

TEACHERS SERVICE COMMISSION

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NAIROBI, KENYA

Date: 13th June, 2018

CIRCULAR NO: 14/2018

TO: ALL TEACHERS

PROTECTION OF PUPIL/STUDENTS

Pursuant to TSC/CIRCULAR NO: 3/2010 (Protection of Pupils/Students from Sexual Abuse) and in view of emerging issues, the Commission hereby issues the following additional guidelines aimed at enhancing the safety and welfare of ALL learners.

- (1) **ALL** Principals/Headteachers **SHALL** ensure that for any co-curricular activity (games and sports, music, drama, scouts, girl guides, educational tours, congresses, exchange programmes, debates, symposia, contests etc) within and/or outside the school, pupils/students are accompanied by at least one registered teacher of the same sex depending on the number of students/pupils involved in the activities.
- (2) Persons **NOT** registered as teachers (including teachers whose names have been removed from the register of teachers) should not be incorporated in the school programmes (including co-curricular activities) to teach, handle, manage, coach, supervise and/or assist in the teaching, handling, managing, coaching, supervision of pupils/learners.

- (3) **ALL** Principals/Headteachers **SHALL** ensure that their respective Boards of Management do not employ and/or incorporate persons not registered as teachers (including those whose names have been removed from the register of teachers) in the administration and/or management of the school curriculum including administration of examinations. Principals/Headteachers found to be in violation of this clause and/or to have acted in negligence hereof shall be held personally liable.
- (4) At **ALL** times, registered teachers have a duty to act in *loco parentis* (take legal responsibility to as a parent) and to **ALWAYS** act in the **BEST INTEREST** of **ALL** pupils/students regardless of their stations of duty/work.
- (5) **ALL** teachers engaged with students/pupils in any school activity **MUST** ensure that **ALL** students/pupils are released from the activities in time to enable the students/pupils reach their schools or homes before **6:00 p.m.** as per the Ministry of Education's Policy on Safety of School Children.
- (6) Activities in boarding institutions programmed to take place after 6:00 p.m. **MUST** end at reasonable time but not later than **9:00 p.m.** to allow students/pupils have enough rest for the night. The teacher(s) supervising these activities **MUST** ensure that **ALL** student/pupils return safely to their dormitories/hostels and immediate remedial action taken to address any incidents that may be a threat to the security and welfare of the students/pupils.
- (7) **ALL** County Directors and Sub-County Directors are required to **affix** this Circular conspicuously on their **bulleting notice boards** for easy access by everyone.

- (8) **ALL** Principal/Headteachers are required to **bring the contents of this Circular to the attention of all staff and students/pupils** in their respective institutions and to display the same on all institutional notice boards for easy access by everyone and to encourage students/pupils to report any elements of misconduct against them by teachers.
- (9) Pursuant to regulation 139(5) of the Code of Regulations for Teachers, the Commission shall henceforth liaise with other law enforcement agencies in bringing to book teachers who violate the rights of student/pupils.
- (10) This Circular applies to all registered whether or not they are engaged in the teaching service in public or private institutions.



DR NANCY NJERI MACHARIA, CBS
SECRETARY/CHIEF EXECUTIVE

Copy to:

1. Cabinet Secretary,
Ministry of Education, Science & Technology
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Ministry of Education, Science & Technology
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3. Secretary General
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P.O Box 30407-00100,
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4. Secretary General
Kenya Union of Post Primary Education Teachers
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5. ALL TSC County Directors
6. ALL TSC Sub County Directors
7. Mr. Shem Ndolo
National Chairman
Kenya Primary School Heads Association
P.O. Box 35598-00100
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8. Mr. Indimuli Kahi
National Chairman
Kenya Secondary School Heads Association
P.O. Box 20658-00200
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9. The Chief Executive
Kenya Private Schools Association
10. The Chairman
Parents Teachers Association