

Guidelines for Self Defence Training Programme for Girl Students

This programme is intended for the girl students of studying in Elementary (Upto Class 8) and Secondary Schools.

- The Head of the institution is to form a five member committee comprising the following members:
 - 1) The Head of the Institution as Head of the committee
 - 2) Physical Education Teacher (*if not available*), or a senior teacher
 - 3) One female teacher
 - 4) One SMC/SMDC member
 - 5) The Self Defence skill instructor suggested by the Dy. Director (Sports & Youth Services) and Police Training School, Gorimedu, Puducherry
- The committee shall draw the time schedule for the 3 months training.
- The committee shall ensure the day-wise instructional items are made ready on the basis of the syllabus in consultation with the instructor.
- The committee shall select the girl students studying in Elementary (Upto Class VIII) or Secondary, considering their fitness to undergo the training.
- The students shall be enrolled for the training only after getting joint undertaking from the student and their parents.
- The training programme has to be scheduled on school working days and out of school hours.
- The time schedule of the training shall be communicated to the trainee students and their parents. The time schedule shall be of One and half ($1\frac{1}{2}$) hours duration on each day.
- A staff meeting is to be convened by the Head of the institution to explain in detail about all aspects and the conduct of the training programme.
- Attendance Register is to be maintained for trainees, trainer and the staff on duty.

Duties during the Training Programme:

- Attendance shall be signed by the instructor and the staff on duty.
- The instructor must be present on all the days of the training programme. Under unavoidable circumstances his/her leave should be intimated to the Head of the Institution at least one day in advance so that the Head of the institution can call off the training programme on that particular day.
- The time schedule is to be strictly adhered. The instructor and the staff on duty are expected to leave the school campus only after all the trainees have left the school.
- The safety of the students must be the kernel concern.
- First Aid Kit should be kept ready during the training programme. The school PET may take care of this.
- The monitoring and evaluation committee will visit the school to monitor and evaluate the training programme.

Duties after the Training Programme:

- The instructor is to conduct a demonstration on Self Defence skills by the trainee students, in the school assembly as an exhibition of the achievements of the trainees.
- The Head of the institution shall submit a report on the training programme with photographs.

Note:

1. *The programme shall be conducted for a period of 3 months on all working days.*
2. *Rs.9,000/- is released for Honorarium for the Instructor for 3 months @ Rs.3,000 per month and this amount may be disbursed to the Instructor at the end of the programme.*
3. *For Instructors you may contact Women Police Constable Hemamalini (Mobile: 9500748417) and Police Constable Mohan (Mobile: 9245178332).*