



CENTRAL BOARD OF SECONDARY EDUCATION

(An Autonomous Organisation under the Union Ministry of Human Resource Development Govt. of India)

"SHIKSHA KENDRA", 2, COMMUNITY CENTRE, PREET VIHAR, DELHI - 110 301

REGD./SPEED POST

No. CBSE/Aff./SL-00981-1415/931152/2014/ 704170

Dated: 23rd April, 2014

The Manager,
Bharathiya Vidya Peedam School,
PO Adat, Thrissur,
Kerala-680551.

Subject: Fresh Composite Provisional Affiliation upto Secondary level to the above said school - regarding.

Sir/Madam,

With reference to your online application dated 28/6/2013 on the subject cited above, I am directed to convey the sanction for Composite Provisional Affiliation for Secondary School Examination of the Board for a period of three years w.e.f. 01.04.2014 to 31.03.2017.

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

1. The affiliation Code Number allotted to your school is 931152. This may please be noted and quoted for any further correspondence with the Board.
2. The school will implement Continuous and Comprehensive Evaluation (CCE) as per the schemes of the Board upto Classes X vide Circular No. 39/20-09-2009 dated 20.09.2009 in the school.
3. 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.
4. The school will follow the RTE Act, 2009 and instructions issued thereon by the CBSE/Respective State/UT Govt from time to time.
5. 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)
(a)	1.0 acre	1250	02 in each class
(b)	1.5 acre	1875	03 in each class
(c)	2.0 acre	2500	04 in each class
(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.		

- (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

6. 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.

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For Bharathiya Charitable Education Trust

Managing Trustee
BVP Sr. Sec. School, Adat

PRINCIPAL
BVP Sr. Sec. School, Adat

7. The school will also abide itself by the conditions of affiliation already prescribed by the State Government concerned.
8. As per Affiliation Bye-laws the optimum strength of a section should not exceed more than 40 students.
9. 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.
10. 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.
11. The school and its records shall be opened 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.
12. The school will create Reserve Fund as per the requirement of the Affiliation Bye Laws.
13. 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.
14. 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.
15. 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. A copy each of the Statements of Accounts should be sent to the Board every year.
16. It is mandatory for every affiliated school to become a member in the local Sahodaya of CBSE schools.
17. 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.
18. The school should not start Class XI/XII without written approval of the Board. The Board shall not be responsible for any consequences in case class XI/XII is started without following the Affiliation Bye Laws and obtaining the prior approval of the Board.
19. The school will apply for further Extension of Provisional Affiliation 'on online' through www.cbseaff.nic.in with the prescribed fee of Rs. 25,000/- and other essential documents before 30th June of the preceding year before the expiry of the date of provisional affiliation otherwise penalty @ Rs 10,000/- p.m. subject to maximum Rs 50,000/- will be charged for late execution of application.
20. The school will open CBSE pattern classes IX w.e.f. 01.04.2014. Accordingly, 1st Batch of class X of the school will appear in the Board's Examination to be held in the year 2016.
21. School will provide physical facilities as per norms of the Board. The facilities reported at the time of last inspection are as given under:-

(i)	Area of school campus	-	12181 sq mtrs.
(ii)	Total built up area	-	22372 sq. ft.
(iii)	Area of play ground	-	not reported
(iv)	No. of class rooms	-	14 (30x20)
(v)	No. of vacant class rooms	-	04 (30x20)
(vi)	No. of labs	-	

Composite Science Lab-	-	01 (30x20)
Maths	-	01 (14x30)
Computer Science	-	01(23x23)

(vii) Size and number of books in the Library- 01 (46x30) No. of Books - 3800.

