



LETTER DETAILS

NO : CBSE/931088/SS-90563-2324/2023-24/ Dated: 17/09/2023

The Manager,
ST. ELIZABETH ENG MED SCHOOL THRISSUR KL
ST ELIZABETH ENGLISH MEDIUM
SCHOOL,PONGANAMGAD,KURICHIKKARA POST
KERALA,THRISSUR, 680028
(M: 0487-2695073)

SUBJECT: - UPGRADATION TO SENIOR SECONDARY LEVEL -
REGARDING.

Ref : Application No.: - SS-90563-2324 DATED: 22/12/2022

Sir/Madam,

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

Affiliation No used as User ID for both OASIS and LOC/Registration System	931088
School No	76061
Affiliated for	Senior Secondary School Examination Class 1 to 12
Category	Upgradation of Affiliation
Period of affiliation	01.04.2023 to 31.03.2028
Year and Month From which admission can be taken in Class-IX/XI	1 April,2023
Year and Month in which first batch of Class-X/XII will appear in board examinations	1 April,2025

Sl. No. The school is directed to ensure that :

- 1 The total number of section of the school shall be restricted to 20, of which not more than 1/3rd sections may be used for senior secondary classes. Any further increase in section shall be subject to specific approval of the Board on the basis of the request of the school as per affiliation bye laws and subject to the availability of room size >500 sq ft and above. The number of students shall be restricted to 32 in class rooms of <500 ft size, as per the bye laws.
- 2 The school has converted regular cubicles inside the washrooms into CWSN toilets which are too small and narrow and on a raised platform, which makes them inaccessible. Signage is wrong and temporary. They are not as per norms and not acceptable. The school shall construct separate toilets for CWSN, boys and girls on every floor with proper permanent signage, as per norms of RPwD Act and guidelines issued by the board within 3 months and submit compliance on SARAS with videography.
- 3 The school has no ramp/lift to access the upper two floors by the CWSN. Lift construction work is underway as informed by the school and undertaken to complete it within 02 months. School is directed to complete the lift work and upload the compliance of the same at SARAS portal within 03 months with videography .
- 4 The composite Science Lab is poorly arranged with few small tables which under stocked also with insufficient instruments and insufficient seating capacity for students at work station. Lab has curtains which are hazardous and not safe. No gas connection and water basins seen. There are no standard safety features like fire extinguishers, exhaust fan, first aid box and warning for dos and don't in the lab for users. School is required to upgrade the Composite Science lab as per SoP on standard infrastructure on labs as notified vide circular no 11/2020 and upload the compliance on saras portal within 03 months with videography.
- 5 The Physics Lab is also seen with small table for work stations which are not proper and as recommended. Insufficient seating arrangements for users. Lab is under stocked with instruments and not manged with required safety measures also as per circular no. 11/2022 (recommended infrastructure for labs, library and sports) dated 04.10.2022. Biology lab is seen with insufficient seating arrangement for users. School is required to

upgrade the labs as per SoP and upload the compliance on SARAS portal within 03 months with videography.

- 6 School is found as not covered from all sides with concrete boundary wall of 6 feet height and at some part it is covered with tin sheds. School is directed to construct the concrete boundary of six feet height covering the school campus from all sides and upload the compliance with video link on saras portal within 03 months with videography.
- 7 The school shall ensure the training of its teachers through CoE, Thiruvananthapuram within 03 months and to upload the the compliance on SARAS portal.

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.)

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