

**The Manager,
DELHI PUB SCH BHADBHADA ROAD BHOPAL MP
DELHI PUBLIC SCHOOL, NEAR NEELBAD CROSSING, BHADBHADA ROAD
MADHYA PRADESH, BHOPAL, 462026
(M: 0755-6611400, 6611401)**

SUBJECT: -Extension of General Affiliation up to Secondary/Senior Secondary Level.

This is with reference to school application on the subject cited above and subsequent rejection of the application by the Board due to want of various Mandatory Documents. In this connection, considering the current COVID-19 pandemic situation which has severely affected the normal functioning of schools in the country. The said application has been relooked into and to avoid any difficulty for the purpose of admission/ registration/ obtaining loan/ renewal of various safety certificates from appropriate state authorities. Therefore, the Board after due consideration has accorded one time relaxation for extension of affiliation based on details/ data submitted by school in online application for further period of 05 years as per details given below:-

Affiliation No used as User ID for both OASIS and LOC/Registration System	1030140
School No	50123
Affiliated for	Extension of General Affiliation
Category	Extension of Affiliation
Period of affiliation	01.04.2022 to 31.03.2027

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

1. The approval is based upon the documents /data/information uploaded by the school online. The school will be responsible for its genuineness. In case of any discrepancies, necessary action will be initiated against the school as per Affiliation Bye -Laws-2018.
2. The school will 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 is required to apply on 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 should 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 there of 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 to 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. The school should go through the Circular No. 13/2021 dated 27.07.2021 for strict compliance.
"The school shall possess valid fire safety certificate and Building safety certificate during functioning of the school which shall be renewed from time to time as per norms".

DEPUTY SECRETARY/JOINT SECRETARY (AFF.)

ENROLMENT TABLE

SN	Location of School	Campus area	Affiliation Allowed	Optimum No. of Sections (From classes I/VI to X/XII)
A	Areas/Cities mentioned in clause 3.6	1600 sqm	Up to Class-X only	10
B	Areas/Cities mentioned in clause 3.6	2400 sqm	Up to Class-XII	24
C	Areas/Cities mentioned in clause 3.6	3200 sqm	Up to Class-XII	28
D	Class-X Cities (Clauses 3.5) and Areas mentioned in clause 3.7	2000 sqm	Up to Class-X only	10
E	Class-X Cities (Clauses 3.5) and Areas mentioned in clause 3.7	3000 sqm	Up to Class-XII	24
F	Class-X Cities (Clause 3.5) and Areas mentioned in clause 3.7 and Areas/Cities mentioned in clause 3.4	4000 sqm	Up to Class-XII	28
G	Pan India (Clause 3.3)	6000 sqm	Up to Class-XII	38
H	Pan India (Clause 3.2)	8000 sqm	Up to Class-XII	48
I	Pan India (Clause 3.2)	>8000 sqm	Up to Class-XII The number of sections shall be restricted in accordance with 'H' above with land requirement unit scaled down to 2000 square meters i.e. 12 sections for every 2000 square meter additional land.	
· The total number of sections taken together for classes XI and XII should not be more than 1/3 of optimum number of section allowed on the basis of land holding for any school.				
· The number of sections and students shall be restricted as per the actual facilities in the school.				
· For class rooms of size less than 500 sq feet the enrolment shall be 0.08 X size of class rooms in sq feet				

Important Notes : NA

School is required to appoint special educator & wellness teacher as per affiliation bye laws.

Print

FORMAT OF CERTIFICATE TO BE ISSUED BY THE DISTRICT EDUCATION OFFICER IN RESPECT OF SCHOOLS ALREADY AFFILIATED WITH THE BOARD AND SEEKING EXTENSION/UPGRADATION OF AFFILIATION WITH THE CENTRAL BOARD OF SECONDARY EDUCATION

(In accordance with School Safety Policy, 2016 issued by the NDMA, Manual on Safety and Security of Children in Schools developed by NCPDR and the National Building Code)

PART-A

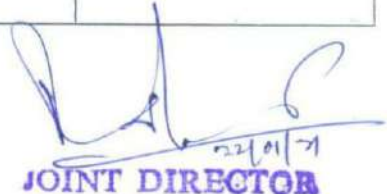
(This part is to be filled-up by the school and to be produced before the District Education Officer along with all supporting documents and certificates in original)

