ್ನು ರೂಪಿಸುವಲ್ಲಿ ನಮ್ಮ ಸರ್ಕಾರ ಬದ್ಧವಾಗಿದೆ. ಸಮಾಜದಲ್ಲಿ ಮಕ್ಕಳ ಹಕ್ಕುಗಳನ್ನು ಗೌರವಿಸಲ್ಪಡುವ ಪರಿಸರ ನಿರ್ಮಾಣ ಮಾಡುವುದರೊಂದಿಗೆ ಮಕ್ಕಳಿಗೆ ಅಗತ್ಯವಾದ ಸುರಕ್ಷಿತ ವಾತಾವರಣ ಸೃಷ್ಟಿಸಿ, ರಕ್ಷಣೆಯನ್ನು ನೀಡಬೇಕಾದ ಗುರುತರ ಜವಾಬ್ದಾರಿ ನಮ್ಮ ಸರ್ಕಾರದ ಪ್ರಥಮಾಧ್ಯತೆಯಾಗಿದೆ.

ಸರ್ಕಾರವು ಪ್ರತಿ ಮಗುವಿನ ಹಕ್ಕುಗಳ ರಕ್ಷಣೆ ಮಾಡುವುದು ಹಾಗೂ ಮಕ್ಕಳ ದುರುಪಯೋಗ, ನಿರ್ಲಕ್ಷ್ಯತೆ ಹಾಗೂ ಶೋಷಣೆಯ ವಿರುದ್ಧ ಕಠಿಣ ಕ್ರಮದ ಜೊತೆಗೆ ರಕ್ಷಣೆ ಮತ್ತು ಸುರಕ್ಷತೆಯ ಅವಶ್ಯಕತೆಯನ್ನು ಮನಗಂಡು, ಈ ನಿಟ್ಟಿನಲ್ಲಿ ಸರ್ಕಾರ ತೆಗೆದುಕೊಂಡ ಪ್ರಥಮ ಹೆಜ್ಜೆಯೇ, ಕರ್ನಾಟಕ ರಾಜ್ಯ ಮಕ್ಕಳ ರಕ್ಷಣಾ ನೀತಿ-2016 ಹಾಗೂ ಶೈಕ್ಷಣಿಕ ಸಂಸ್ಥೆಗಳಿಗಾಗಿ ರೂಪಿಸಲಾಗಿರುವ ಕಾರ್ಯನಿರ್ವಹಣಾ ಮಾರ್ಗಸೂಚಿಗಳು ಹಾಗೂ ಕಾರ್ಯವಿಧಾನಗಳು.

ಸರ್ಕಾರದ ಈ ನೀತಿಯು ದೇಶದಲ್ಲೇ ಪ್ರಪ್ರಥಮವಾಗಿದೆ. ಲಿಂಗ, ಜಾತಿ, ಪ್ರದೇಶ, ಧರ್ಮ, ಭಾಷೆ, ಅಂಗವೈಕಲ್ಯತೆ ಅಥವಾ ರಾಷ್ಟ್ರೀಯತೆ ಇದ್ದಾವುದರ ಬೇದ-ಭಾವವಿಲ್ಲದೇ ರಾಜ್ಯದಲ್ಲಿರುವ ಪ್ರತಿ ಮಗುವಿನ ಸರ್ವಾಂಗೀಣ ಸುರಕ್ಷಿತ ಬೆಳವಣಿಗೆಯ ಗುರಿಯನ್ನು ಹೊಂದಿರುತ್ತದೆ.

ಕರ್ನಾಟಕ ರಾಜ್ಯ ಮಕ್ಕಳ ರಕ್ಷಣಾ ನೀತಿ-2016 ಹಾಗೂ ಇದಕ್ಕೆ ಪೂರಕವಾಗಿ ಶೈಕ್ಷಣಿಕ ಸಂಸ್ಥೆಗಳಿಗೆ ರಚಿಸಿರುವ ಕಾರ್ಯ ನಿರ್ವಹಣಾ ಮಾರ್ಗಸೂಚಿಗಳು ಮತ್ತು ಕಾರ್ಯವಿಧಾನಗಳ ವ್ಯಾಪ್ತಿಯಲ್ಲಿ ಮಕ್ಕಳು ಭಯರಹಿತ ವಾತಾವರಣದಲ್ಲಿ ಕಲಿಯಲು, ಘನತೆ ಹಾಗೂ ಗೌರವದಿಂದ ಬದುಕಲು ಸಹಕಾರಿಯಾಗಲಿದೆ.

ಈ ನೀತಿಯು ಮಕ್ಕಳ ಸರ್ವಾಂಗೀಣ ಬೆಳವಣಿಗೆಗಾಗಿ ಎಲ್ಲಾ ಇಲಾಖೆಗಳು ಮತ್ತು ಶಿಕ್ಷಣ ಸಂಸ್ಥೆಗಳು ಸ್ಪಂದಿಸಲು ಸಾಧ್ಯವಾಗಲಿದೆ ಎಂದು ಆಶಿಸುತ್ತೇನೆ.

ಈ ನೀತಿಯನ್ನು ಪರಿಣಾಮಕಾರಿಯಾಗಿ ಜಾರಿಗೊಳಿಸಲು ಸಾರ್ವಜನಿಕರು ಸರ್ಕಾರದೊಂದಿಗೆ ಸಹಕರಿಸಲಿ ಎಂಬುದೇ ನನ್ನ ಹಾರೈಕೆ.

(ಸಿದ್ದರಾಮಯ್ಯ)



**ಉಮಾಶ್ರೀ**  
ಮಹಿಳಾ ಮತ್ತು ಮಕ್ಕಳ ಅಭಿವೃದ್ಧಿ,  
ವಿಕಲಚೇತನರ ಮತ್ತು  
ಹಿರಿಯ ನಾಗರಿಕರ ಸಬಲೀಕರಣ,  
ಕನ್ನಡ ಮತ್ತು ಸಂಸ್ಕೃತಿ ಸಚಿವರು



ದೂರವಾಣಿ : ಕಛೇರಿ : 22255282  
22033469  
ಕೊಠಡಿ ಸಂಖ್ಯೆ : 252, 2ನೇ ಮಹಡಿ  
ವಿಧಾನ ಸೌಧ, ಬೆಂಗಳೂರು



### ಸಂದೇಶ

ಕರ್ನಾಟಕ ರಾಜ್ಯ ಮಕ್ಕಳ ರಕ್ಷಣಾ ನೀತಿ-2016ರನ್ನು ಮಹಿಳಾ ಮತ್ತು ಮಕ್ಕಳ ಅಭಿವೃದ್ಧಿ ಇಲಾಖೆಯಿಂದ ಪ್ರಕಟಿಸುತ್ತಿರುವುದು ಸಂತೋಷದ ಸಂಗತಿ. ಈ ನೀತಿಯಡಿ ರಾಜ್ಯದ ಶೈಕ್ಷಣಿಕ ಸಂಸ್ಥೆಗಳು ಮಕ್ಕಳ ರಕ್ಷಣೆಗಾಗಿ ಕೈಗೊಳ್ಳಬೇಕಾದ ಕ್ರಮಗಳು ಹಾಗೂ ಅನುಸರಿಸಬೇಕಾದ ಸಂಗತಿಗಳನ್ನು ಕುರಿತಂತೆ ಒಂದು ವಿಸ್ತೃತ ಮಾರ್ಗಸೂಚಿಯೊಂದನ್ನು ರೂಪಿಸಲಾಗಿದೆ. ಈ ಮಾರ್ಗಸೂಚಿಗಳನ್ನು ಇಂದು ಪ್ರಕಟಿಸಲಾಗುತ್ತಿದೆ.

ಇದನ್ನು ರಾಜ್ಯದ ಎಲ್ಲಾ ಶೈಕ್ಷಣಿಕ ಸಂಸ್ಥೆಗಳು ಕಟ್ಟುನಿಟ್ಟಾಗಿ ಅಳವಡಿಸಿಕೊಳ್ಳಬೇಕೆಂದು ಆದೇಶ ಹೊರಡಿಸಲಾಗುತ್ತಿದೆ. ಈ ಮಾರ್ಗಸೂಚಿಯ ಮೂಲಕ ರಾಜ್ಯದ ಮಕ್ಕಳು ಸುರಕ್ಷಿತ ವಾತಾವರಣದಲ್ಲಿ ಕಲಿಯುವಂತಾಗಬೇಕೆಂಬುದು ನಮ್ಮ ಆಶಯವಾಗಿದೆ. ಈ ಮಾರ್ಗಸೂಚಿಯನ್ನು ರೂಪಿಸುವ ಮೊದಲು ಸಮಾಜದ ವಿವಿಧ ವರ್ಗಗಳೊಂದಿಗೆ ಸಂವಾದ ನಡೆಸಿ ಅವರ ಅಭಿಪ್ರಾಯಗಳ ಸಲಹೆ ಸೂಚನೆಗಳನ್ನು ಪಡೆದು ಒಟ್ಟಾರೆ ಸಮಗ್ರವಾದ ಕಾರ್ಯಸೂಚಿಯನ್ನು ಅಳವಡಿಸಲಾಗಿದೆ. ಇದನ್ನು ಎಲ್ಲಾ ಶೈಕ್ಷಣಿಕ ಸಂಸ್ಥೆಗಳು ಗಂಭೀರವಾಗಿ ಪರಿಗಣಿಸಿ ಮಾರ್ಗಸೂಚಿಯನ್ನು ಅಳವಡಿಸಿಕೊಳ್ಳುತ್ತವೆ ಎಂದು ಭಾವಿಸಿದ್ದೇನೆ.

ಮಕ್ಕಳ ಸುರಕ್ಷತೆಯೇ ನಮ್ಮ ಅಧ್ಯತೆ. ಆ ನಿಟ್ಟಿನಲ್ಲಿ ಈ ನೀತಿಯು ಅನುಕೂಲವಾಗಲದೆ ಎಂದು ಆಶಿಸುತ್ತೇನೆ.

(ಉಮಾಶ್ರೀ)



ಕಿಮ್ಮನೆ ರತ್ನಾಕರ, ಬಿ.ಎಸ್.ಸಿ., ಎಲ್.ಎಲ್.ಬಿ.  
ಪ್ರಾಥಮಿಕ ಮತ್ತು ಪ್ರೌಢ ಶಿಕ್ಷಣ ರಾಜ್ಯ ಸಚಿವರು  
ಹಾಗೂ ಶಿವಮೊಗ್ಗ ಜಿಲ್ಲಾ ಉಸ್ತುವಾರಿ ಸಚಿವರು



ದೂರವಾಣಿ ಸಂ. : 22251639  
22033009

ಕೊಠಡಿ ಸಂಖ್ಯೆ: 244, 245ಎ  
2ನೇ ಮಹಡಿ, ವಿಧಾನ ಸೌಧ  
ಬೆಂಗಳೂರು - 560 001

ಸಂಖ್ಯೆ: ಪ್ರಾ.& ಪ್ರೌ.ಸ./ 2265/2016

ದಿನಾಂಕ: 24-05-2016



### ಸಂದೇಶ

ಕರ್ನಾಟಕ ರಾಜ್ಯದ ಶಾಲೆಗಳಲ್ಲಿ ಮಕ್ಕಳ ರಕ್ಷಣಾ ನೀತಿಯ ಕುರಿತಂತೆ ಪುಸ್ತಕವನ್ನು ರಾಜಾದಾದ್ಯಂತ ಹಂಚಿಕೆ ಮಾಡಲು ಉದ್ದೇಶಿಸಿರುವುದು ಸಂತೋಷದ ವಿಷಯವಾಗಿರುತ್ತದೆ. ಶಾಲೆಗಳಲ್ಲಿ ಮಕ್ಕಳ ಶೈಕ್ಷಣಿಕ ಹಾಗೂ ಭೌದ್ಧಿಕ ಬೆಳವಣಿಗೆಗಾಗಿ ಸುರಕ್ಷಿತವಾದ ಪರಿಸರ ಇರಬೇಕಾಗಿರುತ್ತದೆ. ರಾಜ್ಯದ ಎಲ್ಲಾ ಶಾಲೆಗಳಲ್ಲಿ ಮಕ್ಕಳ ರಕ್ಷಣಾ ನೀತಿಯನ್ನು ಅಳವಡಿಸಿಕೊಳ್ಳುವುದು ಪ್ರಸ್ತುತ ಪರಿಸ್ಥಿತಿಯಲ್ಲಿ ಅತ್ಯಗತ್ಯವಾಗಿರುತ್ತದೆ. ಈ ದಿಸೆಯಲ್ಲಿ ಮಹಿಳಾ ಮತ್ತು ಮಕ್ಕಳ ಅಭಿವೃದ್ಧಿ ಇಲಾಖೆಯ ವತಿಯಿಂದ ಶಾಲೆಗಳಲ್ಲಿ ಮಕ್ಕಳ ರಕ್ಷಣಾ ನೀತಿ - 2016ರ ನೀತಿಯನ್ನು ರೂಪಿಸಿ ಪುಸ್ತಕ ರೂಪದಲ್ಲಿ ಮುದ್ರಿಸಲಾಗುತ್ತಿದ್ದು, ಈ ಪುಸ್ತಕವು ಶಾಲೆಗಳಲ್ಲಿ ಮಕ್ಕಳ ರಕ್ಷಣೆಗೆ ಉಪಯುಕ್ತವಾಗಲಿ ಎಂದು ಶುಭ ಕೋರುತ್ತೇನೆ.

(ಕಿಮ್ಮನೆ ರತ್ನಾಕರ)







ಕರ್ನಾಟಕ ಸರ್ಕಾರ  
GOVERNMENT OF KARNATAKA

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### ಸಂದೇಶ

ಆರೋಗ್ಯವಂತ ಮಕ್ಕಳು ರಾಜ್ಯದ ಸಂಪತ್ತು. ಮಕ್ಕಳ ಪಾಲನೆ ಮತ್ತು ಯೋಗಕ್ಷೇಮ ರಾಜ್ಯದ ಜವಾಬ್ದಾರಿಯಾಗಿದೆ. ಆದುದರಿಂದ, ಭಾರತ ಸಂವಿಧಾನವು ಮಕ್ಕಳ ದುರ್ಬಲ ಪರಿಸ್ಥಿತಿಯನ್ನು ಹಾಗೂ ಅವರ ರಕ್ಷಣೆಯ ಹಕ್ಕನ್ನು ಗುರುತಿಸಿರುವುದರಿಂದ, ಮಕ್ಕಳ ಹಕ್ಕುಗಳನ್ನು ಜಾರಿಗೊಳಿಸುವ ಸಂಬಂಧವಾಗಿ ರಾಜ್ಯವು ಅನೇಕ ಕಾಯ್ದೆಗಳನ್ನು ಜಾರಿಗೆ ತಂದಿದೆ. ಮಕ್ಕಳ ರಕ್ಷಣೆಯನ್ನು ಖಚಿತಪಡಿಸಿಕೊಳ್ಳಲು ಹಾಗೂ ಅವರ ಪರಿಸ್ಥಿತಿಯನ್ನು ಉತ್ತಮಪಡಿಸಲು ಹಲವಾರು ನೀತಿಗಳನ್ನು ರಚಿಸಿದೆ.

ಈ ಹಿನ್ನೆಲೆಯಲ್ಲಿ ರಾಜ್ಯದಲ್ಲಿ ಮಕ್ಕಳಿಗೆ ಸುರಕ್ಷತೆಯನ್ನು ಕಾಪಾಡುವ ನಿಟ್ಟಿನಲ್ಲಿ ವಿವಿಧ ದೃಷ್ಟಿಕೋನಗಳಿಂದ ಪರಿಶೀಲನೆ ನಡೆಸಿ ಹೊರತಂದಿರುವ ನೀತಿಯೇ “ಕರ್ನಾಟಕ ರಾಜ್ಯ ಮಕ್ಕಳ ರಕ್ಷಣಾ ನೀತಿ - 2016” ಹಾಗೂ ಶೈಕ್ಷಣಿಕ ಸಂಸ್ಥೆಗಳಿಗೆ ಕಾರ್ಯನಿರ್ವಹಣಾ ಮಾರ್ಗಸೂಚಿ ಹಾಗೂ ಕಾರ್ಯವಿಧಾನಗಳು. ಇದು ದೇಶದಲ್ಲೇ ಪ್ರಥಮವಾಗಿದ್ದು, ಈ ನೀತಿಯಲ್ಲಿ ಒಳಗೊಂಡಿರುವ ಎಲ್ಲಾ ಅಂಶಗಳನ್ನು ಅನುಷ್ಠಾನಗೊಳಿಸಲು ಬದ್ಧರಾಗಿರುವಂತೆ ಎಲ್ಲಾ ಶಿಕ್ಷಣ ಸಂಸ್ಥೆಗಳನ್ನು, ಮಕ್ಕಳೊಂದಿಗೆ ಒಡನಾಟ ಹೊಂದಿರುವ ಎಲ್ಲಾ ಭಾಗಿದಾರ ಇಲಾಖೆಗಳನ್ನು ಹಾಗೂ ಸಂಘ ಸಂಸ್ಥೆಗಳನ್ನು ಕೋರುತ್ತೇನೆ.

  
[ಅರವಿಂದ ಜಾಧವ್] 23.5.16.  
ಮುಖ್ಯ ಕಾರ್ಯದರ್ಶಿ



ಅಜಯ್ ಸೇಠ್, ಭಾ.ಆ.ಸೇ.  
ಸರ್ಕಾರದ ಪ್ರಧಾನ ಕಾರ್ಯದರ್ಶಿ  
ಶಿಕ್ಷಣ ಇಲಾಖೆ  
(ಪ್ರಾಥಮಿಕ ಮತ್ತು ಪ್ರೌಢ ಶಿಕ್ಷಣ)



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ಗೇಟ್ ನಂ. 2, ಡಾ|| ಬಿ.ಆರ್. ಅಂಬೇಡ್ಕರ್ ವೀಧಿ  
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ದಿನಾಂಕ: 17ನೇ ಮೇ 2016



### ಸಂದೇಶ

ಕರ್ನಾಟಕ ರಾಜ್ಯದ ಶಾಲೆಗಳಲ್ಲಿ ಮಕ್ಕಳ ರಕ್ಷಣಾ ನೀತಿಯ ಪುಸ್ತಕವನ್ನು ಹೊರತರುವುದು ಶ್ಲಾಘನೀಯ ವಿಷಯವಾಗಿದೆ. ಮಕ್ಕಳ ರಕ್ಷಣೆಯು ನಮ್ಮೆಲ್ಲರ ಆದ್ಯ ಕರ್ತವ್ಯವಾಗಿದೆ. ಮಕ್ಕಳ ರಕ್ಷಣೆಯನ್ನು ಆರ್ಥೈಕವಾಗಿ, ಕಾನೂನನ್ನು ಅನ್ವಯಿಸುವಿಕೆ, ಆಡಳಿತಾತ್ಮಕ ತತ್ವಗಳು ಹಾಗೂ ನಿಗದಿಪಡಿಸಿರುವ ಮಾನದಂಡಗಳು ಹಾಗೂ ಈ ನೀತಿಯನ್ನು ಅನುಷ್ಠಾನಗೊಳಿಸಿರುವುದರಿಂದ ಎದುರಿಸಬಹುದಾದ ಪ್ರಮುಖ ಸವಾಲುಗಳ ಬಗ್ಗೆ ವಿವರವಾಗಿ ಉಲ್ಲೇಖಿಸಿರುವುದರಿಂದ ಮಕ್ಕಳ ರಕ್ಷಣೆಗೆ ಪೂರಕವಾಗುತ್ತದೆಂದು ಆಶಯವಿದೆ. ಈ ನಿಟ್ಟಿನಲ್ಲಿ ಮಕ್ಕಳ ರಕ್ಷಣಾ ನೀತಿಯ ಪುಸ್ತಕವು ಮಕ್ಕಳ ಸರ್ವತೋಮುಖ ಅಭಿವೃದ್ಧಿಗೆ ಪೂರಕವಾಗಲೆಂದು ಆಶಯಿಸುತ್ತೇನೆ.

  
(ಅಜಯ್ ಸೇಠ್)



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## **Foreword**

Children are one of the most invaluable and important constituents of our society, and Government of Karnataka is committed to ensuring a protective and positive environment, favourable to their growth and development. Protecting children from violence, abuse and exploitation continues to be the central focus of the Department of Women and Child Development in its commitment to every child in the state. .

Today, the reality however is that despite concerted efforts of the state, several children continue to be in vulnerable situations and at risk of harm and exploitation. In response to the urgent need to create a protective and safe environment, especially in educational institutions where majority of children spend considerable time, the Department of Women and Child Development took the initiative in formulating the Karnataka State Child Protection Policy and Operational Guidelines for Educational Institutions, 2016. This Policy is applicable to all Educational Institutions in the state irrespective of their affiliations or Board/Authority they come under.

The formulation of the Policy and the Operational Guidelines has been a collaborative process with the Department of Education, State Police, and with technical support and facilitation by UNICEF. The process of formulation has been intense and participatory with inputs from all stakeholders across the state through series of district and state consultations.

A highlight of this Policy is the participation of children from various socio-economic backgrounds and school affiliations, including children with special needs, in the process of formulation. 'Our Safety Our Voice' was the platform provided to children for interaction to share their concerns, suggestions and ideas on the issue of protection and safety in educational settings.

This Policy is guided by a 'Rights' based approach, and grounded in the ethos that learning is utmost in a fear free, violence free and enabling environment. The approach and actions are centered around strengthening systems to prevention violations, timely response to incidences and lowering risks faced by children. This is attempted through enhanced coordination between the state systems,

building community based protection mechanisms, synergy across sectors and importantly a process whereby children become active participants and partners for change.

The salient features of the Policy include the Operational Guidelines for implementation within schools and by the government machinery, succinctly delineating roles and responsibilities of all concerned departments, statutory bodies and child protection mechanisms in the state.

The Policy strives to address the issue of protection and safeguard from all forms of abuse and safety violation from the preventive, response and redressal angle providing detailed step by step measures by key functionaries and those concerned such as parents, teachers, children, police, health legal professionals etc. It also has laid strong focus on regulating the role of media and communication for and about children to protect privacy and confidentiality.

The vision of safe and protective environment for all children can be achieved only when the Policy is executed in its true spirit, and this calls for commitment and accountability, from the state as well as all concerned departments and stakeholders. Effective implementation also requires consistent efforts and perseverance.

In this direction, the Policy emphasizes three critical strategies for achieving this objective and setting up structures from state to local level, for implementation. Firstly, a strong focus on consistent and on-going capacity building for the range of human resources involved for child protection; secondly, generating awareness among the public and people on the issues and response measures so as to also impact right attitude; and thirdly systems and tools for periodic review and monitoring of implementation of all structures, mechanisms and stakeholders that the policy covers.

Child Protection has been a priority for the Department of Women and Child Development and I am confident that this Policy and Operational Guidelines for Educational Institutions, 2016, will spur the efforts and initiatives further for overall safety and wellbeing of every child in the state of Karnataka, and ensure they learn in a favourable, fear and violence free ambience.

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*Place: BENGALURU*

*Date: May 1, 2016*

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# **KARNATAKA STATE CHILD PROTECTION POLICY (“KSCPP”)**

## **CHAPTER 1: OVERVIEW**

### **1.1 THE STATE VISION**

Every child in Karnataka will grow in a safe, protected and enabling environment, that fosters positive all round development of the child and creates opportunities for every child to reach her/his potential. An environment where all stakeholders of the State, including parents, care providers and the community, work in partnership to make children's rights a reality by eliminating discrimination, bringing respect in its interactions with children, valuing children's opinions and participation, and upholding dignity of the child.

The Karnataka State Child Protection Policy (“**KSCPP**”) is a comprehensive framework policy for child protection based on principles of child governance.

### **1.2 POLICY STATEMENT**

The Government of Karnataka recognizes the inalienable right of every child in the state of Karnataka (whether or not a resident of Karnataka, a citizen of India or a foreign national) to protection and safety from all forms of abuse, neglect and exploitation

AND

is committed to ensuring that this right is respected, promoted and protected so as to enable children to live a life of dignity and develop to their fullest potential in an environment that fosters child participation.

### **1.3 THE STATE MISSION**

The State is committed to ensuring child protection within the State, based on a **rights-based approach**, which implies promoting the safety and security of children within the framework of their legally recognized rights including children’s right to participation. Children in the State must have access to protection at all times, from all forms of violence, abuse, neglect & exploitation; and access to child protection services across all social sectors – especially social welfare, education, health, security and justice. The KSCPP cuts across gender, citizenship, as well as economic, social, political, cultural or geographical differences to deliver child protection services across the State.

The State will implement both preventive and corrective measures to ensure that no child is exposed or subjected to any form of physical or mental violence, abuse, neglect or exploitation.

The State will protect the legal rights of all children throughout the State and take necessary steps to ensure their safety, including meeting their physical, psychological and social needs. The State will take particular note of the needs of child survivors of abuse, children from marginalized, and vulnerable sections such as the girl child, the third gender child, the differently-abled child, the special

needs child, the homeless child, the child victims of natural/manmade disasters and conflicts and children living with or affected by chronic diseases.

The State will create an environment where children's views are heard (with due regard to the age and maturity of the child) and will create spaces for communication based on mutual respect between adults and children.

The State is therefore committed to legal and policy reform, capacity development, planning and implementation, budgeting, monitoring and creating information systems for child safety & protection.

Through this KSCPP, the Government of Karnataka, shall take necessary measures to:

- Address the existing gaps in the current child protection systems
- Provide for institutional and infrastructural support through transparent and effective child sensitive governance
- Promote and strengthen interdepartmental, interagency and multi-sectoral convergence and networking

#### **1.4 THE PARTNERSHIP PRINCIPLE**

Sustainable child protection requires the commitment to the concept of a protective environment for children by all stakeholders connected to the child. This requires collaboration between government departments, elected representatives and concerned non-state actors, including the children themselves, all acting in the best interest of the child.

The KSCPP provides a comprehensive framework to guide stakeholder responsibility by defining roles and responsibilities, strengthening institutional and infrastructural support and increasing both access and range of child protection services provided by the State.

The partnership principle of the KSCPP is built on creating horizontal linkages between various concerned State departments and vertical linkages at the central, district and panchayat, village/municipality levels and cross linkages with the wider society. The local institutions, i.e., the panchayat and municipal bodies shall be actively involved in the process through Gramasabhas, Ward sabhas especially the MakkalGrama/Ward sabhas, all the while recognizing children as individuals with inalienable rights.

The KSCPP will be notified by the Department of Women and Child Development, Government of Karnataka and adopted and implemented by the Department of Education, Police, Social Welfare, Rural and Panchayat Raj, Backward Class and Minorities, District Administration in collaboration with other applicable departments and agencies of the State.

## CHAPTER 2: CHILD PROTECTION

### 2.1 UNDERSTANDING CHILD PROTECTION

Child protection refers to the fundamental right of every child to be protected from neglect, discrimination, violence (verbal and physical), abuse (mental and physical), economic and sexual exploitation while in the care of any individual, institution, system, or authority. The rights of children to such protection is recognised by the United Nations Convention on the Rights of the Child, 1989 (“UNCRC”), the Constitution of India and numerous central and state legislations including, the National Policy for Children 2013.

These legally recognised child protection rights creates an obligation on the State to ensure that every child living in any environment is protected and safe from neglect, discrimination, violence, abuse, economic and sexual exploitation, or violation of rights and the environment is strengthened by strong prevention and response mechanisms.

The State affirms its commitment to these national and international mandates. The State recognizes that that ensuring child protection and protective environments requires protective measures, procedures and programmes for the child and care providers. The KSCPP sets the standards for child protection within the State and identifies the roles and responsibilities of various stakeholders to ensure that all children in the State have the right to child protection and a protective environment.

### 2.2 DEFINITIONS

- a. **“Child”** : is any person under the age of 18 years, or one who has not completed eighteen years of age as per Section 2 (k) of the Juvenile Justice (Care & Protection of Children) Act 2000.
- b. **“Child abuse”** : Child abuse’ or ‘maltreatment’ constitutes ‘all forms of physical and/or emotional ill-treatment, sexual abuse, neglect or negligent treatment or commercial or other exploitation, resulting in actual or potential harm to the child’s health, survival, development or dignity in the context of a relationship of responsibility, trust or power.’<sup>1</sup>
- c. **“Child rights friendly”**: means any process and interpretation, attitude, treatment and environment, that is humane, considerate, non-discriminatory and is in the best interests of the child.
- d. **“Child sensitive environment”**: is one where the ambience of a place makes a child feel comfortable, be herself/himself without inhibition, and is non-threatening.
- e. **“Competent Authorities”**: shall mean and include the authority recognized under applicable laws including, the Child Welfare Committees,

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<sup>1</sup>World Health Organisation definition

Juvenile Justice Board, Special Juvenile Police Units, mandated under the Juvenile Justice (Care & Protection of Children) Act , Special Court under the Protection of Children from Sexual Offences Act 2012, Karnataka State Commission for Protection of Child Rights under the Commissions for Protection of Child Rights Act, 2005, and any other competent authorities recognized under any other laws pertaining to children .

- f. **“Forms of Abuse”**: Child abuse includes physical, emotional or psychological, sexual abuse, neglect, maltreatment, discrimination etc.
- g. **“Harm”**: An act or behaviour, often intentional, that hurts, causes grievous injury, pain or trauma to the child. Most often this is physical and sometimes could also be self-inflicted, such as cutting, burning, misuse of substances etc.
- h. **“Neglect”**: A condition where there is failure to protect the child from exposure to any kind of harm or danger that results in significant impairment in the health and development of the child. Neglect is often prolonged and includes starvation or not providing food and nutrition, not providing emotional support, or medical, educational, and other basic care such as shelter, clothing etc or leaving child un-supervised.
- i. **“Sexual Abuse”**: Acts or behaviour that constitute an offence under the Protection of Children from Sexual Offences Act, 2012 (POCSO) and/or the Indian Penal Code, 1860.
- j. **“Exploitation”**: Any willful or coerced act or behaviour of an adult or care provider with children, for economic gain or not, that places them in a difficult, harmful, dangerous situation or impedes their overall development. For eg. beggary, child marriage, forced labour, trafficking for various purposes etc.
- k. **“Persons in direct contact with children”**: Persons who are in the physical presence of a child or children as part of their professional /honorary/volunteering services, be it regular/occasional/temporary/long term..
- l. **“Persons in indirect contact with children”**: Persons whose work does not require them to be in the physical presence of a child as part of their professional/honorary/volunteering services, be it regular/ occasional/ temporary/long term, but encompasses access to information about the child such as personal details and other data including photographs, medical records, case files etc.
- m. **“Child protection”**: Means the fundamental right of every child to be protected from neglect, discrimination, all forms of violence & abuse, and exploitation while in the care of any individual, institution, system, or authority.

- n. **“Protective Environment”**: Means and includes environments that ensure child protection and secure the child in an environment with the following elements:
- 1) Safety and freedom from abuse, neglect, exploitation and any form of violence
  - 2) Prevention of risk of harm
  - 3) Vulnerability is reduced and addressed
  - 4) Children have access to child protection services and support systems
  - 5) Child protection system prevents and addresses slippage from safety net and social security programs
  - 6) Provides for accountability of the State to the children
  - 7) Provides for accountability of the people and the community at large to the children.

### 2.3 APPLICABLE LEGAL FRAMEWORK

Children today are recognized as the subjects of rights and not just as “objects of protection”.<sup>2</sup>The following international and national laws, policies and guidelines lay the foundation for this KSCPP.

- a. **The United Nations Convention on the Rights of the Child, 1989 (“UNCRC”)**: The UNCRC signed and ratified by India, recognizes that every child is entitled to an umbrella of protective rights based on principles and standards developed in the best interest of the child.
- b. **Constitution of India**: Child protection is articulated in several provisions of the Constitution of India including Article 14 (right to equality and equal protection of the law), Article 15(3) (fundamental right of the State to make any special provision for women and children), Article 21 (right to life and personal liberty), Article 21A(right to education), Articles 23 and 24 (rights against exploitation) Article 39(e) (right to health and freedom from abuse due to economic necessity) and Article 39 (f) (Right to development with dignity) and Article 51A(k) (duty of parents or guardians to provide opportunities for education). The State under the Constitution has a primary responsibility to ensure that all the needs of children are met and that their basic human rights are fully protected.
- c. **The Juvenile Justice (Care & Protection of Children) Act 2000 (JJ Act) and Karnataka Juvenile Justice (Care and Protection of Children) Rules 2010**(Karnataka JJ Rules)

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<sup>2</sup>The South Asian Report on the Child Friendliness of Governments, 2013 available at [www.southasianreport.org](http://www.southasianreport.org)

- d. **The National Charter for Children in 2003 (“Children’s Charter”)**
- e. **National Plan of Action for Children, 2005 (“NPA 2005”)**
- f. **The Commission for Protection of Child Rights Act, 2005**
- g. **Right of Children to Free and Compulsory Education Act 2009 (“RTE”) :**  
The Integrated Child Protection Scheme (“ICPS”)
- h. The Protection of Children from Sexual Offences Act, 2012 (“POCSO”)
- i. The National Policy for Children, 2013 (“NPC 2013”):
- j. Sexual Harassment of Women at Workplace (Prevention, Prohibition and Redressal) Act, 2013 (POSH): is a central legislation that seeks to protect women from sexual harassment at their place of work, however this Act has been interpreted to extend protection to the girl child in schools, workplaces or other similar environments.
- k. Advisory for eliminating of Corporal Punishment in Schools
- l. Guidelines for recording of evidence of vulnerable witnesses in criminal matters
- m. Standard Operating Procedures in safeguarding Rights of Children in contact with Railways
- n. Child Labour (Prohibition and Regulation) Act, 1986
- o. Child Labour Act Amendment 2006
- p. Bonded Labour System (Abolition) Act, 1976
- q. Factories Act, 1948
- r. Infant Milk Substitutes, Feeding Bottles and Infant Foods
- s. Pre-natal Diagnostic Techniques Act, 1994
- t. Persons with Disabilities Act, 1995
- u. Prohibition of Child Marriage Act, 2006
- v. Immoral Traffic Prevention Act, 1986
- w. Guardians and Wards Act, 1890
- x. Hindu Adoption and Maintenance Act, 1956
- y. Right to Food Legislation and Children
- z. Scheduled Castes and Scheduled Tribes Act, 1989
- aa. National Disaster Management Act 2005
- bb. National Disaster Management Guidelines: School Safety Policy- 2013
- cc. Karnataka Victim Compensation Scheme – 2011
- dd. Integrated Child Protection Scheme (ICPS)

## 2.4 GOVERNING PRINCIPLES & MINIMUM STANDARDS

The KSCPP is formulated and guided by certain non-negotiable fundamental principles<sup>3</sup> These governing principles as stated hereunder shall be fundamental to the application and implementation of this KSCPP, and form the base of all laws, standards or guidelines issued in connection with the KSCPP.

- a. **Principle of Best Interest of the Child:** This principle mandates that the best interest of the child must be a primary consideration of all stakeholders while making any decision concerning the child<sup>4</sup>. Based on this principle the State shall endeavor to the maximum extent possible that all other child related policies are formulated and resources distributed in the best interest of the child. This principle in particular underpins the rights and duties of the state, as well as parents, guardians, educators and all other individuals legally responsible for child protection.
- b. **Principle of Equality, Universality and Non-discrimination:** Under this principle all children shall be given equal opportunity and treatment. There shall be no discrimination against a child on any grounds including that of gender, religion, caste, class, geographic area, disability or any other status. Based on this principle, the KSCPP shall be equally applicable to all persons between the ages of zero to eighteen in the State of Karnataka, subject to any special provision made for the girl child or any other marginalized or particularly vulnerable section of children.
- c. **Principle of Right to Survival and Development:** Combining all rights applicable to the right to survival and development, this KSCPP is based on the principle that every child has the right to life, that takes in account living conditions, the quality of life and the right of every child to develop to his or her maximum potential.
- d. **Principle of Right to Participation:** Children have the right to be heard, listened to and participate in all matters that affect them, at almost all levels of society. This right has been emphasized in the Eleventh and the Twelfth Five Year Plan (2012–2017) documents, the NPC 2013 and the JJ Act, and Karnataka JJ State Rules 2010.

