



केन्द्रीय माध्यमिक शिक्षा बोर्ड
Central Board of Secondary Education
संबंधता - Online School Affiliation & Monitoring System

As per new Affiliation Bye-Laws

Contact Us

Grant Letter for:-EX-01472-2122

NO : CBSE/AFF/930413 /EX-01472-2122/2021-22/

The Manager,
ST MARYS ENGLISH MEDIUM SCHOOL,
MANARCAD PO DISTT KOTTAYAM KERALA
KERALA ,KOTTAYAM , 686019
(M: 8078403244)

Sub: Extension of General Affiliation up to Secondary/Senior Secondary Level - regarding
Ref: Application No. EX-01472-2122

With reference to your application on the subject cited above; I am directed to convey the approval for details given below:-

Affiliation No : 930413
Affiliated for : Secondary
Category : Extension of General Affiliation
Period of Extension of : 01.04.2021 to 31.03.2026

In view of current COVID-19 pandemic which has most severely affected the normal functioning of school is pursuing to provide extension of affiliation so as to avoid any difficulty for the purpose of admission/renewal of various safety certificates from appropriate state authorities.

Therefore, the competent authority of the Board after due consideration has accorded approval for extension of details/data submitted by school in online application for a further period of 5 years subject to fulfilment of the following conditions:

1. The school will follow the **RTE Act, 2009** and instructions issued thereon by the CBSE/Respective State Government.
2. The School is required to apply online for further extension of affiliation along with the required details/data as per Rule 10.3 of Affiliation Bye Laws, 2018.
3. The school will also abide by the conditions prescribed, if any, by the State Government concerning the conditions of affiliation 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 curriculum planning, infrastructure, resources, physical education, staff development etc.
5. The school should go through the provision of **Affiliation and Examination Bye Laws and Rules** and also advised to visit CBSE websites i.e. <http://cbseacademic.nic.in/> & <http://cbse.nic.in/> 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 will provide adequate facilities for potable drinking water and clean healthy and hygienic toilets for girls separately in proportion to the number of students. The school will ensure that Fire, Building, drinking water certificates are renewed from time to time, as per norms.
7. **Admission to the school** is to be restricted as per relevant rules of Examination Bye-laws and 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.
9. The number of sections may be restricted as per the Appendix V of the Affiliation Bye-Laws of the Board. In case of extension of affiliation, the School shall apply online to the Board as per rule 15.7 of Affiliation Bye laws.

PRINCIPAL
St. Mary's English Medium School
Manarcad



MANAGER
St. Mary's English Medium School
Manarcad

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10. The school shall be solely responsible for any legal consequences arising out of the use of school identity related to running of school affiliated to CBSE. The school shall also be liable to bear all any, arising out of these circumstances.
11. The school must strive to promote conservation of environment on their campus through rain water at source, recycling of organic waste, proper disposal of waste including electronic waste, use of electrical equipment, greening of campus, use of solar energy, education and awareness among conservation and cleanliness etc
12. The school shall submit their information through Online Affiliated School Information System (no. affiliation-06/2018 dated 24.04.2018. Link for OASIS is available on Board's website:www.cbseaff.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. The school shall appoint qualified and trained teaching staff on regular basis as per provisions of Affiliation Bye-laws-2018.
14. Every affiliated school shall sponsor regularly its bonafide and eligible students in Boards Class year mentioned while granting affiliation/up-gradation regularly without break or inform with respect 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 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 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, authorities are required to acquaint themselves with all the rules contained in Affiliation & Examination Bye-laws/guidelines/notification issued by the Board from time to time. Any laxity in following rules to action against school as per clause 12 of Affiliation Bye-laws-2018.
18. The genuineness of information / documents / data submitted shall be of school and in case, if found false, action as per affiliation Bye laws-2018
19. The school shall be responsible for submission of any pending compliance, reply of show cause / submission of date/information sought by the Board. The extension of 05 years shall be from the date of extension of affiliation
20. The school is required to remit pending fee, if any
21. The extension of affiliation is being granted as one time measure. However, the cases where the school has communicated or grievance / legal cases are pending against the school, the Board will take up the cases for consideration.
22. The school shall renew all mandatory safety certificate i.e Safe Drinking Water & Health and Hygiene Certificate and Building Safety Certificate from concerned Govt authorities time to time
23. The school shall also maintain record of certificate, compliances, data and other records/information and produce all such records before Board and appropriate Government Authorities when asked for, taken as per Affiliation-Bye-Laws of the Board. The school shall also be liable for action by the Board in case of non-compliance of the concerned Govt. norms
24. The Board reserves the right to conduct inspection of school as per clause 11.2 and 11.4 of Affiliation Bye-laws-2018

Deputy Sec

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