



**Amruthaya**

CENTRAL SCHOOL (A UNIT OF AMRUTHAYA)

No. 58/3, Kattigenahalli, Jala-Hobli, BENGALURU NORTH-560064

E-Mail: [amruthaya.central@gmail.com](mailto:amruthaya.central@gmail.com); Ph: 8880822311

[www.amruthaya.in](http://www.amruthaya.in)

Chairman: Smt. K Sumithamma

Secretary: Smt Kalyani K

**POCSO/CHILD SAFETY COMMITTEE**

**Members of Child Safety Committee**

Sl. No	Name of Member	Category	Designation
1	AMRUTHA R	Principal	Presiding Officer
2	JITHENDRA SHARMA	Teaching staff	Member
3	SUSHEELA	Teaching staff	Member
4	BHARATH RAJU	Non-Teaching Staff	Member
5	SHOBHA R GOWDA	Non-Teaching Staff	Member
6	MAYURI DAS	Teaching staff	Member
7	REVATHI	Teaching staff	Member
8	PRIKSHITH CHHIBBER	Teaching Staff	Member

*Kalyani K*

Secretary

AMRUTHAYA CENTRAL SCHOOL

Survey No.58/3, Kattigenahalli,  
Jala Hobli, Bangalore North-560064

*Amrutha R*  
PRINCIPAL

AMRUTHAYA CENTRAL SCHOOL

9	HARINI	Student Counsellor	Member
10	KALYANI K	Secretary	Secretary
11	NIRMALA	Teaching Staff	Member
12	UMA	Teaching Staff	Member
13	KOMMOJU VASAVI	Teaching Staff	Member
14	VIDYA M B	Teaching Staff	Member

**OBJECTIVES:** The committee is established with the following objectives:

1. **Protect children from abuse and exploitation** – safeguard students against all forms of verbal, non-verbal, physical, sexual, emotional, and mental harassment.
2. **Promote a safe and inclusive school environment** where every child feels secure, respected, and valued.
3. **Create awareness** among students, staff, and parents about child rights, safety guidelines, and laws such as POCSO and the Juvenile Justice Act.
4. **Prevent bullying and cyberbullying** by educating children on safe online practices and maintaining strict anti-bullying policies.
5. **Provide emotional and psychological support** through access to school counsellors, teachers, and trusted staff members.
6. **Ensure effective reporting mechanisms** so children can easily approach committee members or designated points of contact.
7. **Conduct periodic training/orientation programs** for teachers, staff, parents, and students to strengthen child protection awareness.
8. **Review and monitor safety infrastructure** like CCTV surveillance, secure boundary walls, fire safety equipment, and emergency evacuation drills.

*Kalyani.k*  
Secretary

AMRUTHAYA CENTRAL SCHOOL  
Survey No.58/3, Kattigenahalli,  
Jala Hobli, Bangalore North-560064

*Anand AB*  
PRINCIPAL

AMRUTHAYA CENTRAL SCHOOL

9. **Maintain strict disciplinary procedures** for violators, including counselling, written undertakings, suspension, or termination, depending on severity.
10. **Organize regular health check-ups** and promote physical, emotional, and mental well-being of students.
11. **Encourage child participation** in safety initiatives, giving them confidence to voice their concerns without fear.
12. **Collaborate with parents and authorities** to ensure timely intervention and legal support when required.
13. **Continuously evaluate and update safety measures** in line with CBSE, State, and National guidelines.

### **MEASURES TAKEN BY SCHOOL**

- Strong compound wall and secured gate
- Security personal at Entry and Exit point
- Putting up child safety number (1098) at various places in school
- CCTV installed at all common places
- Staff and student's orientation done on a regular basis
- Periodic meeting with staff, parents and students at regular interval
- Fire Extinguisher and Fire Drill and other measures taken at school
- Health checkup done for all the students twice in a year
- Students can approach the counselor whenever required
- Strict disciplinary action against the defaulters
- No form of bullying is accepted in school either physical/ mental or cyber bullying.
- Immediate reporting of any such incident to the concerned person

### **POINTS OF CONTACTS**

- 1. NAME: Mrs. Amrutha R  
CONTACT NO: 9591590451
- 2. NAME: Mr. Revathi  
CONTACT NO: 9008543993

### **ACTION PROCEDURE:**

**The committee will follow the action procedure to resolve any grievance coming to the committee**

- Warning and reminder about the school and state rules
- Counselling by the school counsellor and principal
- Written consent of not repeating the behaviour

