

The Manager,
SARASWATI SHISHU MANDIR H.S. SCHOOL BIAORA
BEHIND PUNIT CINEMA, SUTHALIYA ROAD, BIAORA DISTT. RAJGARH
MADHYA PRADESH,RAJGARH, 465674
(M: 07374-232058)

SUBJECT: -FRESH AFFILIATION UPTO SECONDARY LEVEL SWITCH OVER FROM OTHER BOARDS (ONLY SCHOOLS WHO ARE ALREADY A-regarding .

Ref : Application No.: - WL-00286-2526 Dated:21/08/2024

Sir/Madam,

This is with reference to school application on the subject cited above. I am directed to convey approval of the Board for Fresh affiliation upto Secondary level Switch over from other Boards (only schools who are already a as per details given below :

Affiliation No used as User ID for both OASIS and LOC/Registration System	1031396
School No	51413
Password for OASIS and LOC/Registration Systems is same as that used for Affiliation Application.	
Affiliated for	Secondary School Examination Class 1 to 10
Category	Switch Over from Other Boards
Period of affiliation	01.04.2025 to 31.03.2030
Year and Month From which admission can be taken in Class-IX	1 April,2025
Year and Month in which first batch of Class-X will appear in board examinations	1 April,2027

Sl. No.	The school is directed to ensure that :
1	The total number of sections of Bal-vatika shall be restricted to 3 (One each in Balvatika 1,2 and 3). The total number of sections from classes I to X shall be restricted to 18, The optimum number of the students shall be restricted to 40 in each section Any further increase of section shall require prior approval of the Board, subject to compliance with affiliation bye laws and availability of rooms of 500 sq. ft. dimension.
2	The Composite Science Lab is set up on make shift tables. The school should set up the Lab with permanent fixtures with water facility, gas connection, sufficient seating arrangement, storage facility and with safety features i.e. exhaust fan etc. and submit the compliance with videography within 3 months on SARAS portal.
3	The School has set up Composite Science Lab and Maths lab commonly in a hall. The school is required to set up the Maths lab in other room as per SOP's of the Board and submit the compliance with in 3 months on SARAS portal.
4	The school should make arrangement for separate reading area for staff in library, maintain the accession register as per norms and submit the compliance through videography within 3 months on SARAS portal.

5	CWSN toilet for boys and girls are not seen in the video. The school should construct the CWSN toilets, separately for boys and girls on every floor as per RPwD act and submit the compliance through videography within 3 months on SARAS portal.
6	Ramp at the entrance and ramp or lift to access upper floor for CwSN students are not seen in the video. The school is asked for compliance as per RPwD Act 2016 and submit the videography within 3 months on SARAS portal.
7	The IC has reported that the appointment procedure of Special Educator and Counsellor and Wellness Teacher is under process, the school is required to submit the compliance with in 3 months on SARAS portal as per Board norms.
8	The school shall ensure the mandatory training of its teachers with COE Bhopal within 3 months and submit the compliance on SARAS portal.
9	The school is required to submit the bank statement for salary paid to teachers for last 6 months and teacher wise salary statement within 3 months on SARAS portal.
10	The complete boundary walls not seen in the video. The school is required to submit the compliance with videography within 3 months on SARAS portal.
11	As per the recommendation of NEP, the school shall ensure the participation of its students in the Structured Assessment for Analyzing Learning (SAFAL), an exam conducted by the Board every year. This exam, designed to assess and enhance students' learning, is a valuable initiative for their holistic development, as per the guidelines issued by the Board vide circular no: - Acad-49/2024 dated 26th June 2024.
12	The school shall ensure the implementation of the Holistic Progress Card (HPC) in the school as per the guidelines issued by the Board vide notification no. CBSE/Director (Acad.-Assessment)/2023 dated 27.12.2023.
13	The school shall ensure that all teachers undergo at least 50 hours of Continuous Professional Development (CPD) every year, vide notification no. 16/2021 dated 24.09.2023 out of which 25 hours should be from COE Bhopal.
14	The school shall submit an undertaking to upload all requisite information regarding students, teachers and infrastructure details available in the school on the UDISE and OASIS Portals. The registration of the students in classes IX and XI shall be conditional on the school providing complete information on UDISE and OASIS Portals.

Compliance of the above mentioned points shall be submitted within 03 months on the SARAS Portal. Failure to comply within the prescribed time shall invite financial penalty @ Rs. 50,000/- every month until compliance is submitted and shall debar the school from filling the registration and LOC of students class IX to class XII , as the case may be.

The approval of the Board as mentioned above, is subject to the following conditions:-

1. The school shall be responsible for its genuineness of the documents/ data/ information uploaded by the school. In case of any discrepancies, action will be initiated against the school as per Affiliation Bye -Laws-2018.
2. The school shall follow the RTE Act, 2009 and instructions issued thereon by the CBSE/Respective State /UT Govt. from time to time. The school will also abide by the conditions prescribed, if any, by the State Government concerned.
3. The School shall apply online for extension of affiliation along with the requisite fee and other documents as per Rule 10.3 of Affiliation Bye Laws.
4. The school shall go through the provision of Affiliation and Examination Bye Laws and subsequent amendment therein as well as circulars and guidelines /instructions issued by the Board time to time and keep a copy thereof for reference purpose and is also advised to regularly visit CBSE websites i.e., <http://cbseacademic.nic.in/> & <http://cbse.nic.in/> for updates.
5. The school shall renew mandatory certificates from time to time.

6. 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 /activity related to running of school affiliated to CBSE. All legal expenses incurred by the Board, if any, arising out of these circumstances, shall be borne by the school.
7. Concerned Regional Office is requested to create new email id of school as per direction issued by controller of examination. This E Mail ID is used for communication with CBSE only.
8. The school shall not remove the documents and videography links in the mandatory disclosure section of its website.
9. The school shall follow the SOPs of the Board for its Laboratories, Library and sports facilities issued by the Board vide circular no 11 dated 04.10.2022.

If the compliance is not submitted within the stipulated 3 months , the Board may enhance the penalty amount and debar the schools from filling up registration/LOC details of students of classes IX to XII, as the case may be, in the next academic session i.e. 2024-25.

DEPUTY SECRETARY/JOINT SECRETARY (AFF.)