

File Name	Sexual Harassment Prevention Policy - The SOBHA Academy
Reference	SKT - TSA POLICY - V - 005
Date	13-05-2025

1. Purpose

This policy ensures a safe, secure, and respectful environment at The SOBHA Academy by preventing, prohibiting, and redressing incidents of sexual harassment in line with:

- The Sexual Harassment of Women at Workplace (Prevention, Prohibition and Redressal) Act, 2013
- The Protection of Children from Sexual Offences (POCSO) Act, 2012

2. Scope

This policy applies to all:

- Teaching and non-teaching staff
- Students of all grades
- Volunteers, interns, and visitors
- Support and contractual personnel
- School management and leadership

Covers incidents that occur:

- Within the school campus or transport
- During school-sponsored events, tours, or workshops
- Via digital communication or online platforms associated with the school

3. Zero-Tolerance Policy

The SOBHA Academy enforces a zero-tolerance approach to all forms of sexual harassment.

Confirmed violations will result in disciplinary action, which may include:

- Suspension or termination (for staff)
- Expulsion or rustication (for students)
- Reporting to legal authorities, if warranted

4. Internal Complaints Committee (ICC) & POCSO Committee

An Internal Complaints Committee (ICC) and a dedicated POCSO Committee shall be constituted as per law.

Role	Composition
Presiding Officer	Senior woman faculty member

Members	Two teaching/non-teaching staff sensitive to gender concerns
External Member	NGO/legal background professional
Student Rep/Parent Rep (when applicable)	For student-related complaints

The committees will:

- Receive complaints
- Conduct fair and confidential inquiries
- Recommend actions to the school management

5. Confidentiality

- The identity of the complainant, respondent, and witnesses shall be strictly confidential.
- Any breach of confidentiality will attract disciplinary action under the policy.

6. Awareness and Training

- Annual POSH and POCSO training for all staff and senior students
- Orientation for new staff and students on reporting mechanisms
- Posters, helpline numbers, and reporting links will be visibly displayed on campus

7. Monitoring and Review

- Policy reviewed annually or as required by legal updates
- Training and incident reports audited by the School Management Committee

8. Document Control

VERSION	DATE	DESCRIPTION	APPROVED BY
1.0	13-05-2025	Initial Formalisation	Trustee Board