



Safeguarding Policy

(Aligned with The Duke of Edinburgh's International Award Standards)

1. Introduction

1.1 The Shri Ram Universal School, Ghaziabad (TSUS) is committed to ensuring the safety, dignity, and well-being of all its students, staff, and community members involved in school activities.

1.2 TSUS follows a zero-tolerance approach toward any form of harm, abuse, harassment, exploitation, or neglect involving children or vulnerable individuals.

1.3 This policy guides the safeguarding expectations in all school-based activities, including classroom interactions, co-curricular programmes, camps, Adventurous Journeys, volunteering, and any activity bringing staff or students into contact with children, young people, or vulnerable adults.

1.4 TSUS commits to:

- Prioritizing the interests, safety, and well-being of children and young people.
- Respecting the rights, agency, and dignity of all students and community members.
- Taking all reasonable steps to prevent abuse, harassment, bullying, or negligence.
- Providing a safe environment where students develop positively and confidently.

2. Definitions and Principles of Safeguarding

2.1 **Safeguarding** at TSUS includes protecting all individuals from harm—intentional or unintentional- in all activities.

2.2 This includes preventing and responding to:

- Physical, emotional, or sexual abuse
- Neglect or negligent supervision
- Bullying (including online/cyberbullying)
- Sexual exploitation or harassment

- Online harm, grooming, or exposure to inappropriate content
- Abuse by peers, adults, or external partners

2.3 The purpose of this policy is to ensure that **every child receives safe, equitable, and positive experiences**, regardless of gender, disability, caste, creed, religion, socioeconomic status, or identity.

2.4 Safeguarding principles:

- Everyone in the school community shares responsibility for safeguarding.
- Do No Harm.
- Act in the best interest of the child.
- Treat all children fairly and without discrimination.
- Safeguarding must be embedded in all school activities.

3. Safeguarding Framework

TSUS follows the six safeguarding pillars:

3.1. General Safeguarding & Child Protection

The school will ensure:

- A Child Protection Policy and Staff Code of Conduct.
- Policies addressing bullying, harassment, sexual exploitation, and abuse.
- Mandatory safeguarding training for all staff involved with Award activities.
- A clear process for investigation and disciplinary action.

3.2. Whistleblowing

TSUS ensures:

- A whistleblowing policy accessible to students and adults.
- Training for students and staff on how to raise concerns safely.
- No retaliation against anyone reporting concerns in good faith.
- Anonymous reporting mechanisms via counselling cell / suggestion boxes.

3.3. Human Resources & Vetting

All adults must:

- Have defined job roles with risk levels.
- Be vetted as per school standards (police verification when required).
- Receive mandatory induction and ongoing safeguarding training.
- Be over 18 years and compliant with national child protection laws.

3.4. Risk Management

TSUS will maintain:

- A risk management policy with safeguarding as a category.
- Risk assessment for all activities (incl. Adventurous Journeys & community service).
- Escalation mechanisms if risks arise.
- Oversight by the school's **Designated Safeguarding Lead (DSL)**.

3.5. Code of Conduct

TSUS adopts the Code of Conduct requiring all adults to:

- Treat students with dignity and respect.
- Maintain appropriate boundaries.
- Avoid one-on-one unsupervised situations.
- Never use abusive, suggestive, or harmful behavior.

Students participating in the Award must also commit to the same behavioural standards.

3.6. Governance & Accountability

The Principal and Safeguarding Committee will ensure:

- Regular review of safeguarding practices.
- Reporting of safeguarding concerns to IAYP when required.
- A designated School DSL responsible for safeguarding oversight.
- Safeguarding updates discussed in leadership meetings.

4. Code of Conduct

TSUS adopts the official **Code of Conduct** as the minimum required standard.

All Adults must:

- ALWAYS treat students respectfully.
- ALWAYS plan activities safely and in groups.
- ALWAYS avoid compromising situations.
- NEVER permit abusive behaviours or bullying.
- NEVER make suggestive, inappropriate, or discriminatory remarks.

- NEVER trivialize or ignore safeguarding concerns.

5. Safeguarding Due Diligence

TSUS will:

- Conduct due diligence before collaborating with external agencies or individuals (e.g., NGOs for service, adventure operators for AJ).
- Ensure proportionality—higher risk activities require deeper checks.

6. Reporting Procedures

6.1 Any incident involving suspected or actual harm, abuse, exploitation, or misconduct must be reported immediately.

Priority order:

1. Ensure the child is safe from immediate harm.
2. Report to:
 - **Principal**
 - **Designated Safeguarding Lead (School Counsellor)**
3. If needed, report to **local law enforcement** as per Indian law.

7. General Complaints

Complaints regarding the handling of safeguarding issues must follow TSUS' complaint procedure,

1. A staff member investigates the complaint.
2. Acknowledgment within 5 working days.
3. Resolution within one month.
4. Written communication of outcomes.

8. Further Information

For safeguarding queries related to Award activities, contact:

- **Principal, The Shri Ram Universal School**
- **School Designated Safeguarding Lead (DSL): School Counselor**
- **Contact:** info@tsusghaziabad.com



1/4/26