



# **National Disaster Management Guidelines on**

## **School Safety Policy**

**28<sup>th</sup> September 2017**  
**Vigyan Bhawan, New Delhi**

**NATIONAL DISASTER MANAGEMENT AUTHORITY**

Few would disagree that our  
children deserve the right  
*a safe*  
to education...





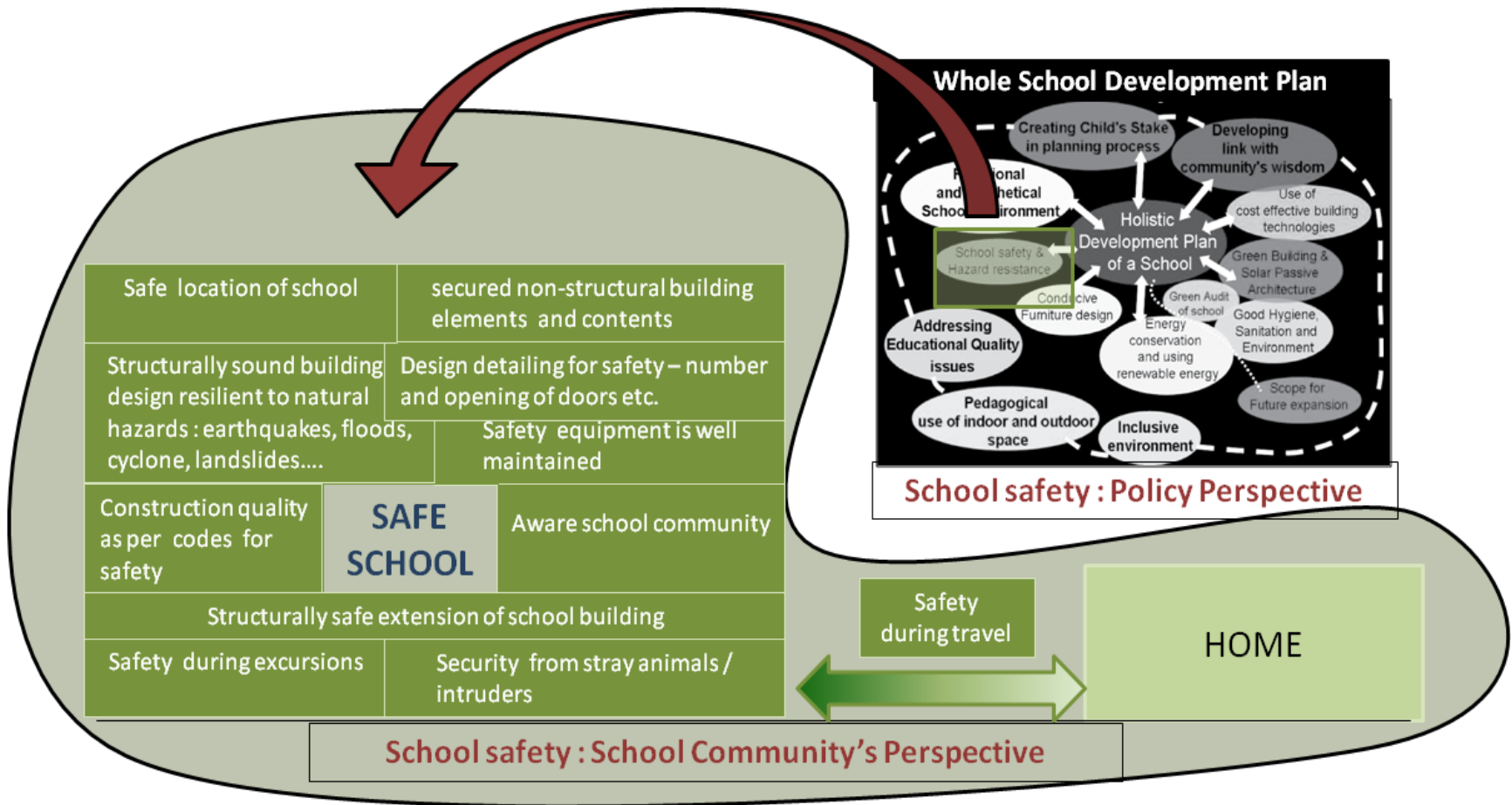
# Approach and Objectives

- 1. All hazard approach.**
- 2. All schools; all stakeholders**
- 2. Strengthening existing policy provisions to make schools safer**
- 3. School Safety as an indicator of quality for continued planning, execution and monitoring**
- 4. To ensure the creation of safe learning environment for children.**
- 5. Highlight specific actions that can be undertaken by different stakeholders.**