*Kalyani. K*  
Secretary

**AMRUTHAYA CENTRAL SCHOOL**  
Survey No.58/3, Kattigenahalli,  
Jala Hobli, Bangalore North-560064

*Amrutha B*  
Principal

**AMRUTHAYA CENTRAL SCHOOL**

- Suspension/ Termination of the services/admission in case of serious offence
- Written affirmation from the students and parents

**LEGAL SUPPORT:** If required

PRINCIPAL

## MINUTES OF MEETINGS (MOM)

**Amruthaya Central School – POCSO/Child Safety Committee**

**Time:** 3:00 PM – 4:00 PM

**Venue:** Principal's Cabin / Grade 6 Classroom/ PP1 Room

### Members Present:

- Mrs. Amrutha (Principal – Presiding Officer)
- Mr. Jithendra Sharma (Teaching Staff – Member)
- Mrs. Susheela (Teaching Staff – Member)
- Mr. Bharath Raju (Non-Teaching Staff – Member)
- Mrs. Shobha (Non-Teaching Staff – Member)
- Mrs. Mayuri Das (Teaching Staff – Member)
- Mrs. Uma J (Teaching Staff – Member)
- Miss. Monika (Non-Teaching Staff – Member)
- Miss. Harini (Student Counsellor- Member)

### 1. MOM – 5th May 2026 (Monday)

**Venue:** Principal's Cabin

**Agenda:** Teacher Orientation on Child Safety

### Discussion Points:

1. Importance of refreshing staff knowledge on POCSO Act.
2. Need for teachers to identify early warning signs of child distress.
3. Role of teachers in preventing bullying in classrooms.
4. Discussion on quick reporting system for complaints.
5. Suggestion to use real-life case studies during training.

### Action Points:

1. Workshop scheduled for 12th June for all teachers.

*Kalyani, K.*  
Secretary

AMRUTHAYA CENTRAL SCHOOL  
Survey No. 58/3, Kattigenahalli,  
Jala Hobli, Bangalore - 560064

*Amrutha*  
PRINCIPAL  
AMRUTHAYA CENTRAL SCHOOL

2. Complaint escalation chart to be displayed in staffroom.
3. Teachers assigned to monitor corridors during breaks.
4. Principal to invite external counsellor for training session.
5. Awareness handbook to be circulated to staff.

**Signature of the Principal:**

**Signature of the members:**

## **2. MOM – 19th June 2026 (Friday)**

**Venue:** Grade 6 Classroom

**Agenda:** Review of CCTV and Campus Safety

### **Discussion Points:**

1. Two CCTV cameras found non-functional.
2. Placement of cameras in blind spots suggested.
3. Security guards' vigilance to be improved.
4. Child helpline number visibility needs reinforcement.
5. Regular monthly safety audits required.

### **Action Points:**

1. Repair of faulty cameras by 20<sup>th</sup> June.
2. Install additional CCTV in playground corner.
3. Guards instructed to record every visitor's entry/exit.
4. Posters of 1098 helpline fixed in all corridors.
5. Safety audit calendar created – once a month.

### **Members Present:**

- Mrs. Amrutha (Principal – Presiding Officer)
- Mr. Madhusudhan (Teaching Staff – Member)
- Mrs. Susheela (Teaching Staff – Member)
- Mr. Bharath Raju (Non-Teaching Staff – Member)
- Mrs. Shobha (Non-Teaching Staff – Member)
- Mrs. Lalitha (Teaching Staff – Member)
- Mrs. Uma J (Teaching Staff – Member)
- Miss. Monika (Non-Teaching Staff – Member)
- Miss. Harini (Student Counsellor- Member)

  
Secretary

**AMRUTHAYA CENTRAL SCHOOL**  
Survey No.58/3, Kattigenahalli,  
Jala Hobli, Bangalore North-560064

  
**PRINCIPAL**  
**AMRUTHAYA CENTRAL SCHOOL**

**Signature of the Principal:**

**Signature of the members:**

### **3. Minutes of Meeting – POCSO /Child Safety**

Meeting on Orientation & Awareness

Date: 26th June 2026(Saturday)

Time: 1:00–2:00 pm

Venue: PP1 Room

Agenda: Orientation of Committee & Safety Awareness

Action Plans:

1. Orientation session for all teaching & non-teaching staff on POCSO Act.
2. Display Child Helpline 1098 posters in classrooms and corridors.
3. Verify background checks of all staff, including drivers & attendants.
4. Include child protection guidelines in staff handbook.
5. Conduct awareness session for housekeeping & support staff.

