

THE ANTI- BULLYING PROTOCOL

The Assam Valley School

PREAMBLE

We, the community of The Assam Valley School, understand that ragging / bullying is not a normal part of childhood. All forms of ragging / bullying are harmful to the bully, the victim, and to witnesses. The effects can last well into adulthood.

MISSION STATEMENT

The Assam Valley School aims to create an environment where pupils can grow and flourish without fear or favour. Each pupil has the right to be safe inside and outside of the School and to be protected when he/she is feeling vulnerable.

The aim is:

- To ensure that children learn in a supportive, caring and safe environment, without fear of being bullied.
- To demonstrate that the School takes ragging/bullying seriously and that it will not be tolerated.
- To take measures to prevent all forms of ragging/bullying in the School and during off-site activities.
- To support everyone in action to identify and protect those who might be ragged/bullied.
- To clarify for all pupils and staff that ragging/bullying is wholly and always unacceptable.
- To demonstrate to all that the safety and happiness of pupils is paramount.
- To promote an environment where children feel they can trust and tell adults if they are being ragged/bullied or know about any ragging/bullying.
- To promote positive attitudes in pupils (including conflict management training).
- To ensure that all staff are aware of their duty of care over those in their charge and the need to be alert to signs of ragging/bullying.
- To ensure that all staff are aware of procedures through regular training.

This document has been prepared at par with Anti-Ragging/Bullying Protocol as per UGC (under Section 26 (1)(g) of the University Grants Commission Act, 1956) F.1-16/2007(CPP-II) Dated 17th June, 2009 and CBSE guidelines for prevention of Bullying and Ragging in Schools, Reg: (D.O.No.12-19/2012-RMSA-I)

1. Title, commencement and applicability. -

1.1 These regulations shall be referred to as **“The Assam Valley School’s Regulations on Curbing the Menace of Ragging/Bullying in The Assam Valley School, 2016”**.

1.2 These shall come into force from the date of their publication in the Official website and orders.

1.3 These shall apply to, students /teachers/staff members located within the campus or off campus also inclusive of students/teachers/staff members travelling elsewhere in or outside the country for different School related activities outside The Assam Valley School campus.

2. Objectives. -

2.1 To prohibit any conduct by any student or students whether by words spoken or written or by an act which has the effect of teasing, treating or handling with rudeness/offensiveness.

2.2 To prevent any student in indulging in rowdy or undisciplined activities. This can cause or is likely to cause annoyance, hardship or psychological harm or to raise fear or apprehension.

2.3 To prohibit any student from asking any student to do an act which such student will not in the ordinary course do and which has the effect of causing or generating a sense of shame, or torment or embarrassment so as to adversely affect the physique or psyche of any other student, with or without an intent to derive a sadistic pleasure or showing off power, authority or superiority.

2.4 To eliminate ragging/bullying in all its forms from The Assam Valley School by prohibiting it under these Regulations, preventing its occurrence and punishing those who indulge in ragging/bullying as provided for in these Regulations and the appropriate law in force.

3. What constitutes Ragging/Bullying. – Ragging / Bullying constitutes one or more of any of the following acts:

a. any conduct by any student or students whether by verbal / non-verbal or written or by an act which has the effect of teasing, treating or handling with rudeness any other student;

Non-Verbal: Posturing, making gang signs, leering, staring, stalking, destroying property, using graffiti or graphic images, or exhibiting inappropriate and/or threatening gestures or actions.