Based on this principle the KSCPP explicitly recognizes the State's obligation to create an environment for others to be able to hear children's views (with due regard to the age and maturity of the child) and to create spaces for communication based on mutual respect between adults and children<sup>5</sup>.

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<sup>3</sup> These principles have been drawn from the UNCRC as well as guiding principles under the Juvenile Justice (Care & Protection of Children) Act 2000.

<sup>4</sup> Article 3 of the UNCRC

<sup>5</sup> The KSCPP provides an example of the inclusion of the Right to Participation in formulating child protection policies for educational institution. "*Our Safety Our Voice*" a child protection initiative for the

- e. **Principle of Dignity and Self-worth:** All children shall be treated with respect for the child's sense of dignity and worth. The KSCPP is geared towards ensuring that all verbal and non-verbal communication with children is child sensitive and respectful of the child's self-worth.
- f. **Principle of Confidentiality:** Child protection includes the child's right to privacy and confidentiality. Except as prescribed by law, the right to privacy and confidentiality shall be maintained while addressing all forms of abuse. This principle mandates that the confidentiality of the identity of the child involved is strictly protected. Identity of a child includes his or her name, address, photograph, family details, school, neighbourhood, or any other details that may lead to disclosure of identity. The media as a stakeholder is in particular also bound by this governing principle of confidentiality and right for the protection of the child.

## 2.5 KEY CHALLENGES

At present the challenges and gaps to an effective and comprehensive child protection system are many, including the following.

- a. Limited understanding of the protection requirements under national and international laws among the people in general and among the functionaries responsible for protection of children;
- b. Insufficient understanding and attention to violence in the home and other related environments;
- c. Lack of recognition that protection can be of as many types as there are children with different needs and circumstances
- d. Inadequate personnel who are experienced, sensitized and trained social workers, teachers, medical staff, counselors, police and other personnel connected with child care services.
- e. Inadequate sensitization and training of personnel delivering child services
- f. Inadequate resources and budget for providing child protection services
- g. Gaps in enforcement and implementation of laws and schemes, like ICPS, for protection of children; and lack of monitoring mechanisms for the same
- h. Insufficient promotion of child-sensitive justice system

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children, by the children and of the children, facilitated and hosted by Inventure Academy with support from Enfold Proactive Health Trust, FeedBack Consulting, Concern for Working Children, and Mundkur Law Partners. Over 1000 children from across Bangalore cutting across a wide cross section of economic, social and cultural backgrounds expressed their views, concerns and demands for child protection in the State. These views presented in the form of a Charter to the Government, was used in formulating Operating Guidelines and Procedures for implementation in Educational Institutions across Karnataka and in framing the Checklist.



## CHAPTER 3: APPLICABILITY AND IMPLEMENTATION

### 3.1 SCOPE OF THE STATE CHILD PROTECTION POLICY

The KSCPP will apply to all government departments, personnel, institutions, statutory bodies, NGOs who come in direct or indirect contact with children. The scope of this policy covers the responsibility of the state government to ensure safety and protection of all children in all situations and contexts, including educational and other institutions for children. As children in need of protection may be differently situated or found in different environments, under this umbrella KSCPP, guidelines, standard operating procedures will be formulated to the needs of differently situated children.

### 3.2 IMPLEMENTATION

The KSCPP will be implemented using the key considerations delineated hereunder.

- a. **Operating Guidelines and Procedures:** All Departments of the Government of Karnataka, providing services to children under other Acts and Schemes, such as Department of Women and Child Development, Police, Department of Primary, Higher and Secondary School and Collegiate Education, Department of Health, Department of Labour, Department of Law, Department of Social Welfare, Rural and Panchayath Raj Department, Backward Class and Minorities, District and Urban Administration, Department of Information etc shall notify the Operating Guidelines and Procedures as stated in the KSCPP, over a stipulated time period and in a phased manner, to operationalize and implement the provisions of this KSCPP as applicable to their Department.
- b. **Appoint a State Nodal Officer:** A State nodal officer will be appointed to facilitate effective interdepartmental and interagency convergence and coordination for planning, implementation, monitoring and review and ensuring the effective and efficient implementation of the KSCPP.
- c. **Facilitate human resource development:** An element crucial to the success of the KSCPP is training and sensitization of all personnel responsible for the implementation of the KSCPP and all stakeholders responsible for child protection. It is imperative that this human resource development initiative is introduced as a regular and recurring feature of this KSCPP.
- d. **Create an interagency convergence portal:** As the KSCPP is based on the partnership principle involving multiple stakeholders to promote and implement a single policy, it is important to have a dedicated portal that facilitates communication by the various State departments and provides a platform for stakeholder interaction. A comprehensive process analysis is the

first step required for planning the required computerization for a convergence portal. The Department of Women and Child, as the nodal department for child protection in the state, will take the lead to develop and implement a web-based monitoring and reporting tool, in coordination with the key departments such as Education, Police, Social Welfare.

- e. **Prepare a child protection budget:** The State shall ensure Child Budgeting across departments towards effective and efficient implementation of the KSCPP. The State shall also undertake child budget analysis across departments and programs to assess the budgetary spend on child protection within the state to ensure that resources are allocated adequately and appropriately utilized.
- f. **Impact assessments of child protection:** Reports from all child protection functionaries and other child protection agencies such as Childlines, Child Welfare Committees etc., ministerial and departmental data collection endorsed by the highest level of government when linked to the state development planning and included in State/national budgeting, will be an effective mechanism to keep this KSCPP relevant and progressive.
- g. **Translation:** The KSCPP and any other customized KSCPP such as the KSCPP for Educational Institutions must be made known widely by translating it into vernacular languages commonly used in the State and disseminating it extensively, including on the internet.
- h. **Referral systems:** The State shall strive to put in place protocols that enable effective referrals of children who may need care and protection and the referral shall include legal services or support, medical, psycho-social services, educational and other rehabilitation guidance and services, victim compensation etc.
- i. **Awareness creation:** The State shall design and develop KSCPP related IEC materials in vernacular and English on child protection and safety issues for the general public and all stakeholders. All communication material will strive to impact behavioral changes by addressing mindsets, conventional practices, prejudices and pre-existing perceptions of all stakeholders. Material developed will also encompass legal provisions for protection of children. All mediums of mass communication such as print, visual, folk arts, theatre, street plays etc., shall be used for effectively reaching out to the public and targeted stakeholders as required.
- j. **Confidentiality and privacy:** Every State Department and stakeholder privy to any confidential information shall ensure that all information concerning a child is stored or shared in a manner that protects the privacy and legal rights of the child and protects the dignity of the child, in accordance with applicable law.

- k. **Monitoring and Evaluation:** The State shall formulate a monitoring and evaluation platform from the local to the state level to assess the adherence to the implementation plan and effect mid-term corrections and incorporate changes for effective implementation.

### **3.3 REVIEW AND MONITORING OF THE STATE CHILD PROTECTION POLICY**

The Additional Chief Secretary, Government of Karnataka shall be the Nodal Officer to review this KSCPP annually. The Department of Women and Child Development, Government of Karnataka shall facilitate this review in coordination with the other applicable departments, that provide services to children, such as, Police, Department of Health, Department of Primary, Higher and Secondary School and Collegiate Education, Department of Labour, Department of Law, Department of Social Welfare, Rural and Panchayat Raj Department, Backward Class and Minorities, District and Urban Administration, Department of Information, in collaboration with other applicable departments and agencies of the State.

This policy shall be reviewed from time to time to ensure that it is of relevance at all times to needs of child protection in Karnataka. The results of the review of implementation will be utilized during the policy review to enable adjustments and refocus of the policy to keep it continually relevant.

Review mechanisms shall include child impact assessments, and review of all laws, policies and action plans that affect the lives of children in relation to child protection in the State.

### **3.4 COMPLIANCE**

Compliance under this KSCPP advocates a two-pronged approach based on the following.

- a. Incentivizing implementation with the objective that child friendly governance must be internalized by all stakeholders as the only acceptable form of addressing child protection.
- b. Recognizing all legal obligations and redressal mechanisms and consequences on child protection as prescribed under all existing central or state legislations such as under the JJ Act and Rules, the POCSO Act and Rules, and the Indian Penal Code

The State stands firmly committed to ensuring that the legal responsibility in following all procedures, guidelines, and penal consequences under all applicable laws is strictly followed. All reasonable efforts shall be taken to ensure that the KSCPP is implemented within a stipulated period and in phased manner, with provision and scope for corrective measures.



**Operational Guidelines and Procedures  
For Educational Institutions  
under Karnataka State Child Protection Policy**



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## **OPERATIONAL GUIDELINES AND PROCEDURES FOR EDUCATIONAL INSTITUTIONS UNDER THE KSCPP**

### **CHAPTER 1: AN OVERVIEW**

#### **1.1 THE SAFE SCHOOL CONCEPT**

Providing a protective environment to ensure safety in **Educational Institutions (Schools)** requires a holistic approach that looks at the multiple dimensions of the vulnerability faced by the child: mental, emotional, cognitive, social, cultural, geographical or physical. The approach to child safety must keep in mind the entire cycle of the child's engagement with the educational environment and the wider community.

A robust preventive and pre-emptive safe school environment is one that is based on respect for children and their rights as enshrined in the Constitution and legal system in India, and is free of violence, harassment and abuse. It is one that works in partnership with all stakeholders including, teachers, parents, community, other schools and most importantly, children themselves. The stakeholders work to make children's rights a reality, by eliminating bias and upholding dignity of the child. A safe school environment is an enabling environment that supports a child's positive all-round development.

The safe school environment concept is based on an enabling and empowering process rather than restrictive prohibitive measures, such as surveillance and regulation centric methods. This implies that child participation is central to enabling all other rights and essential to a vibrant child centric school. Participation of all stakeholders including the children themselves, is the underlying principle in a school system that wishes to understand and respond to children's needs to feel safe and protected.

#### **1.2 VALUES OF A SAFE SCHOOL**

##### **1.2.1 Child-centric approach**

This is a key value where one looks at a child holistically and recognises that each child can contribute through his/her own experiences and opinions. A child centric approach considers the child's views, wishes and concerns while arriving at the best interest of the child. This enables all children to access, participate in and benefit fully from learning opportunities. This approach implies that in the case where the abuser is a child, the response is reformative and rehabilitative as provided for and required by the law governing children in conflict with law.

##### **1.2.2 Self-determination**

Children have a right to self-determination in all matters affecting their lives and to participate in decisions regarding their own wellbeing. It means enabling

children to express themselves and their concern. Self-determination within a safe school environment enables active child engagement and reporting on issues of concern. Hence an environment is created where children are respected, listened to and encouraged to express their own opinions even when they differ from the opinions held by adults.

### **1.2.3 Child participation**

Child participation is the active involvement of children in all school related activities. It includes listening to children, giving them space to articulate their own concerns, and enabling them to take part in the planning, conducting and evaluating educational activities, within or outside the school taking into account their ability and evolving capacities.

### **1.2.4 Child friendly language**

All communication with or related to children are child-friendly, age appropriate and do not intimidate or offend, humiliate or degrade their self-respect and dignity.

### **1.2.5 Non-discriminatory space**

Safe schools are based on the non-negotiable principles of equality, equity and non-discrimination. Schools ensure that equitable learning and developmental opportunities are provided to all children. Any discrimination of children by other children or adults in the school setting is also addressed effectively.

## **1.3 STRATEGIES TO PROMOTE SAFE SCHOOL**

### **1.3.1 Recognise children as primary constituents in their own safety**

Schools need to acknowledge that children are subjects of rights and not just “objects of protection”<sup>1</sup> and therefore ensure child participation in framing and implementing child protection policies and procedures.

While ensuring participation of children, it is important to note the following:

- a. Children face many issues that are not apparent or visible, but are often subtle and require the sensitivity of the adult around them to recognise.
- b. It is often very difficult for children to communicate openly, especially under duress.

In order to promote active child participation in all school activities, one must understand the basic requirements of ethical participation<sup>2</sup>. These requirements have been elaborated in the *Committee on the Rights of the Child General Comment, No.12, ‘The right of the child to be heard’*, as paraphrased below:

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<sup>1</sup>The South Asian Report on the Child Friendliness of Governments, 2013 available at [www.southasianreport.org](http://www.southasianreport.org)

<sup>2</sup>Excerpts from the M&E Toolkit Published by Save the Children, 2013

- a. **Transparent and useful information:** Children must be provided with full, accessible, and age-appropriate information (that is also sensitive to children's diversity) about their right to express their views freely. Information should include how their views will be given due weight, how the participation will take place, and its scope, purpose and potential impact.
- b. **Voluntary participation:** Children should not be coerced into expressing views against their wishes and they should be informed that they can cease their involvement at any stage.
- c. **Respectful:** Children's views have to be treated with respect and children should be provided with opportunities to initiate discussions and activities.
- d. **Relevant:** The issues on which children have the right to express their views must be of real relevance to their lives and enable them to draw on their knowledge, skills and abilities. In addition, children need to have opportunities to highlight and address the issues they themselves identify as relevant and important.
- e. **Child-friendly:** Environments and working methods should be adapted to children's capacities. Adequate time and resources should be made available to ensure that children are adequately prepared and have the confidence and opportunity to contribute their views.
- f. **Inclusive:** Participation must be inclusive, avoid existing patterns of discrimination, and encourage opportunities for marginalized girls, boys and transgender children to be involved. Programs must be culturally sensitive to children from all communities.
- g. **Supported by training:** Adults need preparation, skills and support to facilitate children's participation effectively, for example, they need to develop skills to listen, engage and work with children in accordance with their evolving capacities.
- h. **Safe and sensitive to risk:** Children must be aware of their right to be protected from harm and must know where, when and whom to go for help if needed.
- i. **Accountable:** A commitment to undertaking regular follow-up and evaluation of participation in activities is essential. Children must receive feedback on how their views have been interpreted and how their participation has influenced outcomes. Monitoring and evaluation of children's participation needs to be undertaken with children themselves at the centre of the process.

### **1.3.2 Establish safety mechanisms**

The methods for ensuring safety are elaborated below.

- a. Formulate and Notify an EI Child Protection Policy (EI CPP):** Each Education Institution (EI) (refer OA for definition on Education Institution) shall formulate a child protection policy guided by the template, annexed. The policy should be notified to all stake holders of the EI including parents, children, and all those covered by the policy.
- b. Customise Model Safety Checklist:** A safety checklist is annexed as a part of these guidelines and must be adopted by each EI. While retaining the mandatory sections of the checklist, modifications based on the unique situation of the EI may be made in order for it to be an effective tool for monitoring safety.
- c. Adopt Disaster Risk Reduction Guidelines:** Ensure risk resilience in an EI to ensure that all children remain safe from any kind of disaster risk as they access their right to education. This includes safety from large scale 'natural' hazards of geological/climatic origin, human-made risks, pandemics, civil unrest, militancy, terrorism, violence as well as more frequent and smaller-scale fires, transportation, other emergencies, and environmental threats that can adversely affect the lives of children<sup>3</sup>. (Refer [nidm.gov.in/safety\\_school.asp](http://nidm.gov.in/safety_school.asp))
- d. Facilitate Children's Clubs:** Facilitating children to establish child rights clubs where the children can discuss their rights and responsibilities, reporting mechanisms and other issues of concern, including parents' involvement in safety in the EI.
- e. Include Child Protection in staff appraisals:** Ensure that child protection issues are included in regular formal staff evaluations and appraisals.
- f. Conduct awareness, guidance and counseling programs:** Ensure guidance and counseling programs for children and parents/guardians focus on child protection and safety, among others.
- g. Create Reporting mechanisms:** Create strong and clear reporting mechanisms and ensure that they are publicised and utilized through the SMC/PTA, suggestion box, children's meetings, general assembly, etc.

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<sup>3</sup>Ahmedabad Action Agenda for School Safety, Outcome document of the International Conference on School Safety, 18th - 20th January, 2007, Ahmedabad, India

## **CHAPTER 2: DEFINITIONS & SCOPE**

### **2.1 DEFINITIONS**

**A. “Educational Institution”:** shall mean and include:

an institution by whatever name called, including pre-primary, primary, middle, secondary, higher secondary schools, apprenticeship training centers, corporate skill training centers, and includes all premises attached thereto which is carrying on either, exclusively or among other activities the activity of imparting education for children between the ages of 2.5 to 18 years.

It also includes any other institution which imparts education or training below the degree level, including tutorials. It includes, irrespective of its affiliation to any state, central or international educational board or appropriate authority, the following:

- a. Any educational institution established, owned, controlled or maintained by the appropriate Government or a local authority;
- b. Any aided educational institution receiving aid or grants to meet whole or part of its expenses from the appropriate Government or the local authority;
- c. Any educational institution established and administered or maintained by any private body.
- d. Any minority school, Vedic school, Madrasa established and administered under clause (1) of Article 30 of the Constitution, whether receiving aid from the appropriate Government or local authority or not; or
- e. An unaided educational institution not receiving any kind of aid or grants to meet its expenses from the appropriate Government or the local authority.

**B “Classification of Educational Institutions”:** All educational institutions defined under clause 2.1A shall be classified and grouped as follows.

- a. Pre- primary shall consist of Nursery, LKG and UKG – for children between the ages of (2.5 years to 5 years)
- b. Primary school shall consist of Standards I to V
- c. Middle school shall consist of Standards I to VIII or Standards VI to VIII
- d. High school shall consist of Standards I to X or Standards VI to X or Standards IX and X.
- e. Higher secondary school shall consist of Standards I to XII, Standards VI to XII or Standards XI and XII.
- f. Any other institution which imparts education or training, including tutorials.

**C. “Persons in *direct* contact with children in educational institution”:**

Persons who are in the physical presence of a child or children as part of their professional or education/school related work, be it regular, occasional, temporary or long term.

**D. “Persons in *indirect* contact with children in educational institution”:**

Persons whose work does not require them to be in the physical presence of a child in an EI but encompasses access to information about the child in the EI such as personal details, and other data including photographs, case files etc.

**2.2 APPLICABILITY**

These guidelines are applicable to all EIs, including the following situations and contexts, as defined herein.

- a. Within premises of the EI, during all hours of engagement with the children, in relation to any direct or indirect activity related to the EI, including before and after regular EI (school) hours and on holidays.
- b. In extended environments of the EI if there is any link with the EI e.g.: parking areas, events at the EI or outings and EI related travel and transportation arrangements made by the EI for its children.

These guidelines are also applicable to all persons who come in direct or indirect contact with the child in the context of the above:

- a. Board and Management of the EI
- b. Permanent, temporary and contract staff
- c. Volunteers, consultants, experts, workers from outsourced agencies, service providers and vendors supplying services or goods to the EI
- d. Any person visiting the EI and accessing the premises
- e. Any person, whose association with the EI, provides such person authority over and/or access to a child or otherwise allows him/her to initiate, nurture and sustain a fiduciary relationship<sup>4</sup> with a child.
- f. Any other person, who may be covered by these guidelines.

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<sup>4</sup> Fiduciary relationship in this context means an individual in whom a child has placed utmost trust and confidence to take care or protect her/him

## **CHAPTER 3: PREVENTIVE MEASURES**

Safe school environments require measures that prevent abuse, neglect and exploitation from happening and redress violations strongly. Mechanisms must ensure a quick response to child safety violations within clearly defined redressal procedures on how to address these violations promptly and effectively. Every initiative must ensure it is in child's best interests, and that the views of children, are sought and taken into consideration. The following are the structures and mechanisms that must be in place in every EI.

### **3.1 Customized EI Child Protection Policy (EI-CPP)**

Every Educational Institution (EI) as defined herein shall have a written Child Protection Policy (EI CPP), based on model CPP annexed. Each EI CPP may be customised based on the size of the EI, whether it is urban, rural or in a remote area, whether it is a pre-primary, primary, middle, high school, pre-university college, or a vocational training institute such as ITI, or Diploma.

In addition to the core principles of the KSCPP, the Child Protection Policy of the EI must reflect the following:

- a. Recognise protection of children and commitment to a protective environment.
- b. Adopt safe practices to minimize risks of harm and accidents to children.
- c. Respect confidentiality requirements in dealing with child protection matters.
- d. Introduce safe practices that reduce risks of false accusations on staff, teachers, and management.
- e. List other policies, practices and activities of the EI that are particularly relevant to child protection, such as the Code of Conduct for staff, Anti-bullying policy, Cyber Safety policy etc.

#### **Every EI shall ensure the following:**

- a. That the EI CPP is kept in an easily accessible place.
- b. That the EI CPP is publicized through a policy statement in the School Diary, on the notice board, reading corner, any information pack, and on its website.
- c. That the EI CPP is notified to all personnel of the EI as well as its contract staff and made available to all concerned stakeholders.
- d. That the EI shall obtain written acknowledgement of receipt/information of the EICPP with a declaration to abide by it.

- e. That students are made aware of the EI CPP, through orientation programs at least once in 3 months.
- f. That the EI's Management (Governing Body or Board of Trustees for non-government schools/institutions, BEO for Government schools) review and update the EICPP periodically.
- g. A self-assessment checklist is included in these guidelines

### **3.2 Safe Recruitment & Selection Guidelines**

Safe recruitment & selection guidelines help deter, identify and/or reject people who might put the students' safety and well-being at risk or are otherwise unsuited to engage with children in the EI. Amendments should be made to EI's staff rules, to incorporate the following recommendations:

#### **Screening:**

- a. Screen all applicants for all positions including Head of Institution, teaching, non-teaching staff, contract staff, outsourced agencies and obtain reference/clearance certificate from the last two employers. Reference checks from previous employers /reference providers should be oral and written, and include suitability of the applicant to engage /work with children.
- b. Selection should be based on written application and/ or personal interview. As personal interview are not possible for government schools, written tests will be administered to screen the applicant to gauge attitudes towards children, safety and abuse. The Department of Women and Child will develop written psychological tests to gauge the attitudes. The tests will be developed in coordination with the Department of Public Instruction. Private schools must conduct personal interviews.
- c. Seek information from the police department regarding any pending - criminal case against this person. . If such a case is registered do not recruit the applicant for any job that involves direct contact with children.
- d. All documents/records of staff including vetting checks and interview report should be available with the EI and the management until retirement.

#### **For Outsourced Personnel:**

Where the institution is outsourcing personnel, ensure that the agency providing the personnel has recruitment guidelines that encompass the above.

### **3.3 Human Resource Policy and Service Rules**

The EI Management's Human Resource Policy shall refer to the EI CPP and incorporate information about child protection measures of the institution. The consequences of non-compliance to the CPP and non-adherence to the Code of Conduct should be specified clearly in the Human Resources Policy.



With regard to Government Schools, EI CPP shall be incorporated into the State's staff policy service rules. The same will apply to grant-in-aid service rules for aided and unaided educational institutions.

**On appointment and during service:**

- a. On recruitment, ensure acceptance of the Code of Conduct (model Code of Conduct is annexed) through a signature of the recruited employee.
- b. In case of those personnel recruited before the notification of the KSCPP, criminal background checks must be done. Every such employee must accept the Code of Conduct and declare adherence to the EI CPP and acceptance must be recorded in writing. In case of non-compliance by any personnel, appropriate action should be taken as per existing legislation or as defined in Human Resource Policy or Government Service Rules.
- c. Any teaching or non-teaching staff when under investigation for safety violation or abuse in EI must be placed under suspension, pending inquiry.
- d. If any teaching or non-teaching staff is proven guilty of child abuse/safety violation in a court, s/he must be terminated immediately, with a notation on the dismissal letter recording the reason for such termination.
- e. Annual appraisal should include compliance with EICPP.

**3.4 Additional Safety Measures**

- a. **Safe infrastructure:** The National Building Code, 2005, serves as a model code for adoption by all agencies involved in EI construction<sup>5</sup>. All new buildings should be designed as per applicable laws and MHRD School Safety Notification dated Oct 9<sup>th</sup>, 2014<sup>6</sup>. In order to reduce risk of abuse of children by adults and among children themselves, ensure safety of children in all spaces, including areas such as toilets, bathrooms, laboratories, sports equipment rooms, art rooms, counseling rooms, etc. through safe practices such as adequate lighting, adult attendants, peer support groups, etc.
- b. **Access control:** Develop and follow rules for those visiting EIs in your EI CPP, with visitors register in place, gates monitored for entry and exit of service providers, consultants, marketing personnel, etc. Also ensure which people outside of the EI are allowed in and under what circumstances.

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<sup>5</sup> The NBC attributes an 'importance factor' to ascertain the structural design of different types of building, depending on the functional use of the structure, characterised by hazardous consequences of its failure, its post-earthquake functional need, historic value, or economic importance. In section 5.3.4, the Code attributes Importance Factor of 1.5 to Schools, higher than all other buildings indicating the importance of schools.

<sup>6</sup> D. O. No. 10-11/2014-EE.4

- c. **Off-site activity guidelines:** When trips outside the EI are undertaken including excursions, picnics, educational tours, awareness processions / jaathas, etc., the following are to be mandatorily followed – written permission of parent/guardian, safety orientation to students prior to departure, contact numbers of parents/guardian for emergencies, student adult ratio for supervision, at least one adult trained in CPR, First Aid, handling of off-site bathroom breaks, use of public transportation, etc. In case of any specific event or program such as school day-trips, competitions, a particular person will have to be made responsible and accountable for the safety of the child. A ratio of 1:10 upto primary school and 1:20 for high school and above. Children ratio is prescribed for purposes of safety. Refer to MHRD Study Tour Guidelines dated July 28<sup>th</sup>, 2014<sup>7</sup>.
- d. **Guidance and Counseling Centers:** Guidance and Counseling Centers setup in all EIs to be operational and should be functioning effectively. It is also important that certified counselors are appointed in or accessible to EIs. Counseling Services to be provided through sessions as and when required. In case counselors are not available, a teacher can be trained in child counseling skills.

### **3.5 Code of Professional Ethics for Staff of EI**

**Purpose and Scope:** A Code of Conduct is formulated to provide guidance on the standards of behaviour & conduct that all teaching and non-teaching staff and out sourced personnel (here after referred to as EI Staff) are expected to abide with.

EI Staff are in a unique position to be a reference model and influence attitude and behaviour of students and members of the community. Hence they must practice and promote behaviour that sets the right example. As a member of the education community, each EI Staff has an individual responsibility to maintain their dignity, credibility and reputation as an individual and as representative of the EI, in every interaction within and outside - related to the context of the EI.

The Management of every EI should define a Code of Conduct for all teaching and non-teaching staff based on these guidelines. In case of Government Schools, the Code shall be defined by the DoE. The Code of Conduct shall form part of the EI CPP. For more information refer Draft NCTE Guidelines, 2010.

The Code of Conduct applies to all teaching and non-teaching staff of EI (EI Staff) and personnel contracted from outsourcing agencies, and should be aware that failure to comply with it could result in disciplinary action as defined in the Human Resource Policy of the EI or the staff service rules and/or the EI CPP.

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<sup>7</sup> D. O. No. 32-5/2014-RMSA-I

**Compliance with Legal and Constitutional Obligations:** All EI Staff and personnel contracted from outsourcing agencies shall be governed by existing legislation including IPC.

**Setting a Positive Example on 'Child Protection':**

- EI Staff to set examples of behaviour and conduct which can be emulated by children at the EI.
- Communication, both verbal and non-verbal, with or related to children shall be child-sensitive, age appropriate and in no manner intimidating, offensive, humiliating or degrading to their self-respect and dignity. Communication shall also not demean or undermine their parents or guardians.
- All EI Staff must also avoid putting themselves at risk of allegations of abusive or unprofessional conduct.
- All EI Staff shall ensure there is no discrimination of any child, children or community by other children or adults in the school setting on the basis of age, gender, caste, class, region, disability etc. Staff shall also ensure that no preferential treatment is provided to particular child/children, except when situation requires.
- Any suspicion/knowledge of violation of Code of Conduct by a colleague or contract personnel from an outsourcing agency shall be reported to the Child Protection Officer immediately.

**Safeguarding Children:**

- EI Staff must take care of pupils/students under their supervision with the aim of ensuring their safety and well-being.
- EI Staff have a duty and responsibility to protect children at the EI from safety violations including child abuse while on the premises and in the extended environment of the EI. This includes the duty to report any concerns to the EI's CPO or Head of the Institution.
- EI Staff must refrain from subjecting any child to fear, trauma, anxiety, physical punishment, sexual abuse, and mental and emotional harassment
- EI Staff must protect the confidentiality of incident or information shared by the child or pertaining to the child.
- EI Staff shall have zero-tolerance towards abuse of all forms (physical, emotional, sexual abuse and neglect), harassment and misuse of power. This shall include bullying and teasing, either by students or adults.
- EI Staff will refrain from any form of corporal punishment and will adopt guidelines of positive engagement with children as defined in "Guidelines for Eliminating Corporal Punishment in Schools", issued by the NCPCR.

- All adult interaction with children shall always be in visible settings (a door/window open or room with transparent doors) and with at least one other adult or child present. Closed door meetings/discussions with a child shall always be in the presence of an authorised staff/parent/guardian.
- Physical contact shall only be need-based and contextual, and shall take into account the situation, gender, age, ability, stage of development and background of the child. Contact should be respectful and not be of a nature that the child experiences as uncomfortable, threatening, probing, or sexual.
- Privacy of the child must be ensured during any personal/private activity such as bathing, changing, use of toilet, etc., and only contact to assist the child in medical emergencies or in situations as required.
- No EI Staff shall have any contact with a child outside school hours or on holidays without approval of the EI authority and knowledge of parents.
- All EI Staff shall refrain from taking unauthorised photos, videos of child/children under any circumstances.
- EI Staff must exercise caution and follow the Cyber Safety norms when using information technology. EI Staff shall refrain from divulging any information or CCTV footage to any person without authorisation. Interaction or communication with children and parents/guardians using mobile applications, should be only through applications approved by the EI management.

**Confidentiality:** ·

- All EI Staff or contract personnel who have access to confidential information about children or their parents/guardians, shall ensure that such information is dispensed only to those who are legitimately entitled to it.
- In cases where EI Staff observe inappropriate behaviour by another child, for example, where a child is bullied by another child; the EI Staff will report this in accordance with the appropriate procedure, and the CPO/CPC will deal with it as prescribed in the EI CPP. EI Staff shall not disclose this to any staff of the EI.

**Declaration by Staff of EI**

I have read, understand, and agree to comply with the Code of Conduct. I am aware of my obligations and responsibilities towards the safety, protection and well-being of children, and to abide by the professional conduct, both inside and outside of the EI.

Staff Name: \_\_\_\_\_

Staff Designation: \_\_\_\_\_

Staff Signature: \_\_\_\_\_

Date: \_\_\_\_\_ Place: \_\_\_\_\_

### **3.6 Capacity Building**

#### **For adult stakeholders**

The Management of the EI (Governing Body or Management Board for non-Government and CPI for Government schools) shall provide the necessary resources and direction for the following capacity building programs including information for all adult stake holders, namely, management, teaching and non-teaching staff, contractual employees, parents and legal guardians. The content of the capacity building process should include the following:

- a. **Orientation** on child abuse, neglect and exploitation; applicable laws, policies and guidelines, such as UNCRC, KSCPP, POCSO, JJ Act and ICPS to ensure they are aware of the key provisions; redressal mechanisms, media relation, confidentiality and reporting obligations
- b. **Child friendly discipline methods and Illegality of Corporal Punishment:** Capacity enhancing sessions for teaching and non-teaching staff in direct contact with children and parents that bring out the detrimental effects of punishment as a disciplining method and help them adopt positive discipline ways. Refer to NCPCR guidelines.
- c. **KSCPP and EI CPP:** Training of all personnel including teaching and non-teaching staff, contract staff on the EI CPP as well as the KSCPP, and response and redressal mechanisms set up within the EI and State.
- d. Staff should be trained on what knowledge and information must be imparted to students and how to handle and discuss issues with sensitivity.
- e. There should be a refresher course for all of the above topics.

#### **For children**

- a. **Orientation:** Child safety programs must be held for students of all grade levels. Children shall be made aware of the EICPP, procedures, information about the Child Rights Club, CPC membership, and whom they should approach in case of need.
- b. **Life skills and Personal Safety sessions:** Students from pre-nursery to 12<sup>th</sup> standard need to learn how to recognise, resist and report child safety violation and/or abuse. Kishori and Kishora program for adolescents should focus on life skills, personal safety skills and protection measures. The content material should be developed with sensitivity and should be age appropriate. Teaching self-defense and self-protection, through inclusion in lessons on how to practically deal with risky situations. Self-defense classes such as Karate must be a part of Physical Education
- c. **Share contact details of Child Protection Services:** Contact numbers of Childline, nearest Police Station, Children's Commission, Child Welfare Committee, the local hospital, etc., must be shared and prominently displayed in the institution for easy access by staff parents and children.

Likewise children should be given access to telephone for emergency or distress reach out. Information about children's suggestion box wherever available should be shared as a facility for children to write about problems they face physically, mentally and educationally.

- d. **Child Rights Clubs/forum:** The Clubs focus on prevention, signaling and raising awareness of Child Rights and safety issues. They create avenues to promote effective child participation at EI and community level. Under Sarva Siksha Abhiyana, schools have actively promoted Meena Thandas for promoting participation of girl children and empowering them. The issue of safety and protection can also be taken up through these Meena Thandas and through other children's forums.
- e. **Children's Complaint/ Suggestion Box:** These shall be installed in every institution at a place easily accessible to students— like close to the classrooms of the children or near the restrooms. Children should be encouraged to drop their suggestions or complaints in this box.

### **3.7 Safe Transportation Measures**

Every EI is legally bound to adhere to the orders of the Hon'ble Supreme Court in WP (Civil) No.13029/1985 dated 20-11-97 and 16-12-97 and The Karnataka Motor Vehicles (Conditions for Vehicles engaged in Transport of School Children) Rules 2012 notified by Government of Karnataka on January 18, 2013 is as follows:

- a. The EI should clearly specify who is in charge of the transportation and the responsibilities for daily and special events transportation.
- b. Appoint a staff to accompany students till all are dropped off.
- c. Buses should have GPS & CCTV facilities, which should be functional always.
- d. The management of the EI should verify driving licenses of drivers and get information about their antecedents from police.
- e. The management of the EI should have written agreements with vehicle owners that owners would be solely responsible for violation of norms by drivers.
- f. The management of the EI should issue strict instructions to drivers to stay in vehicles or designated areas. They should be warned against unnecessary movement in school premises and engaging in needless conversations with children.
- g. For private vehicles to be used for an EI - prescribe basic, compulsory safety measures such as seat belts, bell to ring for emergency, emergency contact phone numbers in visible rations, etc. These can be made mandatory for giving clearance for a private vehicle to be employed for student use. These requirements should be inspected and violations should result in warning or de-recognition depending on the severity of the offence/omission.

## **CHAPTER 4: RESPONSIVE MEASURES TO CHILD SAFETY VIOLATIONS INCLUDING CHILD ABUSE**

### **4.1 RECOGNISING THE NATURE OF VIOLATION**

All EIs must have response mechanisms in place for child safety violations including incidents of child abuse.

