

DELHI PUBLIC SCHOOL, BANDIKUI

Date: May 12, 2026

SUBJECT: MINUTES SUMMARY OF THE FIRST GRC MEETING AND NOTICE FOR THE SECOND MEETING

Dear Committee Members,

I would like to express my appreciation to all the members for their active participation and valuable inputs during our first School Grievance Redressal Committee (GRC) meeting held successfully on May 10, 2026. The foundational framework, grievance log maintenance, and operational protocols were successfully finalized.

To maintain continuous momentum and review any incoming cases or procedural updates, notice is hereby given that the **Second Official Meeting** of the committee has been scheduled.

The details of the upcoming meeting are as follows:

- **Date:** June 25, 2026
- **Time:** 11:30 AM
- **Venue:** Conference Hall / Principal's Office
- **Chairperson:** Dr. Anant Sharma

Agenda of the Meeting

1. **Confirmation of Minutes:** Review and confirmation of the minutes from the first meeting.
2. **Grievance Box & Email Review:** Evaluation of any grievances or feedback received since the launch.
3. **Operational Review:** Assessing the efficiency of the newly implemented tracking mechanism.
4. **Any Other Matter:** Discussion of temporary or urgent administrative issues with the permission of the Chair.

Thank you for your ongoing commitment to fostering a transparent and supportive environment at DPS Bandikui.

Warm regards,

Dr. Anant Sharma


PRINCIPAL
DELHI PUBLIC SCHOOL
Affiliated to CBSE Delhi
Gudha Road, Bandikui, Dausa-303313 (Raj.)
Off. 1730984 SC-11431

Delhi Public School, Bandikui

DELHI PUBLIC SCHOOL, BANDIKUI

Date: May 2, 2026

SUBJECT: FIRST MEETING OF THE SCHOOL GRIEVANCE REDRESSAL COMMITTEE (GRC)

Dear Committee Members,

Following the formal constitution of the School Grievance Redressal Committee (GRC) on April 20, 2026, notice is hereby given that the first official meeting of the committee has been scheduled.

The details of the meeting are as follows:

- **Date:** May 10, 2026
- **Time:** 11:30 AM
- **Venue:** Conference Hall / Principal's Office
- **Chairperson:** Dr. Anant Sharma

Agenda of the Meeting

The meeting will focus on establishing the foundational workflow for the committee. The key points of discussion will include:

1. **Welcome Address & Introduction:** Brief opening by the Chairperson.
2. **Review of Roles & Responsibilities:** Defining the specific duties of each committee member.
3. **Establishment of Operating Procedures:** Setting up the protocol for logging, processing, and tracking grievances.
4. **Setting Response Timelines:** Finalizing standard operating procedures to ensure resolutions within the committed 7–10 working days.
5. **Any Other Matter:** With the permission of the Chair.

Your valuable insights and active participation are crucial to shaping a robust support system for our school community.

Warm regards,

Dr. Anant Sharma


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Principal & GRC Chairperson

Delhi Public School, Bandikui

DELHI PUBLIC SCHOOL, BANDIKUI

Date: April 15, 2026

SUBJECT: CONSTITUTION OF THE SCHOOL GRIEVANCE REDRESSAL COMMITTEE (GRC)

Dear Staff, Parents, and Students,

In our continuous effort to maintain a safe, transparent, and harmonious educational environment, Delhi Public School, Bandikui, is formally constituting its official **School Grievance Redressal Committee (GRC)**, effective from **April 20, 2026**.

The primary objective of this committee is to provide a fair, accessible, and time-bound platform for students, parents, and staff members to voice their genuine concerns, complaints, or suggestions regarding academic, administrative, or infrastructural matters.

Committee Composition

The committee is comprised of the following dedicated members who will ensure that all grievances are handled with utmost confidentiality, empathy, and neutrality:

Designation in Committee	Name
Chairperson	Dr. Anant Sharma (Principal)
Committee Member	Mr. Naveen Kumar Sharma
Committee Member	Mr. Navneet Rajoria
Committee Member	Ms. Teena Malakar
Committee Member	Mr. Harish Langari
Committee Member	Ms. Sushila Meena

Scope and Functions of the GRC

- **Redressal of Complaints:** To receive and review grievances submitted by students, parents, or staff.
- **Fair Investigation:** To conduct an inquiry into matters brought to the committee's attention in an unbiased manner.
- **Timely Resolution:** To resolve all registered issues within a stipulated timeframe of **7 to 10 working days** from the date of submission.

How to Lodge a Grievance

Stakeholders can submit their grievances through any of the following official channels:

1. **Written Complaint:** Drop a written letter into the dedicated **Grievance Box** installed near the administrative block.
2. **Via Email:** Send an official email detailing the concern to the school's administrative email.
3. **In-Person:** Approach any of the committee members during designated school hours.

Note: Anonymous complaints will generally not be entertained unless they involve sensitive matters concerning student safety and security.

We encourage open communication and assure you that every voice matters at DPS Bandikui. Let us work together to keep our school community thriving, secure, and positive.

Warm regards,

Dr. Anant Sharma

Principal

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DELHI PUBLIC SCHOOL, BANDIKUI

Grievance Redressal Committee SESSION - 2026-27

S.N.	Member's Name	Designation	Signature
1	Dr. Anant Sharma	Chair person	
2	Mr. Naveen K. Sharma	Member	
3	Mr. Navneet Rajoria	Member	
4	Ms. Teena Malakar	Member	
5	Mr. Harish Langari	Member	
6	Ms. Sushila Meena	Member	



Manager
Delhi Public School
Bandikui (Dausa)

PRINCIPAL
DELHI PUBLIC SCHOOL
Affiliated to CBSE Delhi
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Secretary-
Delhi Public School
Bandikui (Dausa)

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2. **Via Email:** Send an official email detailing the concern to [Insert School Email Address, e.g., grievances@dpsbandikui.com].
3. **In-Person:** Approach the Member Secretary directly during designated school hours.

Note: Anonymous complaints will generally not be entertained unless they involve sensitive matters concerning student safety and security.

We encourage open communication and assure you that every voice matters at DPS Bandikui. Let us work together to keep our school community thriving, secure, and positive.

Warm regards,

Dr. Anant Sharma

Principal

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