#### **Members Present:**

- Mrs. Amrutha (Principal – Presiding Officer)
- Mr. Jithendra Sharma(Teaching Staff – Member)
- Mrs. Susheela(Teaching Staff – Member)
- Mr. Bharath Raju (Non-Teaching Staff – Member)
- Mrs. Shobha (Non-Teaching Staff – Member)
- Mrs. Mayuri Das (Teaching Staff – Member)
- Mrs. Uma J (Teaching Staff – Member)

**Signature of the Principal:**

**Signature of the members:**

### **4. MOM – 1st July 2026 (Wednesday)**

  
Secretary

**AMRUTHAYA CENTRAL SCHOOL**  
Survey No.58/3, Kattigenahalli,  
Jala Hobli, Bangalore North-560064

  
PRINCIPAL  
**AMRUTHAYA CENTRAL SCHOOL**

**Venue:** PP1 Room

**Agenda:** Student Awareness Programme

**Discussion Points:**

1. Need for child-friendly session on Good Touch & Bad Touch.
2. Role-play activities for PP classes recommended.
3. Use of short animated videos for better impact.
4. Involvement of parents in awareness drive discussed.
5. Feedback mechanism for children suggested.

**Action Points:**

1. Awareness programme scheduled for 04th July.
2. Teachers trained in using role-play for children.
3. Animated video clips downloaded and tested.
4. Parents invited for interactive session on 04th July.
5. Anonymous "safety box" introduced for child feedback.

**Members Present:**

- Mrs. Amrutha (Principal – Presiding Officer)
- Mr. Jithendra Sharma (Teaching Staff – Member)
- Mrs. Susheela (Teaching Staff – Member)
- Mr. Bharath Raju (Non-Teaching Staff – Member)
- Mrs. Shilpa (Non-Teaching Staff – Member)
- Mrs. Lavanya (Teaching Staff – Member)
- Mrs. Uma J (Teaching Staff – Member)
- Miss. Monika (Non-Teaching Staff – Member)
- Miss. Harini (Student Counsellor- Member)

**Signature of the Principal:**

**Signature of the members:**

*Kalyani, K.*  
Secretary

AMRUTHAYA CENTRAL SCHOOL  
Survey No.58/3, Kattigenahalli,  
Jala Hobli, Bangalore North-560064

*Amrutha B.*  
PRINCIPAL

AMRUTHAYA CENTRAL SCHOOL

**Venue:** PP1 Room

**Agenda:** Student Awareness Programme

**Discussion Points:**

1. Need for child-friendly session on Good Touch & Bad Touch.
2. Role-play activities for PP classes recommended.
3. Use of short animated videos for better impact.
4. Involvement of parents in awareness drive discussed.
5. Feedback mechanism for children suggested.

**Action Points:**

1. Awareness programme scheduled for 04th July.
2. Teachers trained in using role-play for children.
3. Animated video clips downloaded and tested.
4. Parents invited for interactive session on 04th July.
5. Anonymous "safety box" introduced for child feedback.

**Members Present:**

- Mrs. Amrutha (Principal – Presiding Officer)
- Mr. Jithendra Sharma (Teaching Staff – Member)
- Mrs. Susheela (Teaching Staff – Member)
- Mr. Bharath Raju (Non-Teaching Staff – Member)
- Mrs. Shilpa (Non-Teaching Staff – Member)
- Mrs. Lavanya (Teaching Staff – Member)
- Mrs. Uma J (Teaching Staff – Member)
- Miss. Monika (Non-Teaching Staff – Member)
- Miss. Harini (Student Counsellor- Member)

**Signature of the Principal:**

**Signature of the members:**

*Kalyani, K.*  
Secretary

AMRUTHAYA CENTRAL SCHOOL  
Survey No.58/3, Kattigenahalli,  
Jala Hobli, Bangalore North-560064

*Amrutha B.*  
PRINCIPAL

AMRUTHAYA CENTRAL SCHOOL

## 5. MOM-PUBERTY AWARENESS SESSION

DATE: 08<sup>th</sup> July 2026 (Wednesday)

Time : 2:30-3:30 p.m

Venue: Computer Lab and Principal Cabin

Agenda: Health and Puberty Awareness for Upper Primary.

### Action Plans:

1. Conduct Puberty Awareness Session for girls (Grade5-7)
2. Schedule a separate Session for boys in September.
3. Provide a parent consent form before sessions.
4. Include a counselling Q & A session after the workshop.
5. Distribute information booklets on hygiene and changes during puberty.

