

**The Manager,
NARAYANA SCHOOL, SONARPUR
96, MALIKAPUR, RAJPUR-SONARPUR MUNICIPALITY
WEST BENGAL,SOUTH 24-PARGANA, 700149
(M: 919830390068)**

SUBJECT: -FRESH AFFILIATION UP TO SENIOR SECONDARY LEVEL-regarding .

Ref : Application No.: - SS-90517-2324 Dated:29/12/2022

Sir/Madam,

This is with reference to school application on the subject cited above. I am directed to convey approval of the Board for Fresh Affiliation up to Senior Secondary Level as per details given below :

Affiliation No used as User ID for both OASIS and LOC/Registration System	2430404
School No	16246
Password for OASIS and LOC/Registration Systems is same as that used for Affiliation Application.	
Affiliated for	Senior Secondary School Examination Class 1 to 12
Category	Fresh Affiliation
Period of affiliation	01.04.2024 to 31.03.2029
Year and Month From which admission can be taken in Class-IX/XI	1 April,2024
Year and Month in which first batch of Class-X/XII will appear in board examinations	1 April,2026

Sl. No.	The school is directed to ensure that :
1	The total number of sections of the school from class I to XII shall be restricted to 34 of which not more than 1/3rd sections may be used for senior secondary classes. The optimum number of students shall be restricted to 40 in each section. 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 greater than 500 sq ft dimension.
2	The chemistry lab and biology lab do not have the washbasin in the workstation and plastics chairs are being used for seating in physics and biology lab. Further, a cylinder been placed inside the chemistry lab under workstation, which is unsafe. Thus, the school is required to shift the cylinder to a safer place, fix the washbasin with water connection in the workstation of chemistry and biology lab and place wooden stools for seating in all three tabs within 03 months and submit the compliance.
3	The school has set-up the composite science lab in a classroom, it is not established as per Board's SoP. In place of demonstration tables/ permanent workstation, school has laid the lab material on the benches and makes shift tables. It does not have the washbasin with water connection and gas facility in the workstation, seating arrangement (wooden stools) and safety features such as fire extinguisher and exhaust fan. Thus, the school is required to go through the Board's SoP for composite science lab and upgrade the same as per requirement within 03 months and submit the compliance.

4	The mathematics lab is also set-up in a classroom and the lab material is placed on the benches. Thus, the school is directed to set-up the mathematics lab as per Board's SoP with proper workstation, seating arrangement (stools) and storage facility within 03 months and submit the compliance.
5	The ramp at the entrance does not have railing for support. Further, lift to access floors is under construction. Thus, the school is required to fix the railing at both side of the ramp and install the lift as per provision laid down in RPwD Act and Board's guidelines within 03 months and submit the compliance.
6	The school is required to upgrade the computer lab with minimum 40 computers or as per the strength i.e. one computer per eighteen students within 03 months and submit the invoice along with videography in the compliance.
7	The height of the concrete boundary wall is appearing to be less than 06 ft , upper side of the boundary wall is made of iron fencing, which is not acceptable. Thus, the school is directed to ensure that it should be bounded with concrete boundary wall from all sides with minimum 6 ft of height and submit a videography covering entire boundary wall from all sides in continuity within 03 months and submit the compliance.
8	During review, the school has shown the copy of NOC dated 23-08-2023, whereas it is no uploaded in the upload section. Thus, the school is required to submit the copy of the same in the compliance within 03 months
9	The school is required to create a separate reading space for staff in library within 03 months and submit the compliance.
10	During review, it has been found that cubicles of CwSN toilet for girls and boys are constructed in one common room, with a single entry/exit, which is not acceptable. Thus, the school is required to construct the same separately for boys and girls on each floor (it should not be constructed in a common room) with sufficient space for easy movement of the wheelchair and proper permanent signage (on the cubicle indicating the floor number) as per norms of RPwD Act and board's guidelines within 03 months and submit the compliance .
11	The school is required to ensure that all the teaching staff appointed are qualified as per norms and submit the compliance of the same within 03 months on SARAS Portal.
12	The school shall conduct training of its teachers with CoE Bhubaneswar within 3 months and submit the compliance.

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.)