#### **4.1.1 Recognizing Indicators of Child Abuse**

Child abuse may be physical, sexual or emotional abuse or may also be neglect. Sometimes signs of abuse are not visible, especially when they are on parts of the body covered. Trained personnel of the EI, especially teachers should be alert to indicators of abuse by observing children's behaviour at the EI, noticing physical signs, and family dynamics during interactions with parents, etc. Behavioural indicators may exist independently or maybe accompanied by physical signs. The personnel of the EI need to be particularly alert to children with especially in certain vulnerable groups like:

- Children who witness domestic violence or violence in the community.
- Young children exhibiting certain sexualised behaviour that could indicate sexual knowledge inappropriate to the child's age.
- A child victim of sexual abuse who may behave inappropriately with other children.
- Children with special needs who may not be able to recognise or express verbally if they are being abused or were abused.

EIs need to put in place an (a) internal response mechanism – that concentrates on what the EI needs to do internally to respond to safety violations including child abuse; and (b) external response mechanisms – which are based on the EI's legal obligations. These mechanisms should be defined in the EI CPP and should follow the guidelines and procedures detailed below.

### **4.2 INTERNAL RESPONSE MECHANISMS**

#### **4.2.1 The Child Protection Committee (“CPC”)**

Every EI shall constitute a Child Protection Committee with the following composition:

- Head of the Institution, as the Chairperson
- One or two teachers, one of whom is designated as the Child Protection Officer

- Two / three parents depending on strength of EI with atleast one woman. A parent member of the SMC/PTA should be included in cases where EI has a School Management Committee / Parent Teachers Association
- Two or more students from 8<sup>th</sup> standard or higher classes with equal gender representation
- Security officer (if the EI has a security officer).

### **General Roles and Responsibilities of CPC**

1. CPC shall meet once in three months and whenever a violation is reported.
2. The quarterly meeting should have on its agenda review of the previous quarter, any threats/risks discovered during that period and additional measures to be taken to strengthen child protection measures in the institution
3. CPC shall focus only on the complaints/suggestions received on child safety violations/abuse and not on any EI administrative issues.
4. CPC shall discuss the concerns, record the same and give appropriate recommendations to the EI's management for further action.
5. CPC shall ensure the concerns are addressed and closed within a specified time.
6. CPC shall maintain all registers, files and folders and documents related to child safety and protection.
7. CPC shall seek external expert help as and when required.
8. The tenure of the CPC shall be two academic year. Vacancies if any should be filled within one month of vacancy or start of academic year, whichever is earlier.
9. CPC will follow all guidelines prescribed by EI CPP.

### **Incident related Roles and Responsibilities of CPC**

1. CPC will convene as soon as an incident is reported with periodic follow-up until closure of case. The detailed review procedures are given in Section 5.
2. The CPC and the EI's Management shall cooperate with the police, judiciary and local administration in investigation of the reported incident, to the extent applicable by law, while keeping in mind the safety, security, right to privacy and confidentiality in the best interest of the child.
3. The CPC shall also assess and address the impact of the incident on other children, adults working there and on the EI as a whole.



4. The CPC shall perform a lessons-learnt analysis to understand the factors that contributed to the abuse and recommend, in its wisdom, refresher training for the institution (adults, students, children, Board/management team, service providers).

#### **Roles and responsibility of the Chairperson and CPO**

1. **Chairperson:** The Principal/Headmaster/Head of Institution shall be the Chairperson of the CPC and shall ensure:
  - That the EI has a Child Protection Policy compliant with the KSCPP and these guidelines and adherence to the same.
  - Documentation of safety violations including child abuse in the prescribed manner, by providing support and guidance to all EI's personnel.
  - Planning and roll-out of all capacity building programs related to EI CPP.
  - Conduct an annual review of the implementation of the EI CPP with the EI's Management, the CPC and other applicable staff or bodies, with the EI CPP reviewed once in three years.
2. **Child Protection Officer (CPO):** The Chairperson shall be assisted by a CPO, who may be selected from amongst the teaching staff of the EI. The CPO should be a permanent employee, preferably a woman, with at least 5 years' service.

The roles and the responsibilities of the CPO include:

- To receive all complaints of child safety violation including child abuse, whether verbal or written and ensure confidentiality and record it in a register.
- To maintain case files and records pertaining to the complaints/incident.
- To follow mandatory reporting in case of safety violation including child abuse wherever legally mandated and coordinate with the police and local authorities and ensure that there is no attempt to cover up the incident, or influence the child's parents/guardian or other authorities.
- To follow procedures where there are allegations of child safety violations or child abuse including against the Head of the institution/Chairperson of CPC.
- To coordinate capacity building related to EI CPP.

#### **4.2.2 School Management Committee (SMC) or a Parent Teachers Association (PTA)**

- An SMC or PTA shall be set up as per guidelines prescribed by the appropriate authority.

- In the context of child protection, the SMC or PTA shall conduct periodic meetings to discuss all safety and protection aspects, behavior and attitude of staff and other personnel, other safety concerns of the students and parents.

#### **4.2.3 Suggestion Box**

EI should have Suggestion Box for children. Instead of reporting an incident to an adult, children may prefer to drop their concerns/complaints/suggestions in the Suggestion Box.

Recommend features to strengthen and use this as an effective response system.

- Keep more than one box depending on the school strength at various points in the premises where children can access the Box in privacy.
- The box should preferably be made from transparent and non-breakable material.
- The box shall have 2 locks; key to one shall be with the CPO and the other key with a student representative.
- In case the child representative, who is entrusted with the second key to the Suggestion Box, does not carry out their responsibility diligently, the students will have a right to recall and to re-elect their representatives in a democratically transparent manner.
- The box should be opened and contents read in the presence of both, the student representative and member of the CPC
- The box should be opened at least once a week to enable speedy response and the CPC should respond to the issues reported/raised.

#### **a. Responding to the suggestion/complaints in the box**

- Suggestions/complaints to be read and sorted by the CPO in the presence of the child representative into safety violation and non-safety violation for appropriate action.
- In case of any child safety violation including child abuse issues, the CPO shall follow the process stated in the EI CPP.
- A Suggestion Book shall be maintained by the CPO and the suggestions together with complaints and action taken report shall be shared with the children and reviewed once in three months by the CPC.

#### **4.2.4 Professional Counseling Services**

Children who are affected by abuse and violence should be referred for professional counseling sessions.

Group counseling may be provided if more than one child is affected by an incident.

### **4.3 INTERNAL RESPONSE REPORTING & REDRESSAL PROCESS**

#### **Step 1: Inform the Chairperson or the CPO of CPC**

When an incident of child safety violation or child abuse comes to the notice of any personnel of the EI, the personnel without further delay and without questioning the child any further, shall inform the Chairperson or CPO of CPC.

#### **Step 2: Ensure Safety of child victim and reassure the child**

The Chairperson or CPO of CPC shall ensure that the child is removed from any imminent danger immediately.

In case of child abuse (including child sexual offense) ensure that the child is not further questioned or interrogated. Chairperson /CPO or EI's Counselor should reassure the child that the problem will be attended to and he/she is safe and protected.

#### **Step 3: Immediate Risk Assessment**

CPO shall assess the immediate risk to the child. If the child is at risk or harm, CPO shall inform the Child Welfare Committee (CWC)/police who will ensure that child is provided care and protection.

#### **Step 4: Medical Intervention**

Administer First aid/CPR if needed. The CPO must take the child to the nearest hospital for tests/investigative procedures, preferably after the parents arrive. In cases of medical emergency, the medical assistance/treatment could start before the parents arrive.

In case of a child sexual abuse, the child must not be subjected to any physical examination, to ascertain any physical injuries on torso, private parts etc. directly or by any of the staff or management as per POCSO guidelines.

If the child requires any emergency medical attention, EI should ensure to arrange for the child to be taken to the nearest hospital immediately, preferably by the EI's doctor (if accessible) or the CPO, or a CPC member and if there is no CPC then a lady teacher with whom the child is comfortable. If it is not an emergency, then await arrival of parents before taking child to the hospital.

In cases where medical investigations are required and the hospital refuses to do the same then case should be referred to the nearest government hospital.

Hospitals should make sure all legal requirements are taken into account for preserving evidences and recording treatment procedures .All necessary medico-legal papers be prepared for further proceedings on the case.

### **Step5: Informing parents/guardians**

Inform the parents/guardians of the child immediately with information about the general, mental and physical state of the child.

Reassure the parents/guardians that all possible steps are being taken to provide speedy response to the incident.

In case of a sexual offense, or any other cognizable offence, the parents/guardians must be apprised of the legal obligation of the EI to report to the Police and concerned authorities. Parents/guardians must be explained the procedures, provisions under POCSO Act, IPC and other applicable laws, and assured of the support that the EI will provide, including the internal inquiry and safeguarding the identity of the child.

### **Step 6: Evidence preservation**

If the incidence of abuse has occurred on the same working day as the complaint, the EI's authority/management should simultaneously ensure that the EI's premises is secured and that nobody is allowed to enter or leave the campus. Most importantly the specific place where the (alleged) incidence occurred should be cordoned off for police investigation and evidences collection.

The EI's authority/management should also ensure that the clothes and anything else used during the assault/abuse is preserved as evidence for the prosecution. All these measures are to be taken up without alarming other students and in a complete confidential manner.

### **Step 7: Convene CPC Meeting within 24 hours**

The CPO in consultation with the Chairperson shall convene the CPC meeting within 24 hours of reporting of the incident to take further action.

The Chairperson of CPC shall inform the EI's Management / authorised representative of EI.

An inquiry should be initiated as per the guidelines given in the section 4.6

### **Step 8: Report cognizable offence to the police**

In case of cognizable offence the EI's management / authorised representative of EI shall file an FIR or bring it to the notice of the police and concerned authorities, copy of the complaint received also given to the parents and chairperson of the CPC.

Any adult working in the institution who might need to go to the police station to provide information or clarification regarding the complaint or to court to provide evidence shall be deputed on special paid leave for the purpose by the institution.

### **Step 9: Recording of the statement by the police**

In case of a child safety violation/ abuse which is a cognizable offense or a child sexual offence, a statement from the child must be taken by the Police only when the child is in a physically and mentally fit condition. The child shall not be taken to the police station and the Police must come to the EI, or residence of the child or any place the child feels comfortable. It is preferable if the Police come in plain clothes. The CPO and parent/guardian must be present. The child's statement will be recorded verbatim, read out to her/him, FIR registered and a copy given to the parent/guardian.

When child is not in a position to make a coherent statement due to either mental or physical trauma, she/he will be interviewed when she/he is in a better state to respond. The child should be encouraged to narrate his or her own story without probing for information that the child appears unwilling to give. The child should not be subjected to any harassment by asking probing questions. Care should be taken not to lead the child.

There should no attempt to hush up the matter or deny the incident by telling the child nothing has happened or ignoring the child. It should be ensured that the child is not threatened/coerced to retract statement by the offender or any other member of the EI, nor repeatedly made to narrate the incident.

#### **4.4 Confidentiality**

Ensure that the media is not informed or entertained (prohibited under Section 21 of JJ Act). In case of child sexual offense, section 23(4) of POSCO Act also prohibits publicizing the identity of the child.

The implication, consequences of media presence should also be explained to the parents/guardian. All staff and personnel should be apprised of the law that prevails. If the matter has gone to press and electronic media, the Head of EI must receive the media and assure them of institution's stand, cooperation and support to the affected child & parents/guardian, and cooperation to the police and other authorities in dealing with the case.

#### **4.5 Transfer Certificate**

If the parent/guardian wants to remove the child who is a victim of abuse from the EI and readmit the child to another EI, the Head of EI must assist the parents/guardian of the child and issue transfer certificate along with fee refund within one month of such request.

The BEO and all concerned authorities should facilitate readmission to another EI.

#### **4.6 Inquiry Procedure and Action**

CPO meets with the child or adult reporting the incident, & with other adults & children (if necessary) to document facts, reportage, observations and opinions of

these persons within 3 working days of incident being reported. The Head of EI shall relieve all those engaged in the inquiry from regular work/class.

CPO prepares a detailed case report for the CPC. Non-cognizable offenses are inquired & investigated by the CPC.

If there are other children affected, CPC meets immediately to discuss the institution's action, progress of case filed (if any) with police/courts, and to assess risks to child/other children/EI.

- 1. When the alleged abuser is an adult:** When the alleged abuser is a teaching or non-teaching staff of the EI or associated with the EI, he/she must be placed under suspension or kept away from the premises, till completion of inquiry. When the alleged abuser is convicted by Court for the offence committed and sentenced accordingly, the EI must formally terminate the person.
- 2. When the alleged abuser is a child:** When the alleged abuser is a child then he/she must be treated as a child in conflict with law and the process of responding and dealing must be as mandated under the Juvenile Justice Act 2000 and the Karnataka JJ Rules 2010.
  - a. In addition, EI shall take the following steps when the offence is cognizable:
    - i. The CPO/Head must inform the parent/guardian of the child who committed the offence and call them over to the EI or police station.
    - ii. The EI must report/file a complaint with the jurisdictional police station.
    - iii. The EI shall ensure that the alleged child is not intimidated in any manner or subjected repeated questioning/interrogation.
  - b. The alleged child shall be placed under suspension by the EI until the enquiry process is completed by the Police and Juvenile Justice Board. In the event of any abuse or safety violation that is an non cognizable offence under law such as bullying, truancy etc. then the following steps shall be followed:
    - i. The CPO/Head shall talk to the child to understand what happened and why the child behaved the particular way.
    - ii. The EI shall ensure that all measures are taken not to intimidate the child in any way.
    - iii. The parents/guardians shall be informed, called to the EI and the matter discussed, counseled and guided to seek help if necessary, keeping the best interest of the children.
    - iv. If the child so chooses, he /she should be allowed/assisted to have a person of choice who advocates on his/her behalf during discussions and inquiries.

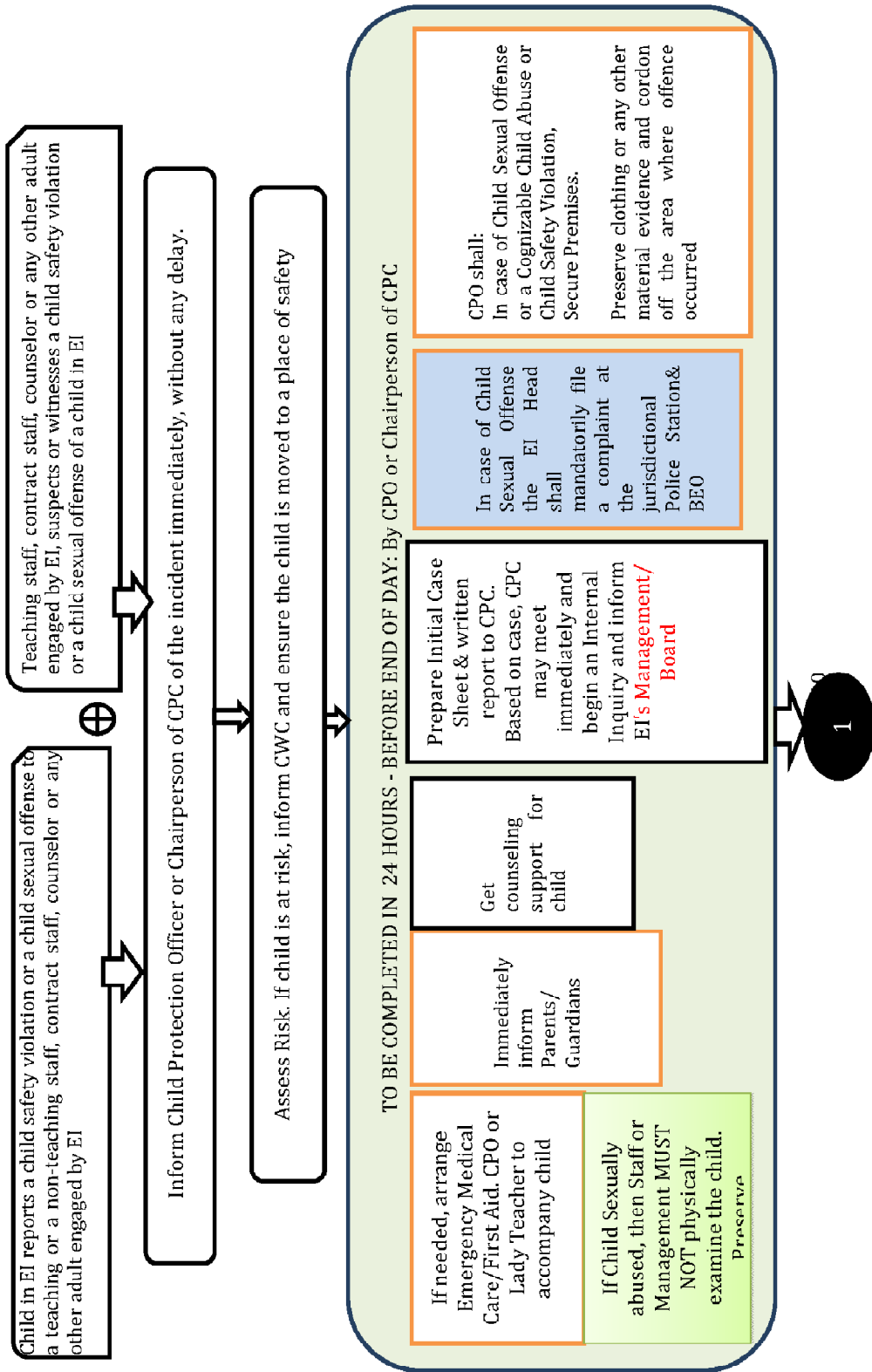
- v. The EI shall refer child/ children for counseling to facilitate reformatory process.
- vi. Disciplinary action proportionate to the offence shall be initiated.

**Follow-up and Closure:** Head of Institution shall make a report to the BEO including status update of the case in 15 days.

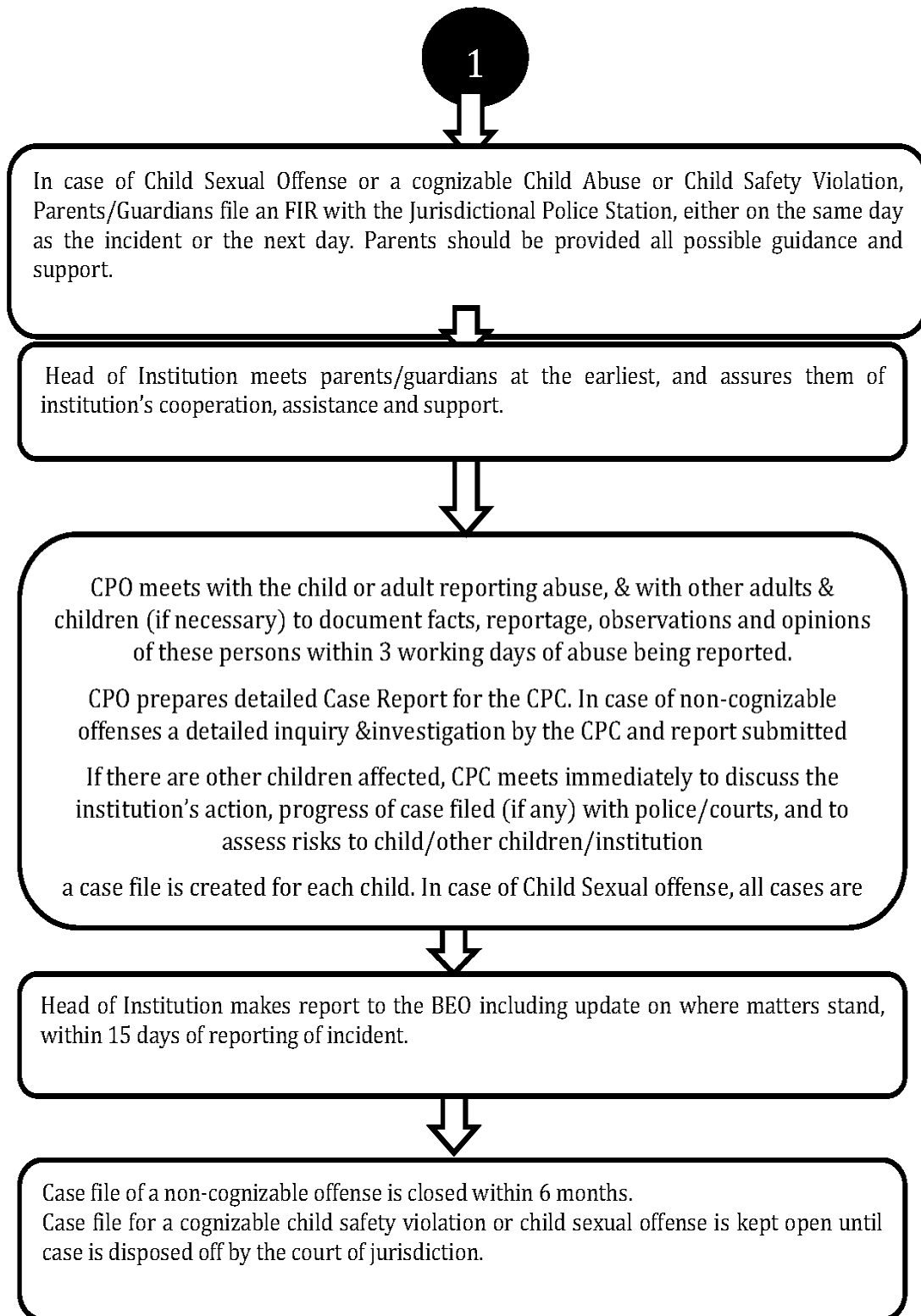
A Case file of a non-cognizable offense shall be closed within 6 months.

A Case file for a cognizable child safety violation or child sexual offense is kept open until case is disposed of by the court of jurisdiction.

The reporting and redressal process for safety violation, including child abuse is reiterated through a detailed step-by step flow chart. These are the mandatory minimum steps that must be followed by EIs and included in the EI CPP.







#### **4.7 EXTERNAL REDRESSAL MECHANISMS FOR CHILD SAFETY VIOLATIONS**

This section provides an overview of the various State Child Protection Mechanisms that the EI can and should reach out in case of a safety violation including child abuse.

State mechanisms for child protection comes to the fore when (a) When the systems or mechanisms to respond to or protect children from within the EI is absent or fails and (b) The gravity of abuse or harm is such that it warrants legal intervention or is beyond the scope of EI.

Any alleged offense under any law applicable has to be reported to the jurisdictional police for example: Sexual assault of a child, death of child/children or accidents due to negligence of the EI's authorities, attempt at cover up, emergency evacuation situation such as break out of fire in the premises, natural disasters like floods, cyclones, repeated misuse of school premises by local miscreants for anti-social activities with potential for harm are some instances when intervention from external statutory or legal bodies and support systems are required.

##### **4.7.1 Child Welfare Committee (CWC)**

The Child Welfare Committee is constituted under the Juvenile Justice (Care & Protection of Children) Act 2000 and Amendment Act of 2006, (now replaced as Juvenile Justice (Care & Protection of Children) Act 2015 in all districts of Karnataka and functions as a bench of Magistrates having 5 members with expertise on child related matters. The CWC has power conferred by the code of Cr PC on a Metropolitan Magistrate or Judicial Magistrate of 1st Class.

Any child in need of care, protection and support shall be produced before the Child Welfare Committee by the EI's authorities either directly or through the Child line or any other concerned person. In the case of incest (sexual abuse by family member) the child may be referred to the CWC to ensure place of safety and/or prevent child turning a hostile witness.

##### **4.7.2 Juvenile Justice Board (JJB)**

The Juvenile Justice Boards are constituted under Juvenile Justice (Care & Protection of Children) Act 2000 and Amendment Act of 2006, (now replaced as Juvenile Justice (Care & Protection of Children) Act 2015 in all the districts of Karnataka State. The JJB consists of Metropolitan Magistrate or Judicial magistrate of 1st Class as Principal Magistrate and two Social Workers forming a bench and have the powers conferred by code of CrPC 1973 or may be Judicial Magistrate of First class.

The children who have alleged to or have committed offences under law shall be produced before the Juvenile Justice Boards<sup>8</sup>**under the JJ Act.** The approach of the Act is to ensure reformatory and restorative justice to children and prevent them from becoming victims of adult jurisprudence. When a child in an EI commits an offence under the law including any safety violations and child abuse, such a child shall be produced before the JJB through the SJPU or jurisdictional police station.

#### **4.7.3 Special Juvenile Police Unit**

The Special Juvenile Police Units have been set up by the Karnataka State Police across the state as mandated by the Juvenile Justice Act 2000 and Amendment Act of 2006, (now replaced as Juvenile Justice (Care & Protection of Children) Act 2015 Sections 106 & 107) for dealing and responding with sensitivity to all issues related to children. There is one such unit in all 30 districts, 4 city Commissionerates of Mysore, Mangalore, Hubli -Dharwad, Kalaburgi, and 7 Zones of Bengaluru city. The Sr. Child Welfare Officer will be the Additional SP for districts and Assistant Commissioner of Police for in cities in charge of all crimes and issues related to children. Two police officers are designated as Child Welfare Officers in every Police Station and trained to deal with child related cases, especially child abuse with sensitivity.

Any offense or alleged offence in Karnataka have to be mandatorily reported to the Jurisdictional Police Station and who will guide and take necessary action under the law.

#### **Recording of statement under Cr PC Sec 164:**

Statement under Sec 164 of the Criminal Procedure Code, shall be taken only by the Judge of the Special Court or any magistrate. One important reason for this is the reduction of trauma and secondary victimization of the child and in case of child who lives in remote areas and has difficult to access the judiciary services. The Special Court will also ensure in camera hearing and trial in a child sensitive environment.

#### **District Child Protection Unit**

**DCPU** is set up at all districts of the state under the Integrated Child Protection System Scheme of the Ministry of Women and Child Development, for overseeing, coordinating and implementing all child protection related services, schemes, facilities and legislation. In Karnataka the DCPUs have been established in all the districts with the District Child Protection Officer heading the Unit and

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<sup>8</sup> CWCs and JJBs are set up in all the 30 districts of the state under the Juvenile Justice Act 2000 and Amendment 2006, and function as bench of Magistrates to address issues of care and protection and of children in conflict with law respectively. The philosophy behind is to free children from the negative experience of the adult justice system.

assisted by a team of officers. The DCPUs facilitate convergence of all district child protection mechanisms and inter-departmental linkages in the best interest of the child.

#### **4.7.4 Karnataka State Commission for Protection of Child Rights (KSCPCR)**

Karnataka State Commission for Protection of Child Rights<sup>9</sup>, set up under the Commission for Protection of Child Rights Act 2005 may be approached for addressing any issues related child safety violations /abuse, as they are empowered to conduct fact finding, inquiry into the incidence and recommend appropriate action to be taken by the competent authorities.

#### **4.7.5 Child Helpline-1098**

Child helpline number 1098 is an emergency contact for children in distress and difficult circumstances across the country and Karnataka State, under the ministry Women and Child Development, Govt. of India. The child line number 1098 shall be popularized extensively amongst students and parents and displayed prominently in the EI premises for easy access.

#### **4.7.6 State Departments**

The Department of Women and Child Development which is the Nodal Authority for child protection and Educational Institutions such as the Department of Primary and Secondary Education, and Collegiate Education of Karnataka, CBSE, CICSE, IB ,NIOS etc., shall be responsible for the setting up of compliance systems in place, and for review and monitoring of the standards of child safety and protection in all institutions under their jurisdiction and speedy redressal of cases of safety violation or child abuse. The District and Block level officers of the departments can be approached by the EIs for any issues of safety violations including child abuse.

### **4.8 LEGAL REDRESSAL & REPORTING PROCEDURES**

#### **4.8.1 UNDER POCSO**

The Protection of Children from Sexual Offences Act, 2012 (POCSO) is a central legislation for redressal and response to sexual offences against children and this includes sexual assault, sexual harassment and pornography. Each offence is defined and punitive measures delineated, in addition the roles of various stakeholders, the procedures and protocols, provisions are also clearly articulated.

Under Section 19 of POCSO there is a legal obligation that makes it mandatory for any person, including persons in EIs, who has knowledge, apprehension or suspicion of a child being sexually abused, to report the same to the Special Juvenile Police Unit (SJPU) and in its absence, to the local Police station.

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<sup>9</sup> KSCPCR – Krishi Bhavan, Hudson Circle, Nrupathunga Road, Bengaluru-560 002, Ph.No. 22115291

Therefore both teaching and non-teaching staff, management of any EI whether Government or private, affiliated to any Board, aided or un-aided, belonging to specific religious trusts, minorities, etc., are required to mandatorily report if they have knowledge, suspicion or apprehension of a child being sexually abused by any person, within the EI's premises or outside.

#### **A. Penalty for Non-reporting**

Failure to report the commission of any sexual offence against a child as described in the POCSO Act shall be punished with imprisonment of up to 6 months or fine or both (Sec 21 (1)). Any person in charge of an EI who fails to report the commission of an offence in respect of a subordinate under his control shall be punished with imprisonment for a term which may extend to one year with fine (Sec 21 (2)).

#### **B. Penalty for False Complaint**

Any person who makes a false complaint or provides false information against any person in respect to specific sexual offences mentioned under POCSO shall be punished with imprisonment between 6 months to 1 year with/without fine, Sec 22 (1). Any person who makes a false complaint or false information against a child knowing it to be false, against a child thereby victimizing the child shall be punished with imprisonment up to one year or a fine or both, Sec 22 (2).

#### **C. Abetment and attempt to commit an offence**

A person who instigates any sexual offence against a child as defined under POCSO or conspires with others for the commission of the crime, intentionally aids by omitting such crime is said to abet an offence, Sec 16, and shall be punished with punishment provided for that offence, Sec 17. Punishment for attempt to commit an offence will be punished with one half of punishment as prescribed for the offence itself, Sec 18.

### **4.9 MEDIA AND CHILD PROTECTION**

Media, both print and electronic, play a significant role in drawing public attention to the issue of child safety violations, including child abuse, thereby generating public opinion and participation. A sensitised media enables positive action by creating awareness on invisible issues. However, sensationalisation of specific incidents of abuse adversely impacts children, families and the entire process of investigation and response by the state.

Media is under legal obligation to follow protection provisions for child victims and alleged children in conflict with law under the Juvenile Justice Act (Care & Protection of Children) 2000 (Sec 21 and) and POCSO Act 2012 (Sec 23, 24). The legislations provide for stringent penalisation of media violations. The media is encouraged to follow the Norms of Journalistic Conduct issued by the Press Council of India and the detailed Media Code of Conduct (Annexure 1) that promotes child sensitive reporting and protects the dignity and rights of the child.

## **CHAPTER 5: MONITORING & REVIEW**

In order for the EI CPP to be effectively and efficiently implemented, periodic monitoring and review must be conducted. The implementation must be reviewed at all levels, both internally within the school and externally from the Panchayat/Ward to the State.

### **5.1 MONITORING & REVIEW AT EI LEVEL**

#### **5.1.1 Self-Assessment**

This monitoring and review of the EI CPP shall be done periodically by the CPC using the Child-Safety Checklist, as adopted by the EI as part of their EI CPP. Those aspects listed as mandatory requirements in the adopted checklist have to be strictly enforced. In addition, the CPC has to take measures to implement those aspects of the Checklist that are recommended to the extent possible and their progress has to be reviewed as well. The monitoring and review of EI CPP shall ensure that child protection systems are in place and assess the response mechanisms.

#### **5.1.2 Review by the Child Protection Committee (CPC)**

The CPC has the core responsibility in the internal review and monitoring process of the EI CPP at the EI level. Review functions of the CPC shall include the following:

- a. The CPC shall conduct review and monitoring meeting on a quarterly basis. During these meetings, the following aspects shall be included:
  - i. Present a status and action-taken report on incidents of child safety violations, including child abuse. The CPC shall deliberate on the effectiveness of the response to incidents in the context of the EI CPP, its capacity building programs, allocation of resources and other safety measures.
  - ii. Assess the risk management process as per the EI CPP. Anticipating and managing risks in the area of child protection will enable the EI to respond to risks to the children.
  - iii. Assess the adequateness of the EI CPP to address other risks to the safety of children in the light of the physical, eg. natural disaster, and societal environment.
  - iv. Review the internal EI CPP compliance and control systems to ensure procedures are properly followed.
  - v. At The CPC shall note any immediate modifications required to the existing EI CPP for incorporation and further action.

- b. The CPC shall conduct 'open houses' every six months within an academic year to get the collective feedback of children on the EI CPP.
- c. Similarly the CPC shall also seek the opinion of the PTA/SMC of the EI CPP once in six months in an academic year.
- d. Based on the quarterly and bi-annual review, the CPC shall submit a report to the Management team/Board/Governing Body of the school, recommending any changes to the EI CPP if any, including any request for additional resource allocation for effective implementation.

### **5.1.3 Review & monitoring by Head of Institution**

The Head of Institution is responsible for the overall implementation of the EI CPP and shall perform the following:

- a. Review and monitor the compliance of EI staff, with the EI CPP and mandatory reporting obligations.
- b. Ensure speedy and appropriate procedural responses to issues raised by children through Suggestion Box or through any other form of self-expression, either individually or collectively.
- c. Forward the recommendation of the CPC to the EI's Governing Council/Board and any other authority for necessary action.
- d. Keep the CPC and the Board informed of any child protection related Government notifications and orders as received from time to time.
- e. Ensure that any recommended changes to the EI CPP are incorporated and implemented before start of an academic year.

## **5.2 EXTERNAL REVIEW**

Officers from DoE, DWCD, other responsible and related Government Departments shall carry out a coordinated, external evaluation on the overall implementation of the KS CPP and operating guidelines for EIs. This External Review shall be conducted once in 3 years.

This external review will ensure that KSCPP and the Operational Guidelines for EIs is dynamic, responsive and evolving, reflecting current environment, societal and legal changes.