### Members Present:

- Mrs. Amrutha (Principal – Presiding Officer)
- Mrs. Susheela (Teaching Staff – Member)
- Mrs. Shobha (Non-Teaching Staff – Member)
- Mrs. Mayuri Das (Teaching Staff – Member)
- Mrs. Uma J (Teaching Staff – Member)
- Miss. Monika (Non-Teaching Staff – Member)
- Miss. Harini (Student Counsellor- Member)

Signature of the Principal:

Signature of the members:

  
Secretary

AMRUTHAYA CENTRAL SCHOOL  
Survey No.58/3, Kattigenahalli,  
Jala Hobli, Bangalore North-560064

  
PRINCIPAL  
AMRUTHAYA CENTRAL SCHOOL

## 5. MOM-PUBERTY AWARENESS SESSION

DATE: 08<sup>th</sup> July 2026 (Wednesday)

Time : 2:30-3:30 p.m

Venue: Computer Lab and Principal Cabin

Agenda: Health and Puberty Awareness for Upper Primary.

### Action Plans:

1. Conduct Puberty Awareness Session for girls (Grade5-7)
2. Schedule a separate Session for boys in September.
3. Provide a parent consent form before sessions.
4. Include a counselling Q & A session after the workshop.
5. Distribute information booklets on hygiene and changes during puberty.

### Members Present:

- Mrs. Amrutha (Principal – Presiding Officer)
- Mrs. Susheela (Teaching Staff – Member)
- Mrs. Shobha (Non-Teaching Staff – Member)
- Mrs. Mayuri Das (Teaching Staff – Member)
- Mrs. Uma J (Teaching Staff – Member)
- Miss. Monika (Non-Teaching Staff – Member)
- Miss. Harini (Student Counsellor- Member)

Signature of the Principal:

Signature of the members:

  
Secretary

AMRUTHAYA CENTRAL SCHOOL  
Survey No.58/3, Kattigenahalli,  
Jala Hobli, Bangalore North-560064

  
PRINCIPAL

AMRUTHAYA CENTRAL SCHOOL

## 6. MOM – 11<sup>th</sup> July 2026(Saturday)

**Venue:** Principal's Cabin

**Agenda:** Fire Safety Drill

### **Discussion Points:**

1. Drill conducted successfully but exit routes blocked.
2. Some students did not follow instructions promptly.
3. Teachers need more clarity on evacuation roles.
4. Fire extinguisher expiry dates checked.
5. Suggestion to conduct surprise drills.

### **Action Points:**

1. Exit routes cleared and re-marked.
2. Teachers given responsibility charts for drill.
3. Students trained on quick evacuation.
4. Expired extinguishers replaced.
5. Surprise drill scheduled for 12th July.

### **Members Present:**

- Mrs. Amrutha (Principal – Presiding Officer)
- Mr. Jithendra Sharma (Teaching Staff – Member)
- Mrs. Susheela (Teaching Staff – Member)
- Mr. Madhusudhan (Teaching Staff – Member)
- Mrs. Shobha (Non-Teaching Staff – Member)
- Mrs. Mayuri Das (Teaching Staff – Member)
- Mrs. Lalitha (Teaching Staff – Member)
- Miss. Monika (Non-Teaching Staff – Member)
- Miss. Harini (Student Counsellor- Member)

**Signature of the Principal:**

**Signature of the members:**

  
Secretary

**AMRUTHAYA CENTRAL SCHOOL**  
Survey No.58/3, Kattigenahalli,  
Jala Hobli, Bangalore North-560064

  
**PRINCIPAL**  
**AMRUTHAYA CENTRAL SCHOOL**

## 7. MOM – 22nd July 2026 (wednesday)

**Venue:** Grade 6 Classroom

**Agenda:** Review of Complaint/Grievance Register

### **Discussion Points:**

1. No complaints recorded in June.
2. Teachers reminded to log all minor incidents.
3. Parents must be informed about the grievance procedure.
4. Students hesitant to use complaint box.
5. Need for monthly grievance review.

### **Action Points:**

1. Class teachers to explain complaint box use to students.
2. Parents to receive circular on grievance redressal.
3. Committee to review register every month.
4. Awareness posters on complaint procedure displayed.
5. Suggestion box placed in school library for easy access.