Verbal: Hurtful name calling, teasing, taunting, gossiping, making threats, making rude noises, demands for money, or spreading hurtful rumours.

b. indulging in rowdy or undisciplined activities by any student or students which causes or is likely to cause annoyance, hardship, physical or psychological harm or to raise fear or apprehension thereof in any student;

c. asking any student to do any act which such student will not in the ordinary course do and which has the effect of causing or generating a sense of shame, or torment or embarrassment so as to adversely affect the physique or psyche of such any student;

d. any act by a senior, junior or classmate that wilfully prevents, disrupts or disturbs the regular academic activity of any student including completion of academic or other tasks

e. exploiting the services of a student for completing the academic tasks or any other task assigned to an individual student or a group of students.

f. any act of financial extortion or forceful expenditure burden put on a student; taking another's café cheques, personal items such as clothes, books, accessories, electronic gadgets or other expensive items including the School kit, theft of valuable possessions

g. any act of physical abuse including all variants of it: sexual abuse, homosexual assaults, stripping, forcing obscene and lewd acts, gestures, causing bodily harm or any other danger to health or person; Hitting, punching, pushing, shoving, poking, kicking, tripping, strangling, hair pulling, fighting, beating, biting, spitting, hazing, confining.

h. any act or abuse by spoken words, blackmail, emails, post through any form of social media, public insults which would also include deriving perverted pleasure, vicarious or sadistic thrill from actively or passively participating in the discomfiture to a new student or any other student;

i. any act that affects the mental health and self-confidence of any student; Rejecting, terrorizing, extorting, defaming, intimidating, humiliating, blackmailing, manipulating friendships, isolating, ostracizing, using peer pressure, or rating or ranking personal characteristics with or without an intent to derive a sadistic pleasure or showing off power, authority or superiority by a student over any new student or any other student.

Of course, raggers/bullies need not be physically stronger than their victims. Instead, this imbalance of power that occurs in bullying can come from numerous sources including:

1. Being more popular
2. Being stronger
3. Being smarter
4. Having a higher social status

The act of ragging/bullying, by either an individual student or a group of students [gang], is expressly prohibited on School property or at School-related functions. This policy applies not only to students who directly engage in an act of ragging/bullying but also to students who, by their indirect behaviour, condone or support another student's act of bullying.

Bullying means, subject to engaging in written or verbal expression, expression through electronic means, or physical conduct that occurs on School property, at a School-sponsored or School-related activity that:

- Has the effect or will have the effect of physically harming a student, damaging a student's property, or placing a student in reasonable fear of harm to the student's person or of damage to the student's property;
- Is sufficiently severe, persistent, or pervasive enough that the action or threat creates an intimidating, threatening, or abusive educational environment for a student.
- The conduct of the student is considered bullying if it exploits an imbalance of power between the student perpetrator and the student victim through written or verbal expression or physical conduct; and interferes with a student's education or substantially disrupts the operation of the School.

4. Impact on Victims:

Children who are bullied are at risk of the following:

- Anxiety
- Loneliness
- Low self-esteem
- Poor social self-competence
- Depression
- Psychosomatic symptoms
- Social withdrawal
- Physical health complaints
- Running away from home
- Alcohol and drug use
- Suicide
- Poor academic performance

5. Impact on Bullies:

Children and youth who frequently bully are more likely to:

- Get into frequent fights
- Be injured in a fight
- Vandalize property
- Steal property
- Drink alcohol
- Smoke
- Play truant from School
- Drop out of School
- Carry a weapon
- Become a criminal

6. Definitions. -

In these regulations unless the context otherwise requires, -

- a) “Academic year” means the period from the commencement of admission for new students in any class in the School up to the completion of academic requirements for that particular year. (The Academic Year commences in May and ends in April each year)
- b) “Anti-Ragging/Bullying Helpline” means the established reporting pattern Tutor/Teacher ≥ Dame HSM (House Master/Mistress) ≥ CPO (Child Protection Officer)/DCPO (Deputy Child Protection Officer) ≥DHM (Deputy Head Master) ≥Head of School (HOS).
- c) “HOS” means the Head of School, as the Executive Head of The Assam Valley School.
- d) “DHM” means the Deputy Head Master of The Assam Valley School.
- e) “Student” means any student new or existing who has been admitted to the School.
- f) “Child Protection Unit” (CPU) means the body constituted by The Assam Valley School for the control and elimination of Ragging/Bullying in The Assam Valley School.
- g) “Disciplinary Committee” (DC) means an apex body constituted by The Assam Valley School, headed by the Head of School, involving many stakeholders as its members to discuss, debate, investigate and recommend punitive action in all cases of indiscipline in the School in order to maintain the high standards of discipline and decorum in the School.
- h) “HSM” means the House Master/ House Mistress, who is in-charge of the day to day management of boarding houses.

