



## **CHILD PROTECTION POLICY**

**KiiT International School mission statement:**

To lead and excel by engaging minds, transforming lives and serving the community with compassion and empathy.

**KiiT International School Vision statement:**

To build leaders of tomorrow based on the foundation of academic excellence and service to society.

India has a comprehensive policy and legal framework addressing rights and protection of children, providing opportunities to ensure that all children have equal access to quality protection services. The core child protection legislation for children is enshrined in four main laws: The Juvenile Justice (Care and Protection) Act (2000, amended in 2015); The Prohibition of Child Marriage Act (2006); The Protection of Children from Sexual Offences Act (2012), and The Child Labour (Prohibition and Regulation) Act (1986, amended in 2016).

Over the past five years, notable efforts have been made to set up fast-track courts and deal with cyber-crime against children and women. In 2019, the Protection of Children from Sexual Offences Bill was amended, stipulating stricter punishment for sexual crimes against children.

However, violence against children is still widespread and remains a harsh reality. Many girls and boys in India are married off at very young age, face domestic and sexual violence at home and are subjected to trafficking, online abuse, child labour and bullying. All forms of violence, abuse and exploitation have lifelong consequences on children's lives.

According to the latest statistics, about 40% of India's population are children. The National Child Protection Policy, under the purview of the Ministry of Women and Child Development, clearly states that protecting them is an investment towards building a strong nation because this 40% of our population is the future of our nation. It is not only a matter of human rights but the responsibility of the nation to safeguard and protect them for a better future. The constitution of India has given them equal rights and grants them the highest priority for their protection and wellbeing. India is a member of the United Nations Convention on the rights of the child (UNCRC) and has a powerful legal framework to protect and uphold their rights including juvenile justice under the care and protection of children Act 2015.



Abiding by the Sexual Offences Act of 2012, KiiT International school has formulated a child protection policy and is strictly committed to protecting all the children who are on campus. Implementation of this policy in KiiT International school is overseen and directed by **Mr Jayasankar Mishra**, a lawyer/legal advisor, who is a member of the leadership team and is responsible for the children's safety. **Mr. Jayasankar Mishra** is also responsible for reviewing and referencing legal expectations and requirements regarding child abuse.

The KiiT International School is committed to creating a 'child safe' environment, where children are protected, and are trained to develop skills for their own protection, and where the staff are skilled, confident, competent and empowered in meeting their responsibilities in this regard. The school management takes responsibility to promote child-safety practices and protect children from harm, abuse, neglect and exploitation in any form.

#### **What child protection means to us:**

Child abuse includes all forms of physical, emotional and sexual abuse and negligence, which may affect their personal growth and cause serious harm to them and the nation as a whole.

#### **Purpose of the child protection policy:**

- To ensure a fear-free and safe environment from physical, verbal or sexual abuse.
- To support the teachers, and members of the staff to protect the children.
- To support the local police, volunteer organizations and the victim's family members in investigating the suspected abuse and to report the suspected abuse to these agencies.

#### **Objectives of the policy:**

- To prevent discrimination against and all forms of abuse of children
- To make recommendations to the Management for changes/elaborations in the Rules for staff members and students in the Bye-Laws whenever required.
- To strictly deal with any cases of abuse against any child in a time-bound manner.
- To recommend appropriate punitive action against the guilty party to the POCSO team members.

#### **Scope of the policy:**



This document applies to every member of the school community - students, staff, parents/guardians, and visitors. All staff in KiiT international school are responsible for surveilling visitors to ensure 100% safety in the school.

### **Summary of the policy:**

The child protection policy aims at the board's commitment to protect the child and recognize the vital role and responsibility of every member of the staff to ensure a fear-free environment and the safety of the children. Immediate action is initiated when any case of child abuse is reported or suspected by anyone. Every staff member is expected to be familiar with this policy, its associated procedures and protocols and abide by them.

The discipline committee members of KiiT International school should ensure the well-being of children in their care, so that they thrive, belong and achieve. We are committed to the prevention of child abuse and neglect and to the protection of all children. The safety and well-being of the child is our top priority. In all cases of suspected or alleged abuse, advice will be sought through appropriate agencies.

According to the POCSO Act, any member of the school feels that any student has been, or is likely to be, harmed (physically, emotionally, or sexually), ill-treated, abused, neglected, or deprived must follow school procedures and must also report the matter to the discipline committee in writing for action.

### **Instructions for parents, local guardians and visitors for child protection:**

Parents and local guardians should play an important role & cooperate with the school management to implement the policy effectively. They should update the school admission cell on changes in contact information and other important information, such as the child's mental and physical health. Apart from this, Parents or local guardians should attend PTMs regularly and update homeroom teachers about their child's welfare & progress.



Visitors and other users of the school premises, such as plumbers, gardeners, vendors and delivery personnel, are expected to observe the safety rules responsibly and are not allowed to interact with school students without any valid reasons.

### **Instructions for students to implement this policy:**

- Every student should feel comfortable reporting to the teachers / counsellors/or any teacher/or grade in charge about any untoward incidents involving other students or staff that may put their or their fellow mates' safety at stake.
- Every student must follow the discipline committee's instructions related to the dress code and also use protective clothing as required.
- Every student must obey school-safety rules, in particular the instructions from staff in the event of a natural calamity or outbreak of fire.
- Every student should make use of the equipment and procedures provided for their safety purposes.