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for Bharathiya Charitable Education Trust

JAYARAJ Managing Trustee
BVP Sr. Sec. School, Adat

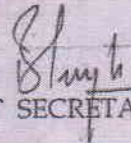
PRINCIPAL
BVP Sr. Sec. School, Adat

22. Special conditions to be complied within three months positively failing which the school is liable for action:-

- a) 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.
- b) Every institute 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.
- c) It is mandatory for every affiliated school to become a member in the local Sahodaya of CBSE schools.
- d) The school is required to inform the size of the playground in sq. mtrs.
- e) The school is required to develop the play ground as per CBSE norms.
- f) The school is required to submit proof of construction of standard size boundary wall all round the school campus.
- g) The school is required to submit building completion certificate as Inspection Committee has reported that construction work was on.
- h) The school is required to re-constitute SMC by including two parent representatives and send the revised list to the Board.
- i) The school is required to appoint 03 teachers on regular basis to maintain section teacher ratio as per Affiliation Bye Laws.
- j) The school is required to furnish Health and Sanitary and Safe Drinking Water Certificates from the local Government Authority.
- k) The school is required to submit Bank Certificate to the effect that salary is being transferred to staff through bank account.

23. Other conditions as per enclosed Annexure 'A'.

Yours faithfully,


ASSISTANT SECRETARY (AFF)

No. CBSE/Aff./SL-00981-1415/931152/2014

Copy to:-

1. The Principal, Bharathiya Vidya Peedam School, PO Adat, Thrissur, Kerala-680551.
2. The PS to Director (IT), C.B.S.E, R.O., PS 1-2, Institutional Area, I.P. Extension, Patparganj, Delhi - 110092 alongwith the CD of the inspection of the school conducted by the Inspection Committee constituted by the Board.
3. The Secretary to Govt., General Education (N) Dept., Govt. of Kerala, Thiruvananthapuram, Kerala.
4. The Regional Officer, CBSE, New No.3, J-Block, Anna Nagar(W), 16th Main Road, Chennai - 600040.
5. The Assistant Secretary (IT), AMC Unit, CBSE, Preet Vihar, Delhi.

ASSISTANT SECRETARY (AFF)

For Bharathiya Charitable Education Trust


Managing Trustee

Self attested

PRINCIPAL
BVP Sr. Sec. School, Adat

PRINCIPAL
BVP Sr. Sec. School, Adat

CENTRAL BOARD OF SECONDARY EDUCATION
SHIKSHA KENDRA, 2, COMMUNITY CENTRE, PREET VIHAR, DELHI-110 092.

Affln. No SL-00981-1415/931152

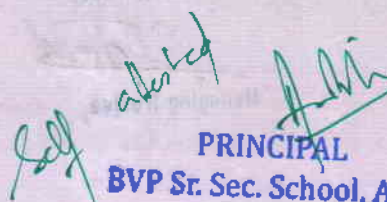
Provisions of Affiliation bye laws for adherence:-

1. 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 i.a.w. rule no. 11.1, 2 & 3.
2. The school should not use the activities for commercialization:-
 - 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.
3. 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).
4. School will not prepare any student/ start class for any other Board except CBSE from their CBSE affiliated school building/ premises.
5. 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.
6. 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.
7. 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.
8. Pay and allowances to staff should be revised time to time to bring it at par with that to State Government. Further, Salary and service conditions of staff should be provided i.a.w. 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.

Contd..

For Bharathiya Charitable Education Trust
 1st B.A. Jodhpur, Adat


 Managing Trustee


PRINCIPAL
BVP Sr. Sec. School, Adat

9. Continuous sponsoring of students at board examination is to be made as per rule 13.12 (iv).
10. 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.
11. 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.
12. 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'.
13. Health, sanitation and fire safety should be adequately equipped i.a.w. rule no. 3.3 (vii), rule 8.5 and rule 23.11.
14. 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.
15. 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, address-postal and e-mail, telephone nos. etc.
16. 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.
17. 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.
18. 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.
19. As per rule 15.1 (d), 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 as far as practicable or exercise extreme care while selecting books of private publishers. The content must be scrutiny to preclude any objectionable content that hurts the feelings of any class, community, gender, religious group in society. If found prescribed books 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.
20. 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.