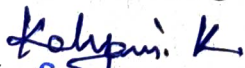
### **Members Present:**

- Mrs. Amrutha (Principal – Presiding Officer)
- Mr. Bharath Raju (Non-Teaching Staff – Member)
- Mrs. Shobha (Non-Teaching Staff – Member)
- Mrs. Mayuri Das (Teaching Staff – Member)
- Mrs. Uma J (Teaching Staff – Member)
- Miss. Monika (Non-Teaching Staff – Member)
- Miss. Harini (Student Counsellor- Member)

**Signature of the Principal:**

**Signature of the members:**

## 8. MOM – 4th August 2026 (Tuesday)

  
Secretary

AMRUTHAYA CENTRAL SCHOOL  
Survey No.58/3, Kaltigenahalli,  
Jala Hobli, Bangalore North-560064

  
PRINCIPAL

AMRUTHAYA CENTRAL SCHOOL

**Venue:** PP1 Room

**Agenda:**

- Mid-Year Health Check-up
- Review of Emotional Well-being

**Discussion Points:**

1. Health check-up scheduled for August.
2. Consent forms required from parents.
3. Need for dental and eye check-ups along with general.
4. Maintaining health records digitally discussed.
5. First-aid stock needs replenishing.

**Action Points:**

- Continue weekly SEEL (Social, Emotional, Ethical Learning) classes.
- Start weekly open-hour for students to meet counsellor.
- Consent forms distributed on 06<sup>th</sup> August 2026.
- Eye and dental camps added to schedule.
- Health record files created for every student.
- First-aid boxes checked and restocked.
- Doctor visit confirmed for 10th August.

**Members Present:**

- Mrs. Amrutha (Principal – Presiding Officer)
- Mr. Jithendra Sharma (Teaching Staff – Member)
- Mrs. Susheela (Teaching Staff – Member)
- Mr. Bharath Raju (Non-Teaching Staff – Member)
- Mrs. Shobha (Non-Teaching Staff – Member)
- Mrs. Mayuri Das (Teaching Staff – Member)
- Mrs. Lavanya (Teaching Staff – Member)
- Miss. Harini (Student Counsellor- Member)

**Signature of the Principal:**

**Signature of the members:**

  
Secretary

**AMRUTHAYA CENTRAL SCHOOL**  
Survey No.58/3, Kattigenahalli,  
Jala Hobli, Bangalore North-560064

  
PRINCIPAL

**AMRUTHAYA CENTRAL SCHOOL**

## 9. Minutes of Meeting (MOM)

### Child Safety Committee – Amruthaya Central School

**Date:** 24th June 2026 (Wednesday)

**Time:** 3:00 PM – 4:00 PM

**Venue:** PP1 Room

#### Members Present:

- Mrs. Amrutha (Principal – Presiding Officer)
- Mr. Jithendra Sharma (Teaching Staff – Member)
- Mrs. Susheela (Teaching Staff – Member)
- Mr. Bharath Raju (Non-Teaching Staff – Member)
- Mrs. Shobha (Non-Teaching Staff – Member)
- Mrs. Mayuri Das (Teaching Staff – Member)
- Miss. Harini (Student Counsellor- Member)

**Agenda:** Planning of Awareness Workshop on “*Good Touch and Bad Touch*”

#### Discussion Points:

1. Importance of sensitizing children from pre-primary to Grade 7.
2. Need to bring an external expert for better impact.
3. Sessions to be age-appropriate and interactive.
4. Teachers’ role in supervision and follow-up discussions.
5. Arrangements for venue, seating, and discipline management.

#### Action Points:

1. Workshop scheduled for 27<sup>th</sup> June 2026 at School Auditorium.
2. Resource Person: Ms. Indralekha, Lawyer & HOD, NITTE College.
3. Cultural Committee to manage stage, welcome, and felicitation.
4. Teachers to accompany their classes and assist students.
5. Feedback to be collected from students after the session.

**Next Meeting:** 3rd July 2026 (to review readiness).

**Signatures:**

Principal:

## 10. Workshop Conducted – Report

  
Secretary

AMRUTHAYA CENTRAL SCHOOL

Survey No.58/3, Kattigenahalli,  
Jala Hobli, Bangalore North-560064

  
PRINCIPAL

AMRUTHAYA CENTRAL SCHOOL

**Amruthaya Central School  
Child Safety Committee**

**Title of Workshop:** Awareness Programme on “*Good Touch and Bad Touch*”

**Date:** 27<sup>th</sup> June 2026 (Saturday)

**Time:** 9:30 AM – 1:00 PM

**Venue:** School Auditorium

**Guest Speaker:** Ms. Indralekha (Lawyer, HOD at NITTE College, Member of Sexual Harassment Cell)

**Participants:**

- Principal: Ms. Amrutha R
- Teaching Staff: Mrs. Revathi
- Secretary: Mrs Kalyani K
- Mrs. Susheela (Teaching Staff – Member)
- Students: Pre-primary to Grade 7

