

**VISION STATEMENT**

**GGS aims to nurture resilient, holistic, empathetic & lifelong learners in a multi-cultural environment, for a sustainable future.**

**MISSION STATEMENT
GGS graduates will be responsible global citizens empowered to contribute to society in various capacities by providing them the freedom to be, to act, to impress and to dream. GGS incorporates an inquiry–based curriculum and extensive co-curricular experiences, acknowledging the role of community voice and student agency.**

**SEXUAL HARASSMENT POLICY- POSH**

**OBJECTIVES**

* Genesis Global School believes in providing a safe and protective environment against sexual harassment at workplace to all its employees (permanent and contractual) and students.
* To provide a streamlined procedure/rules and regulations to deal with any sexual harassment cases.
* Creating awareness about sexual harassment by regular workshops, publications etc. Changing incorrect perceptions and providing psychological intervention.

**SCOPE AND EFFECTIVE DATE**

This policy extends to all the students and employees of the school and is deemed to be incorporated in the service conditions and has come into effect from July 2013.

**WHAT IS SEXUAL HARASSMENT?**

1. Physical contact and advances ;
2. A demand or request for sexual favours;
3. Sexually coloured remarks;
4. Showing pornography;
5. Stalking
6. Any other unwelcome physical, verbal or non- verbal conduct of sexual nature.

**INTERNAL COMPLAINT COMMITTEE . POSH**

1. Mrs. Madhur Gupta - Chairman
2. Ms. Subie Srivastava - Member
3. Ms. Jaya Modi - Member
4. Mr. Abhay Mathur - Member
5. Mrs. Jyotsna Batra - Visiting Member
6. Ms. Bulbul Das – Legal Advisor
7. Mr. Gautam Rai - whenever sports related concerns
8. Ms Meenu Chaudhary - whenever pro staff related concerns
* A quorum of 3 members is required to be present for the proceedings to take place.
* The quorum should include at least 2 female members.
* Depending on the circumstances, one member from the complainant's department can be co-opted for the proceedings.
* The meetings should happen every three months in the presence of the external member.

**OPTIONS FOR FILING COMPLAINTS**

* Any member from the Internal Complaint Committee
* Their immediate supervisor/ Class Teacher/ HODs/ Coordinators. Head Boy or Head Girl

**GRIEVANCE PROCEDURE**

1. The ICC will maintain a register to endorse the complaints and keep the name and contents of the complaints in confidence.
2. ICC will hold a meeting with the complainant within 10 days of receiving the complaint.
3. A copy of the complaint will be given to the respondent so that he is given an opportunity to prove himself innocent and thereafter an inquiry will be conducted.
4. Reconciliation by mutual consent between the complainant and the respondent
5. Examination of the witnesses if any. Statement of the respondent.
6. Cross examination if required.
7. Defence witnesses to be examined (if any). Site inspection (if any).
8. Confrontation
9. Disciplinary proceedings.
10. ICC will send compiled report to the senior management team for further actions.

**REDRESS**

The SMT would take appropriate action against the respondent if found guilty depending on the recommendations from ICC.

**The penalties could be as follows -**

1. Warning
2. Written Apology
3. Bond of good behavior
4. Adverse remark in the confidential report
5. Stopping of Increment/Promotion Transfer
6. Suspension
7. Dismissal/Termination
8. If SMT wants they could transfer the case to the Police.

Last Review January 2023