

The Manager,
CH. R S MEMORIAL CONVENT SCHOOL FAZILKA PUNJAB
CH RAGHUBIR SINGH MEMORIAL CONVENT,SCHOOL,VILLAGE WARYAM KHERA
PUNJAB,FAZILKA, 152116
(M: 0163426530-01634265300)

SUBJECT: - UPGRADATION TO SENIOR SECONDARY LEVEL - REGARDING.**Ref : Application No.: - US-00372-2425 DATED: 30/07/2023**

Sir/Madam,

This is with reference to school application on the subject cited above. I am directed to convey the approval of the Board for Affiliation i.e Upgradation to Senior Secondary Level as per details given below :

Affiliation No used as User ID for both OASIS and LOC/Registration System	1631228
School No	21218
Affiliated for	Senior Secondary School Examination Class 1 to 12
Category	Upgradation of Affiliation
Period of affiliation	01.04.2024 to 31.03.2029
Year and Month From which admission can be taken in Class-IX/XI	1 April,2024
Year and Month in which first batch of Class-X/XII will appear in board examinations	1 April,2026

Sl. No.	The school is directed to ensure that :
1	The total number of sections of Bal Vatika shall be restricted to 3. The total number of sections of the school from class I to XII shall be restricted to 12 of which not more than 1/3rd sections may be used for senior secondary classes. Further, increase of sections shall be subject to specific approval of the Board on the basis of the request of the school as per affiliation bye law and availability of class rooms of greater than 500 sq ft dimension. The maximum number of students in a section should not exceed 40.
2	School has not constructed separate Toilets for CwSN Boys and Girls on each floor as per norms of RPwD act and Guidelines issued by the Board. The school has shown 2 under Construction Toilet to RC members but those are not as per norms. Thus, the school is required to construct the CwSN toilets separately for boys and girls on each floor with sufficient space for easy movement of the wheelchair as well as handrails on both side of toilet seat (fixed and movable) and proper permanent signage (on the cubicle indicating the floor number) as per norms of RPwD Act and board's guidelines within 03 months and submit the compliance.
3	The Ramp to access the upper floor is under construction. Hence, the school is required to complete the construction of the Ramp to access the upper floor as per norms of RPwD Act and Guidelines issued by the Board within 3 months and submit compliance on SARAS Portal.
4	Composite lab should have a separate permanent workstation with inbuilt utilities for the Chemistry and Biology sections with a lab standard table for Physics section. More apparatus/equipment needs to be added in the lab. Hence, the school shall upgrade the lab as per SoP issued by the Board within 3 months and submit compliance on SARAS with videography.
5	School has not appointed Special Educator on full time basis. Hence, the school is required to appoint Special Educator on full time basis as per norms of the Board and submit compliance on SARAS portal within 3 months.
6	The school has made a temporary arrangement for indoor sports without proper furniture and seating arrangement in a common area. Sports items are also inadequate. The school shall upgrade the indoor and outdoor sports facilities as per SoP issued by the Board within 3months and submit compliance on SARAS with videography.
7	School has uploaded NOC, Water & Sanitation Certificates, and other certificates in MPD section of its website. Hence, the school is required to upload those certificates including Land Certificate in SARAS portal within 3 months and submit compliance.
8	The boundary wall is seen as less than the prescribed height of 6 ft in some parts of the school building. The school shall increase the length of the concrete boundary wall to 6 ft within 3months and submit compliance on SARAS with videography.
9	As suggested by the RC members, the school needs to procure more subject-specific books, journals, and magazines as well suitable to all levels of children. Hence, the school shall upgrade the library as per SoP issued by the Board within 3months and submit compliance on SARAS with videography.
10	School is required to submit an undertaking/declaration in the Notice Board as well as the home page of its website that it will not conduct classes of Physics, Chemistry and Biology in the Senior Secondary Level and submit compliance on SARAS portal within 3 months.

Principal**Managing Director**

Ch. Raghubir Singh Memorial Convent School, Waryam Khera

Ch. Raghubir Singh Memorial Convent School
VH. WARYAM KHERA, Hakamabad Road
Tehsil Abohar, Distt. Fazilka-152116

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.)

Ch. Raghubir Singh
Principal

Ch. Raghubir Singh Memorial Convent School
VHI, WARYAM KHERA, Hakmahad Road
Tehsil Abohar, Distt. Fazilka-152116

Ch. Raghubir Singh

Managing Director
Ch. Raghubir Singh Memorial
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