**Programme Highlights:**

1. **Opening Ceremony:** Principal and Cultural Committee welcomed the guest and felicitated her with a bouquet.
2. **Session 1 (Grades 1–7):** Explained good touch and bad touch using interactive demonstrations.
3. **Session 2 (Pre-Primary):** Age-appropriate explanation with simple stories and guidance.
4. **Session 3 (Grade 6 & 7 Boys):** Focused on hormonal changes, healthy practices, and habits.
5. **Session 4 (Grade 6 & 7 Girls):** Covered puberty, safety, emotional well-being, and precautions.

**Support & Coordination:**

- Teachers accompanied students and ensured discipline.
- Cultural Committee managed all arrangements and logistics.

**Outcome:**

- Students gained clear awareness of safe and unsafe touch.
- Children were guided on “*whom to approach*” in case of discomfort.
- Workshop empowered children with confidence and safety awareness

  
Secretary

AMRUTHAYA CENTRAL SCHOOL  
Survey No.58/3, Kattigenahalli,  
Jala Hobli, Bangalore North-560064

  
PRINCIPAL  
AMRUTHAYA CENTRAL SCHOOL

## 11. MOM – 1st August 2026 (Saturday)

**Venue:** Principal's Cabin

**Agenda:** Cyber Safety Awareness

### Discussion Points:

1. Increasing mobile use among students noted.
2. Concerns about cyberbullying and unsafe apps.
3. Teachers suggested controlled digital exposure.
4. Parents' role in monitoring home usage discussed.
5. Need for professional cyber expert session.

### Action Points:

1. Cyber workshop scheduled for 6th August.
2. Awareness posters on cyber safety prepared.
3. Teachers to monitor device use strictly.
4. Parent circular issued on digital parenting.
5. Cyber expert invited from local police dept.

### Members Present:

- Mrs. Amrutha (Principal – Presiding Officer)
- Mrs. Kalyani K ( Secretary)
- Mr. Jithendra Sharma (Teaching Staff – Member)
- Mrs. Susheela (Teaching Staff – Member)
- Mr. Bharath Raju (Non-Teaching Staff – Member)
- Mrs. Sharanya R (Non-Teaching Staff – Member)
- Mrs. Mayuri Das (Teaching Staff – Member)
- Mrs. Uma J (Teaching Staff – Member)
- Miss. Harini (Student Counsellor- Member)

**Signature of the Principal:**

**Signature of the members:**

  
Secretary

AMRUTHAYA CENTRAL SCHOOL  
Survey No.58/3, Kattigenahalli,  
Jala Hobli, Bangalore North-560064

  
PRINCIPAL  
AMRUTHAYA CENTRAL SCHOOL

## 12. MOM – 22nd August 2026 (Saturday)

**Venue:** Quadrangle Area

**Agenda:** Parent Interaction Programme

### Discussion Points:

1. Parents' involvement in safety initiatives discussed.
2. Awareness about POCSO to be spread to parents.
3. Parent volunteers suggested for school events.
4. Feedback mechanism from parents planned.
5. Safety pledge for parents proposed.

### Action Points:

1. Parent meeting scheduled for 26th August.
2. POCSO awareness handouts prepared.
3. Parents invited as volunteers for school trips.
4. Feedback form designed for parents.
5. Parents to sign safety pledge at next PTM.

### Members Present:

- Mrs. Amrutha (Principal – Presiding Officer)
- Mrs. Kalyani K ( Secretary)
- Mr. Jithendra Sharma (Teaching Staff – Member)
- Mrs. Prathiba (Teaching Staff – Member)
- Mr. Bharath Raju (Non-Teaching Staff – Member)
- Mrs. Shobha (Non-Teaching Staff – Member)
- Mrs. Vidya M B (Teaching Staff – Member)
- Mrs. Uma J (Teaching Staff – Member)
- Miss. Harini (Student Counsellor- Member)

**Signature of the Principal:**

**Signature of the members:**

  
Secretary

AMRUTHAYA CENTRAL SCHOOL  
Survey No.58/3, Kattigenahalli,  
Jala Hobli, Bangalore North-560064

  
PRINCIPAL

AMRUTHAYA CENTRAL SCHOOL

### 13. MOM – 29th August 2026 (Saturday)

**Venue:** PP1 Room

**Agenda:** Review of Security Staff Duties

#### **Discussion Points:**

1. Visitor register not maintained properly.
2. Delay in visitor verification noted.
3. Security training sessions required.
4. Guards to be briefed on handling emergencies.
5. Need for ID cards for all visitors.

