



**PICT MODEL SCHOOL**  
**(CBSE Affiliation No: 1130835)**  
**Mahalunge - Balewadi, Pune**

**Minutes of the Meeting**  
**Sakhi Savitri Committee and the School Safety Committee**  
**Monday, 29<sup>th</sup> September 2025**

**Welcome and Introduction**

The meeting commenced with Ms. Abira Mishra, Principal, welcoming all members present and thanking them for their time, especially since the meeting was held on a weekday. She emphasized the importance of fostering a safe, respectful, and inclusive school environment. The Principal then introduced the members and marked the attendance, noting the presence of the required quorum.

**Agenda:**

The Principal tabled the agenda of the meeting, as was circulated among the members:

1. Introduction of the Members of the Committees
2. Review of measures undertaken during the current academic year
3. Discussion on the way forward and future action plan
4. Any other point of discussion raised by the members

**Sakhi Savitri Committee**

The Principal introduced the members of the Committee:

Sr. No	Name	Designation
1.	Mr. Swastik Sirsikar	Chairman of the School Management Committee
2.	Ms. Srijana Rai	Women Teacher Representative
3.	Ms. Sneha Nair	School Counsellor
4.	Dr. Varsha Rangari	Medical Specialist/ Doctor (Women Representative)
5.	Ms. Lalita Honap	Pre-School Teacher
6.	Mr. Santosh Rathod (PSI)	Police Patil
7.	Ms. Archana Sagar Chive	Gram Panchayat Member/ Parent (Women Representative)
8.	Ms. Shilpa Phadke	Parent (Women Representative)
9.	<u>2 Girls</u> - Bhamati Jain (Grade IX Garnet) Myra Raina (Grade VIII Emerald) <u>2 Boys</u> - Harshil Agrawal (Grade IX Sapphire) Ojas Bhosale (Grade IX Topaz)	Student representative of the school (2 Girls and 2 Boys)
10.	Ms. Abira Mishra	Principal of the school

**Formation of School Safety Committee**

The Principal then informed the members about the formation of the School Safety Committee as per government directives. This committee aims to enhance security measures and create a safe environment. The Principal introduced the members of the Committee:

Sr.No	Name	Designation
1	Ms. Abira Mishra	In Charge of the School Safety Committee
2	Ms Sneha Nair	Teacher Representative
3	Ms. Shridevi Jagdale	Teacher Representative
4	Mr. Bharat Pawar	Teacher Representative
5	Mr. Sushil Dhakne	Admin Representative
6	Ms. Shilpa Kale	Admin Representative
7	Ms Alpana Dwivedi	Admin Representative
8	Miss. Bhamati Jain (Grade X Sapphire)	Student Representative
9	Miss Myra Raina (Grade IX Garnet)	Student Representative
10	Master Harshil Agarw (X Topaz)	Student Representative
11	Master Ojas Bhosale (Grade X Topaz)	Student Representative
12	Master Amey Tatkare (XII Science)	Student Representative
13	Miss Ritika Gaikwad (XII Science)	Student Representative
14	Master Ranveer Patil (X Topaz)	Student Representative
15	Miss Vidya Rao (X Emerald)	Student Representative
16	Mr. Ajinkya Wagh	Parent Representative
17	Mrs. Supriya Prashant Abane	Parent Representative
18	Mrs. Deepa Amit Dharmadhikari	Parent Representative
19	Mrs. Arti Sharma	Parent Representative

### **MEASURES TAKEN DURING THE ACADEMIC YEAR**

The Principal informed the members about the various measures implemented this year to ensure student safety and well-being:

#### **Special Assemblies Conducted:**

Topics included Safe and Unsafe Touch, Consent, and Adolescent Concerns to raise awareness and promote a safe environment.

#### **Reiteration of Anti-Bullying Norms:**

Anti-bullying guidelines were reinforced across classes to ensure zero tolerance for any form of bullying.

#### **Active Involvement of Student Council Members:**

Student leaders were engaged in implementing and promoting school policies related to safety and well-being.

### **Campus Survey by Student Volunteers:**

A detailed observation and feedback exercise was carried out by trained student volunteers to identify potential areas of concern.

### **Fortnightly Meetings of Student Representatives:**

Regular discussions were held to review progress, raise concerns, and suggest actionable improvements.

### **Monitoring of POCSO Boxes:**

The POCSO complaint boxes were checked consistently to ensure a timely response to student grievances.