The review and monitoring of the KSCPP and the Operational Guidelines at each level of the State is defined in the table below:

<b>AUTHORITY</b>	<b>RESPONSIBILITY</b>
<b>Gram Panchayat Level (Rural)</b>	<p>A committee inclusive of the following members shall review all cases of safety violations, including child abuse at EI level – in terms of the CPP, the guidelines and checklists.</p> <ul style="list-style-type: none"> <li>• Statuary Social Justice Committee;</li> <li>• Police (in case of IPC violations);</li> <li>• BEO; and</li> <li>• Representatives of civil society organisations (CBOs or NGOs)</li> </ul> <p>This Committee shall send monthly reports including Action Taken Report to the Statutory Committee set up at the <b>Taluk Level</b> to monitor it.</p>
<b>Ward Level</b>	<p>There shall be <b>monthly review</b> of child protection violation cases as well as compliance of norms and standards set as per the CPP, at the Ward level. This shall include the</p> <ul style="list-style-type: none"> <li>• Corporator,</li> <li>• Headmasters,</li> <li>• Head of Clusters,</li> <li>• Representatives of civil society organizations (CBOs and NGOs),</li> <li>• Health inspector</li> <li>• The Receiving Officer.</li> <li>• In Case of IPC violations, SJPU /Police will be included in the Committee.</li> </ul> <p>This committee shall send the report to the City level Committee set up for monitoring KSCPP</p>
<b>City Level</b>	<p>There shall be <b>quarterly review</b> of child protection violation cases as well as compliance of norms and standards set as per the KSCPP, at the city level. This shall include the following</p> <ul style="list-style-type: none"> <li>• Mayor;</li> <li>• Corporators;</li> <li>• BEOs,</li> <li>• Representatives of civil society organizations (CBOs and NGOs);</li> <li>• Health inspector;</li> <li>• Representatives of school management Boards;</li> <li>• Receiving Officer; and</li> <li>• In Case of IPC violations, DCPs &amp; Sr. CWOs of SJPU will be included in the Committee.</li> </ul> <p>This committee shall send the <b>report to the State level</b> Committee set up for monitoring KSCPP.</p>



<b>AUTHORITY</b>	<b>RESPONSIBILITY</b>
<p><b>Educational Block<sup>10</sup> Level (covers both rural and urban)</b></p>	<p>A committee will be set up at the <b>Taluk level</b> to include the following members to review all cases of safety violations and sexual offences against children at school level – in terms of the KSCPP, the guidelines and checklists in the entire Taluk.</p> <ul style="list-style-type: none"> <li>• Statutory Social Justice Committee,</li> <li>• Police (in case of IPC violations),</li> <li>• BEO,</li> <li>• President of Taluk Panchayat,</li> <li>• EO Taluk Panchayat</li> <li>• CDPO; and</li> <li>• Representatives of civil society organisations (CBOs or NGOs)</li> </ul> <p>There shall be <b>monthly review</b> of child protection violation cases as well as compliance of norms and standards set as per the KSCPP. Where appropriate the following officials shall also be included in Committee Meetings.</p> <ul style="list-style-type: none"> <li>• Protection Officer of the DCPU;<sup>11</sup></li> <li>• Taluk President of the Standing Committee for Education;</li> <li>• ACP where there are IPC cases;</li> <li>• Other officials such as Social Welfare, BCM, Minorities, Labour, Tribal Welfare; and</li> <li>• Representatives of school management</li> </ul> <p>This Committee shall send <b>monthly reports</b> to the Statutory Committee set up at <b>the District Level</b> to monitor it.</p>
<p><b>District Level (Rural)</b></p>	<p>There shall be <b>Quarterly review</b> of KSCPP, response to child abuse cases as well as compliance of norms and standards set as per the School CPP, at the <b>District level under the chairpersonship of the DC/EO and facilitated by the District Child Protection Unit (DCPU)</b>. Members present will be:</p> <ul style="list-style-type: none"> <li>• SP &amp; Sr.CWO of the SJPU,</li> <li>• ZP President,</li> <li>• Chairperson of Education Standing Committee,</li> <li>• DDPI, DCPO,</li> <li>• Chairperson CWC, Child line Nodal, Member JJB.</li> <li>• Other departments such as Social Welfare, Labour, Town/Municipal Development, Backward Caste and</li> </ul>

<sup>10</sup> Educational Block lists reference CPI website

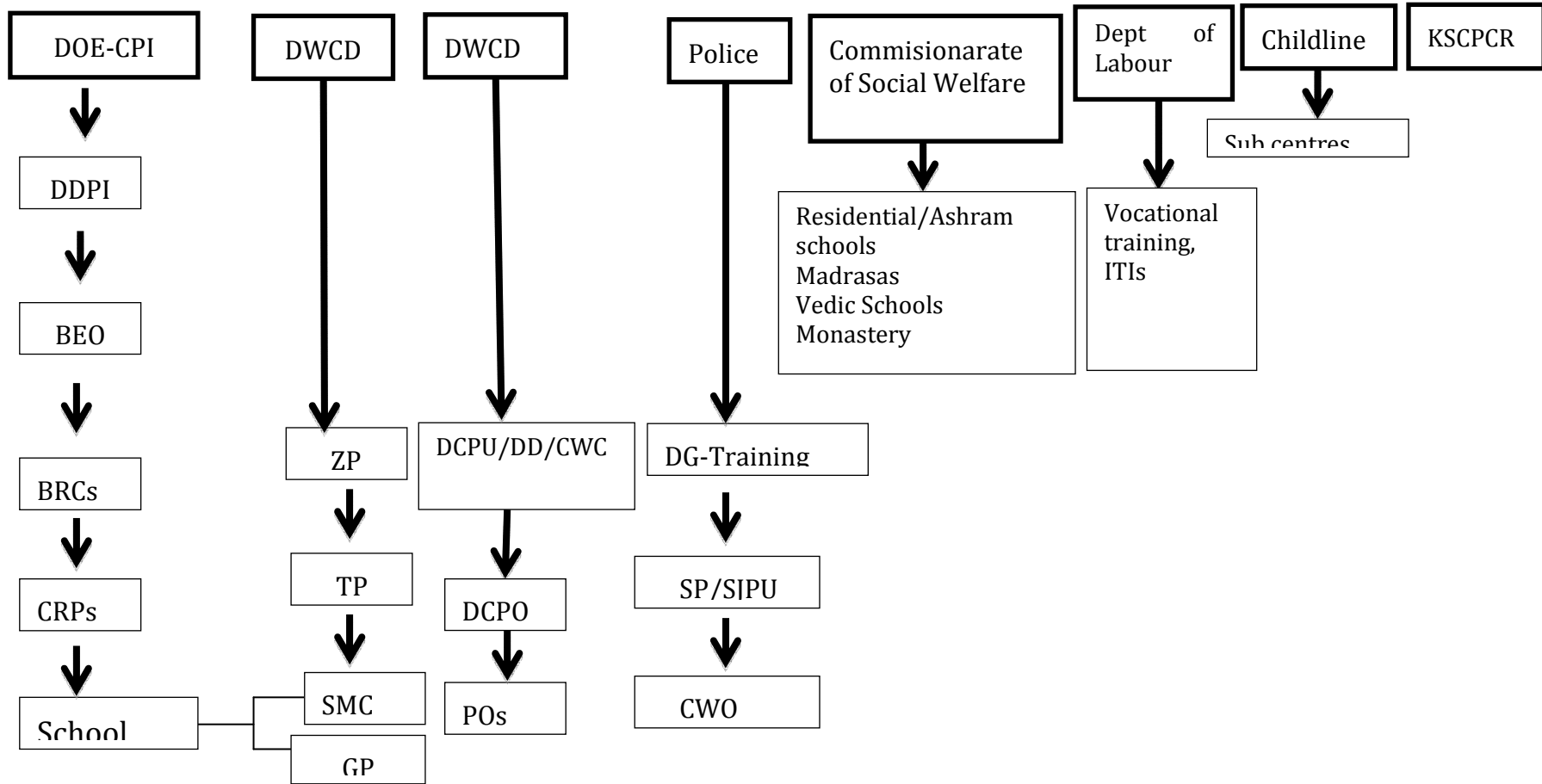
<sup>11</sup>The three protection officers in a DCPU under DWCD/KSICPS such as for Institutional, non-institutional, and legal – cum – probation officers could be assigned across the Taluks in a District

<b>AUTHORITY</b>	<b>RESPONSIBILITY</b>
	<p>Minorities, Tribal Welfare; and</p> <ul style="list-style-type: none"> <li>• The representatives of school management may be called in as required by the cases reviewed.</li> </ul> <p>The School Inspection Committee of respective Education/Vocational training Boards shall also assess the school's adherence to the child protection policy and provide opportunity for parents and students to share their concerns if any. These Committees shall submit <b>quarterly report to the State Officer.</b></p>
<b>State Level</b>	<p><b>Nodal Agency for Review: The Integrated Child Protection Committee, KSICPS</b></p> <p>The Monitoring and Review of the KSCPP for EI, adherence and compliance shall be reviewed annually under the <b>Chairmanship of Additional Chief Secretary</b> to the Government of Karnataka, with the following members.</p> <ul style="list-style-type: none"> <li>• Secretaries of key departments of Education, Police, WCD, RDPR, Health, Social Welfare, Labour, Urban Development, Backward caste and Minorities, Tribal Welfare;</li> <li>• Karnataka State Commission for Protection of Child Rights;</li> <li>• two NGO representatives; and</li> <li>• two representative of school management Boards.</li> </ul> <p>The facilitation will be by the DWCD through Karnataka State Integrated Child Protection Society and <b>report submitted to the Chief Secretary and Chief Minister.</b></p> <p><b><u>Monthly Crime review</u></b></p> <p>There shall be an <b>exclusive half a day set aside during the Monthly Crime Review</b> by the SPs/DCP/commissioner of Police carried out at various levels of the State to discuss cases related to child safety violation and abuse, action taken and follow up required.</p>

In case of any non-compliance, it should be reported to the persons/structures responsible for monitoring and appropriate stringent action can be considered as applicable law.

Such penalty may be commensurate with the severity of violation and in keeping with the service rules. In case of lack of appropriate response to incidents of child safety violations, the matters should be escalated to the appropriate persons/structures for speedy and effective response. Non response may also elicit penalty which will be commensurate with the severity of the violation and in keeping with the institution's service policy and rules and applicable law.

### Departmental Structures from State to Local Level for Convergence on Child Protection for Schools



### **ROLES AND RESPONSIBILITIES OF KEY DEPARTMENTS AND INTER-AGENCY COORDINATION:**

This Table describes the roles and responsibilities and interagency coordination for child protection in the context of EIs.

<b>DEPARTMENT</b>	<b>RESPONSE MECHANISMS FOR CHILD SAFETY VIOLATIONS INCLUDING CHILD ABUSE</b>	<b>PREVENTION MECHANISMS</b>
<b>1. DWCD</b>	<p>Coordinate with DoE/ Police/SJPU, and if required with Childline &amp; CWC to ensure procedures and protocols for dealing with the offence against the child are handled sensitively.</p> <p>Coordinate with Police/SJPU, JJB and if required with Childline to ensure procedures and protocols for dealing with the offence are handled sensitively when the offence is committed by a child.</p> <p>Suo Motto cognizance of the case, through DCPU&amp; coordination with Police to ensure FIR, and support in trial process.</p> <p>Ensure child sensitive Post Trauma Care procedures and protocols are followed.</p> <p>Coordination with DoE to ensure EIs follow reporting mechanism and procedures</p> <p>Facilitate monitory relief to child victim and family on time, and appropriate rehabilitation and restoration through DCPUs, CWCs&amp; JJBs.</p> <p>Ensure there is no media violation and protect the rights to confidentiality, privacy and dignity of the child/family.</p>	<p>Issue GOs, Notification/ Circulars to implement the CPP by WCD and other key departments</p> <p>As Nodal department ensure key departments of Education and Police implement the Child Protection Policy and issue guidelines in accordance to it</p> <p>Ensure the Police issues guidelines and investigative protocols for the officers concerned such as CWOs, SJPU, IOs in accordance with POCSO and JJA when dealing with CSA</p> <p>Ensure child sensitive Post Trauma Care procedures and protocols are in place to deal with CSA and issue guidelines for CWC, DCPUs, Childline, NGOs and Counsellors accordingly, in accordance with POCSO, JJA and other laws applicable</p> <p>Coordination with Judiciary to ensure child sensitive protocols for Magistrate and SoP for the Public Prosecutors are in place</p>

<b>DEPARTMENT</b>	<b>RESPONSE MECHANISMS FOR CHILD SAFETY VIOLATIONS INCLUDING CHILD ABUSE</b>	<b>PREVENTION MECHANISMS</b>
	<p>Action initiated under Karnataka Service Rules or other governing legislations against erring personnel or functionary of WCD and members of statutory bodies</p> <p>Monthly reporting of all cases to DWCD by the DCPUs and coordination with Police and other concerned departments for review and follow-up action</p> <p>Periodic review with the concerned departments on the response procedures, protocols are followed and mid-term corrections/changes made according to requirements/felt needs such that there is speedy disposal and avoid trauma or re- victimization.</p>	<p>Capacity building of all functionaries under the Juvenile Justice system and ICPS such as members of CWC, JJB, SJPU, and Childline, DCPU, NGO personnel</p> <p>Coordinate with key departments of Police, Education and Judiciary for Sensitisation and capacity building of personnel on child protection and response to violations</p> <p>Ensure IEC materials developed jointly with concerned departments and disseminated widely specifically in all spaces occupied by children</p> <p>ICPS, under whom multi-departmental convergence takes place, to undertake regular review of situation; ensure grievance redressal.</p> <p>Facilitate Annual review under Chairmanship of Addl. CS of the implementation of the KSCPP, and review of the Policy once in three years</p> <p>Ensure Amendment to the Karnataka State Service Rules in keeping with the KSCPP .</p>
<b>2. EDUCATION</b>	<p>Ensure the CPC of the EI takes all actions as prescribed in the EICPP immediately, and communicated to necessary stakeholders.</p>	<p>Issue GOs, Notification/Circulars for the implementation of the CPP by DoE and EIs.</p>

<b>DEPARTMENT</b>	<b>RESPONSE MECHANISMS FOR CHILD SAFETY VIOLATIONS INCLUDING CHILD ABUSE</b>	<b>PREVENTION MECHANISMS</b>
	<p>Ensure FIR is registered for cognizable cases by EI or parents/guardians.</p> <p>Ensure that CPC of EI initiates inquiry as per procedures and guidelines laid down in the EI CPP.</p> <p>Ensure there is no media violation and protect the rights to confidentiality, privacy and dignity of the child/family</p> <p>Follow-up on EIs implementing corrective, remedial and all other rehabilitative &amp; reintegration measures</p> <p>Monthly reporting at all levels and review by the department to bringing in corrective measures</p> <p>Cancellation of licence/de-recognition of EIs as per law, when there is violation or flaunting of laws, procedures or hampering investigation.</p> <p>Recommend cancellation or de-licensing of out sourcing agencies when there is violation or flaunting of laws, procedures or hampering investigation</p> <p>Action initiated under Karnataka Service Rules or other governing legislations against erring personnel or functionary of the department and members of statutory bodies</p>	<p>Ensure setting in place CP Mechanism within the Dept at all levels - state, district, taluk and block and cluster level.</p> <p>Ensure every EI has its own EI CPP that conforms to the notified KSCPP and the operational guidelines and procedures for EIs.</p> <p>Setting up of Internal mobile link up for EIs for immediate access and reporting – both government and non-government</p> <p>Setting up of hot line/helpline in those districts where there are no Childline</p> <p>Annual micro planning to include provisions for CPP, appropriate mechanisms and action items for Child protection</p> <p>Ensure capacity building of all functionaries, EIs and stakeholders, with training and resource materials developed, involving CSOs</p> <p>Inclusion of age and class appropriate Personal Safety and Health Education in the curricula</p> <p>Review of SMC Bye-laws to include aspects of KSCPP and Operating Guidelines and</p>

<b>DEPARTMENT</b>	<b>RESPONSE MECHANISMS FOR CHILD SAFETY VIOLATIONS INCLUDING CHILD ABUSE</b>	<b>PREVENTION MECHANISMS</b>
		<p>Procedures for EI.</p> <p>Ensure IEC materials developed jointly with DWCD are disseminated widely in EIs and in all spaces occupied by children</p> <p>Including topics of child protection, positive disciplining measures, child laws etc. as part of the curricula of Teacher Education courses, such as TCH, Bed, D.Ed etc.,</p> <p>Ensure all eligibly tests for recruitment and in service promotions of teachers incorporate questions on child protection and KSCPP</p> <p>EIs to orient all members of SMCs and PTAs on child safety violation including child abuse at the beginning of each academic year</p> <p>Set up and strengthen forums for child participation such as Child Rights Clubs, Makkala Grama Sabhas etc.,</p> <p>DSERT, DIET etc., to ensure ongoing capacity building of Resource Persons such as BRPs and CRPs on the KSCPP and enable qualitative roll out across the state</p> <p>BRCs/DIETs, other department Training Institutes to also facilitate training of</p>

<b>DEPARTMENT</b>	<b>RESPONSE MECHANISMS FOR CHILD SAFETY VIOLATIONS INCLUDING CHILD ABUSE</b>	<b>PREVENTION MECHANISMS</b>
		<p>private school personnel, on charge of fee.</p> <p>Motivation of teachers through Rewards and Incentives for upholding child protection</p>
<b>3. POLICE</b>	<p>Ensure response by the Police/SJPU and investigation are immediate and follow protocols and procedures as mandated by JJA, POCSO, IPC and other laws applicable. Ensure the entire process is dealt with sensitivity, and follow the principle of best interest of the child</p> <p>Immediate registration of FIR of every offence, and in case the offence has been alleged to be committed by a child the child produced before the JJB.</p> <p>To file a report to the concerned authorities or depts. for further action</p> <p>Ensure Statement u/s 161 of CrPC and Statement u/s 164 before a Magistrate</p> <p>Collaborate with all concerned parties and ensure all information, evidences and documents are available for legal proceedings</p> <p>Charge sheet is filed within 60 days to ensure speedy justice</p> <p>Ensure there is no media violation and protect the rights to confidentiality, privacy and dignity of the child/family</p>	<p>Issue GOs, Circulars to set in place child sensitive mechanism for response to, investigation and prevention of safety violations including child abuse</p> <p>Facilitate reference check of persons being appointed by <i>EIs</i> on request</p> <p>Capacity building of police personnel with specific focus on child safety violation including child abuse, sensitive procedures and protocols, SOs, guidelines and training materials developed.</p> <p>Ensure IEC materials developed jointly with DWCD, are disseminated widely in Police Stations and community</p> <p>Implementation of the Standing Order 920 – Community Outreach – 1) The Open House (Therada Mane) Program in coordination with Dept of Education to facilitate interaction between police and schools/colleges students to prevent crime and violence</p>



<b>DEPARTMENT</b>	<b>RESPONSE MECHANISMS FOR CHILD SAFETY VIOLATIONS INCLUDING CHILD ABUSE</b>	<b>PREVENTION MECHANISMS</b>
	<p>To follow up if the EI has complied with safety measures as prescribed</p> <p>Ensure physical closure of EIs that have been derecognised or licence cancelled</p>	<p>2) Mohalla/Community meetings for prevention of violence against women and children</p>
<p><b>4. Karnataka Legal Services Authority</b></p>	<p>Ensure the child victim is provided with legal aid service wherever required</p> <p>Ensure interim and final orders for compensation is disbursed</p>	<p>Facilitate sensitisation of Special Court Magistrates and legal functionaries on POCSO Act, JJA and other child legislation.</p> <p>Develop Manual for Special Public Prosecutors on POCSO Act, JJA and other child legislation</p> <p>Through DLSA ensure sensitisation of key functionaries at district levels on POCSO, JJA and procedures to be followed therein, and other general awareness programs, supported by DCPUs</p> <p>Organise colloquiums/seminars to understand and address enforcement issues with regard to POCSO, JJA etc., in coordination with Forensic Medicine and Investigation experts, Director of Prosecutions, Police, DWCD and Dept. of Education and CSOs working on the issue</p> <p>Provide legal aid for child victims of CSA and other abuses &amp; violation of protection standards in EIs or elsewhere</p>

<b>DEPARTMENT</b>	<b>RESPONSE MECHANISMS FOR CHILD SAFETY VIOLATIONS INCLUDING CHILD ABUSE</b>	<b>PREVENTION MECHANISMS</b>
		Publication of case laws, landmark judgments and best practices to bring in legal awareness on the issue of child protection.
<b>5. PRIBOTH GPs AND WARDS</b>	<p>Ensure FIR is registered by the concerned authority/persons, where needed</p> <p>Ensure cooperation to the investigating authorities and make sure political interference do not hamper the same</p> <p>With support from DWCD and DoE personnel to initiate necessary action against safety violations in schools</p> <p>In the event of safety violation pertaining to government EI ensure resource allocation and availability for compliance</p> <p>Ensure there is no media violation and protect the rights to confidentiality, privacy and dignity of the child/family</p> <p>To support periodic review in coordination with Police and DWCD on CSA cases and the progress</p>	<p>Ensure capacity building of all PRI Ward and Municipality on child protection, KSCPP, child laws with training and resource materials developed, and to facilitate dissemination of information to all members</p> <p>Ensure IEC materials developed jointly with DWCD, are disseminated widely in Ward, Panchayat and municipal offices</p> <p>Support/Coordinate with SMCs to ascertain safety measure are in place</p> <p>Inclusion of child protection and other issues related to violence against children as part of satellite program for sensitisation and review</p>
<b>6. DEPARTMENTS of SOCIAL WELFARE, TRIBAL WELFARE, BACKWARD</b>	<p>Ensure that all EIs under Social Welfare, Tribal Welfare and Backward Caste Minorities (BCM) departments, including residential schools, follow the procedures and protocols of reporting as defined in the EI CPP.</p>	Issue GOs, Notification/Circulars for the implementation of the CPP by Social Welfare Department to their EIs and to Karnataka Residential Educational Institutions Society (KREIS) for implementation of KSCPP and Operational

<b>DEPARTMENT</b>	<b>RESPONSE MECHANISMS FOR CHILD SAFETY VIOLATIONS INCLUDING CHILD ABUSE</b>	<b>PREVENTION MECHANISMS</b>
<b>CLASS &amp; MINORITIES</b>	<p>Ensure the CPC of the EI takes all actions as prescribed in the EICPP immediately, and communicates to necessary stakeholders.</p> <p>Ensure FIR is registered for cognizable cases by EI or parents/guardians.</p> <p>Ensure that CPC of EI initiates inquiry as per procedures and guidelines laid down in the EI CPP.</p> <p>Ensure there is no media violation and protect the rights to confidentiality, privacy and dignity of the child/family</p> <p>Follow-up on EIs under these departments implementing corrective, remedial and all other rehabilitative &amp; reintegration measures</p> <p>Monthly reporting at all levels and review by these departments to bringing in corrective measures</p> <p>Cancellation of licence/de-recognition of EIs recognized/licensed by these departments as per law, when there is violation or flaunting of laws, procedures or hampering investigation.</p> <p>Recommend cancellation or de-licensing of out sourcing agencies when there is violation or flaunting of laws, procedures or hampering investigation.</p> <p>Action initiated under Karnataka Service Rules or other governing legislations against erring personnel or functionaries of these departments and members of statutory bodies.</p>	<p>Guidelines and Procedures for EI.</p> <p>Setting in place CP Mechanism within the Dept. at all levels - state, district, taluk and block and cluster level.</p> <p>Ensure every EI has its own EI CPP that conforms to the notified KSCPP and the operational guidelines and procedures for EIs under Social Welfare Department. The EI CPP guidelines includes the non-negotiable minimum standards such as CPC with student representatives, local neighbourhood leader, CPO, recruitment of personnel with back ground verification suggestion box.</p> <p>Setting up of Internal mobile link up for EIs for immediate access and reporting – both government and non-government</p> <p>Ensure capacity building of all functionaries, EIs and stakeholders, with training and resource materials developed through the DoE and DWCD. Capacity building for all staff on child rights, legislations pertaining to children and child protection mechanisms and measures</p> <p>Residential premises to be well secured with minimum standards of care.</p>

<b>DEPARTMENT</b>	<b>RESPONSE MECHANISMS FOR CHILD SAFETY VIOLATIONS INCLUDING CHILD ABUSE</b>	<b>PREVENTION MECHANISMS</b>
		<p>Implementation of age and class appropriate Personal Safety and Health Education curricula as prescribed by the DoE.</p> <p>Set up and strengthen forums for child participation such as Child Rights Clubs etc</p> <p>Ensure IEC materials developed jointly with DoE and DWCD are disseminated widely in EIs and in all spaces occupied by children.</p> <p>Ensure all eligibly tests for recruitment and in-service promotions of teachers and contractual personnel incorporate questions on child protection and KSCPP.</p> <p>Network and coordinate with all other stakeholders to provide necessary support and security to children</p> <p>Parent/guardian education on child safety to be conducted.</p> <p>Motivation of teachers through Rewards and Incentives for upholding child protection.</p>
<b>7. LABOUR</b>	Ensure the CPC of all EIs under Labour department (i.e. Vocational Training Institutes, ITI, Polytechnics, Apprenticeship Units, NCLP & SCLP schools) takes all	Ensure GOs, Circulars to all NCLP/SCLP Schools/ VTs/ ITI and other skill training institutes for adopting the CPP and

<b>DEPARTMENT</b>	<b>RESPONSE MECHANISMS FOR CHILD SAFETY VIOLATIONS INCLUDING CHILD ABUSE</b>	<b>PREVENTION MECHANISMS</b>
	<p>actions as prescribed in the EI CPP immediately, and communicate to necessary stakeholders.</p> <p>Ensure FIR is registered for cognizable cases by EI or parents/guardians.</p> <p>Ensure that CPC of EI initiates inquiry as per procedures and guidelines laid down in the EI CPP.</p> <p>Ensure there is no media violation and protect the rights to confidentiality, privacy and dignity of the child/family.</p> <p>Compensation under the law to be released to a child for cases of violation of child labour</p> <p>Stringent action under the law to be initiated for safety violation where children above 14 years are working.</p> <p>Children found trafficked for labour should be repatriated and sent to school.</p> <p>Monthly reporting at all levels and review by the department to bringing in corrective measures.</p> <p>Industries who exploit the children should be blacklisted or license should be cancelled</p> <p>Cancellation of licence/de-recognition of EIs as per law, when there is violation or flaunting of laws, procedures or hampering investigation.</p> <p>Recommend cancellation or de-licensing of out sourcing agencies when there is violation or flaunting of laws, procedures or hampering investigation.</p>	<p>minimum non-negotiables are followed such as CPO appointed, CPC, child representatives, recruitment with background verification, notice board with important contact numbers such as Police Station, CWO, SJPU, Childline etc.</p> <p>Ensure capacity building of all Labour officials on CP and mechanisms for the same.</p> <p>Awareness on child labour laws, other legislation for children and child protection, mechanisms to be given in all NCLP/SCLP schools through posters and workshops to children and staff</p> <p>Residential premises to be well secured with minimum standards of care.</p> <p>Implementation of age and class appropriate Personal Safety and Health Education curricula as prescribed by the DoE.</p> <p>Set up and strengthen forums for child participation such as Child Rights Clubs etc in NCLP/SCLP schools and other EIs under this department</p> <p>Ensure IEC materials developed jointly with DoE and DWCD are disseminated widely in</p>

<b>DEPARTMENT</b>	<b>RESPONSE MECHANISMS FOR CHILD SAFETY VIOLATIONS INCLUDING CHILD ABUSE</b>	<b>PREVENTION MECHANISMS</b>
	<p>Action initiated under Karnataka Service Rules or other governing legislations against erring personnel or functionary of the department and members of statutory bodies.</p>	<p>EIs and in all spaces occupied by children.</p> <p>Ensure all eligibly tests for recruitment and in-service promotions of teachers and contractual personnel incorporate questions on child protection and KSCPP.</p> <p>Sessions for all children in all NCLP/SCLP schools and all EIs, under this department, on safety and protection aspects that is age appropriate in coordination WCD and DoE.</p> <p>Network and coordinate with all other stakeholders to provide necessary support and security to children.</p> <p>Parent/guardian education on child safety to be conducted.</p> <p>Motivation of teachers through Rewards and Incentives.</p>
<b>8. DISTRICT ADMINISTRATION</b>	<p>DC to oversee and ensure in coordination with CEO and SP that protocols and procedures in all cases of child safety violation including child abuse, wherever, is adhered to as per law and guidelines issued by concerned departments.</p> <p>Ensure that any form of non-compliance of safety norms prescribed action against the violator to be initiated and investigation report obtained from concerned departmental authorities as per procedures.</p>	<p>DCs, CEOs and SPs to issue directions to all concerned departments with regard to implementation of the CPP, that is phased and time frame bound</p> <p>Ensure the District Child Protection Society (DCPS) is active and involved in CP initiatives</p>

<b>DEPARTMENT</b>	<b>RESPONSE MECHANISMS FOR CHILD SAFETY VIOLATIONS INCLUDING CHILD ABUSE</b>	<b>PREVENTION MECHANISMS</b>
	<p>Oversee coordination of key departments to conduct periodic checks and suggest corrective safety measures.</p> <p>SP to oversee that FIRs are registered in all cases and investigation as per law.</p> <p>Ensure all key functionaries in the investigation such as Police, SJPU, CWC, DCPU are well coordinated and procedures followed.</p> <p>Ensure that child is protected and in place of safety in coordination with DCPO.</p> <p>Ensure child victim relief and compensation to family is provided and facilitation of repatriation to home town wherever required.</p> <p>Ensure there is no media violation and protect the rights to confidentiality, privacy and dignity of the child/family</p> <p>Warnings to be issued to the all institutions, schools government, aided or private to make sure that all safety measures are installed.</p> <p>Cancel or derecognise any establishment if safety violation as per the law.</p> <p>Initiate periodic review in coordination with Police, DWCD Social Welfare, BCM, Tribal dept. on safety norms and standards or violations</p>	<p>Through the DCPS and supported by DCPU ensure that all schools, educational institutions, hostels etc., have CPP in place within a time frame for safety of children in all schools, hostels, Madrasas, ashrams,</p> <p>NCLP/SCLP schools etc., under various departments immediately and complied with by all</p> <p>Direct departments to ensure this includes the non-negotiable minimum standards such as CPC in all schools, institutions/hostels with student representatives, local neighbourhood leader, CPO, recruitment of personnel with back ground verification, suggestion box box, Notice board with all important numbers (model provided as annexure)</p> <p>Take support of the District Judge and Legal Service Authority in the review of cases, in accordance to procedures and protocols set in place by the state</p>

<b>DEPARTMENT</b>	<b>RESPONSE MECHANISMS FOR CHILD SAFETY VIOLATIONS INCLUDING CHILD ABUSE</b>	<b>PREVENTION MECHANISMS</b>
	<p>Internally disciplinary action to be taken against any personnel if required as per Karnataka Service Rules.</p> <p>Submit reports to state departments that will facilitate periodic and annual review for assessing situation and bring in procedural or other required changes, corrective measures to ensure a child centric, child sensitive process in place.</p>	<p>Directives to be issued to all key departments for capacity building for all staff on child rights, legislations pertaining to children and child safety and protection mechanisms and measures, and child safety handbook to be prepared and given for regular reference.</p> <p>SP to ensure, in coordination with state police the Registry of offenders prepared for future prevention and facilitate background verification check at time of recruitment on request through Police stations</p> <p>Set up periodic coordination review meetings with all departments, CWC, SJPU, Childline, NGOs other stakeholders to provide necessary support and security to children</p> <p>DC to oversee that DCPS and DCPU take up massive awareness and publicity on Child Protection, measures to prevent CSA, CP mechanisms available at the district such as CWC, SJPU, CWO s, Childline, NGOs etc.,</p>



<b>DEPARTMENT</b>	<b>RESPONSE MECHANISMS FOR CHILD SAFETY VIOLATIONS INCLUDING CHILD ABUSE</b>	<b>PREVENTION MECHANISMS</b>
		<p>Ensure such programs reach Taluks and GPs through active involvement of the ZP/TP/GP and Ward Sabhas, including organising Makkala Grama Sabhas</p> <p>Crime prevention month and other important days to be observed to spread awareness about safety and protection of women and children.</p>
<b>9. Transportation</b>	<p>Department to oversee and ensure in coordination with Police that protocols and procedures in all cases of child safety violation including child abuse are followed, in adherence to law and guidelines issued by concerned departments, when the incident takes place in vehicles, buses transporting children.</p> <p>Ensure that FIRs are registered in all cases of violations and investigation as per law</p> <p>Ensure support and coordination with all investigating agency for speedy justice including seizing of vehicle as evidence etc.,</p> <p>Ensure emergency support service is in place to deal with emergency situation.</p> <p>Internally disciplinary action to be taken against any personnel if required as per Karnataka Service Rules</p>	<p>Issue of Orders and Circulars for implementation of the Supreme Court Guidelines and state guidelines for child safety standards.</p> <p>Periodic review of the implementation of the safety guidelines and standards in vehicles in coordination with EIs.</p> <p>Promoting Childline number 1098 and other emergency numbers as mandatory in all vehicles that are used to ply children to and from schools/colleges</p> <p>Capacity building of personnel such as drivers and conductors on issues of child protection and safety as preventive measures.</p>

<b>DEPARTMENT</b>	<b>RESPONSE MECHANISMS FOR CHILD SAFETY VIOLATIONS INCLUDING CHILD ABUSE</b>	<b>PREVENTION MECHANISMS</b>
	<p>Initiate/facilitate periodic reviews in coordination with Police, DWCD on all cases and the progress</p> <p>Cancellation of licence of vehicles and transport agencies as per law, when there is violation or flaunting of laws, procedures or hampering investigation.</p> <p>Recommend cancellation or de-licensing of out sourcing agencies when there is violation or flaunting of laws, procedures or hampering investigation</p> <p>Action initiated under Karnataka Service Rules or other governing legislations against erring personnel or functionary of the department and members of statutory bodies</p> <p>Submit reports to state departments that will facilitate periodic and annual review for assessing situation and bring in procedural or other required changes, corrective measures to ensure a child centric, child sensitive process in place.</p>	<p>IEC displayed on child safety and protective norms as awareness for the personnel, children, staff and parents, public.</p> <p>Reward and felicitation of personnel for exemplary work in maintaining safety standards, prevention or response to violation in child sensitive ways etc.,</p>
<b>10. INFORMATION AND PUBLIC RELATION</b>	<p>Ensure no false information that affects or impacts child, family and school is broadcast in media.</p> <p>Provide required support to government with regard to the incidence such as tracing abuser or tracing parents/guardian of child victim, if required.</p>	<p>Issue of Orders and Circulars for regular propaganda in city and rural areas to sensitise communities, parent, children etc., on prevention of child safety violations including child abuse and the state measures to deal with such offences and to</p>

<b>DEPARTMENT</b>	<b>RESPONSE MECHANISMS FOR CHILD SAFETY VIOLATIONS INCLUDING CHILD ABUSE</b>	<b>PREVENTION MECHANISMS</b>
	<p>The Department of Information and Public Relation, the Directorate of Field Publicity, Directorate of Advertising and Visual Publicity (DAVP) and AIR and DD, shall give due publicity periodically to the laws, rules, regulations and guidelines related to reporting, broadcasting &amp; publication of news, programs, documentaries etc. on and for children.</p>	<p>follow the media code of conduct.</p> <p>Broadcast of proactive initiatives by police, judiciary, government and NGOs to prevent child safety violations including child abuse and the response to incidences.</p> <p>Organise, in collaboration with DWCD, Police &amp; Dept. of Education and NGOs media workshops on ethical and sensitive reporting thereby promoting convergent and collaborative action.</p>

## **ANNEXURES**

### **ANNEXURE 1: MEDIA CODE OF CONDUCT**

Every child has the unassailable right to dignity, privacy and respect and no media reporting should tarnish or taint their reputation. The guidelines for Media Conduct with regard to reporting on children's issues and specifically in the case of children who are victims of abuse, are governed by the Provisions of the Juvenile Justice Act 2000 and Amendment Act 2006, and Protection of Children from Sexual Offences Act, 2012.

**Section 21** of the Juvenile Justice Act 2000 and Amendment Act 2006 prohibits publication of name, etc., of a child in conflict with law or in need of care and protection involved in any proceeding under the Act. It clearly mandates that no report or pictures can be published in any newspaper, magazine, news-sheet or visual media of any inquiry regarding a child in conflict with law or in need of care and protection or shall disclose the name, address or school or any other particulars that can lead to the identification of the child. However authorities concerned may provide permission to publish the same if it is in the best interest of the child. Any person who violates this provision **shall be liable to a penalty which may extend to twenty-five thousand rupees."**

The POCSO Act 2012 comes heavily on Media, to safeguard the right to privacy and confidentiality of a child victim of sexual abuse, and prevent re-victimisation. **Section 23 of POCSO** prohibits any publication or reporting – written or visual or otherwise which discloses the identity of a child and details such as name, school, family details, neighbourhood or any other particulars that may lead to the identification of the child, or provides information that is not complete or authentic. Only in specific circumstances the Special Court may permit disclosure in the best interest of the child. **Violation by any person or agency is liable to be punished with imprisonment of not less than six months up to one year and fine.**

POCSO also provides protection from disclosure by Police. **Section 24 directs the Police** to protect the identity of a child under the purview of the Act, unless otherwise directed by the Special Court in the interest of the child. Finally as per **Section 43** the central and state governments are directed to provide wide publicity about the Act and its provisions through mass media such as TV, radio, print to reach out to children, parents/guardians etc.

#### **Guidelines for Media:**

The media shall follow the below mentioned guidelines when including children in media spaces.

1. **Child participation:** Child participation is the involvement of children in media. This entails including children's perspectives and opinions in media,

and also recognizing children as the ‘active producers’ of media and media content. It can be defined as creating spaces where children can express their opinions of the realities around them and anything else.