i) "CPO" means the Child Protection Officer of The Assam Valley School.

j) "DCPO" means the Deputy Child Protection Officer of The Assam Valley School.

k) "Tutor" means the teacher/ an adult nominated by the Head of the School who is in "Loco Parentis" of a set group of students throughout the school year.

l) "RMO" means the Resident Medical Officer

7. Measures for prohibition of Ragging/Bullying at the School level: -

a) No person on The Assam Valley School campus or officially off-campus, shall permit or condone any reported incident of ragging/bullying in any form. The School shall take all necessary and required measures, including but not limited to the provisions of these Regulations, to achieve the objective of eliminating ragging/bullying, within the School or outside.

b) The School shall take action in accordance with these Regulations against those found guilty of ragging/bullying and/or abetting ragging/bullying, actively or passively, or being part of a conspiracy to promote ragging/bullying.

8. Measures for prevention of ragging/bullying at the School level. -

8.1 The School shall take the following steps in regard to admission or registration of students; namely,

a) Every parent and pupil will sign the "Regulations on Curbing the Menace of Ragging/Bullying in The Assam Valley School, 2016" declaration of The Assam Valley School.

b) The brochure of admission/instruction booklet or the prospectus, whether in print or electronic format, shall prominently print these Regulations in full.

c) No child should indulge, actively or passively, in the act or abet the act of ragging/bullying and if found guilty of ragging/bullying and/or abetting ragging/bullying, is liable to be proceeded against under these Regulations. In case if found guilty action would include but is not limited to debarment or expulsion of such student.

d) Moreover, expulsion / long suspension from The Assam Valley School may be reflected in his / her School leaving Character Certificate.

e) The application for admission shall be accompanied by a document in the form of, or annexed to, the School Leaving Certificate/Transfer Certificate/Migration Certificate/Character Certificate reporting on the inter-personal/social behavioural pattern of the applicant, to be issued by the School last attended by the applicant, so that The Assam Valley School can thereafter keep watch on the applicant, if admitted, whose behaviour has been commented in such document.

f) Before the commencement of the academic session in the School, The Head of the School shall convene and address a meeting of various functionaries/agencies, such as HSMs / Dames, representatives of students, parents/guardians and faculty, to discuss the measures to be taken to prevent ragging/bullying in the School and steps to be taken to identify those indulging in or abetting ragging/bullying and punish them.

g) The School shall, to make the community at large and the students in particular aware of the dehumanizing effect of ragging/bullying, and the approach of the School towards those indulging in ragging/bullying, prominently display posters depicting the provisions of penal law applicable to incidents of ragging/bullying, and the provisions of these Regulations and also any other law for the time being in force, and the punishments thereof, shall be prominently displayed on Notice Boards, boarding houses and other buildings as well as at places, where students normally gather and at places, known to be vulnerable to occurrences of ragging/bullying incidents.

h) The School shall identify, properly illuminate and keep a close watch on all locations known to be vulnerable to occurrences of ragging/bullying incidents.

i) The School shall tighten security in its premises, especially at vulnerable places and increase vigilance at such points at odd hours during the first few months of the academic session.

j) The School shall at the start of the new academic year will launch a publicity campaign against ragging/bullying through posters, leaflets and such other means, as may be desirable or required, to promote the objectives of these Regulations.

k) The various departments of the School shall have induction arrangements, including those which anticipate, identify and plan to meet any special needs of any specific section of students, in place well in advance of the beginning of the academic year with an aim to promote the objectives of this Regulation.

l) Every department shall engage or seek the assistance of professional counsellors / before the commencement of the academic session, to be available when required by the School, for the purposes of offering counselling to new students and to other students after the commencement of the academic year.

