

**The Manager,**  
**ST. MARYS SCHOOL TEENMILE SONITPUR ASSAM**  
**ST. MARYS SCHOOL,TEENMILE, KHALILA BHOMORA,PO-SONITPUR, DT- TEZPUR,**  
**BHAIRADPAD**  
**ASSAM,SONITPUR, 784004**  
**(M: 03712-268366)**

**SUBJECT: - UPGRADATION TO SENIOR SECONDARY LEVEL - REGARDING.**

**Ref : Application No.: - US-00086-2425 DATED: 23/06/2023**

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 :

<b>Affiliation No used as User ID for both OASIS and LOC/Registration System</b>	<b>230112</b>
<b>School No</b>	<b>35194</b>
<b>Affiliated for</b>	Senior Secondary School Examination Class 1 to 12
<b>Category</b>	Upgradation of Affiliation
<b>Period of affiliation</b>	01.04.2024 to 31.03.2029
<b>Year and Month From which admission can be taken in Class-IX/XI</b>	1 April,2024
<b>Year and Month in which first batch of Class-X/XII will appear in board examinations</b>	1 April,2026

<b>Sl. No.</b>	<b>The school is directed to ensure that :</b>
1	The number of sections of Bal-Vatika shall be restricted to 6 (Two sections each in Bal Vatika I, II & III respectively) and total number of section of the school shall be restricted to 30 from class I to XII of which not more than 1/3rd sections may be used for senior secondary classes. The optimum number of the 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	Details of three floors of a building is mentioned in the Fire safety certificate whereas school has 02 building blocks. School shall obtain the Fire Safety Certificate for both blocks of the school within 03 months and submit compliance.
3	School has given an affidavit informing that the other building block seen in the video is administrative block of the school. School is directed not to use the said administrative block for academic, residential, commercial or any other purpose apart from administrative setup.
4	40 Computers mentioned in the application but it appears that approx 25 computers are available in the Computer lab. In place of computer chairs, stools have been provided for seating which are not suitable. School shall upgrade the labs in the light of SoP issued by the Board within 03 months and submit compliance.

5	No ramp is constructed on entrance and to access the upper floors or no provision of lift made by the school. The school has not followed the guidelines issued by the Board and Provisions laid down in the RPwD Act to facilitate the CwSN. School shall construct the ramp with proper incline and handrails on both sides as per guidelines of the Board and norms of RPwD Act within 03 months and submit the compliance.
6	Only two CwSN toilets are established and these are regular cubicles converted into CWSN toilets, but they are very narrow and there is no room for a wheelchair/walker to navigate. Thus, the school is required to construct the CwSN toilets separately for boys and girls on each floor with sufficient space for easy movement of the wheelchair as well as handrail on both side of toilet seat (fixed and movable) and proper permanent signage (on the cubicle indicating the floor number) as per guidelines of the Board and norms of RPwD Act within 03 months and submit the compliance.
7	Biology lab is understocked and it does not have the fixtures such as piped gas supply, sink with running water on the workstation. Chemistry lab appears undersized. safety measures such as fire extinguisher and exhaust fans are not installed in any labs. Display of charts such as practical activities, Do's and Don'ts, time tables etc. are not available in the Labs. In place of lab stools plastic stools are provided for seating in all labs, which are not suitable for labs. School shall setup the labs as per SoP for labs issued by the Board within 03 months and submit compliance.
8	Math lab is undersized and understocked. Few Kits and aids are placed on small tables as makeshift arrangement. There is no space to conduct the activity in Math Lab. School shall setup the lab as per SoP for labs issued by the Board within 03 months and submit compliance.
9	PET/PTI is not appointed by the school. School shall appoint qualified PET/PTI as mentioned in rule 2.4.10 of affiliation bye law of the Board within 03 months and submit the compliance.
10	Some urinals in boys toilets are noticed without partition. School shall install partition in between all urinal in boys toilets and submit compliance within 03 months.
11	The school shall ensure the mandatory training of its teachers with CoE, Guwahati within 03 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.)**