GENERAL INFORMATION

1	Affiliation Number allotted by CBSE to the school:	1030140
2	Name of the School as per affiliation letter of CBSE:	DELHI PUBLIC SCHOOL
3	Address of the School:	Near Neelbad Crossing, Bhadbhada Road, Bhopal
4	Standard/level/class up to which the school is running:	Upto Class 12
5	Is the name and address of school in CBSE affiliation letter and State NOC/Recognition/U-DISE exactly the same	YES
6	U-DISE code allotted to the school:	23320213110
7	Name and address of the Trust/Society/ Company(under section-8) running the School as on date	Jagan Social Welfare Society, 83/2, Chandanpura, Near Kaliyasot Barrage, Bhopal-462044
8	Is the Trust/Society/ Company duly registered with the competent registering authority and the registration is valid as on date?	YES
9	Purpose of present application:	Extension of Provisional Affiliation of the School
10	Location of school	In the Municipal Limits of City having population more than 15 Lakhs



(Signature of Principal)
**PRINCIPAL
DELHI PUBLIC SCHOOL
BHOHAL**

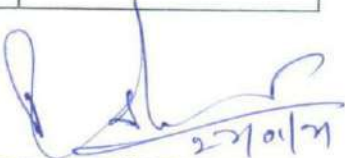


JOINT DIRECTOR
(Signature of D.E.O.)
Bhopal Division Bhopal (M.P.)








10	Has the school obtained Recognition Certificate from the State Government from class-1 to 8 th ?	YES
11	Number of Recognition Certificate from class-1 to 8 th and date of issue:	3221121808 Date: 26/01/2018
INFORMATION REGARDING LAND DETAILS AND OWNERSHIP		
12	Is the school situated on a single contiguous plot of land bounded on all sides by a Pucca Boundary Wall?	YES
13	Are both the School and the Play Ground situated in a single compound bounded by a single continuous Boundary Wall on all sides?	YES
14	Total area (in square meters) in respect of 12 and 13 above on which the school is situated:	BuildUp Area (20500) + Open Area (19960) = 40460
15	The land is in the possession of the school/ Trust/Society/Company legally by way of:	Society Registered Deed
16	Name of the Owner/Lessee of the land in respect of point-14 above:	Jagran Social Welfare Society
17	In case the land is in the possession of the society/school by way of lease as per State Government norms, the period of the lease:	NA
18	Is any public road, canal or thorough-fare, HT line etc. passing through the land in respect of point-14 above?	NO
INFORMATION REGARDING ESSENTIAL SAFETY REQUIREMENTS		
19	Has the school been inspected by the Government engineer and the school building been found structurally safe for running a school?	YES
19(a)	If yes the date of last inspection:	02/07/2000
20	Has the school been inspected by the officer of Government Fire Department and the school building been declared safe for school from the point of view of fire safety?	YES
20(a)	If yes the date of last inspection:	26/12/2020
21	Has the school compound been checked by the public health department and the health and sanitary conditions been found to be satisfactory and the water has been found safe for drinking?	YES
21(a)	If yes the date of last inspection:	15/10/2020
INFORMATION REGARDING THE STAFF		
22	Does the school have well defined service rules and conditions for its employees as per prevalent norms of appropriate Government?	YES
23	Is the school paying salary to the teachers and other employees as per the norms of the appropriate Government?	YES


 (Signature of Principal)
 PRINCIPAL
 DELHI PUBLIC SCHOOL
 BHOPAL


 (Signature of D.E.O.)
 JOINT DIRECTOR
 Public Instruction
 Bhopal Division Bhopal (M.P.)


 Subasankar

24	Is the salary to the teachers and other employees of the school being paid through the bank by mode of electronic clearing? (Payment by cheque or cash to the individuals is not allowed)	YES
 Signature of School Manager 		 Signature of PRINCIPAL DELHI PUBLIC SCHOOL of School Bhopal
PART-B (This part is to be filled-up by the District Education Officer after verifying all supporting documents and certificates in original and visiting the school)		
File No. <u>291</u> Date of Issuance <u>22-01-2021</u>		
1	This is to certify that the information above, provided by the school has been verified on the basis of all supporting documents & certificates and visiting the school and the information has been found correct.	
2	Is the school recommended for extension/upgradation of affiliation?	Yes extension/upgradation
<div style="text-align: right;">  Signature Name and Stamp of Issuing D.E.O. JOINT DIRECTOR (DISTRICT EDUCATION OFFICER)/EQUIVALENT OFFICER FROM EDUCATION ADMINISTRATION AT DISTRICT LEVEL NAME OF DISTRICT: </div>		


 (Signature of Principal)
 PRINCIPAL
 DELHI PUBLIC SCHOOL
 BHOPAL


 22/01/21
JOINT DIRECTOR
 (Signature of D.E.O.)
 Bhopal Division Bhopal (M.P.)