8.2 The School shall, on admission or enrolment or registration of students, take the following steps, namely;

a) Every new student admitted to the School shall be given a printed leaflet detailing to whom he/she has to turn to for help and guidance for various purposes so as to enable the student to contact the concerned person whenever the need arises. The Anti-Ragging/Bullying Helpline referred to in these Regulations, HSMs / Dames, Child Protection Officer, Deputy Child Protection Officer, Deputy Head Master, The Head of the School and all members of the Disciplinary Committee.

b) The School, through the leaflet specified in clause (a) of Regulation 8.2 of these Regulations shall explain to the new students, the arrangements made for their induction and orientation which promote efficient and effective means of integrating them fully as students with those already admitted to the School in earlier years.

c) The leaflet specified in clause (a) of Regulation 8.2 of these Regulations shall inform the new students about their rights as bonafide students of the School and clearly instructing them that they should desist from doing anything, with or against their will, even if ordered to by the senior students, and that any attempt of ragging/bullying shall be promptly reported to the concerned HSM / Dame /CPO /DCPO or to The Deputy Head Master / The Head of the School, as the case may be.

d) The leaflet specified in clause (a) of Regulation 8.2 of these Regulations shall contain a calendar of events and activities laid down by the School to facilitate and complement familiarization of new students with the academic environment of the School.

e) The School shall, on the arrival of senior students after the first week or after the second week, as the case may be, schedule orientation programmes as follows, namely; (i) joint sensitization programme and counselling of both new students and senior students by a professional counsellor, referred to in clause (l) of Regulation 8.1 of these Regulations; (ii) joint orientation programme of new students and seniors to be addressed by The Head of the School and the Child Protection Unit; (iii) organization on a large scale of cultural, sports and other activities to provide a platform for the new students and seniors to interact in the presence of faculty members ; (iv) in the Boarding Houses the HSMs / Dames should address all students; (v) as far as possible faculty members should dine with the boarders in their respective boarding houses to instil a feeling of confidence among the new students.

f) The School shall set up an appropriate committee, including the Dean of Studies (DOS), Child Protection Unit, HSMs / Dames and some senior students as its members, to actively monitor, promote and regulate healthy interaction between the new students, junior students and senior students.

g) New students or any other student(s), whether being victims, or witnesses, in any incident of ragging/bullying, shall be encouraged to report such occurrence, and the identity of such informants shall be protected and shall not be subject to any adverse consequence only for the reason for having reported such incidents.

h) Each batch of new students, on arrival at the School, shall be distributed into tutorial groups and each such group shall be assigned to a member of the faculty (tutor), who shall interact individually with each member of the group every day for ascertaining the problems or difficulties, if any, faced by the new student in the School and shall extend necessary help to the new student in overcoming the same. The tutor will be in 'Loco Parentis'

i) It shall be the responsibility of the member of the faculty (Tutor) assigned to the group of new students, to coordinate with the HSMs / Dames of the boarding houses and to make surprise visits to the rooms in such boarding houses, where a member or members of the group are lodged; and such member of faculty shall maintain a diary of his/her interaction with the new students under his/her charge.

j) The Senior and Junior students will be residing in separate living spaces. There shall be restrictions on the Seniors entering the accommodation of the Juniors. New students shall be lodged with students of their own age group and will be provided with a mentor from this group. The School shall, at the end of each academic year, in order to promote the objectives of these Regulations, constitute a Mentoring Cell consisting of students volunteering to be Mentors for the new students, in the succeeding academic year. This mentor will be referred to as the 'Buddy'. Access of Seniors to accommodation allotted to the Juniors or new students will be strictly monitored by HSMs / Dames, security guards and other staff of the School. Similarly, there shall also be restrictions on Juniors entering the living spaces of Seniors. All interaction between Seniors and Juniors will take place in common open areas and only during the day when there is an adult present in the house.

