

Policy on Protection of Children from Sexual Offences (POCSO)

Academic Year: 2026–27

1. Introduction

The Charter School is committed to providing a safe, secure, and nurturing learning environment for every child. In alignment with the **Protection of Children from Sexual Offences (POCSO) Act, 2012**, this policy aims to prevent, identify, respond to, and report any instance of sexual abuse or exploitation of students. The school upholds zero tolerance toward such offences.

2. Objectives

- To ensure strict compliance with the POCSO Act, 2012.
- To provide a safe space for all children from Kindergarten to Grade 12.
- To establish a transparent and confidential reporting and redressal mechanism.
- To empower students, staff, and parents with awareness and training.
- To provide psychological, emotional, and legal support to victims.

3. Scope

This policy applies to:

- All students (below 18 years)
- All school staff (teaching, non-teaching, support staff)
- Management, volunteers, interns, and visitors



- Activities within the school premises and during school-related events (online/offline)

4. Key Definitions

- **Child:** Any person under the age of 18.
- **Child Sexual Abuse:** Offences defined under the POCSO Act, including inappropriate touching, sexual harassment, and exploitation.
- **School Environment:** Classrooms, playgrounds, buses, restrooms, excursions / field trips / fun trips and digital platforms used by school.

5. Composition of POCSO Committee (2025–26)

LIST OF MEMBERS:

S. No.	Name of Members	Official Position	Designation
1.	Ms. Sheela Chacko	Head of School, TRINS Group of Institutions	Presiding Officer
2.	Ms. Priya Promod	Principal	Member
3.	Ms. Sameera Basheer Kavapurayil	Vice-Principal	Member Secretary
4.	Ms. R. Latha Nair	Co-ordinator	Member
5.	Mr. Joji Daniel	P.E. Coordinator (Male)	Member
6.	Tina Ann Varghese	School Counselor	Member



7.	Sindhu Deepak	Academic & Career Counsellor	Member
8.	Ms. Aalette Rose Rojo	Special Educator	Member
9.	Ms. Najia Ashraf	Teacher (Female)	Member
10.	Ms. Ansa Basheer	HR & Admin	Member
11.	Ms. Mercy Sebastian	School Nurse	Member
12.	Cdr. Ashish Ravindran (Parent of G4 - Suhaan)	Parent (Male)	Member
13.	Dr. Seema Girija Lal (Parent of G11 - Sooraj Sunu Daniel & Sameer [2023-24])	Parent (Female)	Member
14.	Fabin Nitto (Grade 12 B&Z)	Student (Male)	Member
15.	Rebecca Joy (Grade 12 A)	Student (Female)	Member

6. Roles and Responsibilities

A. School Management

- Appoint and train the POCSO Committee.
- Ensure periodic sensitization of all staff.
- Implement preventive safety measures: ID cards, CCTV, female attendants on buses, etc.
- Maintain confidentiality and proper documentation.

B. POCSO Committee

- Review and address all reported cases promptly and impartially.



- Ensure legal compliance and timely communication with authorities (Childline, Child Welfare Committee (CWC), Police).
- Maintain documentation in a secured and confidential manner.
- Conduct regular audits and reviews of safety policies.

C. School Staff

- Report any suspicion, disclosure, or incident immediately to the POCSO Committee.
- Attend mandatory workshops on child safety and POCSO.
- Maintain professional boundaries and ethical conduct at all times.

D. Students

- Participate in age-appropriate awareness sessions.
- Be informed about “safe” and “unsafe” behaviour.
- Approach trusted adults or use reporting channels, if unsafe.

E. Parents

- Attend awareness sessions hosted by the school.
- Communicate with children about body autonomy and online safety.
- Support school initiatives related to child protection.

7. Reporting and Redressal Mechanism

A. Reporting Channels

- Directly to the POCSO Committee via verbal or written complaint.
- Use of **confidential drop boxes (Listening Post Box)** placed in safe locations.
- Contact school counselor or trusted adult staff member.

B. Immediate Action



- All reports are treated seriously and handled confidentially.
- The Committee meets urgently and follows due procedure.
- Mandatory reporting to local police or CWC as per law within 24 hours.
- Parents of the victim are informed sensitively and involved.

C. Support for the Child

- Emotional support and counseling by the School Counselor.
- Special care to avoid re-traumatization of the child.
- Follow-up for recovery and academic continuity.

8. Awareness and Capacity Building

- **Quarterly training** for staff on child protection protocols.
- **Annual workshops** for students (e.g., Safe Touch / Unsafe Touch, Safe Internet Use).
- **Parent orientation** on child safety, digital hygiene, and mental health.
- Use of **external experts**, resource persons, and agencies where needed.

9. Preventive and Safety Measures

- Staff and contract workers undergo **mandatory police verification**.
- Gender-sensitive adult presence during all school activities.
- Access-controlled school premises with **visitor logs**.
- Regular audit of physical infrastructure (washrooms, transport, classrooms).

10. Disciplinary Action

- Any staff found guilty will face **immediate suspension**, internal inquiry, and legal proceedings.
- False complaints, if proven malicious, will also be addressed responsibly without victim-blaming.



11. Monitoring and Review

- The policy is reviewed **annually** by the POCSO Committee.
- Changes based on **legal updates**, CBSE guidelines, and internal learnings will be incorporated.
- A term-wise **report** on safety initiatives will be presented to management.

12. Contact Information


- **POCSO Committee Chairperson:** Ms. Sheela Chacko
- **School Counselor:** Ms. Tina Ann Varghese
- **Childline Helpline:** 1098
- **Police Emergency Helpline:** 112
- **District Child Welfare Committee:** Kerala State Commission for Protection of Child Rights : +91-471-2326603/04/05; childrights.cpcr@kerala.gov.in

Date of Implementation: 01/06/2026

Approved by: Ms. Priya Promod, Principal, The Charter School

Signature:

Next Review Date: June, 2027


PRINCIPAL
The Charter School
Pukkattupady
Kochi-683 561