2. **Respectful:** Children should be seen as persons and individuals with opinion, views etc and capable of making informed and age-appropriate choices, and not as ‘objects’. Children should at all times be able to refrain from participation and children should be presented in the media as they wish to be presented. Communication with and representation of children in media should display children as ‘subjects’.
3. **Child-friendly:** Children have the right to information that is accessible, easy to understand and be interpreted by them.
4. **Inclusive:** Children should not be discriminated based on gender, age, language, religion, region, caste, class, ethnicity and abilities for access to or during representation in media. Also, the perspectives of children are context specific. Therefore media should account for heterogeneity in the representation of children and childhood.
5. **Safe:** When programming, reporting, interviewing and photographing children, children’s issues, stories and images must be presented in ways that do not violate the safety, dignity, respect, privacy and development of children.

**Checklist:**

**Role of Media in Prevention of child abuse and ensuring protection:**

- Media should present information on child protection through different media forms, simple language or pictorial (animation or cartoon) so that children can access, understand and interpret it easily.
- Media should publicise information on various child protection and other complaint mechanisms such as the SJPU (CWOs in police stations), Child Welfare Committee, Childline 1098, DCPUs etc. thus creating awareness among children, families and general public.
- Information about Gram Sabhas, specifically Makkala Grama Sabhas should be given wide publicity during the month of November which will enable access to share issues faced and also share best practices.
- Mass media should be used to spread awareness on children’s rights, issues faced by children and child protection systems that they can approach.
- The media should accord priority and devote space for information on child protection that children need and want in the media.

**Child Participation:**

- Media should recognise that children have the right to represent their own concerns on child protection and therefore they must facilitate expression of children's perspectives, view points and suggestions on this, through a participatory process.
- Children must be facilitated to learn the skills to access and use media to represent their perspectives and opinions on child protection and other safety issues.
- Children must be facilitated to select appropriate media for communicating their issues on child protection and other safety issues.

**Interviewing children on child protection:**

- The reporters should respect a child's right to decline being interviewed or participate or photographed
- If a child of an educational institution, other child care institution, government homes, hostels etc. is being interviewed, they will have to abide by the Child Protection Policy or code of conduct of the organization/institution
- The reporters should introduce themselves as persons from the media and inform children of the nature and purpose of the interview and ensure they have understood it
- The reporters should interview the child only in the presence of an authorised adult facilitator. This is specifically so in the case of children with special needs
- The reporters should be sensitive to the child's situation/condition and conduct the interview in an environment that is comfortable and non-threatening.
  - When interviewing children, the reporter should allow the child to tell her/his story at their own pace and in their own way – time and space for natural flow. They should also not badger the child with questions that intimidate her/him
  - When reporting, the media should limit the number of interviewers and photographers and not overwhelm the child
  - While interviewing the reporter must be sensitive to traumatic or painful experiences of children. The child always decides what she/he wants to share.

**Reporting on children's issues:**

1. On Child Protection to sensitize the public, create awareness on issues, legislations for children and the stringent punitive measures
  - a. Media needs to report on violations on children's rights and cases of abuse
  - b. The media needs to report on good practices on child protection
  - c. The convictions and punishment/penalty in cases of child sexual abuse or other forms of exploitation or crimes against children that will instill fear in offenders
2. When reporting on cases of child abuse, the child's privacy must be respected
  - a. Media should uphold the privacy of children and not publish information such as name, family details, school or college, neighbourhood etc. that will reveal the identity of the child. Pseudonyms can be used.
  - b. The media should only report facts that do not violate the confidentiality aspects
  - c. Media should take the informed consent of parents/guardian or children themselves when they are of the age to understand the implications before publishing photos or stories.
  - d. Media should represent children only in ways they want to be represented. The media should check with and ask feedback from children.
3. Reports, images and quotes on child abuse should not be used for purpose of sensationalisation as it leads to re-victimisation, a violation of child rights to protection and hence can be penalised.
4. Media should not represent children as sexual objects, expose them to pornography or portray them in sexualised images and stories. This is punishable with stringent measures under the POCSO Act.
5. Media reporting of abuse or violation of children's rights and protection should also wherever required, provide the context or backdrop such as various socio-cultural factors, political dynamics, discriminatory practices, conflict situations etc. Such balanced coverage would enable review and impact policy and legislative reforms and measures to address them.

## **ANNEXURE 2: TEMPLATE FOR CHILD PROTECTION POLICY FOR A SCHOOL**

### **CHILD PROTECTION POLICY TEMPLATE FOR GOVERNMENT SCHOOL**

#### **1. Vision and Mission Statement :**

The vision of <School Name and Address> is to create a safe, nurturing, supportive and responsive environment that upholds rights and dignity of every child in the school.

We strive towards a conducive and child sensitive learning environment where we engage with children to ensure safe environments for those entrusted to our care. This we achieve by establishing effective measures on prevention, early intervention and strengthening response mechanisms, support services and building partnerships with concerned agencies and child protection mechanisms.

Our school strives towards zero tolerance to child abuse and safety violations in any form.

#### **2. Statement of Commitment:**

The state of Karnataka is committed to the protection and safeguard of every child. Thus we are committed to uphold the rights and development of all children in our care, uphold equity and equality and practice non-discrimination, as outlined by the UN Convention on the Rights of the Child. We oppose all forms of child safety violations including child abuse such as physical and sexual abuse, exploitation, emotional abuse, corporal punishment, and neglect. We ensure the protection and welfare of children as our responsibility and shall be at the core of all activities.

#### **3. Statement on recognizing all forms of child safety violations including child abuse**

We recognize that child abuse includes physical, emotional or psychological, sexual abuse, neglect, maltreatment, discrimination and described below.

**A. Harm - An** act or behavior, often intentional, that hurts, causes grievous injury, pain or trauma to the child. Most often this is physical and sometimes could also be self-inflicted, such as cutting, burning, misuse of substances etc.

**B. Neglect - A** condition where there is failure to protect the child from exposure to any kind of harm or danger that results in significant impairment in the health and development of the child. Neglect is often prolonged and includes starvation or not providing nutrition, not providing emotional support, leaving child un-supervised or not providing medical, educational, and other basic care such as shelter, clothing etc.



**C. Emotional Abuse** Emotional abuse is the persistent emotional ill treatment of a child such as to cause severe and persistent effects on the child's emotional development, and may involve:

- a. Conveying to a child that she is worthless, unloved, inadequate, or valued only insofar as she meets the needs of another person
- b. Imposing developmentally inappropriate expectations e.g. interactions beyond the child's developmental capability, overprotection, limitation of exploration and learning, preventing the child from participation in normal social interaction
- c. Causing a child to feel frightened or in danger e.g. witnessing violence, seeing or hearing the ill treatment of another
- d. Exploitation or corruption of a child
- e. Some level of emotional abuse is involved in most types of ill treatment of children, though emotional abuse may occur alone.

**D. Physical abuse** - Physical assaults that would be serious criminal offenses if committed by one person against another - for instance, hitting, slapping, or striking with an object

**E. Sexual Abuse** - Acts or behavior that constitute an offence under the Protection of Children from Sexual Offences Act, 2012 (POCSO) and/or the Indian Penal Code, 1860.

#### **4. Safety Measures:**

Our school strives to put in place system such as

- a. **Safe infrastructure:** The National Building Code, 2005, serves as a model code for adoption by all agencies involved in our school construction<sup>12</sup>. All new buildings shall be designed as per applicable laws and MHRD School Safety Notification dated Oct 9<sup>th</sup>, 2014<sup>13</sup>. In order to reduce risk of abuse of children by adults and among children themselves, ensure safety of children in all spaces, including areas such as toilets, bathrooms, laboratories, sports equipment rooms, art rooms, counseling rooms, etc. through safe practices such as adequate lighting, adult attendants, peer support groups, etc.

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<sup>12</sup> The NBC attributes an 'importance factor' to ascertain the structural design of different types of building, depending on the functional use of the structure, characterised by hazardous consequences of its failure, its post-earthquake functional need, historic value, or economic importance. In section 5.3.4, the Code attributes Importance Factor of 1.5 to Schools, higher than all other buildings indicating the importance of schools.

<sup>13</sup> D. O. No. 10-11/2014-EE.4

**b. Access control:**

Our school will have in place rules for those visitors such as visitors register, gates monitored for entry and exit of service providers, consultants, marketing personnel, etc. Also ensure which people outside of the School are allowed in and under what circumstances.

- c. Off-site activity guidelines:** When trips outside the School are undertaken including excursions, picnics, educational tours, awareness processions / jaathas, etc., the following are to be mandatorily followed – written permission of parent/guardian, safety orientation to students prior to departure, contact numbers of parents/guardian for emergencies, student adult ratio for supervision, at least one adult trained in CPR, First Aid, handling of off-site bathroom breaks, use of public transportation, etc. In case of any specific event or program such as school day-trips, competitions, a particular person will have to be made responsible and accountable for the safety of the child. A ratio of 1:10 upto primary school and 1:20 for high school and above. Children ratio is prescribed for purposes of safety. Refer to MHRD Study Tour Guidelines dated July 28<sup>th</sup>, 2014<sup>14</sup>. A lady teacher must accompany the group on off-site trips if girl students are part of the group.

- d. Guidance and Counseling Centers:** Guidance and Counseling Centers setup in all Schools to be operational and should be functioning effectively. It is also important that certified counselors are appointed in or accessible to Schools. Counseling Services to be provided through sessions as and when required. In case counselors are not available, a teacher can be trained in child counseling skills.

## **5. Child Protection and monitoring Measures in the school:**

**5.1** Our school strives to take in account and ensure all the provisions of safety measures mentioned in the check list which is part of Child Protection Policy for Educational Institution and will be adhered to and reviewed periodically.

### **5.2 . The Child Protection Committee (“CPC”)**

Our school shall have a Child Protection Committee with the following composition:

- Head of the Institution, as the Chairperson
- Two teachers, one of whom is designated as the Child Protection Officer
- Two parents one of which is a women of the two will also be a parent member of the SMC.
- Two students from 8<sup>th</sup> standard or higher classes, one of whom is a girl.

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<sup>3</sup> D. O. No. 32-5/2014-RMSA-I

### **5.2.1 : Roles and Responsibilities of CPC**

1. CPC shall meet once in three months and whenever a violation is reported.
2. The quarterly meeting should have on its agenda review of the previous quarter, any threats/risks discovered during that period and additional measures to be taken to strengthen child protection measures in the institution
3. CPC shall focus only on the complaints/suggestions received on child safety violations/abuse and not on any administrative issues.
4. CPC shall discuss the concerns, record the same and give appropriate recommendations to the management for further action.
5. CPC shall ensure the concerns are addressed and closed within a specified time.
6. CPC shall maintain all registers, files and folders and documents related to child safety and protection.
7. CPC shall seek external expert help as and when required.
8. The tenure of the CPC shall be two academic year. Vacancies if any should be filled within one month of vacancy or start of academic year, whichever is earlier.
9. CPC will follow all guidelines prescribed by in this CPP.

### **The CPC will undertake following steps when cases of violation are reported such as ;**

1. CPC will convene as soon as an incident is reported with periodic follow-up until closure of case. The detailed review procedures are given in Section 5.
2. The CPC and the school's Management shall cooperate with the police, judiciary and local administration in investigation of the reported incident, to the extent applicable by law, while keeping in mind the safety, security, right to privacy and confidentiality in the best interest of the child.
3. The CPC shall also assess and address the impact of the incident on other children, adults working there and on the school as a whole.
4. The CPC shall perform a lessons-learnt analysis to understand the factors that contributed to the abuse and recommend, in its wisdom, refresher training for the institution (adults, students, children, Board/management team, service providers).

### **5.2.2 : Roles and responsibility of the Chairperson and CPO**

1. **Chairperson:** The Principal/Headmaster/Head of Institution shall be the Chairperson of the CPC and shall ensure:

- That the School has a Child Protection Policy compliant with the KSCPP and these guidelines and adherence to the same.
  - Documentation of safety violations including child abuse in the prescribed manner, by providing support and guidance to all School's personnel.
  - Planning and roll-out of all capacity building programs related to the CPP.
  - Conducting an annual review of the implementation of the CPP with the school's Management, the CPC and other applicable staff or bodies, with the CPP reviewed once in three years.
2. **Child Protection Officer (CPO):**The Chairperson shall be assisted by a CPO, who may be selected from amongst the teaching staff of the school. The CPO should be a permanent employee, preferably a woman, with at least 5 years' service.

The roles and the responsibilities of the CPO include:

- To receive all complaints of child safety violation including child abuse, whether verbal or written and ensure confidentiality and record it in a register.
- To maintain case files and records pertaining to the complaints/incident.
- To follow mandatory reporting in case of safety violation including child abuse wherever legally mandated and coordinate with the police and local authorities and ensure that there is no attempt to cover up the incident, or influence the child's parents/guardian or other authorities.
- To follow procedures where there are allegations of child safety violations or child abuse including against the Head of the institution/Chairperson of CPC.
- To coordinate capacity building related to School's CPP.

### **5.2.3. School Management Committee (SMC)**

- An SMC shall be set up as per guidelines prescribed by the appropriate authority.
- In the context of child protection, the SMC shall conduct periodic meetings to discuss all safety and protection aspects, behavior and attitude of staff and other personnel, other safety concerns of the students and parents.

## **6. Children's / Suggestion Box**

A Suggestion Box will be placed at a point in school premises where the children can access the Box in privacy.

- The box should preferably be made from transparent and non-breakable material.

- The box shall have 2 locks; key to one shall be with the CPO and the other key with a student representative.
  - In case the child representative, who is entrusted with the second key to the Suggestion Box, does not carry out their responsibility diligently, the students will have a right to recall and to re-elect their representatives in a democratically transparent manner.
  - The box should be opened and contents read in the presence of both, the student representative and member of the CPC
  - The box should be opened at least once a week to enable speedy response and the CPC should respond to the issues reported/raised.
- a. Responding to the suggestion/complaints in the box
- Suggestions/complaints to be read and sorted by the CPO in the presence of the child representative into safety violation and non-safety violation for appropriate action.
  - In case of any child safety violation including child abuse issues, the CPO shall follow the process stated in the School's CPP.
  - A Suggestion Book shall be maintained by the CPO and the suggestions together with complaints and action taken report shall be shared with the children and reviewed once in three months by the CPC.

## **7. Professional Counseling Services**

Children who are affected by abuse and violence should be referred for professional counseling sessions.

Group counseling will be provided if more than one child is affected by an incident.

## **8. Code of Professional Ethics for Staff of the School;**

1. This Code of Conduct is to provide guidance on the standards of behavior & conduct that all teaching and non-teaching staff and out-sourced personnel of our school and are bound and guided by this code of conduct.
2. We do recognize that our Staffs are in a unique position to be a reference model and influence attitude and behavior of students and members of the community. Hence they shall practice and promote behaviour that sets the right example. As a member of the education community, each of our Staff has an individual responsibility to maintain their dignity, credibility and reputation as an individual and as representative of our school, in every interaction within and outside - related to the context of the School.

3. This is government Elementary school and the Code of conduct defined by the DoE is read by all staffs and shall be abided by the teachers and all non teaching staffs and staffs connected with this school.
4. We do here by undertake that failure to comply with Code of conduct could result in disciplinary action as defined in the Service Rules of the government of Karnataka for educational Institutions.
5. We do recognize that All Staffs and personnel contracted from outsourcing agencies shall be governed by existing legislation including IPC.

**We strive to Setting a Positive Example on 'Child Protection':**

- Our Staff will set examples of behaviour and conduct which can be emulated by children in our school.
- Communication, both verbal and non-verbal, with or related to children shall be child-sensitive, age appropriate and in no manner intimidating, offensive, humiliating or degrading to their self-respect and dignity. Communication shall also not demean or undermine their parents or guardians.
- All Staffs must also will avoid putting themselves at risk of allegations of abusive or unprofessional conduct.
- All our Staff shall ensure there is no discrimination of any child, children or community by other children or adults in the school setting on the basis of age, gender, caste, class, region, disability etc. Staff shall also ensure that no preferential treatment is provided to particular child/children, except when situation requires.
- Any suspicion/knowledge of violation of Code of Conduct by a colleague or contract personnel from an outsourcing agency shall be reported to the Child Protection Officer immediately.

**We strive to Safeguard Children:**

- Our Staffs will take care of pupils/students under their supervision with the aim of ensuring their safety and well-being.
- Staffs have a duty and responsibility to protect children at the school from safety violations including child abuse while on the premises and in the extended environment of the school. This includes the duty to report any concerns to the School's CPO or Head of the School.
- Our Staff will refrain from subjecting any child to fear, trauma, anxiety, physical punishment, sexual abuse, and mental and emotional harassment.
- Our Staff will protect the confidentiality of incident or information shared by the child or pertaining to the child.

- Staff shall have zero-tolerance towards abuse of all forms (physical, emotional, sexual abuse and neglect), harassment and misuse of power. This shall include bullying and teasing, either by students or adults.
- Staff will refrain from any form of corporal punishment and will adopt guidelines of positive engagement with children as defined in "Guidelines for Eliminating Corporal Punishment in Schools", issued by the NCPCR.
- All adult interaction with children shall always be in visible settings (a door/window open or room with transparent doors) and with at least one other adult or child present. Closed door meetings/discussions with a child shall always be in the presence of an authorised staff/parent/guardian.
- Physical contact shall only be need-based and contextual, and shall take into account the situation, gender, age, ability, stage of development and background of the child. Contact should be respectful and not be of a nature that the child experiences as uncomfortable, threatening, probing, or sexual.
- Privacy of the child shall be ensured during any personal/private activity such as bathing, changing, use of toilet, etc., and only contact to assist the child in medical emergencies or in situations as required.
- No school Staff shall have any contact with a child outside school hours or on holidays without approval of the School authority and knowledge of parents.
- All school Staff shall refrain from taking unauthorised photos, videos of child/children under any circumstances.
- School Staff will exercise caution and follow the Cyber Safety norms when using information technology. School Staff shall refrain from divulging any information or CCTV footage to any person without authorisation. Interaction or communication with children and parents/guardians using mobile applications, should be only through applications approved by the School management.

**Confidentiality:** ·

- All our Staff and contract personnel who have access to confidential information about children or their parents/guardians, shall ensure that such information is dispensed only to those who are legitimately entitled to it.
- In cases where Staff observe inappropriate behaviour by another child, for example, where a child is bullied by another child; the School Staff will report this in accordance with the appropriate procedure, and the CPO/CPC will deal with it as prescribed in the School's CPP. School Staff shall not disclose this to any staff of the School.

## **9. Safe Recruitment & Selection Guidelines**

For Govt schools, these should form a part of DoE's policy and need not be at the individual school level

We adhere to the Safe recruitment & selection guidelines as prescribed by the DoE and when we identify people who might put the students' safety and well-being at risk or are otherwise unsuited to engage with children in the school.

Amendments should be made to School's Staff rules, to incorporate the following recommendations:

### **Screening:**

- a. Screen all applicants for all positions including Head of Institution, teaching, non-teaching staff, contract staff, outsourced agencies and obtain reference/clearance certificate from the last two employers. Reference checks from previous employers /reference providers should be oral and written, and include suitability of the applicant to engage /work with children.
- b. Selection should be based on written application and personal interview. Screen the applicant to gauge attitudes towards children, safety and abuse.
- c. Seek information from the police department regarding any pending - criminal case against this person. . If such a case is registered do not recruit the applicant for any job that involves direct contact with children.
- d. All documents/records of staff including vetting checks and interview report should be available with the School and the management until retirement.

### **For Outsourced Personnel:**

Where the institution is outsourcing personnel, ensure that the agency providing the personnel has recruitment guidelines that encompass the above.

## **10. Human Resource Policy and Service Rules**

The School Management's Human Resource Policy shall refer to the School's CPP and incorporate information about child protection measures of the institution. The consequences of non-compliance to the CPP and non-adherence to the Code of Conduct should be specified clearly in the Human Resources Policy.

With regard to Government Schools, School's CPP shall be incorporated into the State's staff policy service rules. The same will apply to grant-in-aid service rules for aided and unaided educational institutions.

### **On appointment and during service:**

- a. On recruitment, ensure acceptance of the Code of Conduct through a signature of the recruited employee.



- b. In case of those personnel recruited before the notification of the KSCPP, criminal background checks must be done. Every such employee must accept the Code of Conduct and declare adherence to the School's CPP and acceptance must be recorded in writing. In case of non-compliance by any personnel, appropriate action should be taken as per existing legislation or as defined in Human Resource Policy or Government Service Rules.
- c. Any teaching or non-teaching staff when under investigation for safety violation or abuse in School must be placed under suspension, pending inquiry.
- d. If any teaching or non-teaching staff is proven guilty of child abuse/safety violation in a court, s/he must be terminated immediately, with a notation on the dismissal letter recording the reason for such termination.
- e. Annual appraisal should include compliance with School's CPP.

#### **11. Procedures for reporting Safety violation/child abuse**

Our school has laid out procedures to be followed in the event of any complaint received. And develop procedures and make it available based on the suggested format. The flow chart is provided in the Guidelines and Procedures.

#### **12. Procedures for reporting of child sexual abuse**

Refer POCSO Act, Rules and Guidelines.

#### **13. Responses to allegations of staff offences**

As per procedures spelt out by the DoE Service rules and within the purview of Education Act and other laws that is binding. As per POCSO Act and The Sexual Harassment of Women at Workplace (Prevention, Prohibition and Redressal) Act 2013 and Rules have procedures that can be adopted for school context.

#### **14. Communication about and to children**

As per Guidelines that includes - Age and class appropriate communication to children about the CPP, through Notice Board, school website, addressing in Assembly, Every child, parent and staff/personnel should be aware of the CPP. Ignorance of the Policy will not absolve a person of the offence committed.

#### **15. Training plan for management /teaching and non-teaching staff**

Our school is committed to build the capacity of the teaching and non-teaching staff and is a priority area. Training calendar/Schedule drafted for the academic year with regard to child safety issues, policy/measures AAA organizes periodic training workshops related to child safety and child rights protection. Has drawn a calendar for the same.

**16. Procedures for parents. Visitors, Consultants, volunteers, service providers**

In order to ensure safety of children at all times, our school has laid out clear rules and norms for parents, visitors, consultants, volunteers, service providers that are to be strictly adhered to. Violation of the same shall attract stringent penalty. ID cards for parents, visitors wherever possible, or accompanied into school by one school non-teaching staff. All circulars on this issue to be sent to all concerned for enforcement.

**17. Monitoring and evaluation procedures**

Specified protocol will be followed by our school with regard to child safety. Information of the CP Mechanism within school and outside through government will be provided and made accessible. Periodic checks and review to be conducted to ensure child safety.

**18. Responses to allegations of nonteaching staff/community members /visitors /vendors/volunteers /family on contract employees/etc.**

As per GUIDELINES provided under KSCPP guidelines. Report to be prepared and documented.

**19. False complaints or allegations"**

Our school will not tolerate misuse or abuse of the School CPP in the form of false allegations or complaints by any personnel, students, parents or others out of personal anger, vendetta etc, and will be dealt with severely. Will this not only be waste of precious time of the School teachers and others concerned but also set bad example among students.

The legal course of action along with disciplinary measures can be initiated.

**20. Declaration of commitment by the all Staff**

I have read, understand, and agree to comply with the Code of Conduct. I am aware of my obligations and responsibilities towards the safety, protection and well- being of children, and to abide by the professional conduct, both inside and outside of the School.

Staff Name: \_\_\_\_\_

Staff Designation:\_\_\_\_\_

Staff Signature: \_\_\_\_\_

Date: \_\_\_\_\_ Place: \_\_\_\_\_

**A copy will be kept on file in the office.**

### **ANNEXURE 3: Child Abuse Reporting Form**

(Adapted from Tejus Home – Sample CSA Prevention Policy and Training Manual for Kindergarten)

1. Name of Child:
2. Age & Birth date:
3. Sex:
4. Address:
5. Class:
6. Name of Parent (s) or Guardian:
7. Parent's Address (if different):
8. Home Phone/Mobile:
9. Parent's Work Place:
10. Work Phone/Mobile:
11. Family Composition: (i.e., child lives with grandparents and the Cousin-Brother of Father)—nuclear family/joint family/extended family: Specify details--
12. Check below that apply and highlight:
  - Bruises, bleeding
  - Dislocation/Sprains
  - Lack of Supervision
  - Emotional Neglect
  - Twisting/Shaking
  - Abandonment
  - Educational Neglect
  - Malnutrition
  - Burns, Scalds
  - Physical Neglect
  - Exposure to Elements
  - Medical Neglect
  - Sexual Abuse
13. Description:

14. Briefly describe the reporter's concern for the child:
15. Describe the child's account of how the incident occurred and name possible witnesses:
16. Describe any previously known or suspected abuse or neglect to child or siblings:
17. Provide name(s), address(es), and relationship to child of person(s) responsible for suspected abuse or neglect (if known):

**Reporting to local Police/ Special Juvenile Unit of Police:**

1. Date:
2. Name of Person Reporting to Police:
3. Time:
4. Name of Person who prepared written School Report:
5. Designation: (i.e. teacher, parent, other)
6. School recommendation:

## ANNEXURE 4: Redressal Mechanism for Child<sup>4</sup> Protection Related Issues<sup>5</sup>

(General information for all and not pertaining to Schools in particular)

Sl. No.	Child Protection Issue	Redressal Mechanism & Procedure	Remarks
1	<b>When a child goes Missing</b>	<ul style="list-style-type: none"> <li>◆ Lodge FIR with the jurisdictional Police station at the earliest and take the help of the Child Welfare Officer<sup>6</sup> at the PS <b>(or)</b></li> <li>◆ Contact CHILDLINE - 1098 for immediate support</li> <li>◆ To provide information for search through <b>Track Child<sup>7</sup></b> through Police and also provide information to the Missing Child Bureau wherever available.</li> </ul>	<ul style="list-style-type: none"> <li>◆ To popularise the CHILDLINE -1098 and Child Welfare Officers (CWO) of police station contact numbers</li> <li>◆ CHILDLINE - 1098 is active in 19 districts of Karnataka – refer list in childline website.</li> </ul>
2	<b>When a child is 'Found'</b>	<ul style="list-style-type: none"> <li>◆ Hand over the child to the CWO of nearest Police station, who will produce the child before the Child Welfare Committee (CWC)<sup>8</sup> <b>(or)</b></li> <li>◆ Call CHILDLINE - 1098</li> <li>◆ Contact Child Welfare Committee (CWC) of the district for further action.</li> <li>◆ Contact District Child Protection Unit (DCPU)</li> </ul>	<ul style="list-style-type: none"> <li>◆ Insist on registering with Track Child as the child may be reported missing somewhere else and can be restored to family through competent authorities.</li> </ul>

<sup>4</sup> A child, as defined by the Juvenile Justice Act is *any person up to the age of 18yrs*

<sup>5</sup> This Table is a modified and improved version of the information provided in the web site of the Department of Women and Child Development, Government of Jharkhand

<sup>6</sup> Contact numbers of Child Welfare Officers of every Police Station and the Sr. CWOs at District level is available on the Department website - [www.dwcd.kar.nic.in](http://www.dwcd.kar.nic.in)

<sup>7</sup> Track Child is the National Child Track System to trace missing children and also has data of found children – this is jointly managed by the Department of Police and Women and Child Development

<sup>8</sup> Contact numbers of Child Welfare Committee (CWC) and District Child Protection Units (DCPU) of all districts is available on the Department website - [www.dwcd.kar.nic.in](http://www.dwcd.kar.nic.in)

<b>Sl. No.</b>	<b>Child Protection Issue</b>	<b>Redressal Mechanism &amp; Procedure</b>	<b>Remarks</b>
3	<b>When there is child safety violations/ Abuse reported (Physical, Emotional, Verbal) of a child.</b>	<ul style="list-style-type: none"> <li>◆ Call CHILDLINE - 1098</li> <li>◆ Contact Child Welfare Committee (CWC) <b>(or)</b></li> <li>◆ Contact District Child Protection Unit (DCPU)</li> <li>◆ Lodge an FIR where required and take the support of the Child Welfare Officer of the Police station.</li> </ul>	<ul style="list-style-type: none"> <li>◆ Ensure medical examination is done at the earliest and evidences preserved.</li> <li>◆ Psycho-social / Counseling support can be sought through CHILDLINE – 1098</li> <li>◆ Psychosocial / Counseling support can be sought through NIMHANS/reputed and authorized Mental Health services in the State.</li> </ul>
4	<b>When there is Sexual Abuse of a child</b>	<ul style="list-style-type: none"> <li>◆ Lodge FIR with the jurisdictional Police station at the earliest and take the help of the Child Welfare Officer at the PS</li> <li>◆ Contact CHILDLINE - 1098 for support <b>(or)</b></li> <li>◆ Contact District Child Protection Unit (DCPU) for support</li> </ul>	<ul style="list-style-type: none"> <li>◆ Ensure medical examination is done at the earliest and evidences preserved</li> <li>◆ Psychosocial / Counseling support can be sought through CHILDLINE – 1098</li> <li>◆ Psychosocial / Counseling support can be sought through NIMHANS or any reputed authorised mental health service in the state.</li> </ul>
5	<b>When there is any form of Violence or emergency situation - at home, school or</b>	<ul style="list-style-type: none"> <li>◆ Contact the nearest Police station and take support of the CWO</li> <li>◆ Lodge a complaint if necessary <b>(or)</b></li> </ul>	<ul style="list-style-type: none"> <li>◆ Ensure the children are removed from the place of violence to a place of safety through the proper</li> </ul>

Sl. No.	Child Protection Issue	Redressal Mechanism & Procedure	Remarks
	<b>any other place that affects the child/children</b>	<ul style="list-style-type: none"> <li>◆ Contact CHILDLINE - 1098</li> <li>◆ Inform Child Welfare Committee(CWC) <b>(or)</b></li> <li>◆ Contact District Child Protection Unit (DCPU) for support</li> </ul>	<p>channel</p> <ul style="list-style-type: none"> <li>◆ Psycho-social / Counseling support can be sought through CHILDLINE – 1098</li> <li>◆ Psychosocial / Counseling support can be sought through NIMHANS or any other reputed authorised mental health services in the state.</li> </ul>
6	<b>When a child is Victim of Trafficking or Sale</b>	<ul style="list-style-type: none"> <li>◆ Contact the nearest Police station and take support of the CWO</li> <li>◆ Lodge an FIR if necessary <b>(or)</b></li> <li>◆ Contact CHILDLINE - 1098</li> <li>◆ Inform Child Welfare Committee(CWC) <b>(or)</b></li> <li>◆ Contact District Child Protection Unit (DCPU) for support</li> </ul>	<ul style="list-style-type: none"> <li>◆ Insist on registering with Track Child as the child may be reported missing somewhere else.</li> <li>◆ Contact family immediately.</li> </ul>
7	<b>When a child is found Working or Employed (Child Labour)</b>	<ul style="list-style-type: none"> <li>◆ Lodge a complaint at the nearest Police station and take support of the CWO <b>(or)</b></li> <li>◆ Contact CHILDLINE – 1098 <b>(or)</b></li> <li>◆ Contact Child Welfare committee(CWC)</li> <li>◆ Contact Anti Child Labour Cell-at Labour Department .</li> </ul>	<ul style="list-style-type: none"> <li>◆ No child below the age of 14yrs can be employed for any work/purpose</li> <li>◆ Children rescued from work and above the age of 14yrs can be provided relief under the Juvenile Justice Act of 2000, Minimum Wages Act etc.</li> </ul>

<b>Sl. No.</b>	<b>Child Protection Issue</b>	<b>Redressal Mechanism &amp; Procedure</b>	<b>Remarks</b>
8	<b>When a child is a victim of Child Marriage</b>	<ul style="list-style-type: none"> <li>◆ Lodge a complaint at the nearest Police station and take support of the CWO <b>(or)</b></li> <li>◆ Contact CHILDLINE – 1098 <b>(or)</b></li> <li>◆ Contact Child Welfare committee(CWC)</li> </ul>	<ul style="list-style-type: none"> <li>◆ Marriage of girls below the age of 18yrs and boys below 21yrs is a cognizable and non-bailable offence as per the Prohibition of Child Marriage Act 2006</li> <li>◆ The marriage can be stopped by bringing a Court Injunction from a First Class Judicial Magistrate of Civil or Sessions Court.</li> </ul>
9	<b>When a child is conflict with Law</b> (Any child found or alleged to have committed any offence such as theft, dacoity, assault etc), being exploited by anti social elements.	<ul style="list-style-type: none"> <li>◆ Rescue and hand the child over to the CWO of nearest Police station <b>(or)</b></li> <li>◆ Contact CHILDLINE – 1098 <b>(or)</b></li> <li>◆ Contact the Juvenile Justice Board<sup>9</sup> (JJB) member of the district</li> </ul>	<ul style="list-style-type: none"> <li>◆ Ensure the child is not ill-treated, beaten or abused by anyone in the Police station even if he/she has committed an offence</li> <li>◆ Ensure the parents/guardians are contacted immediately</li> </ul>

<sup>9</sup> Contact numbers of Juvenile Justice Board (JJB) of all districts is available on the Department website - [www.dwcd.kar.nic.in](http://www.dwcd.kar.nic.in)



## **Annexure 5: POST TRAUMA CHILD CARE**

### **A. PROEDURES FOR CHILD IN NEED OF CARE AND PROTECTION**

#### **POST TRAUMA CHILD CARE**

Post trauma care of a child survivor of abuse or safety violation involves investigative legal procedures, procedures during the trial, and thirdly the rehabilitation of the victim/survivor.

#### **POST TRAUMA INVESTIGATIVE AND TRIAL PROCEDURES**

<b>Sl.No</b>	<b>Procedure</b>	<b>Statutory Basis</b>
1.	Not to be brought to Police station: Child victim shall not be taken to the police station as far as possible.	Section 24(4) POCSO Act. Standing order (Delhi Police) as per the direction given in Delhi Commission for Women v. Delhi Police. W.P. (CrI) 696/2008.
2.	<b>Location of Statement to be recorded:</b> Statement to be taken in a place where the child is comfortable and safe. The location can be the residence, or child care institution or a place of safety.	Section 24 (1) POCSO Act. <i>“Absolutely necessary that the victim or the witness are able to depose about the entire incident in a free atmosphere without embarrassment “- Sakshi v. Union of India Writ Petition (crl.) 33 of 1997. Para 31.</i>
3	<b>Interview or questioning:</b> Only specially trained Police, sensitive to children, shall interview the child. A Women Officer only can interview a girl child, and in the absence of the same, a lady social worker or Counselor has to be present.	Sakshi v. Union of India Writ Petition (crl.) 33 of 1997. Prerna v. State of Maharashtra W.P No.1694 of 2003 dated 18.4.2007.
4.	<b>Re-victimization:</b> Statement under S 161 of CrPC should be taken only once. This can be done by women police officers not in uniform in the presence.	Section 33 (5) of POCSO Act, 2012.
5.	<b>Support Person during further investigation:</b> A child survivor of safety violation or abuse shall be accompanied by an adult whom she/he is comfortable with for any investigative purpose.	Sakshi v. Union of India Writ Petition (crl.) 33 of 1997- para 27. Section 26 of the POCSO Act.

