

GOVERNMENT OF NATIONAL CAPITAL TERRITORY DELHI
DIRECTORATE OF EDUCATION: SCHOOL BRANCH
OLD SECRETARIAT: DELHI-110054

No. DE.23 (564) / Sch.Br./2018/1080

Dated: 24-07-18

CIRCULAR

Sub: Guidelines for Safety of Schools Students.

In continuation of circular no. F.1 (678)/CTB/School Safety/2017/901 dated 07.11.2017 regarding minimum standard of school safety, all the Heads of Govt. Schools, Govt. Aided Schools, Un-aided Private recognized Schools, Un-recognised Schools, Nursery Schools governed by Directorate of Education, Municipal Corporation Schools under NDMC, SDMC and EDMC, Delhi Cantonment Board Schools and DSW are hereby directed to ensure the compliance of following guidelines regarding safety of the students inside and outside the school premises:

- Active participation of School Management Committee to persuade parents to use only legal means of transport for their school going children and follow adequate safeguards for ferrying school students.
- There must be no use of illegal/over loaded vehicle for transportation of their school going children.
- The schools should actively check about excess number of children being seated in a vehicles ferrying children to their school. The Principals should bring dangers involved to the notice of parents.
- Compliance of the advertisement/ appeal by Transport/ Delhi Traffic Police regarding the vehicles ferrying school children and their staff.
- Maintenance of ID proofs of the school vehicle staff duly verified by Delhi Police.
- Female teaching/ non- teaching staff to be deployed in every vehicle ferrying Girl students.
- Prior written permission from parents/guardians if going for any excursion/tour/trip etc.
- Accompanying teachers must have contact number of the parents of all the students in case going outside the city. There must be atleast one teacher for every 20 students for outside visits. The vehicle carrying girl students must have the requisite number of female staff as per the strength of the students.
- Teacher/attendant must maintain a register with head count of children to ascertain the presence of the students in the vehicle.
- Parents are provided the contact details of bus driver, conductor and the teacher/staff accompanying the students in the vehicles.
- The driver must have a valid licence issued by licensing authorities of NCT of Delhi and PSV badge and his character and antecedents are duly verified by the Delhi Police.

S. Jais

- The bus/vehicle of the school fulfils the permit condition.
- There should be valid written agreement between the education institute and the transport vendor.
- In case of private vehicles hired by the parents, the cab drivers' character & antecedent verifications are to be provided to the school by the parents.
- Parents and school authority to ensure that there is a lady attendant/mother volunteer always present in the van in case of girls students.
- Maximum number of children in the school bus/cab are limited as per norms based on type of vehicle.
- HOS meeting with the parents every six months to discuss the safety of children in private vans/vehicles.
- Maintenance of a register by school about children coming by private vans.

This issues with the prior approval of Competent Authority.

S. Jain
24.7.18
Addl. DE (School)

No. DE.23 (564) / Sch.Br./2018/ 1080

Dated: 24/7/18

All Heads of Govt., Govt. Aided, Unrecognised, Recognised Unaided Schools under Directorate of Education through DEL-E.

Copy to:-

- 1.PS to Secretary (Education).
- 2.PS to Director (Education).
- 3.Director, Department of Social Work, Secretary NDMC, CEO Delhi Cantt. Board, Director (Education) North DMC/South DMC/East DMC with a request to issue directions to all stakeholders.
- 4.All RDEs/DDEs (District/Zone) to ensure compliance.
- 5.System Analyst (MIS) for uploading on MIS.
- 6.Guard File.

Sharma
24/7/18
DDE (Schools)