

**The Manager,
SRM CONVENT SCHOOL
GURU NANAK NAGAR,LUDHIANA-MALERKOTLA ROAD,POHIR
PUNJAB,LUDHIANA, 141204
(M:)**

SUBJECT: - UPGRADATION TO SENIOR SECONDARY LEVEL - REGARDING.**Ref : Application No.: - US-00022-2526 DATED: 24/02/2024**

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	1631465
School No	23677
Affiliated for	Senior Secondary School Examination Class 1 to 12
Category	Upgradation of Affiliation
Period of affiliation	01.04.2025 to 31.03.2030
Year and Month From which admission can be taken in Class-IX/XI	1 April,2025
Year and Month in which first batch of Class-X/XII will appear in board examinations	1 April,2027

Sl. No.	The school is directed to ensure that :
1	The total number of sections for Bal Vatika is restricted to 06 (02 each for Bal Vatika I,II & III respectively). Further, the total number of sections for classes 1st to 12th shall be restricted to 24 only out of which not more than 1/3rd sections may be used for senior secondary level classes. The optimum number of the students shall be restricted to 40 in each section. Any 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 500 sq ft and greater in dimension.
2	The Composite Science Lab has not been arranged and laid out as per Board guidelines. The Lab is under stocked and temporarily arranged by adjoining small wooden tables together as work stations with few instruments. Further the standard safety measures like water facility, fire extinguishers, safe gas fitting, exhaust fans and safety manual for users are not made available. School is directed to upgrade the lab as per SoPs notified vide circular no 11/2022 and upload the compliance with video link on SARAS portal within 03 months.
3	All the three science labs have not been arranged with recommended infartsructure and facilities as per Board guidelines. The labs are under stocked and have not been arranged with proper work stations with safety measures like emergency exit, fire extinguishers, exhaust fans, seating arrangements and safe storage of concentrated chemicals. Biology lab is arranged with wooden tables with limited stock. The safety measures as noted in board guidelines are also not adequately available in the labs. The

	labs should be enriched and upgraded as per the Board guidelines and SoPs and compliance be uploaded with video link within 03 months on SARAS portal.
4	As reported by IC, school has not maintained the proper stock register for computer lab. School has not maintained the records as per affiliation bye laws. All the stock records be upgraded and maintained as per the bye laws of the Board and the compliance be uploaded with receipts of procurement of computers and books purchase and be uploaded on SARAS portal within 03 months.
5	The school has appointed male staff as head of sexual Harassment/POCSO committee in gross violation of statutory provisions of the POCSO Act. Compliance be strictly made as per statutory provisions and be uploaded on SARAS portal within 03 months.
6	No math lab with recommended infrastructure and facilities as notified vide circular no 11/2022 (SoPs) seen in the IC videography. School is directed to have well equipped math compulsorily as per guidelines and SoPs and upload the compliance with video link on SARAS portal within 03 months.
7	School has not arranged and made provisions for CwSN toilets for boys and girls in compliance of statutory provisions of the RPwD, Act and the Board guidelines notified vide circular no 05/2023. The school building is Ground + 2 upper floors and the campus mandatory should be CwSN accessible. The school should have all provisions and facilities for CwSN separately for boys and girls at each floor as per Board circular no 05/2023. The compliance be strictly made and uploaded on SARAS portal within 03 months.
8	School shall ensure the mandatory training of its teachers from CoE, CBSE, Chandigarh and shall upload the compliance on SARAS portal within 03 months.

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.)