ASSISTANT SECRETARY (AFF)

For Bharathiya Charitable Education Trust


Managing Trustee


PRINCIPAL
BVP Sr. Sec. School, Adat



केन्द्रीय माध्यमिक शिक्षा बोर्ड
CENTRAL BOARD OF SECONDARY EDUCATION

No. CBSE/AFF/931152/EX-00036-1819/2017/1267890

Dated 27/06/2017

The Manager,
Bharathiya Vidya Peedam School,
PO Adat, Thrissur, Kerala-680551

Sub: Extension of Provisional Affiliation to the above said school (Affiliation no. 931152) beyond 31.03.2017-reg.

Sir/Madam,

This is with reference to your online application registered on 31/01/2017, 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 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 the 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) 2.0 acre	1250	02 in each class	04 in class XI and XII
(b) 1.5 acre	1075	03 in each class	04 in class XI and XII
(c) 2.0 acre	1500	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		

- (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. mtr.	600 upto Class X
(ii) Sr. Secondary School with two streams	3000 sq. mtr.	900 to 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. 33(vii) and Rule 23(xi) in this regard

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"शिक्षा केन्द्र", 2, सामुदायिक क्षेत्र, प्रीत विहार, दिल्ली - 110092
Surat/Kerala: 2, Commune Centre, 4, Green Village, Thrissur - 680 092

011-26113122, 26113123, 26128337, 26121111 Fax: 011-26110655, 08885811 Website: www.cbse.nic.in / Email: cbse@nic.in

For Bharathiya Charitable Education Trust
16A, School, Adat

Managing Trustee

Self attested

PRINCIPAL
BVP Sr. Sec. School, Adat



केन्द्रीय माध्यमिक शिक्षा बोर्ड
CENTRAL BOARD OF SECONDARY EDUCATION

-2-

- 7 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 1000 books excluding text books.
- 8 The school will also abide itself by the conditions of affiliation already prescribed by the State Government concerned.
- 9 As per Affiliation Bye-laws the optimum strength of a section should not exceed more than 40 students.
- 10 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.
- 11 The section teacher ratio of 1:15 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.
- 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 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.
- 14 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.
- 15 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 (iii) 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.
- 16 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).
- 17 School will not prepare any student/ start class for any other Board except CBSE from their CBSE affiliated school building premises.
- 18 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.
- 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 Honble 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.
- 20 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.
- 21 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 their appointment of the teachers on probation.

Contd.

"शिक्षा केन्द्र" - 2, सामुदायिक केन्द्र, प्रो. विहार, दिल्ली - 110092

"Shiksha Kendra", 2, Community Centre, Prags Vihar, Delhi - 110 092

फोन / Telephone :- 91-11-22520242, 22520257 फैक्स / Fax :- 91-11-22520257 वेबसाइट / Website :- www.cbseaffn.in E-mail :- cbseaffn@vsnl.in

For Sherothiya Charitable Education Trust

Managing Trustee

Self attested

PRINCIPAL
BVP Sr. Sec. School, Adat

BVP Sr. Sec. School, Adat



केन्द्रीय माध्यमिक शिक्षा बोर्ड
CENTRAL BOARD OF SECONDARY EDUCATION

- 22 As per Rule 13.3 and 13.8 (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. 8.2 (iv) & vi, every affiliated school to develop their own website containing comprehensive information such as affiliation status, details of infrastructures, details of teachers, number of students, postal address and e-mail, telephone number etc.
- 23 Continuous sponsoring of students at Board examination is to be made as per rule 13.12 (ii). Failure to do so will lead to suspension/withdrawal of the affiliation of the school for Secondary and Senior Secondary Examination as the case may be.
- 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 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'.
- 27 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.
- 28 As per rule no. 3.3 (iv), 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.
- 29 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.
- 30 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 (a.w circular no. 03 dated 21 May 2013).
- 31 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.
- 32 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.
- 33 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.
- 34 The school will create Reserve Fund as per the requirement of the Affiliation Bye-Laws.
- 35 It is mandatory for every affiliated school to become a member in the local Sanodhya of CBSE schools.
- 36 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.
- 37 The school should not start Class XI/XII without written approval of the Board. The Board shall not be responsible for any consequences in case class XI/XII is started without following the Affiliation Bye-Laws and obtaining the prior approval of the Board.

