**ANNEXURE - CORRECTIVE MEASURES**

**1.** **CORRECTIVE MEASURES:** Corrective measures include guidelines, definitions, considerations, and examples for the School Child Protection Committees–for various situations and scenarios (1 to 7) – **Annexure -** Standard Operating Procedure (SOP). These corrective measures may be punitive, supportive, or a combination of both, depending on the situation and scenario and are applicable to children-students and adults-school staff/parents/Vendors associated with the School Child Protection Policy (SCPP) environment.

1. More than one punitive or supportive action may be applied to a person.
2. Moreover, in some scenarios, punitive as well as supportive actions may be applicable for a child who is an accused or found guilty of an offence.
3. Parents or guardians must be notified of all corrective measures and shall be issued a show cause notice prior to the implementation of any severe punitive action such as suspension, rustication or expulsion/termination.
4. If any enquiry conducted by the Complaint cum Suggestion ----------------.
5. All measures related to a complaint -----------
6. All measures related to a complaint -------------

**Children - Student**

**Adult - Staff/Parent/Vendor**

**Punitive**

**Punitive**

**Supportive**

**Supportive**

**2A. PUNITIVE ACTIONS FOR CHILDREN - STUDENTS**

1. *Verbal Warning and Counselling:* ------------------
2. *Writing an Apology letter:* ------------------
3. *Student Sign a behaviour Undertaking*: -------------------
4. *Social/Community Service (Age-Appropriate):* -------------------
5. *Detention*: ------------
6. *Debarment:* -------------
7. *Demotion*: ---------------
8. *Suspension*: ------------
9. *Rustication*: ---------------
10. *Expulsion/Termination*: -------------
11. *Transfer-Negative:* ---------------
12. *Segregate-Negative*: --------------
13. *Fine:* ---------------

### **2B. SUPPORTIVE ACTIONS/INTERVENTIONS FOR CHILDREN - STUDENTS**

1. *Counselling:* ---------------
2. *Psychosocial support:* ---------------
3. *Relaxation in rules or criteria***:** ---------
4. *Transfer-Positive:* -----------
5. *Segregate-Positive:*----------------

### **2C. CONSIDERATIONS FOR CORRECTIVE MEASURES FOR CHILDREN - STUDENTS**

1. A child may be subject to corrective measures, as outlined in this policy, for wilfully making a false complaint.
2. Furthermore, a child must be reinstated to the pre-complaint stage if found not guilty, whether by the school or a court of law, and the supportive measures as discussed must be applied.
3. The punitive actions for an accused child/student, keeping in mind that a child is presumed innocent until proven guilty, depend on the gravity of the offence—whether petty, serious, or heinous/grave—across all scenarios, including non-criminal offences.
4. Additionally, factors such as the child's age, gender, and prior history will play a key role in determining the appropriate balance between punitive action and/or supportive intervention.
5. An experienced member of the Committee—such as a teacher, the School Child Protection Officer, or the Committee’s Chairperson—can, using their discretion, categorize a child’s non-criminal offence on a case-by-case basis as petty (e.g., a child skips class to watch a match on the school ground), serious (e.g., a child skips school to watch a film at a theatre), or grave (e.g., a child skips school with classmates to engage in a fight).
6. Moreover, corrective measures, depending on the severity of the offence, must ensure that the child victim does not encounter the accused or convicted person.
7. An accused child may also need supportive actions along with punitive measures. For example,
	* + Suppose a child is suspended for 6 days for a serious charge while an enquiry occurs. In that case, provisions can be made for their academic support, such as conducting online classes.
		+ The bully and the child being bullied may benefit from counselling.

## **3A. PUNITIVE AND SUPPORTIVE ACTIONS FOR ADULTS - SCHOOL STAFF/PARENTS/VENDORS**

The following, along with the school's service rules, govern punitive actions for staff members.

**Annexure** - General Code of Conduct for Staff

**Annexure** -Guidelines - Protocols for Stakeholders

**Annexure -** Guidelines - Protocols for School Authorities

**Annexure** - Standard Operating Procedure (SOP)

### The punitive actions can be

1. Debar
2. Monetary Penalty
	1. Fine Imposition
	2. Salary Forfeiture
3. Demote
4. Suspend
5. Transfer (Negative)
6. Dismiss/Terminate

### The supportive actions/interventions can be

1. Relaxation in rules/criteria
2. Transfer (Positive)
3. Counselling
4. Reinstating

### **3B. POINTS/SITUATIONS TO CONSIDER FOR CORRECTIVE MEASURES FOR ADULTS – SCHOOL**

###  **STAFF/PARENTS/VENDORS**

* 1. It is essential to note that an adult/ school staff member can also be penalised for a false complaint based on the punitive actions as above.
	2. The punitive actions for an accused staff member, while keeping in mind that a person is presumed innocent until proven guilty, depend on the gravity of the offence—whether petty, serious, or heinous—across all scenarios, including non-criminal offences.
	3. Non-criminal scenarios on a case-by-case basis can be classified as petty, serious, or grave.
	4. For serious and heinous criminal offences, as well as POCSO cases, the staff member may be suspended until the final verdict is reached.
	5. Furthermore, a staff member must be reinstated to the pre-complaint stage if found not guilty, whether by the school or a court of law or if the complaint is false. Supportive actions like relaxation in rules, ‘Transfer-Positive’, may be applied.
	6. If a parent files a false complaint against school staff, the school may take appropriate action. This may include issuing formal warnings, imposing a temporary or permanent ban from school premises, levying a fine, revoking privileges such as attendance at school events, functions, and meetings, and/or initiating legal proceedings, including but not limited to \_\_\_\_\_\_\_\_\_\_\_\_\_\_.
	7. Any certificate or document submitted to the school by parents or guardians—such as proof of residence, employment, or certificates related to the Economically Weaker Section (EWS), Scheduled Caste, Scheduled Tribe, Other Backward Class, child’s birth, or disability ------------------------------.

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