#### **Action Points:**

1. Visitor register format updated.
2. Guards trained on immediate verification.
3. Security awareness meeting scheduled for 29th Aug.
4. Emergency response drill planned for guards.
5. Visitor ID card system to be implemented.

#### **Members Present:**

- Mrs. Amrutha (Principal – Presiding Officer)
- Mrs. Kalyani K ( Secretary)
- Mr. Jithendra Sharma (Teaching Staff – Member)
- Mrs. Susheela (Teaching Staff – Member)
- Mr. Prikshith Chhibber (Teaching Staff – Member)
- Mrs. Shobha (Non-Teaching Staff – Member)
- Mrs. Arti Soni (Teaching Staff – Member)

#### **Signature of the Principal:**

#### **Signature of the members:**

  
Secretary

**AMRUTHAYA CENTRAL SCHOOL**  
Survey No.58/3, Kaltigenahalli,  
Jala Hobli, Bangalore North-560064

  
PRINCIPAL

**AMRUTHAYA CENTRAL SCHOOL**

## 14. MOM – 01 September 2026 (Tuesday)

**Venue:** Principal's Cabin

**Agenda:** Review of Overall Safety Measures

### Discussion Points:

1. CCTV repairs completed successfully.
2. Fire safety improvements reviewed.
3. Cyber safety awareness impact discussed.
4. Mid-year health check-up results shared.
5. Upcoming CBSE inspection preparedness reviewed.

### Action Points:

1. Final compliance report drafted.
2. Fire exit maps to be displayed at all floors.
3. Student handbook updated with safety rules.
4. Parents notified about safety initiatives.
5. Mock inspection planned on 5th September.

### Members Present:

- Mrs. Amrutha (Principal – Presiding Officer)
- Mrs. Kalyani K ( Secretary)
- Mr. Jithendra Sharma (Teaching Staff – Member)
- Mrs. Susheela (Teaching Staff – Member)
- Mr. Bharath Raju (Non-Teaching Staff – Member)
- Mrs. Shobha (Non-Teaching Staff – Member)
- Mrs. Mayuri Das (Teaching Staff – Member)

**Signature of the Principal:**

**Signature of the members:**

  
Secretary

AMRUTHAYA CENTRAL SCHOOL  
Survey No.58/3, Kattigenahalli,  
Jala Hobli, Bangalore North-560064

  
Principal

AMRUTHAYA CENTRAL SCHOOL

**15 MOM- 08<sup>th</sup> June 2026(Monday)**

**Venue: Principal's Cabin**

**Agenda: Sports and Discipline Committee.**

**Discussion Points**

1. To encourage maximum student participation in sports and physical activities.
2. To identify and nurture the sports talents of students.
3. To organize intra-school and inter-school sports competitions.
4. To promote physical fitness, teamwork, and sportsmanship values.
5. To ensure availability of sports facilities, equipment, and training.
6. To motivate students to represent the institution at zonal, district, state, and national levels.

**Action Points:**

To discuss about vendors for both indoor and Outdoor sports material.

To finalise the Discipline incharges, Children Representatives .

Discussed about incharges, representative teachers, their duties.

**Members Present:**

- Mrs. Amrutha (Principal – Presiding Officer)

  
Secretary

**AMRUTHAYA CENTRAL SCHOOL**

Survey No.58/3, Kattigenahalli,  
Jala Hobli, Bangalore North-560064

  
PRINCIPAL

**AMRUTHAYA CENTRAL SCHOOL**

- Mrs. Kalyani K ( Secretary)
- Mr. Prikshith Chhibber(Teaching Staff – Member)
- Mrs. Susheela(Teaching Staff – Member)
- Mr. Bharath Raju (Non-Teaching Staff – Member)
- Mrs. Shobha (Non-Teaching Staff – Member)
- Mrs. Kommoju Vasavi (Teaching Staff – Member)

**Signature of the Principal:**

**Signature of the members:**

**16 . MOM – 10<sup>th</sup> June 2026 (Wednesday)**

**Venue:** PP1 Room

**Agenda:** Discussion about cultural Events and decoration arrangements ,Discipline and coordination during the event emphasized.

**Discussion Points:**

- Program schedule planning.
- Teachers and students assigned specific roles.
- Costumes, props, and decoration arrangements discussed.
- Discipline and coordination during the event emphasized.