 Subasekhar



केन्द्रीय माध्यमिक शिक्षा बोर्ड
CENTRAL BOARD OF SECONDARY EDUCATION

No. CBSE/AFF/ 1030140-EX-01156-1718 /2017 / 1279041

Dated: 19/07/2017

The Manager,
Delhi Public School,
Near Neel Bad Crossing,
Bhadbhada Road, Dist. Bhopal,
Madhya Pradesh – 462 044.

Sub: Extension of Provisional Affiliation to the above said school (Affiliation no. 1030140) beyond 31.03.2017- regarding.

Sir/Madam,

This is with reference to your online application No. EX-01156-1718 registered on 30/06/2016, on the above subject.

In this connection, I am directed to convey the sanction for extension of provisional affiliation of the school with the Board for its **Secondary School Examination and Senior School Certificate Examination** for a further period of **five years w.e.f. 01.04.2017 to 31.03.2022** subject to the fulfillment of the following conditions:-

1. The School is required to abide itself by the Examination/Affiliation-Bye-Laws of the Board.
2. **The School is required to apply on online for further extension of affiliation along with the requisite fee and other documents by 30th June of the preceding year in which the Provisional Affiliation expires as per Rule 15.11 of Affiliation Bye Laws.**
3. **The school must follow Uniform System of Assessment, Examination and Report Card for classes VI - IX from Academic Year 2017-18 onwards as per Board's Circular no. : Acad-14/2017 dated 21/03/2017.**
4. **The school must submit it's information through Online Affiliated School Information System (OASIS) as per the Board's Circular no. CBSE/Aff./4/Circular/2016 dated 10/11/2016 within 30 days from the receipt of this grant letter. Link for OASIS is available on Board's website: www.cbse.nic.in.**
5. The school will follow the syllabus on the basis of curriculum prescribed by NCERT/CBSE and text books publishing by NCERT/CBSE for the Middle Classes. The school will follow syllabus and courses as per scheme of studies prescribed by the Board for Secondary/Sr. Secondary School Examination and changes made therein from time to time.
6. The school will follow the RTE Act, 2009 and instructions issued thereon by the CBSE/Respective State /UT Govt from time to time.
7. The school will enroll students proportionate to the facilities available in the school as prescribed in the Affiliation Bye-Laws of the Board which shall not in general exceed the optimum number as under **from Pre-Primary to Class XII :-**

	Campus area	Enrolment	No. of Sections (pre-primary to X)	No of Sections at Sr. Secondary (XI & XII)
(a)	1.0 acre	1250	02 in each class	04 in class XI and XII
(b)	1.5 acre	1875	03 in each class	04 in class XI and XII
(c)	2.0 acre	2500	04 in each class	04 in class XI and XII

- (d) School running on bigger campus of more than 02 acres, the number of students shall be restricted as per the actual facilities in the school which shall be proportionate to the optimum number mentioned at (a), (b) and (c) above.

Contd...2/-

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Baselkar



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CENTRAL BOARD OF SECONDARY EDUCATION

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- (e) Schools running on less than 01 acre campus shall restrict number of students as follows:-

	Category	Area of land	No. of students
(i)	Secondary School	2000 sq. mtrs	600 upto Class X
(ii)	Sr. Secondary School with two streams	3000 sq. mtrs	900 upto Class XII

8. The school should scrupulously observe prescription from the Municipal Authority/District Collectorate/Transport Department regarding drinking water, fire safety and transport precautions in the school. A certificate from the Municipal/Fire/transport Authority regarding sanitary conditions, water/fire/transport safety should be submitted every five years as per Rule 8.5 of Affiliation Bye Laws and shall follow Rule no. 3.3(vii) and Rule 23(xi) in this regard.
9. The school will provide well equipped Laboratories, Library and other facilities as per norms of the Board. The relevant books to the academic level of students to be made available in the library and would keep at least 05 books per student subject to a minimum of 1500 books excluding text books.
10. The school will also abide itself by the conditions of affiliation already prescribed by the State Government concerned.
11. As per Affiliation Bye-laws the optimum strength of a section should not exceed more than 40 students.
12. School should have at least one adequately equipped computer lab with a minimum of 10 computers and would ensure computer student ratio of 1:20 at least. Proper software along with facility of Broad Band connectivity with the feature of 'internet always on' from any service provider to be ensured.
13. The section teacher ratio of 1:1.5 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. The school and its records shall be open for inspection by an officer/official of the Board or an authorized representative of the Board/State Educational Department at any time and the school shall furnish information as may be asked for by the Board/State Government from time to time.
15. Income & Expenditure and audited annual accounts statement duly certified by the Chartered Accountant for the current year is required to be sent and the same be submitted every year.
16. Fees should normally be charged under the heads prescribed by the Department of Education of the State/U.T. 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 and the school should not subject the child or his or her parents or guardians to any screening procedure in accordance with Rule No. 11.1, 2 & 3. Also, as per Chapter II, Rule No. 11.1 of Affiliation Bye-Laws, fees charges should be commensurate with the facilities provided by the institution.
17. The school should not engage in **commercialization activities**:-
- a) As per rule no. 19.1 (ii) It shall ensure that the school is run as a community service and not as a business and that commercialization does not take place in the school in any shape whatsoever.
- b) As per rule no. 19.1 (ii)a Any franchisee school making payment on account of use of name, motto and logo of franchiser institution or any other non-academic activities would be termed as commercialization of institution and to provide an affidavit that the school/society has not entered into any such contract to use Name, logo, motto for consideration of fee.