k) The children shall be under the supervision of their teachers during the day and at night they will approach a teacher residing inside the boarding house in case they are in any distress.

l) It shall be the responsibility of the parents/guardians/tutors/faculty/of new students to promptly bring any instance of ragging/bullying to the notice of Tutor/Teacher ≥ Dame HSM (House Master/Mistress) ≥ CPO (Child Protection Officer)/DCPO (Deputy Child Protection Officer) ≥DHM (Deputy Head Master) ≥Head of School (HOS).

m) Every student studying in the School and his/her parents/guardians shall provide the specific affidavits required under clauses (c), (d) and (e) of Regulation 8.1 of these Regulations at the time of admission or registration, as the case may be, during each academic year.

n) The School shall obtain the affidavit from every student as referred to above in clause (m) of Regulation 8.2 and maintain a proper record of the same and to ensure its safe upkeep thereof, including maintaining the copies of the affidavit in an electronic form as well as print form, to be accessed easily when required.

o) The Head of the School shall, at the end of the academic year, send a letter to the parents/guardians informing them about these Regulations and any law for the time being in force prohibiting ragging/bullying and the punishments thereof as well as punishments prescribed under the penal laws, and appealing to them to impress upon their wards to desist from indulging in ragging/bullying on their return to the School at the beginning of the next academic session.

p) Formation of the Right Attitude: The students are sensitised about human rights, democratic values, respect for diversity and equality and respect for privacy and dignity of others. This training is given in the form of role play, street theatre, group discussions, debates, special assemblies, poster competition etc. Anti-bullying campaigns and training programmes are organised.

q) Rewards for Students:

1. Children who are the first to report bullying whether it be orally or written.
2. Children who come up with innovative suggestions.
3. Children who display proper etiquette and age appropriate communication at all times.

r) Confidentiality:

To the greatest extent possible, the School will respect the privacy of the complainant, persons against whom a report is filed, and witnesses. Limited disclosures may be necessary in order to conduct a thorough investigation.

s) Access to Policy and Procedures:

This policy and procedure will be distributed annually in the employee and student handbooks. Copies of the policy and procedure will be posted on the School's website to the extent practicable, and will be readily available at the School's administrative offices.

8.3 The Assam Valley School shall constitute the following persons/bodies; namely,

1. Pastoral Committee
2. Disciplinary Committee
3. Child Protection Unit

It is the responsibility of the above committees to conduct an on-the-spot enquiry into any incident of ragging/bullying referred to it by the Head of the School / Deputy Head or any member of the faculty or any member of the staff or any student or any parent or guardian or any employee of a service provider or by any other person, as the case may be; and the enquiry report along with recommendations shall be submitted to the Disciplinary Committee/Pastoral Committee of AVS for action under clause (a) of Regulation 8.1.

8.4 The School shall take the following other measures, namely;

a) Each boarding house or a place where groups of students reside, forming part of the School, shall have a full-time HSM / Dame, to be appointed by the School as per the eligibility criteria laid down for the post reflecting both the command and control aspects of maintaining discipline and preventing incidents of ragging/bullying within the boarding house, as well as the softer skills of counselling and communicating with the youth outside the class-room situation; and who shall reside within the boarding house, or at the very least, in the close vicinity thereof.

b) The HSMs / Dames shall be accessible at all hours and for the purpose the HSMs / Dames shall be provided with a mobile phone by the School, the number of which shall be publicized among all members of the School community.

c) The School shall review and suitably enhance the powers of HSMs / Dames; and the security personnel posted in boarding houses shall be under the direct control of the HSMs / Dames and their performance shall be assessed by them.

d) The professional counsellors referred to Regulation 12 of these Regulations shall, at the time of admission, counsel new students and/or any other student(s) desiring counselling, in order to prepare them for the life ahead, particularly in regard to the life in a boarding school and to the extent possible, also involve parents and teachers in the counselling sessions.

e) The School shall undertake measures for extensive publicity against ragging/bullying by means of audio-visual aids, counselling sessions, workshops, painting and design competitions among students and such other measures, as it may deem fit.

f) The students shall be instructed to seek adult intervention in the event of them being physically or emotionally harmed. The member of staff who is on duty or in sight should be contacted immediately.

g) The faculty of the School and its non-teaching staff, which includes but is not limited to the administrative staff, contract employees, security guards and employees of service providers providing services within the School, shall be sensitized towards the ills of ragging/bullying, its prevention and the consequences thereof.