### **ROLES & RESPONSIBILITIES of POCSO team at KiiTIS:**

The principal, the head of the school and the program coordinators are responsible for implementing this policy within the school by monitoring the effectiveness of its implementation, the safe working practices described within it, revising and amending related procedures regularly. Apart from this, trained sports department personnel are assigned to conduct demonstrations to children about how to respond to an emergency evacuation situation and inform the members of the school community about relevant safety procedures.

The ultimate accountabilities are with the principal of the school and the POCSO committee to ensure that the child safety policy is strictly implemented and is available to all staff members, contractors, vendors, volunteers and parents.



Therefore, the Principal of the school must:

1. formulate appropriate procedures to meet the safety of the child as required and relevant to the school atmosphere,
2. support with relevant legislative requirements and responsibilities to ensure that all staff and contract workers are aware of the safety check a to the standard specified in the Vulnerable Children Act, according to the POCSO Act 2012,
3. to make sure that this policy document is available on the school's website or is available on request to the parents or legal guardian,
5. ensure the interests and protection of the children are paramount in all circumstances,
6. recognize the rights of the family to participate in the decision-making about their children,
7. support all staff members to work by this policy, to work with partner agencies and organisations to ensure child protection policies are understood and implemented,
9. promote a culture where staff feel confident, where they can constructively challenge poor practices or raise issues of concern without fear of reprisal,
10. consult, discuss and share relevant information, in line with our commitment to confidentiality and information-sharing protocols, in a timely way regarding any concerns about an individual child with the board of committee or designated person(s),
11. seek advice, when necessary, from advisors on employment matters and other relevant agencies where child safety issues arise,
12. make available professional development, resources and/or sufficient advice to ensure all staff members can carry out their roles in terms of this policy,
13. to make sure that this policy forms a part of the initial staff induction programme for each staff member.



### **Procedure for Approaching the committee for grievances:**

The committee deals with issues relating to all forms of child abuse at the KiiT International School, which apply to all students, staff and faculty. A complaint of discrimination or sexual harassment may be lodged by the victim or a third party. A written complaint may be addressed to the Convener of the Committee. If the complaint is made to the Chairperson, Principal or Grade in charge, they may forward it to the Convener of the Committee.

Here it should be noted that according to the Supreme Court guideline Sexual harassment can be defined as "unwelcome" sexually determined behavior (whether directly or by implication) as Observation & suspension)

- Physical contact and advances;
- Demand or request for sexual favors;
- Sexually colored remarks;
- Showing pornography; and
- Other unwelcome physical, verbal or non-verbal conduct of a sexual nature. (Vishaka judgment by Supreme Court)

### **The following are also sexual harassment and is covered by the committee at KiiTIS:**

- Eve-teasing,
- Unsavory remarks,
- Jokes causing or likely to cause awkwardness or embarrassment,
- Innuendos and taunts,
- Gender-based insults or sexist remarks,
- Unwelcome sexual overtone in any manner such as over the telephone (obnoxious telephone calls, text, video calls) and the like,
- Touching or brushing against any part of the body and the like,
- Displaying pornographic or other offensive or derogatory pictures, cartoons, pamphlets or sayings,
- Forcible physical touch or molestation and
- Physical confinement against one's will and any other act likely to violate one's privacy.

### **Improper Complaints:**



This policy shall not be used to bring frivolous or malicious complaints against students or employees. A person who brings up a complaint that is later found to be frivolous or malicious will be subject to disciplinary action.

### **Penalties:**

- Step 1 - a first warning will be given to the accused not to repeat such action via mail.
- Step 2 - a second warning will be a period of suspension from the school.
- Step 3 - third and final will be dismissal from the school.
- Penalties will be determined based on the facts of each case and the extent of harm to the Institution's interests, as well as any record indicating previous wrong doing by the accused person.

### **Confidentiality**

The information generated in the course of informal **reviews** and formal **investigations** necessary to enforce this policy will be given the full extent of confidentiality accorded by law to employee personnel records and student educational records. Any person who, without authorization, reveals such information will be subject to disciplinary action. In any case, when a complaint is being mediated or investigated, the person accused will be informed of the specific details of the complaint, as well as the prohibition against retaliation.

### **CHILD SAFETY AND PROTECTION TEAM**

- Chairperson: **Dr. Monalisa Bal**
- Director/Principal/head of the school: **Dr. Sanjay Suar**
- Vice Principal: Ms. Priya Wadhwa
- IC Curriculum head: Mr Rory McNamara
- IBDP Programme coordinator: Mr. Kartick Chandra Sahoo
- Sexual Harassment cell head: Ms. Pushpa Patnaik
- Staff secretary: Ms. Sibani Mohanty (Staff secretary)
- Warden: Mr. Bibudhendra Tripathy
- Director disciplinary committee: Mr. Pitamber Biswal
- Head of Sports Dept: Md Asif Eqbal Khan





- Head of Cultural Dept: Mr. Santosh Kumar Lenka
- Administration Officer: Mr. Krishna Chand
- Assistant Administration Officer: Mr. Chinmaya Pattanaik
- Counselor: Ms. Sajeela Khan
- **Lawyer: Mr. Jayasankar Mishra**

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### **Policy review**

The Child Safety and Protection policy is a working document that will be updated annually. The Policy Review Committee is made up Chairperson of KiiT International school, principal, vice principal, international curriculum head, program coordinators and other senior leadership team members.

The document was last Reviewed on February 2023.

### **RESOURCES**

1. <https://www.ohchr.org/en/professionalinterest/pages/crc.aspx>
2. <https://www.who.int/en/news-room/fact-sheets/detail/child-maltreatment>.
3. <https://www.unicef.org/india/what-we-do/child-protection>