<b>Sl.No</b>	<b>Procedure</b>	<b>Statutory Basis</b>
	However child survivor of sexual abuse shall be provided with a Support person specifically identified by the DCPU.	
6.	<p><b>Support Person During Medical Examination:</b> During medical check-ups and other such medical procedures, the child victim should be accompanied at all times by some person the victim trusts. Such person can be a member of the child's family or in the case where the perpetrator is a member of the child's family, by the Support Person.</p>	Section 27 of POCSO Act.
7.	Child-Sensitive environment: Statements under section 164 of CrPC should be recorded in a child friendly atmosphere, in a sensitive manner. The Magistrate may record the same in the Court premises or residence of the Magistrate or hospital.	<i>"Absolutely necessary that the victim or the witness are able to depose about the entire incident in a free atmosphere without embarrassment"</i> - Sakshi v. Union of India Writ Petition (crl.) 33 of 1997. Para 31.
8.	The Social Investigation Report will prepared by the concerned authorities and submitted to the Court.	Section 15 of the Immoral traffic Prevention Act, Section 33 of the Juvenile Justice Act, 2012
9.	<p><b>Safety and Well-being of the Child during investigation:</b> The CWC may pass Conditional Orders keeping in mind at all times the safety and wellbeing of the child including handing over custody parents or any care provider.</p>	Section 31 of the Juvenile Justice Act, 2000. Standard Operating Procedures of the Child under JJ Act.
10	<p><b>Protection of Privacy and Identity:</b> Identity of any child victim/survivor that includes</p>	Section 20, Section 24 (5) and 23 the POCSO Act, 2012.

Sl.No	Procedure	Statutory Basis
	<p>- Name, address, parents, location of residence ,school</p> <p>Shall be kept confidential at all times.</p> <p>Any violation of the same is an offence punishable under JJ Act and POCSO Act.</p>	
11	<p><b>Presumed to be child when doubt of age:</b> Presumption shall be that the victim is a minor when the age of the Victim is questionable subject to verification. In case of lack of certificates or authentic documents Submitted, age verification will be done through medical investigation.</p>	<p>Section 49 of the Juvenile Justice Act, 2000.</p> <p>Section 34 of the POCSO Act, 2012.</p>
12	<p><b>Trial cases:</b> Wherever available; trial cases of sexual abuse of child may be conducted by lady Judges. This will enable the victim to make a statement with greater ease and assist the court to properly discharge their duties, without allowing the truth to be distorted in the rigid technicalities.</p>	<p>In State of Punjab v. Gurmit Singh, [1996] 2 SCC 384; confirmed and affirmed in Sakshi v. Union of India Writ Petition (crl.) 33 of 1997.</p>
13	<p><b>Time limit for initiation of action:</b> Production of the child to the CWC must be done within 24hrs. Order for medical examination and SIR should be given with a specific time limit.</p>	<p>Section 32, proviso and Section 33 of the Juvenile Justice Act, 2000. Prerna v. State of Maharashtra, W.PNo.1694 of 2003 dated 18.4.2007.</p>

**PROCEDURE DURING THE TRIAL**

Sl.No	Procedure	Statutory basis
1	<p><b>Care and Counselling Services:</b> The child victim and family, wherever required, shall be provided with counselling support and</p>	

Sl.No	Procedure	Statutory basis
	other care facilities food, travel allowance, medical care, accommodation during the trial period.	
2.	<b>Time Bound:</b> Trial should be completed Within a time frame as specified in the Law. Evidence to be taken within 30 day of the Special Court assigning. The case must be disposed of within a year.	Section 35 of the POCSO of 2012.
3.	<b>Repeated evidence:</b> The child victim does not need to attend Court for the purposes of recording testimony. Evidence of such child can be recorded via video conferencing or in camera.	Section 33 of the POCSO Act, 2012.
4.	<b>Sensitive during Cross Examination:</b> The questions to be posed to the child victim should be presented to the concerned Judge and the judge in turn will after determining the relevancy of the questions and then ask the questions to the child.	Guidelines Specified in Sakshi v Union of India AIR 2004 SC 3356.
5.	<b>No. of Court visits to be limited:</b> The child cannot be repeatedly called to court for a deposition. In the event that the child victim is present in court, the testimony must be recorded even if in the absence of the concerned advocates. The judge may exercise judicial powers keeping the interests of the child victim as of greatest importance.	Section 33 (5) of POCSO Act, 2000.
6.	<b>Child not to see the accused while testifying:</b> Provision and arrangement have to be made while the child is testifying to screen the accused from the vision of the child.	Section 36 of POCSO, 2012. Guidelines Specified in Sakshi v Union of India AIR 2004 SC 3356.

Sl.No	Procedure	Statutory basis
7.	<b>Trials to be conducted in camera:</b> The Trial shall be conducted in camera and in presence of the child's parents or authorised by the Court.	Section 37 of POCSO Act, 2012. Guidelines under Sakshi v Union of India Writ Petition (crl.) 33 of 1997.
8.	<b>Assistance of an interpreter while recording:</b> The court may take the assistance of an interpreter or translator whenever required.	Section 38 of POCSO Act, 2012.
9	<b>NGO Support:</b> NGOs with expertise and technical knowledge may provide support to the child as per law	Section 39 of the POCSO Act, 2012.

#### REHABILITATION OF CHILD VICTIM

Sl.No	Procedure	Statutory basis
1.	<b>Rehabilitation:</b> The CWC must oversee the rehabilitation of such child victim from the beginning and maintain regular report of the same. Must also order to prepare an individual care plan as per law and submitted periodically to see the progress.	Juvenile Justice Act, 2000. Standard Operating Procedure of the Child Welfare Committee by State of Maharashtra, can be accessed at ( <a href="http://nlrd.org/wp-content/uploads/2012/02/SOPCWC.pdf">http://nlrd.org/wp-content/uploads/2012/02/SOPCWC.pdf</a> )
2.	<b>Orders for best interest of the Child:</b> The CWC may pass orders including conditional orders for the rehabilitation of the child victim keeping the best interests of the child in mind.	Juvenile Justice Act, 2000. Standard Operating Procedure of the CWC by State of Maharashtra, can be accessed at ( <a href="http://nlrd.org/wp-content/uploads/2012/02/SOPCWC.pdf">http://nlrd.org/wp-content/uploads/2012/02/SOPCWC.pdf</a> )
3.	<b>Restoration of Child:</b> Such orders may prescribe counseling and restoration of such child to family/guardian at the	Section 31 of the Juvenile Justice Act. Standard Operating Procedure of the CWC by State of Maharashtra, can be accessed at ( <a href="http://nlrd.org/wp-content/uploads/2012/02/SOPCWC.pdf">http://nlrd.org/wp-content/uploads/2012/02/SOPCWC.pdf</a> )

Sl.No	Procedure	Statutory basis
	earliest possible. The CWC shall pass Order for restoration on receiving reports from Certified Counselor and / or psychologist.	
4.	<p><b>Rehabilitation:</b> The CWC to Order rehabilitation for the child and family that will include therapeutic intervention, skill training, educational programs etc.</p> <p>The Rehabilitation process may be short term, intermediate or long depending on the gravity of the situation and in the best interest of the child, should focus on a holistic approach and need to be designed age appropriately. The background and circumstances of the child and family to be kept in mind while planning the intervention program. Importantly the child needs to be informed of the process at every step, and her/his opinion, consent need to be taken at all times.</p> <p>There has to be a follow up for at least three years of the child, who has been restored to the family /care provider.</p>	

**A. PROEDURES FOR CHILD IN CONFLICT WITH LAW**

**Rehabilitation of Child who has been the abuser/offender:**

1. Release of the child to the custody of the parent/guardian should ensure there is no threat to life or poses danger of any kind.
2. Specialised therapeutic intervention for psycho-social well-being of the child and integration into the society.
3. Police and state to ensure that the records of the child are destroyed after the notified period of seven years, and also not reopened in the event of crime as an adult.
4. In case of heinous offences the case may be shifted to the regular adult court on the discretion of the JJB Magistrate.

**POST TRAUMA CHILD CARE**

Sl. No.	Procedure	Statutory Basis
1	<b>May be brought to Police Station/JJB:</b> Child in conflict with law may be taken to SJPU in police station.	Section 10 (1) of the JJ Act 2015
2	<b>Bail</b> –to a person who is apparently a child alleged to be in conflict with law	Section 12 (1/2//3/4) of JJ Act 2015
3	<b>Information</b> to parents ,guardians or probation officer	Section 13 (1-i/ii/2)
4	<b>To prevent re-victimisation:</b> Inquiry of the JJB regarding child in conflict with law	Section 14&15 - 1/2/3/4/5
5	<b>Preliminary assessment into heinous offences by JJB:</b> A child in conflict with law shall be accompanied by an adult whom she/he is comfortable with for any investigative purpose, shall be provided with a Support person specifically identified by the DCPU.	Section 15(1/2) of JJ Act 2015
6	<b>Support person during medical examination:</b> During checkups and other such medical procedures, the child in conflict with law should be accompanied at all times by some whom the child trusts. Such persons can be a member of the family or a person authorised by JJB.	Section 8 of the JJ Act 2015
7	<b>Child sensitive environment:</b> Statements under section 164 of CrPC should be recorded in a child friendly atmosphere, in a sensitive manner. The Magistrate may record the same in the Court premises or residence of the Magistrate or hospital.	Section 8 of the JJ Act 2015
8	<b>The Social Investigation Report will prepared by the concerned authorities and submitted to the JJB</b>  The JJB may pass Conditional Orders keeping in mind at all times the safety and wellbeing of the child offender including when released on bail , handing over custody parents or any care provider.	Section 8 –e Under the JJ act 2015
9	<b>Protection of Privacy and Identity:</b> Identity of any child in conflict with law that includes - Name, address, parents, location of residence school Shall be kept confidential at all times.	Section 74-(1/2/3) of the JJ Act 2015

Sl. No.	Procedure	Statutory Basis
	Any violation of the same is an offence punishable under JJ Act.	
10	<b>Trials and proceedings:</b> In case of heinous offences the case may be shifted to the regular adult court on the discretion of the JJB Magistrate.	Section 19 of the JJ act 2015
11	Orders regarding a child not found to be in conflict with law /found to be in conflict with law.	Section 17/18 of the JJ Act 2015
12	<b>Time limit for initiation for action:</b> Production of the child to the CWC must be done within 24hrs. Order for medical examination and SIR should be given with a specific time limit.	Section 10 (1/2) of the JJ Act 2015

**PROCEDURE DURING THE TRIAL**

Sl. No	Procedure	Statutory Basis
1	<b>Care and Counselling Services:</b> The child in conflict with law as well as the family of the child, wherever required, shall be provided with counselling support and other care facilities food, travel allowance, medical care, accommodation during the trial period.	
2	<b>Time Bound:</b> Trial should be completed within a time frame as specified in the Law.	
3	<b>Legal Aid:</b> Ensuring availability of legal aid for the child in conflict with law through the legal services institutions.	Section 8-c of JJAct 2015
4	<b>Sensitive during Cross Examination:</b> The questions to be posed to the child in conflict with law should be presented to the concerned Judge and the judge in turn will after determining the relevancy of the questions and then ask the questions to the child.	Section 15 of JJ Act 2015
5	<b>Assistance of an interpreter while recording:</b> The court may take the assistance of an interpreter or translator whenever required.	Section 8 -d of the JJ Act 2015.
6	<b>NGO Support:</b> NGOs with expertise and technical knowledge may provide support to the child as per law.	JJ Act 2015
7	Police and state to ensure that the records of the child are destroyed after the notified period of seven years, and also not reopened in the event of crime as an adult	



**REHABILITATION OF CHILD IN CONFLICT WITH LAW**

Sl.No	Procedure	Statutory Basis
1	<b>Rehabilitation:</b> The JJB must oversee the rehabilitation of such child in conflict with law from the beginning and maintain regular report of the same. Must also order to prepare an individual care plan as per law and submitted periodically to see the progress.	Section 18 Juvenile Justice Act, 2015
2	<b>Orders in the best interest of the Child:</b> The JJB may pass orders including conditional orders for there habilitation of the child in conflict with law keeping the best interests of the child in mind.	Section 8 JJ Act 2015
3	<b>Restoration of Child:</b> Such orders may prescribe counseling and restoration of such child to family/guardian at the earliest possible. The JJB shall pass Order for restoration on receiving reports from Certified Counselor and / or psychologist.	Section 8 of JJ Act 2015
4	<b>Rehabilitation:</b> Specialised therapeutic intervention for psycho-social well-being of the child and integration into the society.  The JJB to Order rehabilitation for the child and family that will include therapeutic intervention, skill training, educational programs etc.  The Rehabilitation process may be short term, intermediate or long depending on the gravity of the situation and in the best interest of the child, should focus on a holistic approach and need to be designed age appropriately. The background and circumstances of the child and family to be kept in mind while planning the intervention program. Importantly the child needs to be informed of the process at every step, and her/his opinion, consent need to be taken at all times.  After a child has been restored to the family/care provider, there has to be a follow up for at least three years.	Section 18 of JJ Act 2015
5.	Release of the child to the custody of a parent/guardian should ensure there is no threat to life or danger of any kind to the child.	

## ABBREVIATIONS

<b>CBSE</b>	Central Board of Secondary Education
<b>CCTV</b>	Closed Circuit Television
<b>CISCE</b>	Council for Indian School Certificate Examination
<b>CPC</b>	Child Protection Committee
<b>CPP</b>	Child Protection Policy
<b>CPO</b>	Child protection Officer
<b>CPR</b>	Cardio Pulmonary Resuscitation
<b>CSA</b>	Child Sexual Abuse
<b>CWC</b>	Child Welfare Committee
<b>DCPO</b>	District Child Protection Officer
<b>DCPU</b>	District Child Protection Unit
<b>DoE</b>	Department of Education
<b>DWCD</b>	Department of Women and Child Development
<b>EI</b>	Educational Institution
<b>FIR</b>	First Information Report
<b>GPS</b>	Global Positioning Satellite system
<b>GoK</b>	Government of Karnataka
<b>IB</b>	International Baccalaureate
<b>ICC</b>	Internal Complaints Committee
<b>ICPS</b>	Integrated Child Protection Scheme
<b>IGCSE</b>	International General Certificate of Secondary Education
<b>IO</b>	Investigating Officer (Police)
<b>JJA</b>	Juvenile Justice (C&PC) Act 2000 and related Amendments
<b>JJB</b>	Juvenile Justice Board
<b>KSCPCR</b>	Karnataka State Commission for Protection of Child Rights
<b>NGO</b>	Non-governmental Organization
<b>POCSO</b>	Protection of Children from Sexual Offences Act
<b>PTA</b>	Parent Teacher Association
<b>RTE</b>	Right to Education Act
<b>SCPP</b>	State Child Protection Policy
<b>SDMC</b>	School Development Monitoring Committee
<b>SJPU</b>	Special Juvenile Police Unit
<b>SSA</b>	Sarva Sikshana Abhiyana
<b>CPP for EI</b>	Child Protection Policy for Educational Institutions
<b>UNCRC</b>	United Nation Convention on the Rights of the Child

## **CHILD SAFETY CHECKLIST FOR EDUCATIONAL INSTITUTIONS (EI)<sup>1</sup>**

This safety checklist takes into consideration different dimensions of child safety and provides indicators for assessment under five important areas of safety and protection: Physical Safety that includes infrastructure, health and transportation, Personal Safety, Social and Emotional Safety, Cyber Safety and Emergency Preparedness and Disaster Management.

Importantly, the procedures to ensure protection and safety of children and reporting processes in cases of child safety violations, including child abuse are also provided to enable assessment of systems in place.

This checklist may be customized by the authorities of EIs, in consultation with staff, parents and students, to suit the requirements of the EI. However, the indicators that are marked mandatory (M) shall be adhered to by all EIs.

<b>SECTION 1: PHYSICAL SAFETY – INFRASTRUCTURE, HEALTH &amp; TRANSPORTATION</b>				
<b>SECTION 1.A: INFRASTRUCTURE<sup>2</sup></b>				
<b>Sl. No</b>	<b>Indicators</b>	<b>Mark ‘Yes’ or ‘No’ for each indicator</b>	<b>Observation/ Remarks</b>	<b>Mandatory/ Recommendatory /Not Applicable</b>
1	EI has proper compound wall or where there is no compound wall, the EI has temporary fencing		Compound walls are mandatory as per the Department of Public Instruction’s 2014 circular available at <a href="http://www.schooleducation.kar.nic.in/pdffiles/NewSchRegnAmndmt121114.pdf">http://www.schooleducation.kar.nic.in/pdffiles/NewSchRegnAmndmt121114.pdf</a>	M

<sup>1</sup> This Checklist is based on the Safety Checklist authored by Dr. Sangeeta Bhatia in collaboration with North West Chapter of Sahodaya, Delhi, in Quarterly Bulletin of Central Board of Secondary Education, Vol 48, No: 2, April-June 2009, and modified extensively for Karnataka educational institutions context.

<sup>2</sup> Most infrastructural specifications have been notified under the Karnataka Educational Institutions Registration and Recognition of Commerce Institute) Rules, 1999 (**Karnataka Rules, 1995**) at page 196 and Karnataka Tutorial Institutions (Registration And Regulation) Rules, 2001 at page 305 [http://www.schooleducation.kar.nic.in/pdffiles/Compendium\\_Vol1.pdf](http://www.schooleducation.kar.nic.in/pdffiles/Compendium_Vol1.pdf), and the Department of Public Instruction 2014 circular [http://www.schooleducation.kar.nic.in/pdffiles/NewSch\\_RegnAmndmt121114.pdf](http://www.schooleducation.kar.nic.in/pdffiles/NewSch_RegnAmndmt121114.pdf) and the schedule to Right to Education Act, 2009 available at <https://www.childlineindia.org.in/CP-CR-Downloads/RTE,2009.pdf>

<b>Sl. No</b>	<b>Indicators</b>	<b>Mark 'Yes' or 'No' for each indicator</b>	<b>Observation/ Remarks</b>	<b>Mandatory/ Recommendatory /Not Applicable</b>
2	The entire EI premises and classrooms are well lit and ventilated, with sufficient doors and windows with space as prescribed by the applicable law.		Minimum specifications are provided under the Karnataka Rules, 1995& RTE Act. See <a href="http://www.schooleducation.kar.nic.in/pdffiles/Compendium_Vol1.pdf">http://www.schooleducation.kar.nic.in/pdffiles/Compendium_Vol1.pdf</a> & <a href="https://www.childlineindia.org.in/CP-CR-Downloads/RTE,2009.pdf">https://www.childlineindia.org.in/CP-CR-Downloads/RTE,2009.pdf</a>	M
3	Floors are even with no pits or broken surfaces Roofs are strong with no leakage, breakage Staircase have proper holding support and are in good condition The floor, roof and staircase do not have any broken parts/patches or edges jutting that can harm children The entire school premise does not have sharp objects protruding out that can injure children		All EIs should have building permits / occupancy certificate issued by competent authority –as per the provisions of Bangalore MahanagaraPalike Building Bye-Laws 2003: <a href="http://bbmp.gov.in/documents/10180/504904/Bangalore-Building-Byelaws-+2003.pdf/95195b55-ef62-4b68-bb9e-dc794344c18a">http://bbmp.gov.in/documents/10180/504904/Bangalore-Building-Byelaws-+2003.pdf/95195b55-ef62-4b68-bb9e-dc794344c18a</a>  Also high rise EIs need to follow fire safety Fire safety notification available at <a href="http://bbmp.gov.in/documents/10180/509217/Fire+Safety+Notification.pdf/8b4f21e2-e21a-4c0c-a4c4-b7715c5df4a8">http://bbmp.gov.in/documents/10180/509217/Fire+Safety+Notification.pdf/8b4f21e2-e21a-4c0c-a4c4-b7715c5df4a8</a>	M

<b>Sl. No</b>	<b>Indicators</b>	<b>Mark 'Yes' or 'No' for each indicator</b>	<b>Observation/ Remarks</b>	<b>Mandatory/ Recommendatory /Not Applicable</b>
4	<p>The windows have safe grills</p> <p>Parapet walls and balconies have railings of suitable height</p> <p>Exits and main door and gate are well maintained</p>		EI should conform to the National Building Code prescriptions for EIs.	M
5	<p>All electrical wiring is concealed or insulated.</p> <p>Switch boxes are properly maintained and placed beyond the reach of children.</p> <p>Electrical appliances are regularly checked and maintained.</p> <p>Fans located where children cannot injure themselves</p>			M
6	<p>Benches, desks are sturdy and whether they are made of wood, mould plastic, metal or any other material have round edges and are not broken</p>			M
7	<p>Drains, sumps, bore wells and overhead tanks in schools are closed</p> <p>Drains in the school vicinity are closed</p> <p>Overhead tanks, sumps are cleaned periodically</p>		<p>As per MHRD Guidelines on Safety and Security of Children wells, bore wells, etc;, should be cordoned off securely.</p> <p>See page 5, point 4.1.3 of MHRD circular available at</p>	M  R

Sl. No	Indicators	Mark 'Yes' or 'No' for each indicator	Observation/ Remarks	Mandatory/ Recommendatory /Not Applicable
			<p><a href="http://mhrd.gov.in/sites/upload_files/mhrd/files/upload_document/20141014_131513.pdf">http://mhrd.gov.in/sites/upload_files/mhrd/files/upload_document/20141014_131513.pdf</a></p> <p>See also guidelines issued by the Hon'ble Supreme Court "Prevention of Fatal Accidents of Small Children due to their falling into Abandoned Bore wells and Tube wells" available at <a href="http://www.dmrelief.rajasthan.gov.in/documents/sc110210.pdf">http://www.dmrelief.rajasthan.gov.in/documents/sc110210.pdf</a></p> <p>Date of cleaning of the Overhead Tank, sump to be Available for review.</p>	
8	<p>There is a separate kitchen with store facility for the midday meal program.</p> <p>Kitchen cleanliness and hygiene is maintained The kitchen is rodent and pest free</p> <p>All food products are kept covered in clean containers and stored hygienically</p>		<p>Food served to students must be clean and hygienic</p> <p>See <a href="http://www.schooleducation.kar.nic.in/mms/mmspdfs/circs_gok.pdf">http://www.schooleducation.kar.nic.in/mms/mmspdfs/circs_gok.pdf</a></p>	<p>M</p> <p>M</p> <p>M</p>
9	<p>Drinking water is available Water filter/purifier is available</p>		<p>Quality testing of water to be done periodically.</p> <p>Safe and potable drinking water in</p>	R

Sl. No	Indicators	Mark 'Yes' or 'No' for each indicator	Observation/ Remarks	Mandatory/ Recommendatory /Not Applicable
	<p>Water is supplied through taps with sufficient number of taps</p> <p>There is no water logging in the water supply area</p>		<p>quantities sufficient for all the students, located</p> <p>at convenient points within the building – as per Karnataka Rules, 1995 at page 115:<a href="http://www.schooleducation.kar.nic.in/pdffiles/Compendium_Vol1.pdf">http://www.schooleducation.kar.nic.in/pdffiles/Compendium_Vol1.pdf</a>&amp;s</p> <p>chedule to RTE Act: <a href="https://www.childlineindia.org.in/CP-CR-Downloads/RTE,2009.pdf">https://www.childlineindia.org.in/CP-CR-Downloads/RTE,2009.pdf</a></p>	<p>R</p> <p>M</p>
10	<p>The school has separate functional toilets for boys</p> <p>The school has separate functional toilets for girls</p> <p>Number of toilets is in proportion to number of students</p> <p>Hygiene of the toilets is maintained</p> <p>All disinfectants and cleaning materials are kept away from the reach of the children.</p>		<p>As per norms of SSA or Competent Authority</p> <p>Karnataka Rules, 1995 at page 115: <a href="http://www.schooleducation.kar.nic.in/pdffiles/Compendium_Vol1.pdf">http://www.schooleducation.kar.nic.in/pdffiles/Compendium_Vol1.pdf</a></p>	<p>M</p> <p>R</p> <p>M</p> <p>M</p>
11	<p>The Sports room, if a separate room is available, is well ventilated and well equipped</p> <p>Auditorium and gymnasiums (if any) are used by children under supervision of trained staff</p>		<p>Periodic maintenance certification to be done</p>	<p>R</p>







Sl. No	Indicators	Mark 'Yes' or 'No' for each indicator	Observation/ Remarks	Mandatory/ Recommendatory /Not Applicable
			<p>Passenger Conveyors Act, 2012:  <a href="http://www.dpal.kar.nic.in/pdf_files/9of%202013(E).pdf">http://www.dpal.kar.nic.in/pdf_files/9of%202013(E).pdf</a>&amp;T                      he Karnataka Lifts, Escalators And Passenger Conveyors Rules, 2015:  <a href="http://www.ksei.gov.in/Acts%20&amp;%20Rules/Karnataka%20LEP%20Rules,2015.pdf">http://www.ksei.gov.in/Acts%20&amp;%20Rules/Karnataka%20LEP%20Rules,2015.pdf</a>                      Department of Electrical Inspectorate Circular regarding Maintenance of Lifts or escalator or Passenger conveyor:  <a href="http://www.ksei.gov.in/Lift%20circular.jpg">http://www.ksei.gov.in/Lift%20circular.jpg</a></p>	
16	<p>The Transformer, Generator (if any) are licensed (from BESCO) and installed with written consent from the Pollution Control Board. It is located in safe areas, well maintained and kept under lock</p>		<p>Requires licenses and clearances as per the Indian Electricity Act, 2003:<a href="http://aptel.gov.in/pdf/The%20Electricity%20Act%2003.pdf">http://aptel.gov.in/pdf/The%20Electricity%20Act%2003.pdf</a>&amp; the Central Electricity Authority (Measure Relating to Safety and Electricity Supply) Regulations, 2010:<a href="http://www.cea.nic.in/reports/regulation/regulation_elec_safety.pdf">http://www.cea.nic.in/reports/regulation/regulation_elec_safety.pdf</a>                      Self monitoring analysis of</p>	M

<b>Sl. No</b>	<b>Indicators</b>	<b>Mark 'Yes' or 'No' for each indicator</b>	<b>Observation/ Remarks</b>	<b>Mandatory/ Recommendatory /Not Applicable</b>
			emissions are mandated under the Air Act 1981	
17	<p>School environment is disability friendly, with infrastructure facilities to suit students with special needs and as provided in the department guideline and MHRD standards.</p> <p>School facilities like classrooms, play areas, toilets, drinking water, labs and all rooms for children are accessible for differently abled children</p> <p>The School and concerned authority maintains in good condition all assistive aids and appliances that are provided by the school for children with special needs</p>		<p>MHRD guidelines available at <a href="http://mhrd.gov.in/sites/upload_files/mhrd/files/upload_document/EDU.pdf">http://mhrd.gov.in/sites/upload_files/mhrd/files/upload_document/EDU.pdf</a></p>	M
18	<p>The school, wherever possible is equipped with a Public Addressal System, especially to make announcements in emergencies</p> <p>Where no PAS is available, school bells are used for announcements.</p>			M

<b>Sl. No</b>	<b>Indicators</b>	<b>Mark 'Yes' or 'No' for each indicator</b>	<b>Observation/ Remarks</b>	<b>Mandatory/ Recommended /Not Applicable</b>
19	<p>EI has display a board stating that sale of cigarettes and other tobacco products is strictly prohibited within 100 yards of the EI</p> <p>School management reports to Education Department in case they find obscene material displayed near the school or addictive substances sold or touted near the school.</p>		<p>See Prohibition on Sale of Cigarettes and Other Tobacco Products Around Educational Institutions Rules, 2004:</p> <p><a href="http://www.cancerfoundationofindia.org/activities/tobacco-control/notification/s/september-1-2004.pdf">http://www.cancerfoundationofindia.org/activities/tobacco-control/notification/s/september-1-2004.pdf</a>&amp;</p> <p>Cigarettes And Other Tobacco Products (Prohibition Of Advertisement And Regulation Of Trade And Commerce, Production, Supply And Distribution) Act, 2003:<a href="http://www.who.int/fctc/reporting/Annexthreeindia.pdf">http://www.who.int/fctc/reporting/Annexthreeindia.pdf</a></p>	<p>M</p> <p>M</p>

**SECTION 1.B: HEALTH**

<b>Sl. No</b>	<b>Indicators</b>	<b>Yes/No</b>	<b>Remarks</b>	<b>Mandatory/ Recommended</b>
1	The school has first aid kit with required supplies for emergency that are within the expiry period.			M
2	Updated contact numbers of the nearest available		The information has to be verified and updated quarterly	M

<b>Sl. No</b>	<b>Indicators</b>	<b>Mark 'Yes' or 'No' for each indicator</b>	<b>Observation/ Remarks</b>	<b>Mandatory/ Recommendatory /Not Applicable</b>
	<p>Doctor, Hospital, Ambulance, including private service, for emergency medical care are displayed in a prominent place.</p> <p>1. Name, address and phone number of the Doctor</p> <p>2. Name, address and phone number of the Hospital</p> <p>3. Phone No. of Ambulance</p> <p>4. Emergency Ambulance No 108</p>		as the doctors may be transferred.	
3	The School is able to call for and utilize ambulance services in times of emergency (Ambulance helpline 108)			M
4	The school has regular health check-ups as prescribed by the Department of Education School maintains updated individual relevant medical records of all students			R
5	Specific and important information like blood groups, allergies, important medication that			R

Sl. No	Indicators	Mark 'Yes' or 'No' for each indicator	Observation/ Remarks	Mandatory/ Recommendatory /Not Applicable
	need to be administered and specific health issues like epilepsy, psycho-emotional problems, are available and updated with parental support			
6	There is a doctor-on-call for emergencies			M
7	The school has tied up with a local hospital nearest to the school			M
8	School canteen or any place serving food or any eatable within the school premises is either registered or has food license as applicable under law.		License/ Registration is mandatory under the Food Safety and Standards Act, 2006 and the Food Safety and Standards Rules, 2011 available at <a href="http://www.fssai.gov.in/AboutFSSAI/FSSAct.aspx">http://www.fssai.gov.in/AboutFSSAI/FSSAct.aspx</a> Also See Operational Guidelines for Food Safety issued by the Ministry of Women and Child Development. The document can be found at <a href="http://wcd.nic.in/sites/default/files/merged_document_3.pdf">http://wcd.nic.in/sites/default/files/merged_document_3.pdf</a> .	M
9	Mid-day meal of good quality is served under		This is applicable to schools where mid-day meal is	M

<b>Sl. No</b>	<b>Indicators</b>	<b>Mark 'Yes' or 'No' for each indicator</b>	<b>Observation/ Remarks</b>	<b>Mandatory/ Recommendatory /Not Applicable</b>
	supervision of a Teacher or staff, maintained.		provided. Govt schools follow the menu provided by the Dept. of Education <a href="http://www.schooleducation.kar.nic.in/mms/mmspdfs/cir_cs_gok.pdf">http://www.schooleducation.kar.nic.in/mms/mmspdfs/cir_cs_gok.pdf</a>	
10	Health Education to students on health issues including balanced diet, nutritious alternatives to junk food, regular eating habits, personal hygiene etc., are provided.		If the school has a canteen, it must stock healthy and nutritious food and snacks as per the guidelines of Food Safety Authorities . <a href="http://ncpcr.gov.in/showfile.php?lang=1&amp;level=1&amp;&amp;sublinkid=238&amp;lid=456">http://ncpcr.gov.in/showfile.php?lang=1&amp;level=1&amp;&amp;sublinkid=238&amp;lid=456</a>	R

<b>SECTION 1.C: TRANSPORTATION<sup>3</sup></b>				
<b>Sl. No</b>	<b>Indicators</b>	<b>Yes/No</b>	<b>Remarks</b>	<b>Mandatory/ Recommended</b>
1	<p>The vehicle must have a permit as per section 74 of the Motor Vehicles Act, 1988</p> <p>All vehicles owned or managed by the school, such as school bus, van, cab used by children for transportation to and from school/ or on school duty has fitness certificate from the RTO.</p> <p>The vehicle should not exceed 15 years from the date of registration.</p>		The driver's license and vehicle number should be displayed in the front.	M  M  M
2	<p><b>Vehicle exterior:</b></p> <ul style="list-style-type: none"> <li>• School buses, vans conform to the RTO norms on appearance</li> <li>• "SCHOOL BUS" is prominently written on the back and front of every bus carrying school children and</li> <li>• If it is a hired bus, "ON SCHOOL DUTY" is prominently displayed.</li> <li>• School's name and telephone number is written on the bus</li> </ul>		(The vehicle must be painted in highway yellow colour with 150mm line in green colour painted across the middle of the bus and "School Bus/Vehicle" must be written on all four sides of the vehicle)	M

<sup>3</sup>School Transportation is regulated by the Hon'ble Supreme Court Guidelines in WP (Civil) No.13029/1985 dated 20-11-97 available at <http://judis.nic.in/supremecourt/imgs1.aspx?filename=20592>, the Government of Karnataka notification no. SaaRIE 01 SaEPa 2011, dated 18-1-2013 and notification So.SaaAaa/Initiation-3/PR-197/2005-06 dated Date: 22-11-2014 available at Regarding steps to safeguard school buses and the Police Commissioner's order 157/MAG(1)/others/2014, dated 26-07-2014 available at [http://www.bcp.gov.in//upload\\_press\\_release/20147298522277/All%20School%20proceedings%20Press%20Note.pdf](http://www.bcp.gov.in//upload_press_release/20147298522277/All%20School%20proceedings%20Press%20Note.pdf). In addition it is also subject to the Motor Vehicle Act, 1988 <http://morth.nic.in/index2.asp?slid=95&sublinkid=54&lang=1> and Karnataka Motor Vehicle Rules, 1989 <http://rto.kar.nic.in/Revised%20M.V.%20VEHICLES%20RULES%20Corrected.pdf> (MVA Act & Rules) and the Motor Vehicles (conditions for vehicles engaged in transport of school children) Rules, 2012



<b>Sl. No</b>	<b>Indicators</b>	<b>Yes/No</b>	<b>Remarks</b>	<b>Mandatory/ Recommended</b>
3	<p><b>Drivers:</b></p> <ul style="list-style-type: none"> <li>• Every driver used has a minimum of 5 years of experience of driving heavy vehicles or minimum of 4 years of having a LMV license for driving a transport vehicle.</li> <li>• Drivers do not have any previous record of traffic offences.</li> <li>• Drivers background has been checked/verified.</li> <li>• Regular inspections are done to ensure that the driver is not under the influence of alcohol when he/she is on school work</li> <li>• Drivers and helpers are regularly sensitized on protection and harassment policies of the EI</li> <li>• Driver maintains vehicle in good and safe condition</li> </ul>		Minimum 5 years experience is a mandatory RTO requirement for school bus drivers	M
4	<p><b>Attendants</b></p> <p>There is a teacher or an attendant, (preferably a female attendant when girls are on board) accompanying the children in the school bus till the last stop.</p> <p>There is a responsible person/security to oversee the</p>		The school shall appoint one staff to be in the school van for safety of children.	M

<b>Sl. No</b>	<b>Indicators</b>	<b>Yes/No</b>	<b>Remarks</b>	<b>Mandatory/ Recommended</b>
	movement of vehicles in front of the school for drop/pick up of children.			
5	<p><b>Internal measures</b></p> <ul style="list-style-type: none"> <li>• Windows of the bus has with horizontal grills.</li> <li>• The school bus/car/van/cab is equipped with First – Aid boxes, fire extinguishers</li> <li>• The doors have a reliable locking system and the locks of the doors must be secure.</li> <li>• Emergency exits in good working condition and there are no obstacles near the exit doors for children to disembark at times of emergency. The emergency exit doors should be written in red on both sides.</li> <li>• There is space provided under the seat to keep school bags safely</li> <li>• Speed governor must be installed allowing a maximum speed of 40 kmph.</li> <li>• If the LPG facility is availed then it should be from the approved kit supplier and should be certified by registration authority and there should be no seating where the LPG kit is fitted.</li> </ul>			M