Contd. 4

केन्द्रीय माध्यमिक शिक्षा बोर्ड, नए दिल्ली, दिल्ली - 110002

Website: www.cbse.gov.in / www.cbse.nic.in / www.cbse.ac.in / www.cbse.org

1011 / cbse@vsnl.com / cbse@rediffmail.com / cbse@rediffmail.com / cbse@rediffmail.com / cbse@rediffmail.com / cbse@rediffmail.com / cbse@rediffmail.com / cbse@rediffmail.com / cbse@rediffmail.com

For Bharatniya Education Trust

Adat School, Adat

Managing Trustee

Self attested
PRINCIPAL
BVP Sr. Sec. School, Adat



केन्द्रीय माध्यमिक शिक्षा बोर्ड
CENTRAL BOARD OF SECONDARY EDUCATION

-4-

- 38 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.
- 39 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.
- 40 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.

41 Special conditions to be complied within three months:-

- a) The school is running in deficit. Therefore, the school is required to improve the same as per norms of the Board
- b) 07 PRT teachers are short to appoint more teachers and to maintain section teacher ratio i.e. 1:1.5 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 etc.
- c) The school is required to furnish renewed Health & Sanitary, Safe-Drinking Water, Building Safety and Fire Safety Certificates issued by the competent authorities/concerned department.
- d) The school is required to submit a renewal copy of EPF. A documentary proof regarding implementation and regular deduction of EPF is required to be submitted alongwith latest Pay Bill and Bank Challan.
- e) The affidavit of non-sponsoring is on the school letter head. The school is required to submit an affidavit on the non-judicial stamp paper in respect of non-sponsoring of students from other Board.

DEPUTY SECRETARY (AFF)

Copy to:-

1. The Principal, Bharathiya Vidya Peedam School, PO Adat, Thrissur, Kerala-680551
2. The Regional Officer, Central Board of Secondary Education, Block-B, 2nd Floor, LIC Divisional Office Campus, Pattom, Thiruvananthapuram, Kerala - 695 004.
3. The Research Officer (Technology), AMC, CBSE Preet Vihar, Delhi- with a request to update records.

DEPUTY SECRETARY (AFF)

भारतीया माध्यमिक शिक्षा बोर्ड - 110005

संस्था केन्द्र: 110005, भारत सरकार, भारत सरकार, भारत - 110005

फोन : 011-23234012, 23234013, 23234014, 23234015, 23234016, 23234017, 23234018, 23234019, 23234020, 23234021, 23234022, 23234023, 23234024, 23234025, 23234026, 23234027, 23234028, 23234029, 23234030, 23234031, 23234032, 23234033, 23234034, 23234035, 23234036, 23234037, 23234038, 23234039, 23234040, 23234041, 23234042, 23234043, 23234044, 23234045, 23234046, 23234047, 23234048, 23234049, 23234050, 23234051, 23234052, 23234053, 23234054, 23234055, 23234056, 23234057, 23234058, 23234059, 23234060, 23234061, 23234062, 23234063, 23234064, 23234065, 23234066, 23234067, 23234068, 23234069, 23234070, 23234071, 23234072, 23234073, 23234074, 23234075, 23234076, 23234077, 23234078, 23234079, 23234080, 23234081, 23234082, 23234083, 23234084, 23234085, 23234086, 23234087, 23234088, 23234089, 23234090, 23234091, 23234092, 23234093, 23234094, 23234095, 23234096, 23234097, 23234098, 23234099, 23234100, 23234101, 23234102, 23234103, 23234104, 23234105, 23234106, 23234107, 23234108, 23234109, 23234110, 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NO . CBSE/AFF/931152/SS-00971-1920/2019-20

Dated:
20/11/2019

The Manager,
BHARATHIYA VIDHYA PEEDAM SCHOOL
P O ADAT THRISSUR
Thrissur
KERALA , THRISSUR , 680551
(M: 04872306700,)

Subject : Provisional Affiliation up to Senior Secondary Level- regarding.

