



Maheshwari Girls Public School

A school which aims to make girls powerful & serene

Governed by The Education Committee of The Maheshwari Samaj (Society), Jaipur

Affiliation No. 1730172



DISCIPLINE COMMITTEE CONSTITUTION ORDER

Academic Session: 2026-2027

Order No.: mgps/2026-27/S

Date: 15.10.2026

Subject: Constitution of the Discipline Committee

To maintain discipline, promote positive behaviour, ensure student safety, and create a peaceful and supportive learning environment, the Discipline Committee is hereby constituted for the academic session 2026-27 with the following members:

S. No.	Name of Member	Designation in School	Committee Position
1	Ms. Sarika Gaur	Principal	Chairperson
2	Ms. Dolly Sharma	Vice-Principal	Member
3	Ms. Preeti Saxena	Vice-Principal	Member
4	Ms. Amrita Sharma	Primary In Charge	Member
5	Mr. Ashish Tapodi	Discipline In-charge	Member
6	Ms. Archana Bhargava	PGT	Member
7	Ms. Taruna Ajmera	TGT	Member
8	Mr. Sujeet Sharma	Physical Education Teacher	Member
9	Ms. Megha Upadhyaya	School Counsellor	Member

Terms of Reference and Responsibilities

1. To maintain discipline and decorum within the school premises.
2. To monitor student punctuality, attendance, uniform, conduct and adherence to school rules.
3. To promote mutual respect, responsibility, self-discipline and positive behaviour among students.
4. To prevent bullying, fighting, intimidation and other forms of misconduct.
5. To investigate disciplinary incidents fairly, impartially and confidentially.
6. To counsel students and communicate with parents wherever necessary.
7. To recommend appropriate corrective and proportionate action in accordance with school rules and applicable regulations.
8. To maintain records of disciplinary incidents, counselling and follow-up action.

- To coordinate with the Principal and the relevant child-protection or other designated committee in cases requiring specialised intervention.
10. To organise awareness programmes on discipline, good conduct, digital responsibility and respectful behaviour.

Meetings and Reporting

- The committee shall meet as and when required and periodically review disciplinary matters.
- Minutes of meetings and records of action taken shall be maintained.
- Serious matters involving child safety shall be reported promptly to the Principal and referred to the appropriate designated authority or committee.
- All actions shall be consistent with applicable CBSE guidelines, child-protection laws and the school's approved policies.

Sarika 17/10/22
Principal

Name:

Copy to:

11. All committee members
12. School office for record
13. Staff notice board

