



केन्द्रीय माध्यमिक शिक्षा बोर्ड
CENTRAL BOARD OF SECONDARY EDUCATION

CBSE/RO/Alld/Exam-X/Gr-II/2020/Sch. No. 71564

Dated : 04.06.2020

THE PRINCIPAL (71564)
ST. JOSEPHS SCHOOL
P.O. NICHLAUL, DISTT - MAHARAJGANJ
MAHARAJGANJ - 273304
UTTER PRADESH

SUB: PROVISIONAL AFFILIATION UP TO SECONDARY LEVEL-REGARDING.

Sir/Madam,

This has reference to CBSE letter no. CBSE/AFF/2133355/SL-00959-2021/2020-21 Dated 26.03.2020 whereby Provisional Affiliation for Secondary School Examination of the Board for a period of three years w.e.f. 01.04.2020 to 31.03.2023 has been granted to your school. Being a newly affiliated school situated under jurisdiction of CBSE Regional Office, Allahabad, your school has been allotted School No. 71564 for further correspondence and control. You are requested to mention the school number on each communication made with this office in view of ensuring prompt/proper disposal of Dak/request accordingly.

This office expects that school must follow the provisions as prescribed in the Affiliation Bye-Laws of the Board including instructions contains in examination bye-laws and issued by the Board from time to time. For this, Head of the Institution must motivate and encourage the teachers and other staff for thorough study of the Bye-Laws, rules/provisions and syllabus/curriculum of the Board. You are requested to follow the latest instructions/ Circular No. Acad-05/2017 dated 31.01.2017 regarding Restoring of Class X Board Examination with effect from the Academic Year 2017-18 onwards in the larger academic interest of the students.

The school is further required to introduce; Admission Form, Transfer Certificate & Admission Withdrawal Register (to maintain complete records of the student) for which a copy of sample formats of the same are enclosed for implementation in view of maintaining complete records of the student concern as well as uniformity of the documents among the schools.

Besides above, to ensure accuracy and speedy communication including submission of the Data pertaining to students, examination upto Secondary Level as well as other communication too, the Board has introduced submission of the data through Online. Therefore, you are requested to provide & registered e-mail ID of the school, telephone no. & fax no. including mobile no. of the Head of the Institution to the undersigned within a week's time from the receipt of this letter for updation of the particulars at this end. This helps the Board to prompt communicate with school as per requirement.

You may also submit a compliance report with regard to special conditions laid down at point No. 47 of affiliation letter, to Affiliation unit under intimation to the undersigned within the prescribed time.

As per the para 3 of your affiliation latter, OASIS data must be required to submit within prescribed time frame. Hence you are also advised to submit the same within prescribed time, failing which penalty of Rs. 50,000/- (Rupees Fifty thousand) will be charged and no further communication will be entertained in this regard.

> Link for OASIS is available on Board's website: www.cbse.nic.in.

Yours Sincerely,

Abhishek Singh
Analyst (Exam)

Encls: As above.



केन्द्रीय माध्यमिक शिक्षा बोर्ड
Central Board of Secondary Education



संबंधता - Online School Affiliation & Monitoring System R-2.0

As per new Affiliation Bye-Laws

Print with Condition Letter No. 24-3-2019

NO . CBSE/AFF/2133355/SL-00959-2021/2020-21

Dated:
26/03/2020

The Manager,
St. Josephs School
P.O. Nichlaul Dist. Maharajganj State- Uttar Pradesh Pin- 273304
Nichlaul
UTTAR PRADESH, MAHARAJGANJ , 273304
(M: 05523232340)

Subject : General Affiliation up to Secondary Level- regarding.

Ref : Application No. SL-00959-2021 dated 20.03.2019.