# Structure of the Document

- 1.0 Introduction**
  - 1.1 Background : disasters as a critical threat to the well-being of children**
  - 1.2 Understanding School Safety**
  - 1.3 National Policy Instruments**
  - 1.4 Scope of the Guidelines**
- 2.0 Vision, Approach and Objectives of the Guidelines**
  - 2.1 Vision**
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- 3.0 Action areas**
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  - 3.2 Planning for safety**
  - 3.3 Implementation of safety actions**
  - 3.4 Capacity building for safe schools**
  - 3.5 Regular monitoring of risk and revision of plan**
- 4.0 Roles and Responsibilities of Different Stakeholders**
- 5.0 Action Points for Stakeholders**





# Key Action Areas

- 1. Institutional Strengthening at the State & District levels**
  - Co-opting senior officials of the Department of Education in SDMA and DDMA.
  - Nomination of School Safety Focal Point Teacher & Sensitization of School Management Committee on DM.
- 2. Planning for Safety**
  - Structural Measures (including siting, design and detailing for structural safety).
  - Non structural Measures.
  - School DM Plan.
  - Leveraging existing flagship programmes to make school campus safer.



# Key Action Areas

- 3. Capacity building for safe schools**
  - Training for students and school staff
  - Specialized training and skill building of Education officers, representatives of SCERT and DIET, SDMA, DDMA, etc on school safety
  - Mock Drills
- 4. Disaster Management in Core Curriculum**
- 5. Regular monitoring of risk and revision of School Safety Plans (including Safety Audits & Availability of Emergency Equipment).**



# Roles and Responsibilities of Stakeholders



## Primary:

School Children  
School Administration  
District and Block Level Education Authorities  
District Disaster Management Authorities  
PRIs/Urban Local Bodies and Line Departments

## Secondary:

•State Disaster Management Authorities (SDMAs)

SCERT and DIETs

Accreditation and Registration Authorities for schools

State level Education Authorities

•National level Education Authorities

## Tertiary :

•Non-Governmental Organizations (local, regional and international)

•Corporate bodies

•International Funding Agencies and United Nations

•Media





# Action points for Different Stakeholders

National Level

Action	By Whom	When / frequency
<b>1. Strengthening Institutional Commitment to Safe Learning Environment for Children</b>		
i. Issue of guidelines and instructions relating to School Safety and monitor compliance by the State	Ministry of Human Resource Development	As and when required
<b>1. Monitoring School Safety</b>		
i. Monitor implementation of National School Safety Policy Guidelines	MHRD & NDMA	Yearly



Action	By Whom	When / frequency
<b>Strengthening Institutional Commitment to Safe Learning Environment for Children</b>		
Co-opt senior officials of the Department of Education at the state level as part of SDMA	SDMA	Immediate, one time
Form a School Safety Advisory Committee at the state level to advise the Education Department on the subject.	SDMA / Department of Education	Immediate, one time
Focus on educational infrastructure and supportive action thereof, within State Disaster Management Plans	SDMA	Yearly
Advise DDMA to constitute Advisory Committee on School Safety at the district level	SDMA	Immediate, one time
<b>Planning For Safety</b>		
Prepare district-wise inventory of schools to be made safer	SDMA / Department of Education	Immediate, one time
Mainstream Disaster Risk Reduction related works under SSA / RMSA	SPD- SSA / RMSA	Yearly
Ensure school safety concerns are included in the State Disaster Management Plans	SDMA / Department of Education	Yearly
Review District Disaster Management Plans to make sure school safety is given due attention	SDMA	Yearly
<b>Implementation Of Safety Actions</b>		
Appoint a panel of technical agencies to advise schools on local adaptations in school design and national and state norms on school safety	Department of Education / SSA	Immediate, one time
<b>Capacity Building For School Safety</b>		
Develop Action plan with Health Department, SDRF / Red Cross for training for students and school staff, on different natural hazards, dos and don'ts of different disasters, first aid etc	SDMA / SEO/ SPD-SSA	Immediate, one time
Develop child friendly IEC material in the vernacular for developing the understanding of children on various hazards and dos and don'ts of response	SDMA / Department of Education	Yearly
Develop child friendly teaching material on school safety issues.	SCERT/ State Boards of Education	Yearly
Conduct Training of Trainers from BRC / URC / CRC for training teachers on school safety	SCERT / DEO	Yearly
Conduct Training of Trainers from BRC / URC / CRC for training teachers on psycho-social support	SCERT	Yearly
<b>Monitoring School Safety</b>		
Monitor Implementation of National School Safety Policy Guidelines at the state level	SDMA / Department of Education	Yearly