Ref : Application No. SS-00971-1920 dated 09.06.2018.

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

Affiliation No.	931152
Affiliated for	Senior Secondary School Examination
Category	Upgradation of Affiliation
Period of provisional affiliation	01.04.2019 to 31.03.2022
Year and Month From which admission can be taken in Class-XI	1 April, 2019
Year and Month in which first batch of Class-XII will appear in board examinations	March, 2021
SUBJECTS ALLOWED:	
Languages	ENGLISH
Elective Subjects	PHYSICS,CHEMISTRY,BIOLOGY,MATHEMATICS, COMPUTER SCIENCE,BUSINESS STUDIES,ACCOUNTANCY,ECONOMICS

The facilities reported at the time of last inspection:

S.No.	Detail	Nos	Size
1	Area of school campus	--	8799 sq. mtrs.
2	Built up area	--	2690 sq. mtrs.
3	Area of play ground	--	3763 sq. mtrs.
4	Composite Science Lab	01	19.8x29.8 sq. ft.
5	Mathematics Lab	01	19.8x29.8 sq. ft.
6	Computer Lab	01	19.8x29.8 sq. ft.
7	Biology Lab	01	19.8x29.8 sq. ft.
8	Chemistry Lab	01	19.8x29.8 sq. ft.
9	Physics Lab	01	19.8x29.8 sq. ft.
10	Library rooms	01	46x26.3 sq. ft.
11	Class rooms	19	19.8x29.8 sq. ft.
12	Class rooms	05	19.8x29.8 sq. ft.
13	Name of society running the school	BHARATHIYA CHARITABLE EDUCATION TRUST	

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

1. The school will follow the syllabus on the basis of curriculum prescribed by NCERT/CBSE for

<https://mail.google.com/mail/u/0/#inbox/FMfmgxwGBmwFTQspVRfNjzvbcbPTvCV>

For Bharathiya Charitable Education Trust

Managing Trustee

PRINCIPAL

BVP Sr. Sec. School, Adat

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.

2. The school should go through the provision of **Affiliation and Examination Bye Laws and keep a copy there off** 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.
3. 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**.
4. The school will follow the **RTE Act, 2009** and instructions issued thereon by the CBSE/Respective State /UT Govt. from time to time.
5. 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.			

6. 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.
7. 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.
8. 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.
9. The school will also abide by the conditions of Recognition/NOC prescribed by the State Government concerned.
10. 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.
11. 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
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

<https://mail.google.com/mail/u/0/#inbox/FMfcgxwGBmwFTQspVRfNnjzvbcbPTvCV>

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For Bharathiya Charitable Education Trust

[Signature]
Managing Trustee

PRINCIPAL
BVP Sr. Sec. School, Adat

PRINCIPAL
BVP Sr. Sec. School, Adat

[Signature]

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 provisional affiliation, details of infrastructures, details of teachers, number of students and status of fulfillment 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 Vishaskha 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 conducted by the board and evaluation of answer scripts
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

PRINCIPAL
For Bharatiya Charitable Education Trust

Managing Trustee

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BVP Sr. Sec. School, Adat

Self attested

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 Provisional 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 provisional 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. The affiliation of the school is subject to the fulfillment of the following special conditions. The school is required to comply with the conditions mentioned below and report specific compliance with 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 number of section of the school shall be restricted to 24 as per the number of class rooms reported during inspection & further increase shall be subject to specific approval of the Board on the basis of the request of the school as per affiliation bye laws.

* 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.


* The school is required to upload a commencement certificate as per appendix VIII of the existing affiliation bye laws, within three 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.

Joint Secretary

Encl: as stated above.

For Bharathiya Charitable Education Trust


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