

Dear Sir/Madam,

Online Application No.:- =EX-00323-2021

Scrutiny Status :- Grant Letter.

Letter :-

NO . CBSE/AFF/EX-00323-2021/2020-21/

**Dated:
19/09/2020**

**The Manager,
St. Francis Central School
Karuvappara, Kozhinjampara P. O. Palakkad
Palakkad
KERALA ,PALAKKAD , 678555
(M: 04923273745)**

Subject : General Affiliation up to Extension of General Affiliation- regarding.

Ref : Application No. EX-00323-2021 dated 04.01.2019.

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.	930923
Affiliated for	Extension of General Affiliation
Category	Extension of Affiliation
Period of General affiliation	01.04.2020 to 31.03.2025

The facilities reported at the time of last inspection:

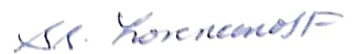
S.No.	Detail	Size
1	Area on which school building situated reported by the IC	19822 SQM (DEO Certificate)
2	Area of play ground	4600 (Online Application)

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

1. The school will follow the **RTE Act, 2009** and instructions issued thereon by the CBSE/Respective State /UT Govt. from time to time.
2. The School is required to apply on online for further extension of affiliation along with the requisite fee and other documents as per Rule 10.3 of Affiliation Bye Laws.
3. The school will also abide by the conditions prescribed, if any, by the State Government concerned as mentioned in certificate as per appendix III issued by District Education Officer (DEO) /equivalent officer.
4. The school should ensure the strong governance and management of its activities in way of comprehensive and quantifiable planning in way of curriculum planning, infrastructure, resources, physical education, staff development and other co-curricular areas.
5. 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 i.e. <http://cbseacademic.nic.in/> & <http://cbse.nic.in/> for updates. The School is expected to see all circulars on these CBSE websites regularly.
6. The school will strictly adhere to 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.
7. **Admission to the school** is to be restricted as per relevant rules of Examination Bye-laws and rule 2.4.5, 2.6.5, 7.1, 7.2, 8.4.2, 8.4.10 & other relevant rules of Affiliation bye laws.
8. The school is required to follow rule No.2.4.7 and 2.4.8 of Affiliation Bye Laws regarding Books and Quality of Education.
9. The number of sections in the school are restricted to **52** as per number of sections reported by the IC and shall not be increased without specific approval of the Board. For increase in number of


PRINCIPAL

**ST. FRANCIS CENTRAL SCHOOL
Karuvappara, Kozhinjampara
Palakkad - 678 555.**



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Palakkad - 678 555**

sections, the School shall apply online to the Board as per rule 15.7 of affiliation bye laws.

10. 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 related to running of school affiliated to CBSE. The school shall also be liable to bear all legal charges incurred by the Board, if any, arising out of these circumstances.
11. The school must strive to promote conservation of environment on their campus through rain water harvesting, segregation of waste at source, recycling of organic waste, proper disposal of waste including electronic waste, use of energy saving and energy efficient electrical equipment, greening of campus, use of solar energy, education and awareness amongst children on environment conservation and cleanliness etc.
12. 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.
13. The optimum Section teacher ratio of 1:1.5 as well as student teacher ratio of 30:1 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. Every affiliated school shall sponsor regularly its bonafide and eligible students in Boards Class X and Class XII examinations from the year mentioned while granting affiliation/upgradation regularly without break or inform with reasons thereof in writing well in time about the non-sponsoring of the candidates.
15. Running of **coaching institutions** in the school premises in the pretext of providing coaching to the students for various examinations is not permitted by the Board. Strict action would be taken on defaulters.
16. The Manager and the Principal of the school shall be jointly responsible for the authenticity of the online/offline documents/ information/data submitted by the School to the Board.
17. Apart from rules to be adhered to by the school as mentioned above for drawing specific attention of the school authorities, the school authorities are required to acquaint themselves with all the rules contained in Affiliation & Examination Bye-laws and circulars/guidelines/ notification 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 Chapter 12 of Affiliation Bye-laws-2018.
18. The school shall be responsible to comply immediately with the conditions mentioned in the grant letter and shall also maintain record of certificates, compliance, data and other records / information and shall be fully responsible to produce all such records before Board when asked for failing which necessary action shall be taken as per Affiliation-Bye-Laws.

Joint Secretary(Affiliation)

* School has assured that it will complete the remaining area of boundary wall with best of its efforts at the earliest. However, school is once again asked to complete the construction of remaining parts of pucca boundary wall of sufficient height as per norms from all sides of school campus and keep the photos and videos of entire complete boundary wall with it for records and furnish the same as and when asked by the Board.

* School is required to appoint a Special Educator and a Wellness Teacher and submit documentary evidence.

* School is required to maintain ratio of 5 books per student in the school library.

* The school is directed as per Appendix IV point No. 9 "That the school will ensure that the Building Safety, Fire Safety, Water Safety, Health and Hygiene certificates are being issued or renewed by the concerned municipal or state authorities from time to time as per prescribed term".

Joint Secretary


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