State level



Action	By whom	When / frequency
<b>Strengthening institutional commitment to safe learning environment for children</b>		
Co-opt senior officials of the Department of Education at the district level as part of DDMA	District collector / DDMA	Immediate, one time
Ensure District Disaster Management Plans include a focus on educational infrastructure and supportive action thereof, within the district	District collector / DDMA	Yearly
Constitute a school safety advisory committee at the district level	District collector / DDMA	Immediate, one time
Establish a mechanism for monitoring safety parameters in all schools on a regular basis. Any existing monitoring formats shall essentially include parameters on school safety.	DEO	Immediate, one time
<b>Planning for safety</b>		
Ensure school safety concerns are included in the DDMP	DDMA	Yearly
Prepare design of child friendly spaces for emergencies in advance	DDMA	Yearly
Ensure all new schools include safety features	DEO	Immediate, one time
Prepare block-wise inventory of schools to be made safer (including physical condition of schools assessed through rapid visual screening or any other methodology for all relevant hazards )	DDMA	Immediate, one time
<b>Implementation of safety actions</b>		
Appoint technical agencies to advise schools on local adaptations in school design based on local conditions, in line with national and state norms on school safety at the district level	DEO	Immediate, one time
Ensure that all existing as well as new schools conform to safety standards as per the National Building Code and any other norms prescribed by the state government	DDMA	Immediate, on-going
Issue 'Recognition Certificate' under sub-rule (4) 15 of Right of Children to Free and Compulsory Education Rules, 2010 to only those schools that comply with safety norms	DEO	Immediate, on-going
Review progress on non-structural safety measures in schools	DEO	Immediate, on-going

# District Level



Action	By whom	When / frequency
<b>Capacity building for school safety</b>		
Training of all teachers / designates of the school through the Block Resource Centres / Urban Resource Centres / Cluster Resource Centres.	DEO	Quarterly
DIETs should also directly train teachers on safety aspects as part of their pre-service and in-service training programmes.	DEO / DIET	Quarterly
Train school safety focal point teachers on school safety concept and various activities related to execution of their responsibilities as the school safety focal point teachers.	BRC / URC / CRC	Quarterly
Training of teachers on psycho-social support for children affected by disasters	BRC / URC / CRC	Half yearly
Capacity building of SMC on different aspects of school safety in case of an imminent disaster, e.g. Sanitation and hygiene needs; first aid; handling fires etc.	BRC / URC / CRC	Quarterly
<b>Monitoring school safety</b>		
Evolve a mechanism for monitoring safety parameters in all schools on a regular basis. Any existing monitoring formats shall essentially include parameters on school safety.	DEO	Quarterly
Issue instructions to Block Education Officer or any other official as appropriate, for overseeing and facilitating school safety at the block level.	DEO / Department of Education	Immediate, one time