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CENTRAL BOARD OF SECONDARY EDUCATION

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18. Teachers are to be made educated regarding **corporal punishment** & should avoid any type of such involvement i.a.w. rule no. 44.1 (d & e).
19. School will not prepare any student/ start class for **any other Board** except CBSE from their CBSE affiliated school building/ premises.
20. **Admission to the school** is to be made restricted under rule 6.1 of Examination bye laws and rule 12 (i, ii & iii) of Affiliation bye laws.
21. The school has to constitute a committee for protection of woman from **sexual harassment** at the work place and to abide by the guidelines and norms prescribed by the Hon'ble Supreme Court of India in W.P. Criminal No.666-70 of 1992 Vishaskha and other State of Rajasthan and other delivered on 13.8.1997 mentioned under rule no. 10.9.
22. Each school affiliated/ to be affiliated with the Board shall frame **Service Rules** for its employees which will be as per Education Act of the state/U.T., if the Act makes adoption of the same obligatory, otherwise as per Service Rules given in Affiliation Bye Laws. Further, **Service contract** will be entered with each employee as per the provisions in the Education Act of the state/ U.T., or as given in Appendix III, if not obligatory as per the State Education Act.
23. **Pay and allowances** to staff should be revised time to time to bring it at par with that to State Government/Govt. of India. Further, **Salary and Service conditions** of staff should be provided in accordance with Rule no. 3.3 (v) and Rule no. 10.2 as appended below:-
 - a. The school in India must pay salaries and admissible allowances to the staff not less than the corresponding categories of employees in the State Government schools or as per scales etc. prescribed by the Government of India." Further, the service conditions as per Rule 10 and Rules 24 to 49 of Affiliation Bye-Laws also be adhered to.
 - b. Salary should be paid through Electronic Clearing Service (ECS) from the date of first appointment of the teachers on probation.
24. As per Rule 13.3 and 13.3 (i), the school shall supply information and returns called for by the Board/State/ Central Government/Local Authority within the prescribed time given for its furnishing to the authority concerned and the school should prepare its annual report containing comprehensive information including name, postal address and e-mail, telephone numbers, affiliation status, period of provisional affiliation, details of infrastructures, details of teachers, number of students and status of fulfillment of norms of affiliation Bye-Laws and upload the same on the website before 15th September of every year. As per rule no. 8.8 (iv & v), every affiliated school to develop their own **website** containing comprehensive information such as affiliation status, details of infrastructure, details of teachers, number of students, postal address and e-mail, telephone number etc.
25. Continuous **sponsoring of students at Board examination** is to be made as per rule 13.12 (iv), Failure to do so will lead to suo moto withdrawal of the affiliation of the school for Secondary and Senior Secondary Examination as the case may be.
26. As per rule 13.12 (ii), no affiliated school shall endeavour to present the candidates who are not on its roll nor shall it present the candidates of its unaffiliated Branch/School to any of the Board's Examinations.
27. Running of classes of **coaching institutions** in the school premises in the pretext of providing coaching to the students for various examinations is not approved by the board. Strict action would be taken on defaulters.