### **Strict Adherence to Government Norms:**

All safety and protection guidelines mandated by the authorities were followed diligently.

### **POCSO & POSH Awareness Workshop**

The Principal then talked about the **POCSO (Protection of Children from Sexual Offences) and POSH (Prevention of Sexual Harassment) Awareness Workshop**, which took place on **31st May 2025**. It was organised for all staff members and facilitated by **Advocate Ishaan Kolhatkar**, a legal awareness and compliance expert.

- To ensure maximum comprehension and impact:
  - The session for non-teaching staff was conducted in Marathi, making the content accessible and relatable.
  - Educators attended a session in English, focused on an in-depth understanding of both POCSO and POSH laws.
- A total of **152 educators** and **105 support staff** participated in the workshop. The training incorporated real-life case studies, legal insights, informative videos, and interactive discussions, equipping all attendees with the knowledge and sensitivity required to maintain a safe, respectful, and law-abiding school environment.

### **Self-Defence Sessions for Grades 3 to 10**

The Principal also informed the members that throughout June 2025, a series of Self-Defence Sessions was conducted for students in **Grades 3 to 10**. These sessions aimed to instil awareness, confidence, and essential safety skills in our young learners. Further classes will be covered in the coming months.

Led by **Mr. Pradeep Pathare**, our Taekwondo educator, the sessions focused on:

- the importance of self-defence
- understanding when and how it should be used
- practical strategies to stay safe in everyday situations

Students were introduced to basic self-defence techniques through live demonstrations and hands-on practice.

### **Transport Committee Meeting**

The Principal also talked about the **Transport Committee Meeting**, held on **Friday, 25th April 2025**, as part of ongoing efforts to maintain compliance with government regulations and uphold the highest standards of transport safety. The meeting focused on reviewing current transport safety protocols in place at PICT Model School. Discussions included the school's compliance with all prescribed transport rules and regulations, and the ongoing training provided to drivers and attendants to ensure preparedness and awareness. Special emphasis was placed on the sensitization of transport staff regarding POSH (Prevention of Sexual Harassment) and POCSO (Protection of Children from Sexual Offences) guidelines. The committee also acknowledged the school's practice of reinforcing road safety norms during weekly Friday meetings. In terms of safety infrastructure, it was noted that all school buses are equipped with CCTV

cameras, GPS tracking systems, fire extinguishers, and a mandatory lady attendant on board to ensure student safety. Additionally, breathalyzer tests are routinely conducted to verify the fitness of drivers before they commence duty. The meeting was attended by:

1. **Dr. Pampa Chaudhuri** – Director Principal
2. **Mrs. Abira Mishra** – Principal
3. **Mr. Rahul Sonawane** – Police Inspector, Hinjewadi Traffic Division
4. **Mr. Bapusaheb Pote** – Police Havaldar, Hinjewadi Traffic Division
5. **Mrs. Vandana Shinde** – RTO Inspector, Pune
6. **Mr. Sudeep Shinde** – Transport Service Provider and Owner, Sudeep Logistics Pvt. Ltd.
7. **Mr. Vishal Sawant** – Transport In-charge, PICT Model School
8. **Mr. Vijay Bhosale** – Operations Head, Sudeep Logistics Pvt. Ltd.
9. **Mr. Aakash Baravkar** – Transport Manager, Sudeep Logistics Pvt. Ltd.

Following the meeting, the committee members conducted a thorough inspection of the school buses, reviewing the functionality of emergency exits, panic buttons, windows, surveillance cameras, and the availability of first-aid kits. The Police members present commended the school for its high safety standards and expressed appreciation for the stringent protocols being diligently followed. Committee members encouraged the school to continue upholding these best practices, reaffirming the importance of consistent monitoring and proactive safety measures.

#### **List of Special Assemblies – Term 1 (2025-2026)**

The Principal took the members present through the list of special assemblies conducted in the last two months:

<b>Grade</b>	<b>Date</b>	<b>Topic</b>	<b>Purpose</b>
Grades 1 & 2	8th August, Friday	My Body Belongs to Me	Understanding safe/unsafe touch, saying “No”, and reinforcing body autonomy in a child-friendly way.
Grades 3, 4 & 5	22nd August, Friday	My Body Belongs to Me	Same theme as above, adapted for older primary students.
Grades 6 & 7	9th August, Saturday	Anti-Bullying	Help students identify bullying, understand its effects, and learn how to respond.
Grade 8	8th August, Friday	Anti-Bullying	Same theme as above, adapted for middle school.
Grade 9	2nd September, Tuesday	Safe & Unsafe Touch and Consent	Understanding the difference between safe and unsafe touch and why consent is essential before touching anyone. This is a crucial step in building respectful and healthy relationships.
Grade 10	4th September, Thursday	Safe & Unsafe Touch and Consent	Continuation of the theme for senior students.
Grades 11 & 12	26th August, Tuesday	Safe & Unsafe Touch and Consent	Reinforcement of personal boundaries, respect, and healthy communication.

