

1. CBSE Affiliation Report:

Report of Affiliation with CBSE 2012-13 The affiliation of the School is renewed from 01.04.2009 to 31.03.2014 for five years. The affiliation Number is 2700009. Following norms of affiliation with CBSE has been attained in the vidyalaya from the day of affiliation and according to the KVS rules. Essential Conditions

1. School have formal prior recognition and No Objection Certificate of the State/UT Government.
2. The school run by a Registered Society/Trust/section 25 company having non proprietary character.
3. Schools have about 02 acres (or as otherwise permitted measurement) of land and a building constructed on a part of land and proper playground on a remaining land.
4. The school have well qualified staff as per norms as whole time employees. The pupil teacher ratio should not exceed 30:1 and section teacher ratio must be 1:1.5.
5. The school pay salary an admissible allowances to the staff not less than the corresponding categories of employees in the state government schools as per pay scales ect. Prescribes by the government of India.

Facilities

1. The institution have facilities commensurate with its requirements.
2. It satisfy the minimum conditions laid down for school building, class rooms etc. The minimum floor space is at least 1 sq mtr. Per student.
3. The number of students in the class should not be very large. The optimum number in a section of a class is 40.
4. The library is well equipped and spacious. It should have at least 05 books (other than text books) per student in its stock subject to a minimum of 1500 at the beginning.
5. The school subscribe sufficient number of newspapers and magazines suitable for students and there should be at least 15 magazines at the beginning.
6. Class rooms- minimum size should be 8m * 6m (apprx 500 sq ft).
7. Science labs (composite for secondary or/and separate physics, chemistry and biology for senior secondary). Minimum size should be 9m * 6m Each(Approx 600 sq. ft) and fully equipped.
8. Library- minimum size should be 14m* 8m fully equipped and with reading room facility.
9. Computer Lab and maths Lab- No minimum size is prescribed, however, the school should have separate provision for each. The computer lab should have 10 computers or computer student ratio of 1:20.
10. Rooms for extra curricular activities- either separate rooms for music, dance, arts and sports or one multi purpose hall for all these activities should be available,
11. The school should have adequate facilities for providing recreation activities and physical education.

Admission & Fees

1. Admission in the school affiliated to the CBSE is made without any distinction of religion, race, caste, creed, place of birth or any of them. As regards reservation of SC/ST student is concerned, it shall be governed by the education act/rules applicable to the state/UT where the school is situated
2. Fees charges are commensurate with the facilities provided by the institution. Fees is normally be charged under the heads prescribed by the department of education of the state/UT for schools of different categories. No capitation fee or voluntary donations for gaining admission in the school or for any other purpose should be charged/collected in the name of the school.
3. The unaided schools should consult parents through parents representatives before revising the fees. The fee should not be revised during the mid session. In case the student leaves the school for such compulsion as transfer of parents or for health reasons or in case of death of the student before completion of the session, prorata return of quarterly/term/annual fees is made.

Staff & Service Conditions

1. Besides the minimum requirements for salaries as laid down in section3(3), the school should have adequate teaching staff possessing the necessary qualification laid down for various posts/subject teachers by the board. The pupil Teachers ratio should not exceed 30. Also they must be 1:? teachers per section to teach various subjects.
2. Salary should be paid through account payee cheques drawn on a scheduled bank, from

the date of first appointment of the teachers on probation. 3. The school should have well defined conditions of service as per norms of state/UT Govt. and should issue letters of appointment to the employees at the time of joining service and should also sign a contract of service. The contract should be similar to the format given in appendix III in these by laws or in the form prescribed by state/UT Govt. , in case the act of the states/UT provides so. The period of probation should normally be 1 year extendable for another year. In case the management is not satisfied with the performance, the same should be brought to the notice of the employees concerned in the writing. Probation should not be extended beyond 2 years and the management should arrive at the decision to confirm the teacher or not before the end of the probationary period. 4. The school should have contributory provident fund and gratuity or pension, gratuity and general provident fund as retirement benefits. These schemes should be as per Govt. rules of the states/Centre. In addition, it will also consider providing other welfare measures like free children education, leave travel concession, medical benefits, leave encashment, etc. 5. Normally a teacher should be engaged as a whole time employee except in special cases where workload does not justify a whole time teacher. No teacher, teaching the secondary, Sr. Secondary classes shall be required to teach more than 7 of the total periods in a week. 6. The number of students in the class should not be very large. The optimum number in the section of a class is 40. 7. Every school should take steps to provident reorientation to all its teaching staff, at least once in 5 years. Such orientation may be organized by the school itself or in collaboration with other schools or by the state or regional institutions or by the board or by a national agency. 8. The management of the school shall not retain the original degree/diploma certificates of the teachers and other employees of the school with them, The original certificate etc. taken for verification shall be returned at the earliest after verification. Photostat copies may be obtained from the employees and kept in their personal files. 9. Check gender specific violence, strictly comply with the guidelines and norms prescribed by the honourable Supreme Court of India, in writ petition(criminal) No. 666-70 of 1992 Vishaka & others vs State of Rajasthan and others delieverd on 13/8/1937 for protection of women from sexual harrasement at the work place. Financial Resources 1. The school must have sufficient financial resources to guarantee its continued existence. It should have permanent source of income to meet the running expenses of the school so as to maintain it at a reasonable standard of efficiency, to pay salaries to teachers and other categories in the state government schools and to undertake improvement/development of school facilities. In case of institutions which are in the receipt of grant-in-aid from the state government/UT the permanent source of income include the amount of grant-in-aid also. 2. No part of income from the institution shall be diverted to any individual in the Trust/Society/School. Management Committee or to any other person. The saving if any after meeting the recurring and non recurring expenditures and contributions to developmental, depreciation and contingency funds may be further utilized for the promotion of the school. The accounts should be audited and certified by a chartered accountant and proper accounts statement should be prepared as per rules. A copy of each of the statement of accounts should be sent to the board every year. 3. The channeling of funds by the management to person (s) or enterprise other than for furthering education in the school will contravene to the rules governing affiliation and call for appropriate action by the Board.