Contd... 4/-

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CENTRAL BOARD OF SECONDARY EDUCATION

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28. As per rule no. 8.2 and 13.11, facilities for physically challenged student should be adequately provided and every school shall promote inclusion of student with disabilities/special needs in the normal school as per provisions of the '**Persons with Disabilities Act 1995**'.
29. **School infrastructure and teachers for examinations** conducted by the board and evaluation of answer scripts should be made available as per rule no. 13.4.
30. As per rule no. 3.3 h (vi), every school should organize at least **one week training programme** for teachers every year in association with any teachers training institute recognized by the State or Central Government or by any agency identified by the Board.
31. Every secondary and senior secondary school shall appoint a person on full time basis for performing the duties of a **Health Wellness teacher** as per rule 53.5.
32. Strict adherence to the provisions of **Wild Life Protection Act** while procuring plants and animals for the use in laboratories by the school must be made i.a.w. circular no 03 dated 21 May 2013.
33. As per rule 15.1 (d), the school will follow the syllabus on the basis of curriculum prescribed by NCERT/ CBSE and text books published by NCERT/CBSE for the Middle classes as far as practicable or exercise extreme care while selecting books of **private publishers**. The contents must be scrutiny to preclude any objectionable content that hurts the feelings of any class, community, gender, religious group in society. If prescribed books found having such content, the school will have to take responsibility of such content. Provided that the school would put a list of such books prescribed by it on its website with the written declaration duly signed by the Manager and the principal to the effect that they have gone through the contents of the books prescribed by the school and own the responsibility.
34. As per RTE act 2009 and Chapter IX rule No. 53.2.2(a) and 53.3, a teacher appointed to teach Class I to V and VI to VIII should pass in the Central Teacher Eligibility Test (CTET)/ State Teacher Eligibility Test (TET) conducted by the appropriate Government in accordance with the guidelines framed by the NCTE for the purpose.
35. 5-6 names of persons not below the rank of Principal of Sr. Secondary School affiliated with the Board be recommended so that two of them may be approved by the Board as its nominee in the School Managing Committee (Of these 2-3 may be Principal of KV/JNV).
36. The school will create Reserve Fund as per the requirement of the Affiliation Bye Laws.
37. It is mandatory for every affiliated school to become a member in the local Sahodaya of CBSE schools.
38. The Board would not allow any transfer of property/sale of school by one society/ Management/ Trust to another Society/Management/Trust through agreement/sale deed and the school shall not be closed down in the same premises. In case such transaction is effected explicitly or implicitly the Board shall withdraw its affiliation with immediate effect.
39. The school should keep a copy of Affiliation/ Examination Bye Laws for reference purpose and also advised to visit CBSE websites www.cbseaff.nic.in & www.cbse.nic.in for updates.
40. In case of established violation of the provisions contained in Affiliation/Examination Bye laws of the Board, the school shall be liable for disaffiliation as per Rule No. 17 of Affiliation Bye-laws.

Contd... 5/-

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CENTRAL BOARD OF SECONDARY EDUCATION

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41. The school shall enter into an agreement with the Board detailing the terms and conditions for grant of affiliation, which will be binding on both the parties.
42. Special conditions to be complied within three months:-
- The school is required to appoint all the teachers (on permanent basis instead of adhoc) who are trained and qualified as per provisions of Affiliation Bye-Laws of the Board and also maintain section teacher ratio i.e. 1.5 teachers per section at each level. Hence, a copy of revised staff statement is required to be submitted showing Name, Qualification, Designation, Date of Appointment, Date of Confirmation, classes assigned, experience etc.
 - The school has submitted reserve fund which is not made in joint name. Therefore, the school is required to maintain reserve fund in the joint names of the Manager of the school and the Secretary, CBSE of the Board according to the strength of the students/norms of the Affiliation Bye-Laws of the Board and submit a copy of the same.
 - The financial position of the school appears to be very weak as the school is running in deficit during the last years. Therefore, the School is required to take action to improve its financial status.
 - The school is required to submit a certificate/proof (of salary) issued/certified from the Competent Authority/Education Department of the State, to the effect that the school is paying salaries and other allowances to its staff as per State/Central Govt. norms and also submitted latest copy of acquittance-roll with complete details of all staff i.e. name, designation, pay-scale, salary details etc.
 - The school is required to submit a certificate from the Bank i.e. Branch Manager through which the salaries are disbursed to the effect that the disbursement of salary is effected through ECS mode.

DEPUTY SECRETARY (AFF.)

Copy to:

- The Principal, Delhi Public School, Near Neel Bad Crossing, Bhadbhada Road, Dist. Bhopal, Madhya Pradesh – 462 044.
- The Regional Officer, Regional Office CBSE, Todar mal Marg, Ajmer, Rajasthan – 305 030.
- The Research Officer (Technology), AMC, CBSE, Preet Vihar, Delhi.

DEPUTY SECRETARY (AFF.)

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