<b>Sl. No</b>	<b>Indicators</b>	<b>Yes/No</b>	<b>Remarks</b>	<b>Mandatory/ Recommended</b>
	<ul style="list-style-type: none"> <li>Tinted glass on vehicles carrying school children is prohibited</li> </ul>			
6	<p><b>Seating arrangements</b> Driver follows all RTO regulations including the number of children permitted to travel in the vehicle.</p>		No bus belonging to an educational institution should carry children in excess of its permitted seating capacity.	M
7	Safety instructions to be displayed inside the bus			M
8	There are speed breakers on either side of the main gate to ensure safety of children, with appropriate traffic signs, where required such as main roads, heavy traffic roads, high ways etc.			M
9	<p><b>AUTORICKSHAWS</b> The concerned authority has ensured safety of children coming to school in autorickshaws</p> <p>The school has instructed parents to ensure that number of children in autos they hire are limited to the number as per RTO Rule</p> <p>Autos are registered and drivers' details are maintained</p>		<p>The drivers of auto are to be oriented, through parents and school information that pick-ups and drop off of children to and from school is their responsibility</p> <p>As per Karnataka Motor Vehicle Act a child above 12 years is to be considered as one seat, child below 12 years as ½ seat and a child below 3 years is not to be considered for a seat. Details of the Auto driver should be displayed behind the driver seat.</p>	<p>M</p> <p>M</p>

<b>SECTION II – PERSONAL AND SEXUAL SAFETY</b>				
<b>Sl. No</b>	<b>Indicators</b>	<b>Yes/ No</b>	<b>Remarks</b>	<b>Mandatory/ Recommended</b>
1	<p>The School has a stringent Child Protection Policy against any form of child abuse or safety violations.</p> <p>All children are regularly oriented on Personal Safety that includes information such as 'Safe Touch and Unsafe Touch and Behaviour' and whom to approach in case a person violates Personal Safety norms</p> <p>Sessions for Teacher, Non teaching staff and Parents to build awareness on child sexual abuse, how to recognize, resist and report perpetrators and age appropriate training for children about safety are conducted School maintains records of training, dates, Resource Person contact etc</p>		<p>This is part of the School CPP</p> <p>School takes support of NGOs and individuals with expertise in this area for providing training</p>	M
2	<p>The school has incorporated age and class appropriate training from class 1- 12, that teaches Gender sensitivity, disability sensitivity, social responsibility, respect and dignity for fellow human being; harmful effects of substance abuse, and consequences of illegal behaviour or action, including penalisation under law such as JJA and POCSO</p>		<p>The syllabus developed by the state DoE and by other organisation with expertise in the area can be used for the training</p>	M
3	<p>The school undertakes on-going training for teaching and key non-teaching personnel on protection of child rights, child safety and child development, child abuse and related issues.</p> <p>Teachers and non-teaching staff</p>		<p>Early detection is critical for response and treatment</p>	M

	have been trained to recognise symptoms of abuse in children and take appropriate action as per existing laws; when reported in schools.			
4	The children enjoy a nurturing and enabling environment and are encouraged to share their personal issues in confidence with the teachers.			R
5	Schools with inclusive classrooms should also be trained on sign language and Braille so that even children with speech and hearing and visual impairment can share their issues.			R

**Protection Mechanisms, Procedures for reporting an offence or violation, and safety, other procedures for ensuring Personal & Sexual Safety are provided in Section IV A, B & C.**

<b>SECTION III –SOCIAL AND EMOTIONAL SAFETY</b>				
<b>Sl. No</b>	<b>Indicators</b>	<b>Yes/ No</b>	<b>Remarks</b>	<b>Mandatory/ Recom mended</b>
1	Children are given guidance and trained on adequate age appropriate social skills in managing emotions and building healthy relationships, including peer relationships.  The training is disability sensitive and incorporates needs of children with special needs			R
2	Sessions are conducted for students on life skills, exam preparedness and are taught coping skills to manage fear, anger, peer-pressure, bullying, and prevent abuse on self or others by building self-esteem and confidence among students.			R

<b>Sl. No</b>	<b>Indicators</b>	<b>Yes/ No</b>	<b>Remarks</b>	<b>Mandatory/ Recommended</b>
3	Misconduct and inappropriate social behavior such as stealing, defacing of walls, harming another student or adult physically or emotionally are monitored and addressed in a developmentally appropriate and sensitive manner.		The Guidelines issued by the NCPCR to prevent bullying to be enforced by the school  <a href="http://www.ncpcr.gov.in/view_file.php?fid=108">http://www.ncpcr.gov.in/view_file.php?fid=108</a>	M
4	Counseling services or referrals are made available and children are made aware of it.			M
5	Students are made aware of Code of conduct (Behavioural Guidelines) for interaction with other children, and oriented so as to prevent abuses of children by children		Older children often abuse younger ones, also abuse based on caste, class, disability, gender, seclude children	M
6	Mechanisms are in place for the students to feel safe for reporting abuse of self or others.  Disciplinary and safety issues are addressed immediately by the school with no bias or favouritism.		The mechanisms is in adherence to that recommended in the Operational Guidelines and Procedures	M
7	Yoga, meditation and self-defense programs are conducted for students.			R
8	Positive disciplinary modes and measures <sup>4</sup> are adopted and followed by the teachers and school authorities.			R

<sup>4</sup> Positive Disciplinary Measures have been explained and delineated in Part B of the Child Protection Policy

<b>Sl. No</b>	<b>Indicators</b>	<b>Yes/ No</b>	<b>Remarks</b>	<b>Mandatory/ Recommended</b>
9	<p>School regularly reviews absenteeism and takes steps to ensure regular attendance.</p> <p>Support systems for low achievers, children with special needs, children in difficult circumstances and likely to drop out or be married etc., are in place. Such children are identified and linked to services and support systems which can help retain them in the school environment.</p> <p>Appropriate referrals are made for support service, to ensure protection and safety.</p>		<p>The school updates list of students who are in need of special learning assistance.</p> <p>School maintains number of referrals made to avail support services.</p>	R

**Protection Mechanisms, Procedures for reporting an offence or violation, and other procedures for ensuring Social and Emotional Safety are provided in Section IV A, B & C.**

<b>SECTION IV: PROCEDURES &amp; PROTOCOLS FOR PERSONAL, SEXUAL, SOCIAL &amp; EMOTIONAL SAFETY</b>				
<b>SECTION IV A: CHILD PROTECTION MECHANISMS</b>				
<b>Sl. No</b>	<b>Indicators</b>	<b>Yes/No</b>	<b>Remarks</b>	<b>Mandatory/ Recom mended</b>
1	The school has in place a well-defined Child Protection Policy (School CPP) to provide a safe environment and protect children from abuse, harm or exploitation, with appropriate guidelines and reporting mechanism.		Schools can adapt the Template provided as annexure in the Karnataka State CPP for EI	M
2	<p>The School CPP firmly states the following:</p> <p>Ban on corporal punishment and emotional harassment of students by teaching and non-teaching staff</p> <p style="padding-left: 40px;">All types of bullying is discouraged and prohibited in the school premises and students are asked to refrain from bullying, ragging, criticism, rude language, and malicious gossiping.</p> <p>The school does not tolerate discrimination/prejudice against students on basis of religion, economic status, caste, gender, locality, language, physique or disability or any other factor</p>		<p>See NCPCR guidelines for eliminating corporal punishment in Schools:</p> <p><a href="http://ncpcr.gov.in/showfile.php?lang=1&amp;level=1&amp;&amp;sublinkid=234&amp;lid=153">http://ncpcr.gov.in/showfile.php?lang=1&amp;level=1&amp;&amp;sublinkid=234&amp;lid=153</a></p> <p>Record cases reported and action taken</p>	M
3	The School has a sensitized staff designated as Child Protection Officer - who has undergone appropriate training to handle all responsibilities in this regard		To maintain record to include date of appointment and training.	M



<b>Sl. No</b>	<b>Indicators</b>	<b>Yes/No</b>	<b>Remarks</b>	<b>Mandatory/Recommended</b>
4	<p>There is a Child Protection Committee<sup>5</sup> in place with members as prescribed in the Karnataka State CPP for EI.</p> <p>All members of the School Child Protection Committee are oriented on the School CPP, their roles and responsibilities, reporting and redressal mechanism</p> <p>Members are actively participating in regularly held meetings and are sensitively responding to cases of safety violation or abuse of children in accordance with existing laws.</p> <p>School prepares a monthly report of cases registered with CPC and action taken under it.</p> <p>Number of cases and action taken is emphasized in all reports submitted by the school to external committees/ bodies.</p>		<p>The School can seek facilitation by NGOs/individuals with expertise in this area</p> <p>CPC to meet once a fortnight or as directed in the school CPP and minutes recorded, with follow-up</p> <p>Circular issued by Department of Public Instruction - Mandatory to constitute CPC to prevent instances of sexual harassment and other atrocities against school children: <a href="http://www.sc_hooleducation.kar.nic.in/pdf/files/ChildSafety_Eng260714.pdf">http://www.sc_hooleducation.kar.nic.in/pdf/files/ChildSafety_Eng260714.pdf</a></p>	M
5	<p>All teaching, non-teaching, contractual and other staff is sensitized on the Child Protection Policy &amp; Guidelines and child related legislation.</p>		<p>External experts can facilitate this process initially</p>	

<sup>5</sup> Child Protection Committee constituted as per the Circular No: C7 pra.shi.a/sha.ma.ly.ki/2014-15, of the Department of Public Instruction, Government of Karnataka, dated 23/07/2014, provided as annexure

<b>Sl. No</b>	<b>Indicators</b>	<b>Yes/No</b>	<b>Remarks</b>	<b>Mandatory/Recommended</b>
	The school has provided the School CPP to all its vendors/ outsourced agencies and taken an undertaking in writing by these service providers that all their workers delegated to work in the school/ with students in whatever capacity, have been oriented with and abide by the School CPP.		MHRD Guidelines for safety and security of Children specifically recommends pre-service training of teachers :  <a href="http://mhrd.gov.in/sites/upload_files/mhrd/files/upload_document/20141014_131513.pdf">http://mhrd.gov.in/sites/upload_files/mhrd/files/upload_document/20141014_131513.pdf</a>	M
6	All parents and students have been made aware of the School Child Protection Policy/ Guidelines and reporting mechanisms.  Key features or highlights of the School CPP are displayed prominently in the school premises frequented by parents, children and visitors.		Schools may intimate through a Note for read and sign by parents/guardians	M
7	There is a recruitment and verification procedure in place for teaching, non-teaching, contractual, voluntary and other staff, before they are allowed to work with children.		Police verification as per government guidelines.  <a href="http://www.sc_hooeducation.kar.nic.in/pdf/files/ChildSafetyEng260714.pdf">http://www.sc_hooeducation.kar.nic.in/pdf/files/ChildSafetyEng260714.pdf</a>  It is important to ensure no staff with prior history of child abuse is recruited	M

<b>Sl. No</b>	<b>Indicators</b>	<b>Yes/No</b>	<b>Remarks</b>	<b>Mandatory/Recommended</b>
8	School has in place a process to assess employees during the recruitment process, attitude to child safety and child abuse, sensitivity to children and their rights, problems faced by them etc.,			R
9	Code of Conduct (behavioural guidelines) in accordance with the School CPP for teaching and non-teaching staff and students is in place  Orientation has been organised for all concerned on the Code of Conduct		The Code of Conduct is as per the Karnataka State Guidelines for CPP for EI	M
10	School Monitoring Committee or Parents Teachers Association is in place and meets regularly  Meeting agenda includes child protection and safety issues  The School actively consults and encourages participation of families in child protection issues  Cases of abuse or safety violation are reported to the Committee		School has maintained records of meetings of Child Protection Committee (CPC), SDMC, PTAs and joint meetings	M
11	School Authority is aware of the Child Protection Mechanisms such as the SJPU, Childline, CWC, KSPCR, DCPU  School has a separate child safety Notice Board in a prominent place displaying the contact numbers of the Childline (1098), Child Welfare Officer of the jurisdictional police station, SJPU, police control room, DCPO,		This information has to be given as part of orientation  The numbers have to be updated periodically. These	M

<b>Sl. No</b>	<b>Indicators</b>	<b>Yes/No</b>	<b>Remarks</b>	<b>Mandatory/ Recommended</b>
	designated Child Protection Officer of the school.		measures are endorsed by Circular issued by Dept. of Public Instruction: <a href="http://www.sc_hooeducation.kar.nic.in/pdf/files/ChildSafetyEng260714.pdf">http://www.sc_hooeducation.kar.nic.in/pdf/files/ChildSafetyEng260714.pdf</a>	
12	School has appointed qualified Child Counsellor or Psychologist – part time or full time or on call consultant who can be accessed when there is a requirement or an emergency.  A senior Teacher has also been to provide basic counseling services and is capable of referral as required		Letter of appointment as verification  Where a school cannot afford even a part time Counsellor then a senior teacher can be trained	M
13	School has Children’s Forum/Sangha/Clubs that promote children’s participation and provides platform for them to discuss and share with the teachers and those in authority on safety, protection and other relevant issues  The forum is inclusive with due representation from all backgrounds.			M
14	Child Safety Posters are on display in prominent locations of the school		This provides general orientation on CP to all accessing/in contact with the school.	M
15	Suggestion/ Complaint Box is		This is also	M

<b>Sl. No</b>	<b>Indicators</b>	<b>Yes/No</b>	<b>Remarks</b>	<b>Mandatory/Recommended</b>
	<p>in place to provide children and parents space to raise concern or issue regarding child protection and safety</p> <p>The box is opened and reviewed by the Child Protection Committee<sup>6</sup> as per norms specified in the School's CPP</p> <p>The School ensures that children who complain or come up with suggestion are not singled out or harassed and victimised</p> <p>School maintains records of complaints brought forward by children to the SDMC or CPC and these records are available for verification</p>		<p>endorsed by the Circular issued by Dept. of Public Instruction re complaint and suggestion boxes to be installed at easy reach of children:</p> <p><a href="http://www.sc_hooleducation.kar.nic.in/pdf/files/ChildSafetyEng260714.pdf">http://www.sc_hooleducation.kar.nic.in/pdf/files/ChildSafetyEng260714.pdf</a></p>	
16	The Child Safety checklist is periodically used for assessment of the school's adherence to safety norms and protection standards		The Assessment can be done annually to improve standards towards making school safe and child sensitive	M
17	The Child Safety checklist is used for planning and designing new facilities or assessing existing ones		This continuous process enables the school raise the standard of quality care for children	M

<sup>6</sup> Members to the Child Protection Committee nominated as per the Circular No: C7 pra.shi.a/sha.ma.ly.ki/2014-15, of the Department of Public Instruction, Government of Karnataka, dated 23/07/2014, provided as annexure -

<b>SECTION IV: PROCEDURES &amp; PROTOCOLS FOR PERSONAL, SEXUAL, SOCIAL &amp; EMOTIONAL SAFETY</b>				
<b>SECTION IV B: PROCEDURES FOR REPORTING OF ABUSE OR SAFETY VIOLATION</b>				
<b>Sl. No</b>	<b>Indicators</b>	<b>Yes/ No</b>	<b>Remarks</b>	<b>Mandatory/ Recom mended</b>
1	<p>There is a clearly laid out procedure and line of reporting for teachers and other members of the staff and management to be followed, in the event of child abuse or safety violation by teaching or non-teaching staff or anyone else connected with the school</p> <p>All concerned such as CPO, CPC members, HM/Head are oriented on these procedures</p>		<p>The reporting procedure shall be based on the Karnataka State CPP for EI</p> <p>This will form part of the School CPP</p>	M
2	<p>In the event of child abuse or safety violation is reported, the School Authority abides and follows a child sensitive procedure of reporting and inquiry, in accordance with the law wherever required.</p> <p>All steps taken to ensure child is not further traumatized during every step of the reporting and inquiry procedure and uphold the confidentiality of the case</p>		<p>The procedure is detailed in the CPP for EI.</p> <p>Record all cases and update status</p>	M
3	<p>In case of reported sexual offences or incidence, immediate steps are taken to prohibit access to the child by the alleged offender</p>		<p>Immediate and appropriate action against the accused</p>	M
4	<p>The CPC is informed of the abuse/violation and the members are actively involved in the process</p>		<p>Record all cases reported and status update of action taken</p>	M



<b>Sl. No</b>	<b>Indicators</b>	<b>Yes/ No</b>	<b>Remarks</b>	<b>Mandatory/ Recommended</b>
	anyone related to the school, the school has procedures to counsel other children		taken	
10	The school handles media briefing and updates with caution and sensitivity, avoids sensationalisation, upholding the right to privacy and confidentiality of the child and family.		POCSO Act provides for stringent punitive action against Media that breach child victim's confidentiality  <a href="http://wcd.nic.in/sites/default/files/childprotection31072012.pdf">http://wcd.nic.in/sites/default/files/childprotection31072012.pdf</a>	M
11	All procedures as provided by the Karnataka State CPP for EI is being followed			M

**SECTION IV: PROCEDURES & PROTOCOLS FOR  
PERSONAL, SEXUAL, SOCIAL & EMOTIONAL SAFETY**

**SECTION IV C: OTHER CHILD SAFETY AND PROTECTION MEASURES**

<b>Sl. No</b>	<b>Indicators</b>	<b>Yes/ No</b>	<b>Remarks</b>	<b>Mandatory/ Recommended</b>
1	The school premise and classrooms are not used for storing construction or other materials and used only for education and other related activities  The school prohibits all anti-social activities such as gambling, drinking within school premises and reports any anti social gathering in or near school premises to the Police.		Information from community/ neighbourhood should also be taken	R  M



<b>Sl. No</b>	<b>Indicators</b>	<b>Yes/ No</b>	<b>Remarks</b>	<b>Mandatory/ Recom mended</b>
2	The staff actively supervise the students, both inside and outside the classroom			M
3	Secluded corners, corridors and staircases are kept under watch by staff members during break time and at the time of assembly and dispersal.		Children are oriented on avoiding risk taking behaviour	M
4	All class rooms, laboratories, toilets, library, staff room, kitchen, sports room, auditorium and other places are checked daily by school personnel before they are locked for the day.			M
5	The access to school building by outsiders/visitors is controlled and monitored, and visitors' register maintained strictly and diligently by the security personnel /administrative staff		There is a designated waiting place for visitors to the school. Also mandated by the circular issued by Dept. of Public Instruction: <a href="http://www.sc hooleducation.kar.nic.in/pdffiles/ChildSafetyEng260714.pdf">http://www.sc hooleducation.kar.nic.in/pdffiles/ChildSafetyEng260714.pdf</a>	M
6	The school ensures that during family emergency or other emergencies such as unexpected bandh, no child is allowed to leave school unless parents/guardian come in person to take the child or letter of authorization is given by the parent or guardian.  This information has been provided to parents/guardians		<i>Further info available in</i> Circular issued by Dept. of Public Instruction Responsibilities of Head of Institution  <a href="http://www.sc hooleducation.kar.nic.in/pdffiles/ChildSafetyEng260714.pdf">http://www.sc hooleducation.kar.nic.in/pdffiles/ChildSafetyEng260714.pdf</a>	M

<b>Sl. No</b>	<b>Indicators</b>	<b>Yes/ No</b>	<b>Remarks</b>	<b>Mandatory/ Recommended</b>
7	<p>The school maintains an updated list of contacts of parents/guardians, change of address and emergency contact numbers for every student of the school.</p> <p>Parents and guardians are connected with messaging system or mobile networking and periodic information are sent to parents on the same</p>			M  R
8	<p>Most teachers and non-teaching staff such as driver, security and attendants have been trained on communicating with and handling students with special needs, students using wheelchairs, students with cognitive, visual, speech or hearing impairment</p>		<p>At least 50% of staff should be trained on these aspects</p>	R
9	<p>Students with special needs are accompanied only by an attendant or teacher when using the toilet.</p>			M
10	<p>PT Teachers are sensitive and involve students in sports according to their physical capabilities and health related issues.</p> <p>No Physical Instructor and other coaches are allowed to provide coaching to any girl or boy alone in the sports room or any other secluded place, during or after school hours or on holidays, without permission of the school authority and parents/guardian.</p>		<p>Parents and children have to be informed/oriented about the same.</p> <p>Parents/guardians to inform the school of any relevant health issue of the child</p>	M

<b>Sl. No</b>	<b>Indicators</b>	<b>Yes/ No</b>	<b>Remarks</b>	<b>Mandatory/ Recommended</b>
11	School provides opportunity for all students to share their personal issues in confidence.		Number of cases of a personal and confidential nature brought to the notice of the teacher by children  Action taken to resolve the issue	R

**SECTION IV: EMERGENCY PREPAREDNESS AND DISASTER MANAGEMENT**

<b>Sl. No</b>	<b>Indicators</b>	<b>Yes/ No</b>	<b>Remarks</b>	<b>Mandatory/ Recommended</b>
1	The School has developed a common vocabulary easily understood by children, and uses it during regular emergency drills to ensure that there will be effective and clear communication in case of an emergency.			R
2	An up-to-date map of the school facility with evacuation plan is displayed in at prominent places in the school building  The staff and students undergo emergency evacuation drill and know the evacuation plan to avoid stampede in case of a disaster, with specific attention to children with disability.  The staff and students are oriented on the 'assembly point' during emergencies/disasters			M

<b>Sl. No</b>	<b>Indicators</b>	<b>Yes/ No</b>	<b>Remarks</b>	<b>Mandatory/ Recommended</b>
3	The staff has been trained to respond in case of emergencies such as fire, building or wall collapse, flooding, electrical accident, terror attack etc.,		National Policy on Disaster Management, 2009 – Section 10.2.2 – Disaster Management training at educational institutions to be given due weightage.  <a href="http://www.ndma.gov.in/images/guidelines/national-dm-policy2009.pdf">http://www.ndma.gov.in/images/guidelines/national-dm-policy2009.pdf</a>	M
4	There are adequate, functioning fire-extinguishers as per norms, installed at vantage places and students and staff members know how to use them		Fire extinguishers should be periodically maintained, with the date of last service displayed as per the directives of the Bureau of Indian Standards – Code of Practice of Fire Safety in Educational Institutions:  <a href="https://law.resource.org/pub/in/bis/S03/is.14435.1997.pdf">https://law.resource.org/pub/in/bis/S03/is.14435.1997.pdf</a>	M
5	There is a School Disaster Response Team consisting of members from the administration, teachers and		Schools should follow Guidelines issued by the	R

<b>Sl. No</b>	<b>Indicators</b>	<b>Yes/ No</b>	<b>Remarks</b>	<b>Mandatory/ Recommended</b>
	senior students and they are oriented on evacuation drill.		Ministry for Disaster Management for School Safety  <a href="http://www.ndma.gov.in/images/pdf/SchoolSafety.pdf">http://www.ndma.gov.in/images/pdf/SchoolSafety.pdf</a>	
6	CPR and first-aid classes are organized for staff and students  Emergency numbers - like Police 100, Fire 101, Ambulance 108 are displayed in prominent places  The school staff are trained to handle trauma and post-disaster interventions and are familiar with referrals			M  M  R

<b>SECTION V – CYBER SAFETY</b>				
<b>Sl. No</b>	<b>Indicators</b>	<b>Yes/ No</b>	<b>Remarks</b>	<b>Mandatory/ Recommended</b>
1	Access to computer rooms and use of electronic and technological devices by students is supervised by teachers or staff at all times		As per the directives of the Ministry of Home Affairs' Advisory on Preventing & Combating Cyber Crimes against Children –  Parents & Teachers have an active role in combating cyber crimes.	M

<b>Sl. No</b>	<b>Indicators</b>	<b>Yes/ No</b>	<b>Remarks</b>	<b>Mandatory/ Recommended</b>
			See <a href="http://www.mha.nic.in/sites/upload_files/mha/files/CS-Adv-160112.pdf">http://www.mha.nic.in/sites/upload_files/mha/files/CS-Adv-160112.pdf</a> (Advisory on Preventing & Combating Cyber Crimes against children)	
2	There is Internet Security that restricts access to sites with adult content by students. Social Networking sites are blocked at all times by the school		School has issued a direction to staff prohibiting internet access on mobiles in the school	M
3	Students are regularly educated, in an age appropriate manner, on safe usage of technology and how to be responsible digital citizen – sensible and responsible use of mobiles, SMS, MMS, internet, mail or net chats, harmful effects of pornography and how to avoid unsafe or risky behaviour.  Students are educated on the consequences of cyber misuse, cyber bullying and harassment etc., under the law – IT Act, JJ Act, IPC Sections and POCSO and punitive measures therein to prevent offences by students against other students or adults  -		Experts can be approached for facilitating the initial training. Maintain record of date of training  CBSE Guidelines for Prevention of bullying and ragging in schools, 2015 (Cyber bullying to be considered under bullying)  <a href="http://ptlb.in/ccici/wp-content/uploads/2015/03/CBSE-Guidelines-For-Prevention-">http://ptlb.in/ccici/wp-content/uploads/2015/03/CBSE-Guidelines-For-Prevention-</a>	M

<b>Sl. No</b>	<b>Indicators</b>	<b>Yes/ No</b>	<b>Remarks</b>	<b>Mandatory/ Recommended</b>
			Of-Bullying-And-Ragging-In-Schools-9th-March-2015-Circular-No.-Acad.-17-2015.pdf	
4	School Authority, teachers and students are oriented on procedures to be followed by the school in the event of cyber abuse or crime		School to contact Cyber Crime department of the Karnataka State Police. (Familiarity with the provision of the IT Act 2000, the IT Act (Amendment) act 2008 and Rules will help with this).	M
5	Parents are informed on the safe usage of technology, internet, measures to avoid risky behaviour by students and measures for redressal		This information can be given as a hand out to be read and signed by parents	R
6	Cyber-crimes including Cyber-bullying or harassment are handled with sensitivity and confidentiality  School maintains a record and report of all such crimes		This is important to reduce trauma for the child, school and family	M
7	There is proper handling of e-waste by the school and teachers and students are trained for the same.		As per the E-Waste Management and Handling Rules, 2011 EIs are bulk consumers of	M

<b>Sl. No</b>	<b>Indicators</b>	<b>Yes/ No</b>	<b>Remarks</b>	<b>Mandatory/ Recommended</b>
			<p>e-waste and responsible for waste disposal, including e-waste. It can seek help from NGOs and other organizations in this regard. <i>Details available at</i></p> <p>E-Waste Management and Handling Rules, 2011 :</p> <p><a href="http://www.mof.nic.in/downloads/rules-and-regulations/1035e_eng.pdf">http://www.mof.nic.in/downloads/rules-and-regulations/1035e_eng.pdf</a></p>	

For more details on how to deal with online exploitation please refer to the link provided below on

**“Stay Safe From Online Exploitation” (for Children) by ECPAT**  
[http://ecpat.net/sites/default/files/Guide%20to%20protectiononline%20layout%203home\\_2014OCT31\\_ONLINE.pdf](http://ecpat.net/sites/default/files/Guide%20to%20protectiononline%20layout%203home_2014OCT31_ONLINE.pdf)



**Guidelines to be strictly followed for carrying school children to and from schools in different categories of Contract Carriages like motor cabs / maxi-cabs / omni buses etc.**

**Hon'ble Supreme Court of India** was pleased to issue elaborate instructions in W.P. (Civil) 13029 of 1985 regarding steps to be taken for transport of school children to and from schools in school buses. In view of the said orders of Hon'ble Supreme Court of India, the following guidelines are being issued for carrying school children to and from schools in different categories of **motor cabs / maxi-cabs / omnibuses** etc.:

1. There must be **appropriate permit** for the vehicle issued by competent authority as 'passenger transport vehicle'.
2. **'On School Duty'** must be permanently written on the back and front of every vehicle carrying such school children.
3. No such vehicle shall carry children in excess of its **permitted seating capacity**. No child should be allowed to sit on the lap of others, if any.
4. There must be a **First-aid box and drinking water** strictly in the vehicle.
5. The seat belts, wherever applicable, must be fastened properly.
6. School name and telephone number must be displayed.
7. Every vehicle for carrying school children must be driven by a driver, who has **minimum 5 years of experience** in driving such categories of vehicles and must not have any record of **previous traffic offences**.
8. Whenever a contract carriage is used for carrying school children, the owner of the vehicle must give intimation to the **local police station as well as to D.C. (Traffic), Police / S.P.** of the district indicating the name of the driver and particulars of the vehicle etc.
9. There must be an **attendant in every such vehicle** to ensure safe travel of the children and render adequate assistance for safe **embarking and disembarking** of the children.

ಕರ್ನಾಟಕ ಸರ್ಕಾರದ ನಡವಳಿಗಳು

ವಿಷಯ: ಕರ್ನಾಟಕ ರಾಜ್ಯ ಮಕ್ಕಳ ರಕ್ಷಣಾ ನೀತಿ 2016ನ್ನು ರಚಿಸುವ ಬಗ್ಗೆ.

ಓದಲಾಗಿದೆ:

1. ಸರ್ಕಾರದ ಪ್ರಧಾನ ಕಾರ್ಯದರ್ಶಿ, ಶಿಕ್ಷಣ ಇಲಾಖೆ, (ಪ್ರಾಥಮಿಕ ಮತ್ತು ಪ್ರೌಢ ಶಿಕ್ಷಣ) ಇವರ ಅರೆ ಸರ್ಕಾರಿ ಪತ್ರ ಸಂಖ್ಯೆ: ಇಡಿ 358 ಪಿಜಿಸಿ 2014, ದಿನಾಂಕ: 11.11.2014.
2. ಸದಸ್ಯ ಕಾರ್ಯದರ್ಶಿ, ಕರ್ನಾಟಕ ರಾಜ್ಯ ಸಮಗ್ರ ಮಕ್ಕಳ ರಕ್ಷಣಾ ಸೊಸೈಟಿ ಇವರ ಪತ್ರ ಸಂಖ್ಯೆ: ಕೆ.ಎಸ್.ಐ.ಸಿ.ಪಿ.ಎಸ್/ಆಡಳಿತ/ಸಿಪಿಪಿ/42/2014-15, ದಿ: 22.11.2014, 08.12.2014, 02.12.2014, 29.12.2014, 03.03.2015,
3. ಸಚಿವ ಸಂಪುಟ ಟಿಪ್ಪಣಿ ಸಂಖ್ಯೆ: ಸಿ/168/2016, ದಿನಾಂಕ: 20.04.2016.

ಪ್ರಸ್ತಾವನೆ:

ಶಾಲೆಗಳಲ್ಲಿ ಮಕ್ಕಳ ಸುರಕ್ಷತೆಯ ಬಗ್ಗೆ ರಚಿಸಲಾಗಿರುವ ಉನ್ನತ ಅಧಿಕಾರಿಗಳ ಸಮಿತಿ ಸಭೆಯು ಸರ್ಕಾರದ ಅಪರ ಮುಖ್ಯ ಕಾರ್ಯದರ್ಶಿಗಳ ಅಧ್ಯಕ್ಷತೆಯಲ್ಲಿ ದಿನಾಂಕ: 11.11.2014ರಂದು ನಡೆದ ಸಭೆಯಲ್ಲಿ ಚರ್ಚಿಸಿದಂತೆ ಮಹಿಳಾ ಮತ್ತು ಮಕ್ಕಳ ಕಲ್ಯಾಣ ಇಲಾಖೆಯವರು ತಯಾರಿಸಿರುವ Draft Child Protection Policy for School Safety in Karnataka ನ್ನು ಪರಿಶೀಲಿಸಿ ತಮ್ಮ ಸ್ಪಷ್ಟ ಅಭಿಪ್ರಾಯವನ್ನೊಳಗೊಂಡ ವರದಿಯನ್ನು ಸಲ್ಲಿಸುವಂತೆ ಮೇಲೆ ಕ್ರಮ ಸಂಖ್ಯೆ (1)ರಲ್ಲಿ ಓದಲಾದ ಶಿಕ್ಷಣ ಇಲಾಖೆಯ ಪತ್ರದಲ್ಲಿ ಕೋರಲಾಗಿತ್ತು.

ಕರ್ನಾಟಕ ರಾಜ್ಯದ ಬೆಂಗಳೂರು ನಗರ ಮತ್ತು ಇತರೆ ಸ್ಥಳಗಳಲ್ಲಿನ ಮಕ್ಕಳ ಮೇಲಿನ ಲೈಂಗಿಕ ದೌರ್ಜನ್ಯ, ಶೋಷಣೆ ಮತ್ತು ದುರುಪಯೋಗಕ್ಕೊಳಗಾಗುವ ಪ್ರಕರಣಗಳು ಹೆಚ್ಚುತ್ತಿರುವ ಸಂಗತಿ ಬೆಳಕಿಗೆ ಬಂದಿವೆ. ಇದನ್ನು ಮನಗಂಡು ರಾಜ್ಯ ಸರ್ಕಾರ ಸದರಿ ಪ್ರಕರಣಗಳಲ್ಲಿ ನೊಂದವರಿಗೆ ಅಲ್ಪಾವಧಿ ಪರಿಹಾರದ ಬದಲು ಪ್ರಕರಣಗಳು ಮರುಕಳಿಸದಂತೆ ಕ್ರಮ ವಹಿಸಲು ಶಾಶ್ವತ ಕಾರ್ಯವಿಧಾನವನ್ನು ಅಳವಡಿಸುವ ನಿಟ್ಟಿನಲ್ಲಿ, ಅದರಲ್ಲೂ ವಿಶೇಷವಾಗಿ ಶಾಲೆಗಳಲ್ಲಿ ಮಕ್ಕಳು ಶೋಷಣೆಗೊಳಗಾಗುವುದನ್ನು ತಪ್ಪಿಸಲು, ಕಡ್ಡಾಯವಾಗಿ ಅನುಸರಿಸಬೇಕಾದ ಕ್ರಮಗಳನ್ನೊಳಗೊಂಡ ನೀತಿಯನ್ನು ರೂಪಿಸಲು ಯೋಚಿಸಿದೆ.

ಈ ಉದ್ದೇಶಕ್ಕಾಗಿ ವಿಶೇಷ ತಜ್ಞರನ್ನು ಹಾಗೂ ಸಂಸ್ಥೆಗಳ ಪ್ರತಿನಿಧಿಗಳನ್ನೊಳಗೊಂಡ ಕಾರ್ಯನಿರತ ಗುಂಪು ಮಾರ್ಗಸೂಚಿಗಳನ್ನು ಒಳಗೊಂಡ ಕರಡು ನೀತಿಯನ್ನು ಸಿದ್ಧಪಡಿಸಿ ದಿನಾಂಕ:17.10.2014ರಂದು ಆಯೋಜಿಸಲಾಗಿದ್ದ ರಾಜ್ಯ ಮಟ್ಟದ ಸಮಾಲೋಚನಾ ಸಭೆಯಲ್ಲಿ ಮಂಡಿಸಿದೆ. ಸದರಿ ಸಮಾಲೋಚನಾ ಸಭೆಯು ಮಹಿಳಾ ಮತ್ತು ಮಕ್ಕಳ ಅಭಿವೃದ್ಧಿ ಇಲಾಖೆಯ ಅಂದಿನ ಪ್ರಧಾನ ಕಾರ್ಯದರ್ಶಿ ಇವರ ಅಧ್ಯಕ್ಷತೆಯಲ್ಲಿ ನಡೆದಿದ್ದು, ಯುನಿಸೆಫ್‌ನ ಮಕ್ಕಳ ರಕ್ಷಣಾ ಘಟಕ, ಸ್ವಯಂ ಸೇವಾ ಸಂಸ್ಥೆಗಳ ಪ್ರತಿನಿಧಿಗಳು ಹಾಗೂ ಬಾಲನ್ಯಾಯ ಕಾಯ್ದೆಯ ಅನುಷ್ಠಾನದಲ್ಲಿ ಕಾರ್ಯನಿರತವಾಗಿರುವ ಅಧಿಕಾರಿಗಳು ಈ ಸಭೆಯಲ್ಲಿ ಭಾಗವಹಿಸಿರುತ್ತಾರೆ.

