**Proceedings of the meeting held on 28.10.2017 on Safety & Security Measures of the Hostilite students of Super/Prime 40**

Keeping in view the requests of the parents of Super/Prime 40 students, a meeting was conducted on 28-10-2017 under the chairmanship of Principal Sir in his office chamber at 3:30p.m. regarding the safety and security measures of the hostel students, in the presence of the following member :

1. Sri Niranjan Swain (Supervisor)

2. Sri Basudev Panigrahi (Hostel Superintendent)

3. Smt. Jyotna Biswal (Boys Hostel In-charge)

4. Sri Rama Chandra Rath (Boys Warden)

5. Smt. Monalisa Das (Staff Nurse)

6. Smt. Puspita (Girls Warden)

7. Sradha Pattnaik (Executive Officer)

The following decision was taken :

I. Hostel Superintendent and Hostel warden(s) shall allow the hostelites to go home only in the case of :-

 (a) Health Issue

 (b) Emergency in the family

 (c) Health check-up (on production of medical certificate)

II. Students shall be instructed to avoid late night study. Strict supervision should be made by the wardens to ensure that light are switched off before 12:30a.m..

III. Mobiles shall be given to the students twice in a week i.e.

* + Wednesday: 9:30 – 10:30 p.m.
	+ Sunday : 4:00 – 6:00 p.m.

IV. Parents visiting hours is be from 4:00 – 6:00p.m. only on Saturday or Sunday.

V. Students shall be allowed to go home on Saturday and return on Sunday evening without missing any class. They shall be allowed to go only with their parents. Parents should produce their identity proof to the security guard.

VI. Wardens should counsel the students about the sanitation and ensure that the water tanks are cleaned at regular time interval. Alum should be added in the water.

 VII. Staff Nurse should visit the hostels once in a week and give medical aid to the students under the advice/supervision of the school doctor.

VIII. Wardens will take the students for outing every month along with an attendant to different recreational places like Nandankanan, Markets, Dhauli, Big Bazar, State Museum, Raja-Rani temples, Cinema etc. All expenses will be beared by the school. This is necessary for their mind relaxation and entertainment.

IX. Picnic will be arranged for hostelite students on the month of November.

X. Camera will be fixed on the first floor of the girls hostel for safety and security purpose in campus-I and in campus-II camera should be fixed on the 4th floor.