With reference to your application on the subject cited above; I am directed to convey the sanction for General Affiliation as per details given below :

Affiliation No.	2133355
Affiliated for	Secondary School Examination Class 1 to 10
Category	Fresh Affiliation
Period of General affiliation	01.04.2020 to 31.03.2023
Year and Month From which admission can be taken in Class-IX	1 April, 2020
Year and Month in which first batch of Class-X will appear in board examinations	March, 2022
SUBJECTS ALLOWED:	
Languages	NA
Elective Subjects	NA

The facilities reported at the time of last inspection:

S.No.	Detail	Nos	Size
1	Area of school campus	1	8144 Sq Mtrs
2	Built up area	1	3312 Sq Mtrs
3	Area of play around	1	6488 Sa Mtrs

4	Composite Science Lab	1	30 ft x 25 ft
5	Mathematics Lab	1	30 ft x 20 ft
6	Computer Lab	1	30 ft x 25 ft
7	Biology Lab	0	Nil
8	Chemistry Lab	0	Nil
9	Physics Lab	0	Nil
10	Library rooms	1	40 ft x 32 ft
11	Class rooms	40	25 ft x 20 ft
12	Class rooms	4	25 ft x 20 ft
13	Name of society running the school	St. Josephs Welfare Society	

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

- The school will follow the syllabus on the basis of curriculum prescribed 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.
- The school should go through the provision of **Affiliation and Examination Bye Laws** and keep a copy there of for reference purpose and also advised to visit CBSE websites / , <http://cbseacademic.nic.in/> & <http://cbse.nic.in/> for updates. The School is expected to see all circulars on these CBSE websites at least once every week.
- The school shall submit their information through Online Affiliated School Information System (OASIS) as per details given in circular no. affiliation-06/2018 dated 24.04.2018. Link for OASIS is available on Board's website: www.cbse.nic.in.
- 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 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 :-

	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 each in class XI and XII
b)	1.5 acre	1875	03 in each class	04 each in class XI and XII
c)	2.0 acre	2500	04 in each class	04 each 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.			

- The school will provide well equipped Laboratories, Library and other facilities as per norms of the Board. The relevant books as per the academic level of students shall be made available in the library.
- The 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.
- The schools affiliated and running upto Senior Secondary Level will provide suitable facilities including the equipment in laboratories/workshops and games for classes XI and XII as per requirements laid down in rules.
- The school will also abide by the conditions of Recognition/NOC prescribed by the State Government concerned.
- The school is required to restrict the number of sections as per the infrastructure facilities available in the school as per rule 10.6 of Affiliation Bye-laws. The **optimum number of students** in a section of a class should not be more than 40 and number of students at middle, secondary and senior secondary level of the school shall preferably be proportionate to each other.

- qualified and trained teaching staff on regular basis as per provisions of Affiliation Bye Laws of the Board
12. 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.
 13. 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, address postal and e-mail, telephone numbers, affiliation status, period of General affiliation, details of infrastructures, details of teachers, number of students and status of fulfilment of norms of affiliation Bye-Laws and upload same on the school's website before 15th September of every year.
 14. The accounts should be audited and certified by a Chartered Accountant and proper accounts statements should be prepared in the name of school, as per rules.
 15. The school will strictly adhere with all rules regarding safety of students including Fire fighting and Transportation, etc. Further, school will provide adequate facilities for potable drinking water and clean healthy and hygienic toilets with washing facilities for boys and girls separately in proportion to the number of students.
 16. Teachers are to be educated to avoid Corporal Punishment i.e. rule no. 44.1 (d & e).
 17. As per rule no. 8.2 and 13.11, facilities for physically challenged student(s) should be adequately provided and every school shall promote inclusion of student(s) with disabilities/special needs in the normal school as per provisions of the 'Rights of Persons with Disabilities Act 2016'.
 18. The school shall take care of Health, sanitation and fire safety requirements in accordance with rule no. 3.3 (vii), rule 8.5 and rule 23.11.
 19. 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 Vishaska and other vs State of Rajasthan and other delivered on 13.8.1997 Refer rule no. 10.9.
 20. 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 charged should be commensurate with the facilities provided by the institution.
 21. The school should not use the facilities available for commercialization:-

