



NEW ADARSH PUBLIC SCHOOL

Grievance Redressal Committee

The New Adarsh Public School have their own Grievance Redressal System. A Grievance Redressal Committee has been formed in our school to settle genuine grievances of students, staff and parents up to a satisfactory level so as to create a healthy relationship among the students, Parents, Employees and employers. The function of the cell is to look into the complaints lodged by any student, and judge its merit. The Grievance Cell is also empowered to look into matters of harassment. Anyone with a genuine grievance may approach the School Principal. In case the person is unwilling to appear in self, grievances may be dropped in writing at the letterbox / suggestion box of the Grievance Cell placed at the Administrative Block of school. The grievance will include any matter relating to students and staff. The committee is requested to contribute effectively to dispose of the grievances at the earliest.

Objective:-

A Grievance Cell has been constituted for the Redressal of the problems reported by the Students of the school with the following objectives:

- » Upholding the dignity of the school by ensuring strife free atmosphere in the school through promoting cordial Student-Student relationship and Student-teacher relationship etc.
- » Encouraging the Students to express their grievances / problems freely and frankly, without any fear of being victimized.
- » Suggestion / complaint Box is installed in front of the Administrative Block in which the Students, who want to remain anonymous, put in writing their grievances and their suggestions for improving the Academics / Administration in the school.
- » Advising Students of the school to respect the right and dignity of one another and show utmost restraint and patience whenever any occasion of rift arises.
- » Advising All the Students to refrain from inciting Students against other Students, teachers and school administration.

» Advising all staffs to be affectionate to the Students and not behave in a vindictive manner towards any of them for any reason.

Procedure for lodging complaint

» The students may feel free to put up a grievance in writing/or in the format available in the Admin dept. and drop it in boxes.

» The Grievance Cell will act upon those cases which have been forwarded along with the necessary documents.

» The Grievance Cell will assure that the grievance has been properly solved in a stipulated time limit provided by the cell.

Grievance Redressal Committee Members

SL.No	NAME	DESIGNATION
1.	Shri. Anil Kumar Sharma	MANAGER
2.	Ms. Rohini Mahur	PRINCIPAL
3.	Mr. Sumit Kumar Charak	SENIOR CORDINATOR
4.	Ms. Soma Dutta	PRIMARY CORDINATOR
5.	Ms. Bhawna Kapoor	ADMIN
6	Mr. Sunil Sharma	PTA MEMBER
7	Ms. Lata	PTA MEMBER
8.	Mr. Bhushan Kumar	PTI