#### **Key Focus Areas for these assemblies:**

- Age-appropriate, structured guidance on safety and consent.
- Consistent messaging across age groups for reinforcement.
- Promoting safe-school culture through awareness and dialogue.

The Principal then discussed the plan of action going forward:

**Increase Security Surveillance:**

The school will install additional security cameras as per CBSE guidelines. Cameras are already in place for monitoring vulnerable areas such as playgrounds, corridors, and entry-points.

**Regular Student Meetings:**

Fortnightly meetings of student representatives will be sustained to ensure ongoing feedback, quicker identification of safety concerns, and collective problem-solving.

**Sustain Awareness Campaigns:**

Awareness efforts related to safety, bullying, consent, and well-being will be conducted periodically, integrating assemblies, classroom sessions, posters, and peer-led discussions.

**Team Meetings with Stakeholders:**

Meetings involving staff, members of the School Safety Committee, Student Council, parent representatives, and other relevant stakeholders will be held as and when required to evaluate progress and implement recommendations.

Having covered the points of the agenda, the Principal opened the floor for discussion, inviting members to share observations, raise concerns, and suggest improvements.

Mrs. Abane, Parent Representative, inquired about the placement of cameras within the school premises, to which the Principal responded that cameras have been installed in every corner of the school to ensure the safety of children. Furthermore, as per the new CBSE guidelines, cameras will be installed in all classrooms in a phased manner.

Mrs. Abane also asked about alternative avenues for learners who may not feel comfortable voicing their concerns directly. The Principal responded that POCSO complaint boxes have been placed in different areas, allowing students to submit their grievances confidentially. These boxes are checked weekly by the counsellor, Ms. Sneha, and proper records are maintained, which are monitored by the Principal herself.

Mrs. Phadke, Parent Representative, suggested the installation of halogen lamps in the parking bay to facilitate safe pick-up, especially after late events or trips. The Principal clarified that, as of now, pick-up after trips has been shifted to the school lobby for better monitoring. However, she assured that the suggestion would be implemented at the earliest.

Mrs. Sharma, Parent Representative, expressed her appreciation for the School's effective management of traffic during dispersal and the enforcement of transport rules. The Principal thanked her for her kind words and said the credit goes to the dedicated guards and admin staff. She also informed the members that weekly meetings are conducted with all bus drivers and support staff to ensure strict adherence to the prescribed norms.

During the discussion, Mrs. Chive, Gram Panchayat Member, raised a query about the role of the student representatives in addressing the concerns of young learners. The Principal explained that minor issues are addressed promptly by the student representatives and reported to the school counsellor, Ms. Sneha. Any major concerns are escalated to both Ms. Sneha and the Principal. She also mentioned that more student representatives have been added to strengthen communication between learners and the school, as young learners feel more comfortable approaching their peers and seniors.

Mrs. Dharmadhikari, Parent Representative, requested awareness sessions on social media safety. The Principal shared that a session on the same is already planned for the second term. Additionally, Mrs. Abane requested sessions on time and stress management, to which the Principal replied that the counsellors, Ms. Sneha and Ms. Darshana, regularly conduct such programs and assured that the same will be continued in the second term also.

The Principal encouraged student representatives to share their suggestions and feedback, especially regarding their ongoing interactions with younger learners.

Ms. Myra and Ms. Bhamati stated that learners feel comfortable opening up to the student representatives, who in turn feel happy to help address their peers' concerns. Master Amey, the School Head Boy, expressed his appreciation for the school's efforts in creating a safe environment and promoting good mental health among learners. The student representatives assured the members that they will remain vigilant, take more initiatives, and work in close collaboration with their educators to ensure that a safe and nurturing environment is maintained in the school.

**Vote of Thanks:**

The Principal conveyed her heartfelt appreciation to all present for their active participation and insightful feedback. She reaffirmed the school's steadfast commitment to promoting student safety, well-being, and a positive school culture.

There being no further points for discussion, the meeting was formally declared closed.