# District Level



Action	By whom	When / frequency
<b>Strengthening institutional commitment to safe learning environment for children</b>		
Mobilize local community and the school to effectively participate in school safety	SMC	ongoing
Designate a school safety focal point teacher (FPT) to operationally anchor school safety related actions at the school level as part of his / her routine commitments	Principal / Headmaster	Immediate, one time
Form a Subcommittee on DM at the school level	SMC	Immediate, one time
Identify and develop a cadre of peer educators / trainers reaching each and every student	School safety Focal Point Teachers	Yearly
Establish inclusive mechanisms to address issues in relation to school development, fire drills, power outage, early dismissals for weather events, health and safety etc.	SMC	Immediate, one time
<b>Planning for safety</b>		
Conduct a detailed assessment of needs from a safety perspective for inclusion in the School Development Plan.	Focal Point Teachers / SMC	Yearly
Ensure participation of children, SMC, PRIs / ULBs and any other relevant stakeholders in the assessment of needs exercise	Principal /Focal Point Teachers / SMC	Yearly
Ensure inclusion of School safety aspects (structural and non-structural) in the School Development Plan	Principal /Focal Point Teachers / SMC	Yearly
Share plan with PRIs / ULBs for leveraging other schemes	Principal /Focal Point Teachers / SMC	Yearly
Regularly monitor risk and update plan	Principal /focal point teachers / SMC	Yearly
Develop an Emergency Response Plan for the school (including evacuation procedures, handling of chemicals in the laboratory, stock-piling of emergency materials etc.)	Principal /focal point teachers / SMC	Yearly



Action	By whom	When / frequency
<b>Implementation of safety actions</b>		
Review and immediately take up activities that the school can undertake on its own viz. non-structural mitigation	Principal /focal point teachers / SMC	Quarterly
Share components of the school development plan that can be included in the panchayat plans and follow up with the relevant departments along with the PRIS / ULBS	Principal /focal point teachers / SMC	Yearly
Amend the time table and school calendar to build in opportunities for reinforcing safety awareness among children, mock drills etc.	Principal /focal point teachers / SMC	Quarterly
<b>Capacity building for school safety</b>		
Identify training needs of students and teachers with regard to school safety	Principal /focal point teachers	Yearly
Awareness programmes for children on local hazards and risk reduction EG through street plays, rallies, drawing competition, etc.	Principal /focal point teachers	Weekly
Regular mock drills and follow up of lessons on school safety; practical demonstration on the use of safety equipment, etc.	Principal /focal point teachers	Monthly
Training of SMC on assessment of safety needs, SDP as well as safety audit	Focal point teachers	Quarterly
Training of peer educators on dos and don'ts of disasters, mock drills etc	Focal point teachers	
<b>Monitoring school safety</b>		
Conduct Safety Audits in school including fire safety	SMC	Quarterly
Review School Development Plans to identify unaddressed hazards and additional new hazards that emerge	SMC	Quarterly



# Directions of the Hon'ble Supreme Court of India

- **Time bound implementation of the Guidelines**
- **District Disaster Management Authority to ensure and monitor compliance of the said Guidelines**
- **District Education Officer of each District to be a "Nodal officer" with responsibility, liability and obligation as well as powers and functions to ensure strict compliance with the Guidelines within the district of his jurisdiction.**
- **Joint Monitoring Committee consisting of representations of both Department of School Education & Literacy, Ministry of HRD and NDMA**
- **Quarterly compliance reports from the the Chief Secretary to MHRD and NDMA on the actions taken.**



# Set of Actions for Prime Focus

- 1. Before granting recognition or affiliation to schools , the State Governments and UTs would ensure that the buildings are safe and secure and are constructed according to safety norms as per National Building Code.**
- 2. Installation and maintenance of fire extinguishers in all existing government and private school buildings would be ensured including necessary training to stakeholders to use these equipments**
- 3. Non structural measures including safe storage of inflammable and toxic material ( laboratory purpose)**
- 4. Preparation of School disaster management plan**
- 5. Conduction of periodic mock drills in the schools**
- 6. Safety audits of school buildings including structural and non structural aspects at periodic intervals. Safety certificate to be issued to the school only post thorough inspection and compliance of the safety measures.**
- 7. Disaster management to be adequately included in the curriculum**
- 8. Capacity building of teachers , staff and students on school safety and disaster preparedness**





## Key Action Areas on Monitoring

- **Submission of the State Specific action plan by States/UTs along-with timeframe for implementation of the guidelines**
- **District Disaster Management Authority(DDMA) will ensure timely compliance of the implementation of the guidelines through periodic meetings**
- **Nomination of District Education Officer(DEO) as the Nodal Officer to ensure compliance for timely implementation of the guidelines in each district must be done on priority. The DEO will render monthly progress reports on the same to DDMA.**
- **Quarterly progress update/reports will be sent by the Office of Chief Secretary, States/UTs to MHRD and NDMA on compliance with respect to timely implementation of the guidelines(compilation of the district level quarterly reports )**



# Thank You