- h) The School shall obtain an undertaking from every employee of the School including all teaching and non-teaching members of staff, contract labour employed in the premises either for running canteen or as watch and ward staff or for cleaning or maintenance of the buildings/lawns and employees of service providers providing services within the School, that he/she would report promptly any case of ragging/bullying which comes to his/her notice.
- i) The School shall make a provision in the service rules of its employees for issuing certificates of appreciation to such members of the staff who report incidents of ragging/bullying, which will form part of their service record.
- j) The School shall give necessary instructions to the employees of the Food Court / Café whether that of the School or that of a service provider providing this service, or their employers, as the case may be, to keep a strict vigil in the area of their work and to report the incidents of ragging/bullying to the Head of the School or members of the Disciplinary Committee of AVS or the HSMs / Dames / CPU /DHM as may be required.
- k) The School shall conduct training programme for teachers include inputs relating to Anti-ragging/bullying and the appreciation of the relevant human rights, as well as inputs on topics regarding sensitization against corporal punishments and checking of bullying amongst students, so that every teacher is equipped to handle at least the rudiments of the counselling approach.
- l) Discreet random surveys shall be conducted amongst the new students every fortnight during the first three months of the academic year to verify and crosscheck whether the School is indeed free of ragging/bullying or not.
- m) It shall be the general collective responsibility of all levels and sections of authorities or functionaries including members of the faculty and employees of the School, whether regular or temporary, and employees of service providers providing service within the School, to prevent or to act promptly against the occurrence of ragging/bullying or any incident of ragging/bullying which comes to their notice.

9. Investigating Complaints:

All investigations concerning allegations of bullying will be prompt, thorough, and impartial. The designee appointed by the Head of the School, shall conduct an appropriate investigation based on the allegations in the report. Every step of the investigation, including every action taken by the School, will be put in writing, giving dates and times and identifying all persons contacted. No staff member of AVS, or parents or families of the student have the power to delay, misguide, argue, suggest, ridicule the investigating officer. Unwarranted behaviour of the staff / anybody will be strictly prohibited and considered as working against the interest of the well being of the pupil and sovereignty of the School. The appointed investigating officer can approach any student in the School premises personally without any human hurdle. All statements should be reduced to writing and should have sufficient detail relating the events of the conversation.

10. Notification of Parents:

At the conclusion of the investigation, the Head of School or the person authorised shall promptly notify the parents of the victim and the student who engaged in bullying. The Parent will be explained the consequences of violating the policy and give clear directives that this conduct will not be permitted at the School and will be dealt with swiftly and decisively as per School norms. **The Head of the School will nominate member of the staff to be part of parent meeting and no other staff whosoever it may be can claim it their right to take part in the decision making process.**

11. Penal action to be taken by the Head of the School. - On receipt of the recommendation of the DHM / CPU or on receipt of any information concerning any reported incident of ragging/bullying, the Head of School shall immediately determine if a case under the following subtypes such as

- i. Abetment to ragging/bullying;
- ii. Criminal conspiracy to rag;
- iii. Unlawful assembly and rioting while ragging/bullying;
- iv. Public nuisance created during ragging/bullying;
- v. Violation of decency and morals through ragging/bullying;
- vi. Injury to body, causing hurt or grievous hurt;
- vii. Wrongful restraint;
- viii. Wrongful confinement;
- ix. Use of criminal force;
- x. Assault as well as sexual offences or unnatural offences;
- xi. Extortion;
- xii. Criminal trespass;
- xiii. Offences against property;
- xiv. Criminal intimidation;
- xv. Attempts to commit any or all of the above mentioned offences against the victim(s);
- xvi. Threat to commit any or all of the above mentioned offences against the victim(s);
- xvii. Physical or psychological humiliation;
- xviii. All other offences following from the definition of “Ragging/Bullying”. In case of a serious situation The Head of the School shall forthwith report the occurrence of the incident of ragging/bullying to the Board of Governors.