(a)	As per rule no. 19.1 (ii) It shall be ensured 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 the school is required to provide an affidavit that the school/society has not entered into any such contract to use Name, logo, motto for consideration of fee.
 22. **Admission to the school** is to be restricted as per rule 6.1 of Examination Bye-laws and rule 12 (i, ii & iii) of Affiliation bye laws.
 23. School will not prepare any student/ start class for **any other Board** except CBSE from their CBSE affiliated school building/ premises
 24. 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.
 25. 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.
 26. 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.
 27. **Pay and allowances** to staff should be revised from time to time to bring it at par with that of State Government. Further, **Salary and service conditions** of staff should be fixed 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 shall 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.
 28. 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
 29. **School infrastructure and teachers** should be made available as per rule no. 13.4 for examinations

30. As per rule no. 8.8 (iv & v), every affiliated school is required to develop their own website containing comprehensive information such as affiliation status, details of infrastructure, details of teachers, number of students, address-postal and e-mail, telephone nos. etc.
31. 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 in accordance with circular no. 03 dated 21 May 2013
32. 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 content must be scrutinized carefully to preclude any objectionable content that hurts the feelings of any class, community, gender, religious group in society. The school will be responsible if prescribed books are found having such content. Provided also 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 owe the responsibility
33. 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
34. 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
35. 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.
36. The school will create Reserve Fund as per the requirement of the Affiliation Bye Laws.
37. 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. In case such transaction is effected explicitly or implicitly the Board shall withdraw its affiliation with immediate effect.
38. The school is required to follow the safety guidelines as issued by the Board vide Circular No-Affiliation 05/2018 dated 27.03.2018 captioned Safety of Children in schools.
39. The school is directed to submit an affidavit duly notarized within 15 days of issuance of grant letter, as an instrument of acceptance of terms of affiliation. The school is not allowed to alter or make any changes in the contents of the affidavit. The format of affidavit is attached with this letter.
40. 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 Principals of KV/JNV
41. The school shall apply for further Extension of General Affiliation 'Online' through www.cbseaff.nic.in with prescribed fee and other essential documents as per the time period given by the board in this regard before the expiry of the date of General affiliation otherwise penalty as per rules will be charged for late execution of application.
42. The school should not start Class IX/X/XI/XII (as the case may be) without written approval of the Board. The Board shall not be responsible for any consequences in case class IX/X/XI/XII are started without obtaining the prior approval of the Board and without following the Affiliation Byelaws.
43. It is mandatory for every affiliated school to become a member in the local Sahodaya of CBSE schools.
44. In case of established violation of Affiliation Bye laws, directions given in the circulars and any of the above mentioned conditions by the school, the school would be liable for disaffiliation under Chapter V, Rule No. 17 of Affiliation Bye-laws.
45. Some of the important rules to be adhered to by the school were given above for drawing specific attention of the school authorities. However, the school authorities are required to acquaint themselves with the rules contained in Affiliation, Examination Bye-laws and circulars issued by the Board from time to time. Any laxity in following rules/instructions of the Board will lead to action against school as per Rule 17 of Affiliation Bye-laws.
46. The school is required to contact the concerned Regional Office of CBSE for allotment of school number and password for online Registration of candidates.
47. Concerned Regional Office is requested to allot the School number and create new email id of school (SchoolNumber@cbseaff.nic.in), this will be used for all online activities and official communication with the Board. For example, if school number is 99999, then email ID will be 99999@cbseaff.nic.in. Password for first time login for new email ID will be shared to you on school's email ID/ Mobile number of Principal given at the time of applying online for affiliation.
48. School is requested for :-
- This email ID will be used for communication with CBSE only. Do not use this email ID with other people or organisations.
 - This email ID is not to be printed on the school letter head, to avoid its circulation in the public.
 - If there is a change of the Principal, proper handing over of this email ID (User ID and Password) be done between outgoing and incoming Principal.
 - All the examination related work and all CBSE related correspondence will be done on this email ID only.
 - Schools are requested to complete the process and use the email ID as per above instructions.
49. The affiliation of the school is subject to the fulfillment of the following special conditions. The school is

documentary and photographic evidence ONLINE within a period of 30 days from the date of this letter. In case of non compliance of the these conditions the school will be liable for action as per rules:-