ಮಕ್ಕಳ ಹಿತದೃಷ್ಟಿಯಿಂದ ಹಾಗೂ ಮಕ್ಕಳ ರಕ್ಷಣೆಯನ್ನು ನಿಜವಾದ ಅರ್ಥದಲ್ಲಿ ಕಾರ್ಯರೂಪಕ್ಕೆ ತರಲು ಸಮಗ್ರ ಮಾರ್ಗಸೂಚಿಯನ್ನು ಈ ನೀತಿಯು ಒಳಗೊಂಡಿದ್ದು, ಇದರಲ್ಲಿ ಭಾಗವಹಿಸುವ ಎಲ್ಲಾ ಪಾಲುದಾರರು, ಸಹಭಾಗಿದಾರರು (ಸ್ಟೇಕ್ ಹೋಲ್ಡರ್ಸ್) ಗಳಿಗೆ ನಿರ್ದೇಶನ ಮತ್ತು ಕಾನೂನುಗಳು, ಯೋಜನೆಗಳು ಹಾಗೂ ಕಾರ್ಯಕ್ರಮಗಳ ಬಗ್ಗೆ ಮಾರ್ಗದರ್ಶನವನ್ನು ಒಳಗೊಂಡಿರುತ್ತದೆ.

ಸದರಿ ಮಕ್ಕಳ ರಕ್ಷಣಾ ನೀತಿಯನ್ನು ಸಾರ್ವಜನಿಕ ಶಿಕ್ಷಣ ಇಲಾಖೆಯು ತನ್ನ ವೆಬ್‌ಸೈಟ್‌ನಲ್ಲಿ ಸಾರ್ವಜನಿಕರ ಅಭಿಪ್ರಾಯಕ್ಕಾಗಿ ಅಳವಡಿಸಲಾಗಿತ್ತು.

ತದನಂತರ, ನೀತಿಯ ಮಾರ್ಗಸೂಚಿಗಳು ಹಾಗೂ ಸ್ವಯಂ ಮೌಲ್ಯಮಾಪನೆಗಾಗಿ ಪರಿಶೀಲನಾ ಪಟ್ಟಿ ಮುಂತಾದ ಸದರಿ ನೀತಿಯ ಎಲ್ಲಾ ಅಂಶಗಳನ್ನು ಸಾರ್ವಜನಿಕ ಶಿಕ್ಷಣ ಇಲಾಖೆಯ ಡಿ.ಎಸ್.ಇ.ಆರ್.ಟಿ., ಸಂಸ್ಥೆಯು ಏರ್ಪಡಿಸಿದ್ದ ತಜ್ಞರ ಸಭೆಯಲ್ಲಿ ತೀವ್ರವಾಗಿ ಸಮಾಲೋಚಿಸಲಾಗಿರುತ್ತದೆ. ತರುವಾಯ, ಬಿ-ಪ್ಯಾಕ್ ಸಂಸ್ಥೆಯು ಶಾಲೆಗಳ ಮಕ್ಕಳೊಂದಿಗೆ, ಇನ್‌ವೆಂಚರ್ ಅಕಾಡೆಮಿ ಮತ್ತು ಕನ್ಸರ್ನ್‌ಡ್‌ಫಾರ್ ವರ್ಕಿಂಗ್ ಚಿಲ್ಡ್ರನ್ ಸಂಸ್ಥೆಯ ವಿವಿಧ ಹಿನ್ನೆಲೆಯುಳ್ಳ ಮಕ್ಕಳೊಂದಿಗೆ, ಎನ್‌ಫೋಲ್ಡ್ ಸಂಸ್ಥೆಯ ವಿಶೇಷ ಅಗತ್ಯವುಳ್ಳ ಮಕ್ಕಳೊಂದಿಗೆ ಹಾಗೂ ಸಾರ್ವಜನಿಕ ಶಿಕ್ಷಣ ಇಲಾಖೆಯು ಆಯೋಜಿಸಿದ 700 ಸರ್ಕಾರ/ಸರ್ಕಾರೇತರ/ಅನುಧಾನಿತ/ಶಾಲೆಗಳ ಪ್ರತಿನಿಧಿಗಳೊಂದಿಗೆ ಸದರಿ ನೀತಿಯನ್ನು ಅಂತಿಮಗೊಳಿಸುವ ಮುನ್ನ ಚರ್ಚೆಗೆ ಒಳಪಡಿಸಲಾಗಿದೆ. ದಿನಾಂಕ:09.12.2014ರಂದು ಮಕ್ಕಳ ಸುರಕ್ಷಾ ನೀತಿ ಕುರಿತು ಕಾರ್ಯನಿರತ ಗುಂಪಿನವರು (ಕರಡು ನೀತಿ ರಚನಾ ಸಮಿತಿ) ವಿವಿಧ ಇಲಾಖೆಗಳೊಂದಿಗೆ, ಸ್ವಯಂ ಸೇವಾ ಸಂಸ್ಥೆ, ಮಕ್ಕಳ ಕಲ್ಯಾಣ ಸಮಿತಿಯ ಸದಸ್ಯರು ಮತ್ತು ನಿಮಾನ್ ಸಂಸ್ಥೆಯ ತಜ್ಞರೊಂದಿಗೆ ಅಂತಿಮ ಸುತ್ತಿನ ಚರ್ಚೆ ನಡೆಸಿರುತ್ತಾರೆ.

ಮಹಿಳಾ ಮತ್ತು ಮಕ್ಕಳ ಅಭಿವೃದ್ಧಿ ಇಲಾಖೆ, ಶಿಕ್ಷಣ, ಪೊಲೀಸ್, ನ್ಯಾಯಾಂಗ, ಜಿಲ್ಲಾಡಳಿತ, ಗ್ರಾಮೀಣ ಅಭಿವೃದ್ಧಿ ಹಾಗೂ ಪಂಚಾಯತ್‌ರಾಜ್ ಇಲಾಖೆ, ಸಾರಿಗೆ, ಸಮಾಜ ಕಲ್ಯಾಣ, ಹಿಂದುಳಿದ ವರ್ಗ ಮತ್ತು ಅಲ್ಪ ಸಂಖ್ಯಾತರ ಇಲಾಖೆ, ಪರಿಶಿಷ್ಟ ಜಾತಿ/ಪಂಗಡ ಇಲಾಖೆಗಳಂತಹ ಪ್ರಮುಖ ಇಲಾಖೆಗಳು ನಿರ್ವಹಿಸಬೇಕಾದ ಪಾತ್ರಗಳು ಮತ್ತು ಜವಾಬ್ದಾರಿಗಳು ಹಾಗೂ ಘಟನೆ ನಂತರ ವಹಿಸಬೇಕಾದ ಕ್ರಮಗಳು ಮತ್ತು ನೀಡಬೇಕಾದ ದಂಡನೆ/ಶಿಕ್ಷೆಯ ಪ್ರಮಾಣವನ್ನು ಒಳಗೊಂಡಂತೆ, ಮೇಲ್ಕಾಣಿಸಿದ ಎಲ್ಲಾ ಸಭೆಗಳಿಂದ ಹೊರಹೊಮ್ಮಲಾದ ಶಿಫಾರಸ್ಸುಗಳು ಹಾಗೂ ಸಲಹೆಗಳನ್ನು ಒಳಗೊಂಡಂತೆ, ಅಂತಿಮ ಕರಡು ನೀತಿಯಲ್ಲಿ ಅಳವಡಿಸಿಕೊಳ್ಳಲಾಗಿದೆ.

ಪ್ರತಿಯೊಂದು ಶಾಲೆಯೂ, ಅಂದರೆ ಅದು ಸರ್ಕಾರಿ ಶಾಲೆಯೇ ಆಗಿರಲಿ, ಅನುದಾನಿತ ಶಾಲೆಯೇ ಆಗಿರಲಿ, ಖಾಸಗಿ ಶಾಲೆಯೇ ಆಗಿರಲಿ, ಯಾವುದೇ ಮಂಡಳಿಗಳು ಅಥವಾ ಟ್ರಸ್ಟ್ ಮೂಲಕ ನಡೆಸುತ್ತಿರುವ ಶಾಲೆಯೇ ಆಗಿರಲಿ, ಸುರಕ್ಷೆ ಕುರಿತಂತೆ ಮಕ್ಕಳು/ಪೋಷಕರು ಮತ್ತು ಸರ್ಕಾರಕ್ಕೆ ಜವಾಬ್ದಾರರಾಗಿಸಲು, ಅಲ್ಲದೆ, ಏಕಕಾಲಿಕವಾಗಿ ತಕ್ಷಣದ ಶಿಶು ಸಂವೇದಿತ ಪ್ರತಿಕ್ರಿಯಾತ್ಮಕ ಕ್ರಮಗಳನ್ನು ಸಂಬಂಧಪಟ್ಟ ಇಲಾಖೆಯ ಮೂಲಕ ಕೈಗೊಳ್ಳಲು ನೆರವಾಗುವಂತೆ ಸಕಾಲಕ್ಕೆ ಸ್ಪಂದಿಸುವ ಹಾಗೂ ದೂರು ನಿವಾರಣೆ ವ್ಯವಸ್ಥೆಯನ್ನು ಸಮನ್ವಯಾತ್ಮಕ ಕ್ರಮಗಳ ಮೂಲಕ ಜಾರಿಗೆ ತರುವ ಕುರಿತು ಖಚಿತಪಡಿಸಿಕೊಳ್ಳಲು ಕರ್ನಾಟಕ ರಾಜ್ಯದ ಶಾಲೆಗಳಲ್ಲಿ ಮಕ್ಕಳಿಗಾಗಿ ಸುರಕ್ಷಾ ನೀತಿಯು ಶ್ರಮಿಸುತ್ತದೆ.

ಕರ್ನಾಟಕ ಶಾಲೆಗಳಲ್ಲಿನ ಮಕ್ಕಳ ಸುರಕ್ಷಾ ನೀತಿಯನ್ನು ಪ್ರತಿ ವರ್ಷ ಪರಿಶೀಲನೆ ಮಾಡಲು ಸರ್ಕಾರದ ಅಪರ ಮುಖ್ಯ ಕಾರ್ಯದರ್ಶಿ, ಸಿಬ್ಬಂದಿ ಮತ್ತು ಆಡಳಿತ ಸುಧಾರಣಾ ಇಲಾಖೆ ಇವರು ನೋಡಲ್ ಅಧಿಕಾರಿಯಾಗಿರುತ್ತಾರೆ. ಮಹಿಳಾ ಮತ್ತು ಮಕ್ಕಳ ಅಭಿವೃದ್ಧಿ ಇಲಾಖೆಯ ಸಹಯೋಗದೊಂದಿಗೆ ಸಾರ್ವಜನಿಕ ಶಿಕ್ಷಣ ಆಯುಕ್ತರು ಈ ಪರಿಶೀಲನೆಗೆ ಅನುವು ಮಾಡಿಕೊಡುವರು.

ಸಂಬಂಧಿಸಿದ ಸರ್ಕಾರಿ ಇಲಾಖೆಗಳು, ಶಿಕ್ಷಣ ಸಂಸ್ಥೆಗಳು, ಇತರ ಶಾಸನಬದ್ಧ ರಚನೆಗಳು, ವಿವಿಧ ಶಾಸನಗಳಡಿ ಕಾರ್ಯ ನಿರ್ವಹಿಸುತ್ತಿರುವ ವ್ಯಕ್ತಿಗಳು ಶಾಲೆಗಳಲ್ಲಿ ಮಕ್ಕಳ ಸುರಕ್ಷಾ ನೀತಿ ಕುರಿತಂತೆ ಕಾರ್ಯ

ವಿಧಾನಗಳು ಮತ್ತು ಸುರಕ್ಷಾ ಕ್ರಮಗಳನ್ನು ವ್ಯವಸ್ಥೆಯಲ್ಲಿ ಹಂತ ಹಂತವಾಗಿ ಅಳವಡಿಸಲು ಕ್ರಮ ಕೈಗೊಳ್ಳುವುದು. ಶಾಲೆಗಳಲ್ಲಿ ಸುರಕ್ಷಾ ಕ್ರಮಗಳ ಕುರಿತ ಸೂಚನೆಗಳನ್ನು ಪಾಲಿಸದೆ ಇರುವ ಸಂದರ್ಭಗಳಲ್ಲಿ ಉಚ್ಚ ನ್ಯಾಯಾಲಯದ ನಿರ್ದೇಶನಗಳ ಮೇರೆಗೆ ರಚಿಸಲಾಗಿರುವ ಉನ್ನತಾಧಿಕಾರಿ ಸಮಿತಿಯ ಅನುಮೋದನೆ ಪಡೆದು ದಂಡನೆ/ಶಿಕ್ಷೆಯ ಕ್ರಮಗಳನ್ನು ಅನುಷ್ಠಾನಗೊಳಿಸಲು ಕರಡು ನೀತಿಯಲ್ಲಿ ಅವಕಾಶ ಕಲ್ಪಿಸಲಾಗಿದೆ. ಆದರೆ ಈ ರೀತಿಯ ದಂಡನೆ ಅಥವಾ ಶಿಸ್ತು ಕ್ರಮ ಅಥವಾ ಇತರ ಯಾವುದೇ ಕ್ರಮಗಳನ್ನು ಕೈಗೊಂಡ ಸಂದರ್ಭಗಳಲ್ಲಿ ಮಕ್ಕಳಿಗೆ ತೊಂದರೆಯಾಗದಂತೆ, ಶಿಕ್ಷಣಕ್ಕೆ ಅಡಚಣೆಯಾಗದಂತೆ, ಮಗು ಸಂಕಷ್ಟ ಪರಿಸ್ಥಿತಿಗೆ ಒಳಗಾಗದಂತೆ ಖಚಿತಪಡಿಸಿಕೊಳ್ಳುವುದು.

ಮಕ್ಕಳ ಸ್ನೇಹಿ ಒಡನಾಟವನ್ನಾಧರಿಸಿದ ಒಂದು ಸಮಗ್ರ ನೀತಿಯು ರಾಜ್ಯದಲ್ಲಿನ ಮಕ್ಕಳ ರಕ್ಷಣೆಗೆ ತಳಪಾಯವಾಗಿದ್ದು, ಮಕ್ಕಳ ಹಿತದೃಷ್ಟಿಯಿಂದ ಈ ನೀತಿಯ ಅನುಷ್ಠಾನಕ್ಕೆ ತೊಡಗಿಸಿಕೊಂಡ ಸರ್ಕಾರಿ ಇಲಾಖೆಗಳು, ಚುನಾಯಿತ ಪ್ರತಿನಿಧಿಗಳು ಮತ್ತು ಸರ್ಕಾರೇತರ ಸಂಸ್ಥೆಗಳನ್ನು ಒಳಗೊಂಡಂತೆ ಹಲವಾರು ಸಹಭಾಗಿದಾರರಿಗೆ ನಿರ್ದೇಶನಗಳನ್ನು ಒದಗಿಸಲು ಹಾಗೂ ಕಾನೂನು, ಯೋಜನೆ ಮತ್ತು ಕಾರ್ಯಕ್ರಮಗಳನ್ನು ರೂಪಿಸಲು ರಾಜ್ಯಕ್ಕೆ ಮಾರ್ಗದರ್ಶನ ನೀಡುವಂತಹ ಮಕ್ಕಳ ಸುರಕ್ಷತೆ ಕುರಿತ ಒಂದು ಸಮಗ್ರ ದೃಷ್ಟಿಕೋನವು ಮಕ್ಕಳ ಸಂರಕ್ಷಣೆಯನ್ನು ಸಾಕಾರಗೊಳಿಸಲು ಅತ್ಯಗತ್ಯವಾಗಿದೆ. ಈ ಹಿನ್ನೆಲೆಯಲ್ಲಿ ರಾಜ್ಯ ಸರ್ಕಾರವು ಶಿಕ್ಷಣ ಸಂಸ್ಥೆಗಳಿಗಾಗಿ ಕರ್ನಾಟಕ ಮಕ್ಕಳ ಸುರಕ್ಷತಾ ನೀತಿ 2016ನ್ನು ರೂಪಿಸಿದೆ.

ಕರ್ನಾಟಕ ರಾಜ್ಯದ ಶಾಲೆಗಳಲ್ಲಿ “ಮಕ್ಕಳ ಸುರಕ್ಷತಾ ನೀತಿ, 2016”ನ್ನು ರಚಿಸುವ ಬಗ್ಗೆ ಕಾನೂನು ಇಲಾಖೆ, ಸಂಸದೀಯ ವ್ಯವಹಾರಗಳ ಇಲಾಖೆ, ಶಿಕ್ಷಣ ಇಲಾಖೆಗಳಿಂದ ಅಭಿಪ್ರಾಯ ಪಡೆಯಲಾಗಿದೆ. ಹಾಗೂ ಒಳಾಡಳಿತ ಇಲಾಖೆ ಮತ್ತು ಸಾರಿಗೆ ಇಲಾಖೆಯಿಂದ ಕೆಲವೊಂದು ಸಲಹೆಗಳನ್ನು ಪಡೆಯಲಾಗಿದೆ.

ಮಕ್ಕಳ ಸುರಕ್ಷತಾ ನೀತಿಯ ಬಗ್ಗೆ ದಿನಾಂಕ: 27.11.2015ರಂದು ರಾಜ್ಯ ಮಟ್ಟದಲ್ಲಿ ಮುಕ್ತ ಸಂವಾದವನ್ನು ಏರ್ಪಡಿಸಲು ನಿರ್ಣಯಿಸಿ ಸದರಿ ಸಂವಾದ ಕುರಿತು ವ್ಯಾಪಕ ಪ್ರಚಾರವನ್ನು ಹೆಚ್ಚು ಪ್ರಚಲಿತದಲ್ಲಿರುವ ವಿಜಯವಾಣಿ ದಿನ ಪತ್ರಿಕೆಯಲ್ಲಿ ದಿನಾಂಕ: 23.11.2015ರಂದು ಮತ್ತು ದಿ ಹಿಂದೂ ಪತ್ರಿಕೆಯಲ್ಲಿ ದಿನಾಂಕ: 25.11.2015, ದಿ ಟೈಮ್ಸ್ ಆಫ್ ಇಂಡಿಯಾ ಮತ್ತು ಪ್ರಜಾವಾಣಿ ಪತ್ರಿಕೆಗಳಲ್ಲಿ ಜಾಹಿರಾತುಗಳನ್ನು ಪ್ರಕಟಿಸುವ ಮೂಲಕ ಮೇಲಿನ ಕರಡು ನೀತಿ ಕುರಿತು ಸಾರ್ವಜನಿಕರಿಗೆ/ಶಿಕ್ಷಣ ಸಂಸ್ಥೆಗಳಿಗೆ ಮುಕ್ತ ಆಹ್ವಾನ ನೀಡಲಾಗಿತ್ತು. ಅದರಂತೆ 1000 ಜನ ಆಹ್ವಾನಿತರು ಭಾಗವಹಿಸಿದ್ದ ಈ ಸಂವಾದ ಕಾರ್ಯಕ್ರಮದಲ್ಲಿ ಶಿಕ್ಷಣ ಸಂಸ್ಥೆಗಳ ಆಡಳಿತ ಮಂಡಳಿ, ಸ್ವಯಂ ಸೇವಾ ಸಂಸ್ಥೆಗಳ ಶಾಲಾ ಅಭಿವೃದ್ಧಿ ಸಮಿತಿಗಳ ಪ್ರತಿನಿಧಿಗಳು ಭಾಗವಹಿಸಿದ್ದು, ತಮ್ಮ ಅನಿಸಿಕೆ ಮತ್ತು ಅಭಿಪ್ರಾಯಗಳನ್ನು ನೀಡಿರುತ್ತಾರೆ.

ಅಲ್ಲದೆ ಈ ಸಾರ್ವಜನಿಕ ಮುಕ್ತ ಸಂವಾದದ ಕಾರ್ಯಕ್ರಮವನ್ನು ರಾಜ್ಯದ ಎಲ್ಲಾ ಜಿಲ್ಲೆಗಳು ದಿನಾಂಕ: 30.11.2015ರಿಂದ 07.12.2015ರವರೆಗೆ ಸಾರ್ವಜನಿಕ ಸಮಾಲೋಚನೆ ಸಭೆ ನಡೆಸಿ ಭಾಗವಹಿಸಿದವರಿಂದ ಕರಡು ನೀತಿಯ ಬಗ್ಗೆ ಮಾಹಿತಿಯನ್ನು ಪಡೆಯಲಾಗಿದೆ.

ಸದರಿ ಸಂವಾದದ ನಂತರ ಸಾರ್ವಜನಿಕರ ಅಭಿಪ್ರಾಯ ಹಾಗೂ ವಿಷಯ ತಜ್ಞರ ಅಭಿಪ್ರಾಯದಂತೆ ಕರಡು ನೀತಿಯನ್ನು ಮಾರ್ಪಡಿಸಲಾಗಿದೆ.

ಪರಿಷ್ಕೃತ ಕರಡು ನೀತಿಯಲ್ಲಿ 2 ಭಾಗಗಳಿದ್ದು, ಭಾಗ-1 ಮತ್ತು ಭಾಗ-2 ಒಳಗೊಂಡಿರುತ್ತದೆ.

ಪರಿಷ್ಕೃತ ಕರಡು ನೀತಿಯ ಭಾಗ-1 :ಇದನ್ನು “ಕರ್ನಾಟಕ ರಾಜ್ಯ ಮಕ್ಕಳ ರಕ್ಷಣಾ ನೀತಿ” ಎಂದು ಕರೆಯಲಾಗುವುದು. ಇದು ರಾಜ್ಯದಲ್ಲಿ ಯಾವುದೇ ಪರಿಸ್ಥಿತಿಯಲ್ಲಿರುವ ಮಕ್ಕಳಿಗೆ, ಮಕ್ಕಳ ರಕ್ಷಣೆಗಾಗಿ ಕಾರ್ಯ ನಿರ್ವಹಿಸುವವರಿಗೆ ಮಾರ್ಗಸೂಚಿಯಾಗಿರುತ್ತದೆ. ಈ ಭಾಗದಲ್ಲಿ ನೀತಿಯ ಬಗ್ಗೆ ಸ್ಪಷ್ಟವಾಗಿ ತಿಳಿಸಲಾಗಿದೆ.

ಪರಿಷ್ಕೃತ ಕರಡು ನೀತಿಯ ಭಾಗ-2: ಇದನ್ನು “ಕರ್ನಾಟಕ ರಾಜ್ಯ ಮಕ್ಕಳ ರಕ್ಷಣೆ ನೀತಿಯಡಿ ಶಿಕ್ಷಣ ಸಂಸ್ಥೆಗಳಿಗೆ ಕಾರ್ಯಾಚರಣೆ ಮಾರ್ಗಸೂಚಿಗಳು ಮತ್ತು ವಿಧಾನಗಳು” ಎಂದು ಕರೆಯಲಾಗಿದೆ.

ಶಾಲೆಗಳು ತಮ್ಮದೇ ಆದ ಮಕ್ಕಳ ಸುರಕ್ಷಾ ಕ್ರಮ/ನೀತಿಗಳನ್ನು ಅಭಿವೃದ್ಧಿಪಡಿಸಿಕೊಳ್ಳಲು ಸಹ ಕರಡು ಸುರಕ್ಷಾ ನೀತಿಯು ಅವಕಾಶ ಕಲ್ಪಿಸಿರುತ್ತದೆ.

ಕರ್ನಾಟಕದ ಶೈಕ್ಷಣಿಕ ಸಂಸ್ಥೆಗಳಲ್ಲಿನ ಆಡಳಿತ ಮಂಡಳಿಗಳು, ಶಿಕ್ಷಕರು ಮತ್ತು ಪೋಷಕರಿಗೆ ಮಕ್ಕಳ ಸುರಕ್ಷೆ ಮತ್ತು ರಕ್ಷಣೆ ಕುರಿತಂತೆ ಜವಾಬ್ದಾರಿ ಹಂಚಿಕೆಯ ಅಂಶವನ್ನು ಮಕ್ಕಳ ಸುರಕ್ಷಾ ನೀತಿಯು ಪರಿಗಣಿಸುತ್ತದೆ.

ಕರಡು ನೀತಿಯಲ್ಲಿ ವಿವಿಧ ಭಾಗಿದಾರ ಇಲಾಖೆಗಳು ಹಾಗೂ ವಾರ್ತಾ ಇಲಾಖೆಗಳಂತಹ ಪ್ರಮುಖ ಇಲಾಖೆಗಳು ನಿರ್ವಹಿಸಬೇಕಾದ ಪಾತ್ರಗಳು ಮತ್ತು ಜವಾಬ್ದಾರಿಗಳು, ಮಾಧ್ಯಮದ ನೀತಿ ಸಂಹಿತೆ ಹಾಗೂ ಘಟನೆ ನಂತರ ವಹಿಸಬೇಕಾದ ಕ್ರಮಗಳು, ಮೇಲ್ವಿಚಾರಣೆ ಹಾಗೂ ಮಾಹಿತಿ ಸಂಗ್ರಹಣೆಗಾಗಿ ಅವಶ್ಯಕ ಉಪಕರಣಗಳ ಅಳವಡಿಕೆ, ಮತ್ತು ದಂಡನೆ/ಶಿಕ್ಷೆಯ ಕ್ರಮಗಳ ಬಗ್ಗೆ ತಿಳಿಸಲಾಗಿದೆ.

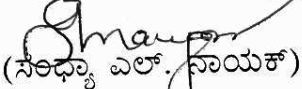
ಒಟ್ಟಿನಲ್ಲಿ ಶಿಕ್ಷಣ ಸಂಸ್ಥೆಗಳು, ಸ್ವಯಂ ಸೇವಾ ಸಂಸ್ಥೆಗಳಿಂದ ಸಕಾರಾತ್ಮಕ ಅಭಿಪ್ರಾಯ ಬಂದಿರುತ್ತದೆ. ಹಾಗೂ ಈ ನೀತಿಯ ಅನುಷ್ಠಾನ ಮಾಡುವ ಬಗ್ಗೆ ವ್ಯಾಪಕ ಪ್ರಚಾರ ನೀಡುವಂತೆ ಸಲಹೆ ನೀಡಿರುತ್ತಾರೆ. ಸಂವಿಧಾನದಲ್ಲಿ ಉಲ್ಲೇಖಿಸಿರುವ ಮಕ್ಕಳ ಹಕ್ಕುಗಳ ರಕ್ಷಣೆ ಸರ್ಕಾರದ ಮತ್ತು ಸಮಾಜದ ಜವಾಬ್ದಾರಿಯಾಗಿರುವುದರಿಂದ ಮಕ್ಕಳ ರಕ್ಷಣೆಗಾಗಿ ಒಂದು ಸಮಗ್ರ ನೀತಿಯನ್ನು ರಚಿಸಲು ಸರ್ಕಾರ ಬದ್ಧವಾಗಿರುತ್ತದೆ.

ಮೇಲ್ಕಂಡ ಅಂಶಗಳನ್ನು ಪರಿಶೀಲಿಸಿ ಈ ಕೆಳಕಂಡಂತೆ ಆದೇಶಿಸಿದೆ.

ಆದೇಶ ಸಂಖ್ಯೆ: ಮಮಇ 259 ಮುಖ್ಯ 2014, ಬೆಂಗಳೂರು, ದಿನಾಂಕ: 30.04.2016.

ಪ್ರಸ್ತಾವನೆಯಲ್ಲಿ ವಿವರಿಸಿರುವ ಅಂಶಗಳ ಹಿನ್ನೆಲೆಯಲ್ಲಿ “ಕರ್ನಾಟಕ ರಾಜ್ಯ ಮಕ್ಕಳ ರಕ್ಷಣಾ ನೀತಿ 2016ನ್ನು ಅನುಬಂಧದಲ್ಲಿ ಇರುವಂತೆ ರಚಿಸಿ ಈ ತಕ್ಷಣದಿಂದ ಜಾರಿಗೆ ಬರುವಂತೆ ಆದೇಶಿಸಿದೆ.

ಕರ್ನಾಟಕ ರಾಜ್ಯಪಾಲರ ಆದೇಶಾನುಸಾರ  
ಮತ್ತು ಅವರ ಹೆಸರಿನಲ್ಲಿ

  
(ಸಿಐಡಿಪಿ ಎಲ್. ನಾಯಕ್)

ಸರ್ಕಾರದ ಅಧೀನ ಕಾರ್ಯದರ್ಶಿ-1,

ಮಹಿಳಾ ಮತ್ತು ಮಕ್ಕಳ ಅಭಿವೃದ್ಧಿ ಹಾಗೂ  
ವಿಕಲಚೇತನರ ಮತ್ತು ಹಿರಿಯ ನಾಗರಿಕರ ಸಬಲೀಕರಣ  
ಇಲಾಖೆ.

ಇವರಿಗೆ:

ಸಂಕಲನಕಾರರು, ಕರ್ನಾಟಕ ರಾಜ್ಯಪತ್ರ, ಕೆಂಗೇರಿ ಪೋಸ್ಟ್, ಬೆಂಗಳೂರು-ಮುಂದಿನ ರಾಜ್ಯ ಪತ್ರದಲ್ಲಿ ಇದನ್ನು ಪ್ರಕಟಿಸಿ 2000 ಪ್ರತಿಗಳನ್ನು ಈ ಇಲಾಖೆಗೆ ಕಳುಹಿಸಿಕೊಡುವಂತೆ ಕೋರಲಾಗಿದೆ.

1. ಸರ್ಕಾರದ ಅಪರ ಮುಖ್ಯ ಕಾರ್ಯದರ್ಶಿ, ಒಳಾಡಳಿತ ಇಲಾಖೆ, ವಿಧಾನಸೌಧ.

2. ಸರ್ಕಾರದ ಪ್ರಧಾನ ಕಾರ್ಯದರ್ಶಿ, ಶಿಕ್ಷಣ ಇಲಾಖೆ(ಪ್ರಾಥಮಿಕ ಮತ್ತು ಪ್ರೌಢ ಶಿಕ್ಷಣ) ಬಹುಮಹಡಿ ಕಟ್ಟಡ.
3. ಸರ್ಕಾರದ ಪ್ರಧಾನ ಕಾರ್ಯದರ್ಶಿ, ಕಾನೂನು ಇಲಾಖೆ, ವಿಧಾನಸೌಧ.
4. ಸರ್ಕಾರದ ಪ್ರಧಾನ ಕಾರ್ಯದರ್ಶಿ, ಸಂಸದೀಯ ವ್ಯವಹಾರಗಳ ಇಲಾಖೆ, ವಿಧಾನಸೌಧ.
5. ಸರ್ಕಾರದ ಪ್ರಧಾನ ಕಾರ್ಯದರ್ಶಿ, ಸಾರಿಗೆ ಇಲಾಖೆ, ಬಹುಮಹಡಿ ಕಟ್ಟಡ.
6. ನಿರ್ದೇಶಕರು, ಮಹಿಳಾ ಮತ್ತು ಮಕ್ಕಳ ಅಭಿವೃದ್ಧಿ ಇಲಾಖೆ, ಬೆಂಗಳೂರು.
7. ಸರ್ಕಾರದ ಮುಖ್ಯ ಕಾರ್ಯದರ್ಶಿಯವರ ಆಪ್ತ ಕಾರ್ಯದರ್ಶಿ, ಕರ್ನಾಟಕ ಸರ್ಕಾರ, ಬೆಂಗಳೂರು.
8. ಸದಸ್ಯ ಕಾರ್ಯದರ್ಶಿ, ಕರ್ನಾಟಕ ರಾಜ್ಯ ಸಮಗ್ರ ಮಕ್ಕಳ ರಕ್ಷಣಾ ಸೊಸೈಟಿ, ಬೆಂಗಳೂರು.
9. ಆಯುಕ್ತರು, ಸಾರ್ವಜನಿಕ ಶಿಕ್ಷಣ ಇಲಾಖೆ, ಬೆಂಗಳೂರು.
10. ಎಲ್ಲಾ ಉಪನಿರ್ದೇಶಕರು, ಸಾರ್ವಜನಿಕ ಶಿಕ್ಷಣ ಇಲಾಖೆ, ಬೆಂಗಳೂರು. (ಆಯುಕ್ತರ ಮುಖಾಂತರ)
11. ಎಲ್ಲಾ ಜಿಲ್ಲಾಧಿಕಾರಿಗಳು/ಮುಖ್ಯ ಕಾರ್ಯನಿರ್ವಾಹಣಾಧಿಕಾರಿಗಳು (ನಿರ್ದೇಶಕರು, ಮಹಿಳಾ ಮತ್ತು ಮಕ್ಕಳ ಅಭಿವೃದ್ಧಿ ಇಲಾಖೆ ಇವರ ಮುಖಾಂತರ.)
12. ಕಾರ್ಯದರ್ಶಿ, ಕರ್ನಾಟಕ ರಾಜ್ಯ ಮಕ್ಕಳ ಹಕ್ಕುಗಳ ರಕ್ಷಣಾ ಆಯೋಗ, ಕೃಷಿಭವನ, ನೃಪತುಂಗ ರಸ್ತೆ, ಬೆಂಗಳೂರು.
13. ಕಾರ್ಯದರ್ಶಿ, ಕರ್ನಾಟಕ ರಾಜ್ಯ ಮಹಿಳಾ ಆಯೋಗ, ಬೆಂಗಳೂರು.
14. ವಾರ್ತಾಧಿಕಾರಿ, ವಾರ್ತಾ ಇಲಾಖೆ.
15. ಎಲ್ಲಾ ಉಪ ನಿರ್ದೇಶಕರು/ಸಹಾಯಕ ನಿರ್ದೇಶಕರು, ಮಹಿಳಾ ಮತ್ತು ಮಕ್ಕಳ ಅಭಿವೃದ್ಧಿ ಇಲಾಖೆ.(ನಿರ್ದೇಶಕರ ಮುಖಾಂತರ)
16. ಜಿಲ್ಲಾ, ತಾಲ್ಲೂಕು ಮತ್ತು ಗ್ರಾಮ ಮಟ್ಟದ ಕಾವಲು ಸಮಿತಿಗಳ ಎಲ್ಲಾ ಸದಸ್ಯರು (ನಿರ್ದೇಶಕರು, ಮಹಿಳಾ ಮತ್ತು ಮಕ್ಕಳ ಅಭಿವೃದ್ಧಿ ಇಲಾಖೆರವರ ಮುಖಾಂತರ.)
17. ಶಾಖಾರಕ್ಷ ಕಡತ/ ಹೆಚ್ಚುವರಿ ಪ್ರತಿಗಳು.

**ಪ್ರತಿಯನ್ನು ಮಾಹಿತಿಗಾಗಿ:**

1. ಮಾನ್ಯ ಮಹಿಳಾ ಮತ್ತು ಮಕ್ಕಳ ಅಭಿವೃದ್ಧಿ ಹಾಗೂ ವಿಕಲಚೇತನರ ಮತ್ತು ಹಿರಿಯ ನಾಗರಿಕರ ಸಬಲೀಕರಣ ಹಾಗೂ ಕನ್ನಡ ಮತ್ತು ಸಂಸ್ಕೃತಿ ಸಚಿವರ ಆಪ್ತಕಾರ್ಯದರ್ಶಿ, ವಿಧಾನ ಸೌಧ, ಬೆಂಗಳೂರು.
2. ಸರ್ಕಾರದ ಅಪರ ಮುಖ್ಯ ಕಾರ್ಯದರ್ಶಿ, ಮಹಿಳಾ ಮತ್ತು ಮಕ್ಕಳ ಅಭಿವೃದ್ಧಿ ಹಾಗೂ ವಿಕಲಚೇತನರ ಮತ್ತು ಹಿರಿಯ ನಾಗರಿಕರ ಸಬಲೀಕರಣ ಇಲಾಖೆ ಇವರ ಆಪ್ತಕಾರ್ಯದರ್ಶಿ.

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