Provided further that the School shall also continue with its own enquiry initiated under *clause 12* of these Regulations and other measures without waiting for action on the part of other police/local authorities and such remedial action shall be initiated and completed immediately and in no case later than a period of seven days of the reported occurrence of the incident of ragging/bullying.

12. Administrative action in the event of Ragging/Bullying. -

12.1 The School shall punish a student found guilty of ragging/bullying after following the procedure and in the manner prescribed herein under:

a) The Head of School/ Deputy Head Master in need based consultation with the Disciplinary Committee of AVS / Child Protection Unit of the School shall take an appropriate decision, in regard to punishment or otherwise, depending on the facts of each incident of ragging/bullying and nature and gravity of the incident of ragging/bullying established.

b) In case of confirmation of the offence committed by the pupil, the following actions may be deemed fit:

i. Suspension from attending classes and academic privileges.

ii. Withholding/ withdrawing scholarship and other benefits.

iii. Debarring from appearing in any test/ examination or other evaluation process.

iv. Withholding results.

v. Debarring from participating in Intra / Inter House and Inter School activities and also representing the School in any regional, national or international meet, tournament, youth festival, etc.

vi. Suspension / expulsion

vii. Cancellation of admission.

viii. Rustication from the School for period ranging from one to two or three semesters. In the case of a three semester suspension, the suspended student will remain on the rolls of The Assam Valley School.

c) An appeal against the order of punishment by the Disciplinary Committee can be made to the Head of School.

12.2 Where in the opinion of the appointing authority, a lapse is attributable to any member of the faculty or staff of the School, in the matter of reporting or taking prompt action to prevent an incident of ragging/bullying or who display an apathetic or insensitive attitude towards complaints of ragging/bullying, or who fail to take timely steps, whether required under these Regulations or otherwise, to prevent an incident or incidents of ragging/bullying, then such authority shall initiate departmental disciplinary action, in accordance with the prescribed procedure of the School, against such member of the faculty or staff. The action shall be without prejudice to any action that may be taken under the penal laws for abetment of ragging/bullying for failure to take timely steps in the prevention of ragging/bullying or punishing any student found guilty of ragging/bullying.

13. Counselling:

The Assam Valley School provides age-appropriate preventative education regarding ragging/bullying in the form of classroom lessons under the guidance of the School Counsellor. The Head of School or the person authorized shall notify the victim, the student who engaged in ragging/bullying, and any students who witnessed the ragging/bullying of available counselling options and when appropriate, refer the students to the counsellor. After meeting with the student, the counsellor will recommend whether the student may benefit from additional services which may include individual sessions, group sessions, class sessions, pairing with an adult or peer mentor. If the counsellor believes that the student would benefit from repeated sessions, the counsellor will notify the student's parent or guardian and get permission to have these sessions. In case the School Counsellor deems it fit, he / she may refer the concerned student for counselling sessions outside School after consulting the HOS / DHM.

ANNEXURE I

AFFIDAVIT BY THE STUDENT

I, (full name of student with admission/registration/enrolment number) s/o d/o Mr./Mrs./Ms. _____, having been admitted to The Assam Valley School, have received a copy of the Regulations on Curbing the Menace of Ragging/bullying in The Assam Valley School, 2016, (hereinafter called the “Regulations”) carefully read and fully understood the provisions contained in the said Regulations.

2) I have, in particular, perused clause 3 of the Regulations and am aware as to what constitutes ragging/bullying.

