

No. CBSE/Aff/2430002/EX-02558-1920/2019/
25.07.2019

Dated:

**THE MANAGER,
ASHOK HALL GIRLS HIGHER SECONDARY SCHOOL
5 A, SARAT BOSE ROAD,
CALCUTTA, WEST BENGAL – 700020**

Subject: Extension of General Affiliation up to Secondary & Senior Secondary Level - regarding

Ref: Application No. EX-02558-1920

With reference to your application on the subject cited above; I am directed to convey the approval for Extension of General Affiliation as per details given below

Affiliation No.	2430002
Affiliated for	<u>Secondary School Examination and Senior Secondary School Certificate Examination</u>
Category	Extension of General Affiliation
Period of Extension of General affiliation	01.04.2020 to 31.03.2025

The facilities reported at the time of inspection:

S.No.	Detail	Size
1	Area on which school Campus	3144.407 Sq. mtrs
2	Area of play ground	1803.74 Sq. mtrs

The above sanction is subject to fulfilment of following conditions:-

1. The school will follow the **RTE Act, 2009** and instructions issued thereon by the CBSE/Respective State /UT Govt. from time to time.
2. The School is required to apply online for further extension of affiliation along with the requisite fee and other documents as per Rule 10.3 of Affiliation Bye Laws.
3. The school will also abide by the conditions prescribed, if any, by the State Government concerned as mentioned in certificate as per appendix III issued by District Education Officer (DEO) /equivalent officer.
4. The school should ensure the strong governance and management of its activities in way of comprehensive and quantifiable planning in way of curriculum planning, infrastructure, resources, physical education, staff development and other co-curricular areas.
5. The school will strictly adhere to all rules regarding safety of students including Fire fighting and Transportation, etc. Further, school will provide adequate facilities for potable drinking water and clean healthy and hygienic toilets with washing facilities for boys and girls separately in proportion to the number of students.
6. The school should go through the provision of **Affiliation and Examination Bye Laws** and **keep a copy there of** for reference purpose and also advised to visit CBSE websites i.e. <http://cbseacademic.nic.in/> & <http://cbse.nic.in/> for updates. The School is expected to see all circulars on these CBSE websites regularly.
7. **Admission to the school** is to be restricted as per relevant rules of Examination Bye-laws and rule 2.4.5, 2.6.5, 7.1, 7.2, 8.4.2, 8.4.10 & other relevant rules of Affiliation bye laws.
8. The school is required to follow rule No.2.4.7 and 2.4.8 of Affiliation Bye Laws regarding Books and Quality of Education.

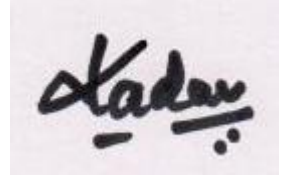
9. The school is directed to restrict the number of sections as per Appendix V of the existing Affiliation Bye Laws of the Board from the next session 2020-21 and shall not be increased without specific approval of the Board. For increase in number of sections, the school shall apply online to the Board as per rule 15.7 of affiliation bye laws

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10. The school shall be solely responsible for any legal consequences arising out of the use of school name/logo/society/trust or any other identity related to running of school affiliated to CBSE. The school shall also be liable to bear all legal charges incurred by the Board, if any, arising out of these circumstances.
11. The school must strive to promote conservation of environment on their campus through rain water harvesting, segregation of waste at source, recycling of organic waste, proper disposal of waste including electronic waste, use of energy saving and energy efficient electrical equipment, greening of campus, use of solar energy, education and awareness amongst children on environment conservation and cleanliness etc.
12. The school shall submit their information through Online Affiliated School Information System (OASIS) as per details given in circular no. affiliation-06/2018 dated 24.04.2018. Link for OASIS is available on Board's website: www.cbse.nic.in.
13. The optimum Section teacher ratio of 1:1.5 as well as student teacher ratio of 30:1 is to be maintained to teach various subjects and school shall appoint qualified and trained teaching staff on regular basis as per provisions of Affiliation Bye Laws of the Board.
14. Every affiliated school shall sponsor regularly its bonafide and eligible students in Boards Class X and Class XII examinations from the year mentioned while granting affiliation/upgradation regularly without break or inform with reasons thereof in writing well in time about the non-sponsoring of the candidates.
15. Running of **coaching institutions** in the school premises in the pretext of providing coaching to the students for various examinations is not permitted by the Board. Strict action would be taken on defaulters.
16. The Manger and the Principal of the school shall be jointly responsible for the authenticity of the online/offline documents/ information/data submitted by the School to the Board.
17. Apart from rules to be adhered to by the school as mentioned above for drawing specific attention of the school authorities, the school authorities are required to acquaint themselves with all the rules contained in Affiliation & Examination Bye-laws and circulars/guidelines/notification issued by the Board from time to time. Any laxity in following rules/instructions of the Board will lead to action against school as per Chapter 12 of Affiliation Bye-laws-2018.
18. Conditions, if any, to be submitted within 01 Year from the date of issue of this grant letter:
1. The school has not submitted the copy of Recognition Certificate as per Section 18 of Right to Education Act, 2009. The school is directed to apply for Recognition Certificate immediately and submit the same to the Board within a period of one year on issuance of Letter.
 2. The school has not submitted a copy of Land Certificate. Hence, the school is required to submit the copy of Land Certificate as per Appendix VI of Affiliation Bye-Laws of the Board to effect that the "said entire land comprises of a single plot of land as per Boards" norms duly certified by Competent Authority, i.e., Sub Registrar/ Tehsildar/District Magistrate etc. In case, if the school is not running on single plot of land then a clarification is required for the same with the documentary proof along with complete copy of land documents (back to back) to be attested by the Manger of the school.
 3. The school has not submitted the copy of Building Safety Certificate. Therefore, the school is required to submit Building Safety Certificate duly issued from concerned/Competent Authority i.e., PWD Department of the State Government.
 4. The school has submitted copy of Safe Drinking Water & Sanitary Certificate not as per format available in Affiliation Bye-Laws, which is not acceptable. Hence, the school is required to submit the renew copy of Safe Drinking Water & Sanitary Certificate (as per format available in Affiliation Bye-Laws of the Board) issued by concerned/Competent Authority.
 5. The school is required to submit the DEO (District Education Officer) Certificate to the effect that the school is paying salaries and other Allowances. DA, HRA, PF etc., to its staff as per the State/Central Govt. norms.

6. 08 PRT & 14 TGT teachers are short to appoint more teachers and also to maintain section teacher ratio i.e. 1:1.5 teachers per section at each level. Hence, the school is required to submit a copy of revised staff statement with showing Name, Qualification, Designation, Date of Appointment, Date of Confirmation etc.

A handwritten signature in black ink, appearing to read 'Kadev', with a horizontal line underneath and a small dot at the end.

DEPUTY SECRETARY (AFF)