* The school to have section restriction of 24 keeping in view present intake of 08 sections running in school. The school to keep toilets neat and clean.* 1) The number of sections of the school shall be restricted as per the number of class rooms reported and norms of Affiliation Bye-Laws & shall not be increased by the school without specific approval of the Board. The school is required to upload a commencement certificate as per appendix VIII of the existing affiliation bye-laws, within 3 months through the online link provided for the purpose, furnishing details of compliance(s) made in response to the condition(s) in the grant letter. The school is required to renew the mandatory safety certificate time.

*The school is required to clarify the facts as to why it has rated itself so low on self-assessment parameters

Deputy Secretary

Encl: as stated above.

This is a computer-generated document. No signature is required.

**FORMAT OF CERTIFICATE TO BE ISSUED BY THE DISTRICT EDUCATION OFFICER IN RESPECT OF SCHOOLS
SEEKING 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 NCPCR 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	Name of the School: (Name should be exactly as per NOC and recognition certificate)	St. Joseph's School
2	Address of the School:	Nichlaur, Post- Nichlaur, Dist- Maharajganj, U.P. Pin- 273304
3	U-DISE code allotted to the school:	09570607406 - UPS and 09570607407 - PS
4	Name and address of the Trust/Society/ Company (under section-8) running the School	St. Joseph's Welfare Society, Nichlaur, Post- Nichlaur, Dist- Maharajganj, U.P. Pin- 273304
5	Is the Trust/Society/ Company duly registered with the competent registering authority and the registration is valid as on date?	YES 29/12/2014 to 28/12/2019
6	Proposed affiliation with CBSE for:	Secondary
7	Location of school	• In the municipal limits of city having population less than 15 Lakhs
8	Is the School already affiliated to any board for Class-X or XII examinations?	NO
9	Standard/level/class up to which the school is running:	From Class 1 to Class 8
INFORMATION REGARDING NOC AND RECOGNITION CERTIFICATE		
10	Has the school obtained No Objection Certificate from the State Government for Affiliation with CBSE?	YES
11	Number of NOC and date of issue:	5 / 25-03-2019
12	Has the school obtained Recognition Certificate from the State Government from class-1 to 8 th ?	YES
13	Number of Recognition Certificate from class-1 to 8 th and date of issue:	5347-49 (class 1 to 5- 4/09/2009) 8678-82(class 6 to 8- 14/12/2009)



(Signature of Principal)

Principal

St. Joseph's School
Nichlaur, Maharajganj

(Signature of D.E.O.)

[Handwritten Signature]

15	Are both the School and the Play Ground situated in a single compound bounded by a single continuous Boundary Wall on all sides?	YES
16	Total area (in square meters) in respect of 14 and 15 above on which the school is situated:	8144 SQ.M.
17	The land is in the possession of the school/ Trust/Society/Company legally by way of:	Lease deed
18	Name of the Owner/Lessee of the land in respect of point-15 above:	St. Joseph's Welfare Society
19	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:	FROM 2018 TO 2048 (30 YEARS)
20	Is any public road, canal or thorough-fare, HT line etc. passing through the land in respect of point-16 above?	NO
INFORMATION REGARDING ESSENTIAL SAFETY REQUIREMENTS		
21	Has the school been inspected by the Government engineer and the school building been found structurally safe for running a school?	YES
21(a)	If yes the date of last inspection:	26/10/2018
22	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
22(a)	If yes the date of last inspection:	23/08/2018
23	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
23(a)	If yes the date of last inspection:	28/01/2019
INFORMATION REGARDING THE STAFF		
24	Does the school have well defined service rules and conditions for its employees as per prevalent norms of appropriate Government?	YES
25	Is the school paying salary to the teachers and other employees as per the norms of the appropriate Government?	YES
26	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
 Manager Signature with Stamp St. Joseph's (of School Manager)		 Principal Signature with Stamp St. Joseph's School (of School Principal) Nichlaul, Manara