3) I have also, in particular, perused clause 11 and clause 12.1 of the Regulations and am fully aware of the penal and administrative action that is liable to be taken against me in case I am found guilty of or abetting ragging/bullying, actively or passively, or being part of a conspiracy to promote ragging/bullying.

4) I hereby solemnly aver and undertake that

- a) I will not indulge in any behaviour or act that may be constituted as ragging/bullying under clause 3 of the Regulations.
- b) I will not participate in or abet or propagate through any act of commission or omission that may be constituted as ragging/bullying under clause 3 of the Regulations.

5) I hereby affirm that, if found guilty of ragging/bullying, I am liable for punishment according to clause 12.1 of the Regulations, without prejudice to any other criminal action that may be taken against me under any penal law or any law for the time being in force.

6) I hereby declare that I have not been expelled or debarred from admission in any School in the country on account of being found guilty of, abetting or being part of a conspiracy to promote, ragging/bullying; and further affirm that, in case the declaration is found to be untrue, I am aware that my admission is liable to be cancelled.

7) I understand that my expulsion or suspension from The Assam Valley School will be reflected in my School leaving Character Certificate.

Declared this ___day of _____ month of _____year.

Signature of deponent

Name:

VERIFICATION

Verified that the contents of this affidavit are true to the best of my knowledge and no part of the affidavit is false and nothing has been concealed or misstated therein.

Verified at (place)..... on this the (day)..... of (month)....., (year).....

Signature of deponent

Solemnly affirmed and signed in my presence on this the (day)..... of (month)....., (year).... after reading the contents of this affidavit.

..... SIGNATURE AND SEAL OF HSM, THE OATH COMMISSIONER

ANNEXURE II

AFFIDAVIT BY PARENT/GUARDIAN

I, Mr./Mrs./Ms. _____ (full name of parent/guardian) father/mother/guardian of _____, (full name of student with admission/registration/enrolment number), having been admitted to the Assam Valley School have received a copy of the Regulations on Curbing the Menace of Ragging/bullying in The Assam Valley Schools, 2016, (hereinafter called the “Regulations”), carefully read and fully understood the provisions contained in the said Regulations.

- 2) I have, in particular, perused clause 3 of the Regulations and am aware as to what constitutes ragging/bullying.
- 3) I have also, in particular, perused clause 11 and clause 12.1 of the Regulations and am fully aware of the penal and administrative action that is liable to be taken against my ward in case he/she is found guilty of or abetting ragging/bullying, actively or passively, or being part of a conspiracy to promote ragging/bullying.
- 4) I hereby solemnly aver and undertake that a) My ward will not indulge in any behaviour or act that may be constituted as ragging/bullying under clause 3 of the Regulations. b) My ward will not participate in or abet or propagate through any act of commission or omission that may be constituted as ragging/bullying under clause 3 of the Regulations.
- 5) I hereby affirm that, if found guilty of ragging/bullying, my ward is liable for punishment according to clause 12.1 of the Regulations, without prejudice to any other criminal action that may be taken against my ward under any penal law or any law for the time being in force.
- 6) I hereby declare that my ward has not been expelled or debarred from admission in any School in the country on account of being found guilty of, abetting or being part of a conspiracy to promote, ragging/bullying; and further affirm that, in case the declaration is found to be untrue, the admission of my ward is liable to be cancelled.
- 7) I understand that my ward’s expulsion or suspension from The Assam Valley School will be reflected in his / her School leaving Character Certificate.

Declared this ___ day of _____ month of _____ year. _____

Signature of deponent

Name:
Address:
Telephone/ Mobile No.:

VERIFICATION

Verified that the contents of this affidavit are true to the best of my knowledge and no part of the affidavit is false and nothing has been concealed or misstated therein. Verified at (place)..... on this (day) of (month)....., (year). _____

Signature of deponent:

Solemnly affirmed and signed in my presence on this the (day)..... of..... (month), (year)after reading the contents of this affidavit.

..... SIGNATURE AND SEAL OF HSM, THE OATH COMMISSIONER