**Action Points:**

- Celebration to include cultural programs .
- Teachers incharges to supervise practices.
- Final rehearsal to be conducted before the event.
- The committee finalized responsibilities and is prepared to ensure a smooth Celebration.

**Members Present:**

  
Secretary

**AMRUTHAYA CENTRAL SCHOOL**  
Survey No.58/3, Kattigenahalli,  
Jala Hobli, Bangalore North-560064

  
PRINCIPAL

**AMRUTHAYA CENTRAL SCHOOL**

- Mrs. Amrutha (Principal – Presiding Officer)
- Mrs. Kalyani K ( Secretary)
- Mr. Prikshith Chhibber(Teaching Staff – Member)
- Mrs. Susheela(Teaching Staff – Member)
- Mr. Bharath Raju (Non-Teaching Staff – Member)
- Mrs. Shobha (Non-Teaching Staff – Member)
- Mrs. Kommoju Vasavi (Teaching Staff – Member)
- Mrs. Lakshmi Das(Teaching Staff – Member)
- Mrs. Mayuri (Teaching Staff – Member)
- Mrs. Rajeshwari(Teaching Staff – Member)
- Mr. Madhusudhan(Teaching Staff – Member)

**Signature of the Principal:**

**Signature of the members:**

## 16. MOM – 27<sup>th</sup> June 2026 (Saturday)

**Venue:** Grade 1 B

**Agenda:** Exam and Competitive Exam Committee.

**Discussion Points: 1. Pre-Examination Preparation.**

- **Scheduling:** Create examination timetables in advance to avoid clashes and communicate these to students and faculty.
- **Paper Setting:** Work with subject experts to prepare, review, and proofread question papers, ensuring they meet the required standard and syllabus guidelines.
- **Seating & Logistics:** Prepare block and seating arrangements, and ensure all required stationery (answer booklets, graph sheets, maps) is sufficiently stocked

### 2. Examination Conduct

- **Invigilation Duty:** Prepare and display invigilation/supervision duty charts for the teaching faculty.
- **Confidentiality & Security:** Ensure the secure delivery, custody, and distribution of question papers and materials to prevent leaks or tampering.
- **Malpractice Monitoring:** Strictly enforce examination rules and maintain vigilance to prevent cheating or impersonation.

### 3. Post-Examination , Evaluation and Result Consolidation.

*Kalyani . k*  
Secretary

AMRUTHAYA CENTRAL SCHOOL  
Survey No.58/3, Kattigenahalli,  
Jala Hobli, Bangalore North-560064

*Amrutha*  
PRINCIPAL  
AMRUTHAYA CENTRAL SCHOOL

- **Collection:** Gather all used answer scripts, verify attendance sheets, and hand them over to the evaluation team.
- **Valuation:** Coordinate the timely internal and external valuation/grading of answer scripts.
- **Consolidation:** Compile grades, verify mark lists, and prepare data for the final publication of results.
- **Declaration:** Publish results accurately and distribute grade cards or certificates in a timely manner.
- **Record Keeping:** Maintain comprehensive, organized archives of all examination-related documents, mark sheets, and attendance records.
- **Grievance Redressal:** Address, investigate, and resolve complaints and disputes from students regarding evaluation or exam-related issues.
- For comprehensive examples of institutional examination policies and standard operating procedures.

### Members Present:

- Mrs. Amrutha (Principal – Presiding Officer)
- Mrs. Revathi (Teaching Staff – Member)
- Mr. Prikshith Chhibber (Teaching Staff – Member)
- Mrs. Susheela (Teaching Staff – Member)
- Mrs. Shobha R Gowda (Non-Teaching Staff – Member)
- Mrs. Kommoju Vasavi (Teaching Staff – Member)
- Mrs. Lakshmi Das (Teaching Staff – Member)
- Mrs. Mayuri (Teaching Staff – Member)
- Mrs. Rajeshwari (Teaching Staff – Member)
- Mr. Madhusudhan (Teaching Staff – Member)
- Mrs. Celia (Teaching Staff – Member)
- Mrs, Shilpa (Non-Teaching Staff – Member)

**Signature of the Principal:**

**Signature of the members:**

*Kalyani K*  
Secretary

AMRUTHAYA CENTRAL SCHOOL  
Survey No.58/3, Kattigenahalli,  
Jala Hobli, Bangalore North-560064

*Amrutha*  
PRINCIPAL

AMRUTHAYA CENTRAL SCHOOL