(Signature of Principal)

Principal
 St. Joseph's School
 Nichlaul, Manara

(Signature of D.S.O.)

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>5</u>		Date of Issuance <u>25-03-2019</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 affiliation? (Please ensure that the school fulfils land requirements also as per details given in Appendix-A along with point nos. 1-26)	YES
3	Recommended for Middle Class Syllabus/Secondary/Senior Secondary to CBSE?	Secondary
शिक्षा विद्यालय निरीक्षण सुदूरपश्चिम Signature (Name and Stamp of Issuing DEO) DISTRICT EDUCATION OFFICER/NAME OF DISTRICT		
Counter Signature (Name, Designation and Stamp) DISTRICT COLLECTOR/DEPUTY COMMISSIONER (or his authorised representative*) NAME OF DISTRICT (*Not Below the rank of a Group-A Gazetted Officer)		

(Signature of Principal)
 St. Joseph's School
 Nichlauri, Manarajganj

(Signature of D.E.O.)

DISTRICT EDUCATION OFFICER SHALL PUT A TICK MARK AGAINST THE COLUMN UNDER WHICH THE SCHOOL IS FULFILLING THE LAND CRITERIA

Name and Address of the school:

Total Land area in lawful possession of school:

SN	LOCATION OF SCHOOL	LAND REQUIREMENT	Please Tick the column in which the School is fulfilling requirement
1	Any Where in India	Minimum 6000 Square Meters	✓
2	In Municipal limits of cities with a population exceeding 15 Lakhs.	Minimum 4000 Square Meters	x
3	In hilly areas prescribed by the Planning Commission (NITI Aayog).	Minimum 4000 Square Meters	x
4	In Municipal Limits of the State Capital Cities.	Minimum 4000 Square Meters	x
5	In the North Eastern States.	Minimum 4000 Square Meters	x
6	In the state of Jammu and Kashmir	Minimum 4000 Square Meters	x
7	In Municipal Limits of Ghaziabad, NOIDA, Faridabad and Gurugram cities	Minimum 4000 Square Meters	x
8	In the Municipal Limits of Panchkula and Mohali/SAS Nagar	Minimum 4000 Square Meters	x
9	In the Municipal Limits Class-X cities (Ahmedabad, Bengaluru, Hyderabad, Pune). Or on the Hill Stations. (For Secondary Level)	Minimum 2000 Square Meters	x
10	In the Municipal Limits Class-X cities (Ahmedabad, Bengaluru, Hyderabad, Pune). Or on the Hill Stations. (For Senior Secondary Level)	Minimum 3000 Square Meters	x
11	In the Municipal Limits of Chennai, Delhi, Kolkata and Mumbai Or the state of Arunachal Pradesh. Or the state of Sikkim Or the Islands. (For Secondary Level)	Minimum 1600 Square Meters	x
12	In the Municipal Limits of Chennai, Delhi, Kolkata and Mumbai Or the state of Arunachal Pradesh. Or the state of Sikkim Or the Islands. (For Senior Secondary Level)	Minimum 2400 Square Meters	x

Signature

(Name and Stamp of Issuing DEO)

DISTRICT EDUCATION OFFICER/NAME OF DISTRICT

(Signature of Principal)

Principal

St. Joseph's School
[Name], Maharajganj

(Signature of D.E.O.)

जिज्ञा विद्यालय निरीक्षक

महाराजगंज