



केन्द्रीय माध्यमिक शिक्षा बोर्ड
Central Board of Secondary Education
संबंधता - Online School Affiliation & Monitoring System R-2.0

As per new Affiliation Bye-Laws

Contact Us

Grant with Condition Letter for-:SL-01256-2122

NO . CBSE/AFF/SL-01256-2122/2021-22/

The Manager,
Mount Carmel Central School
#58, Mount Carmel Central School, Palace road, Vasanthnagar-560052
Bangalore
KARNATAKA ,bengaluru, 560052
(M: 08022201444)
Subject : General Affiliation up to Secondary Level- regarding.
Ref : Application No. SL-01256-2122 dated 18.03.2020.

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

Affiliation No. used as User ID for both OASIS and LOC/Registration System	831084
School No.	46713
Password for OASIS and LOC/Registration System is same as that used for Affiliation Application.	
Affiliated for	Secondary School Examination Class 1 to 10
Category	Fresh Affiliation
Period of General affiliation	01.04.2021 to 31.03.2024
Year and Month From which admission can be taken in Class-IX	1 April, 2021
Year and Month in which first batch of Class-X will appear in board examinations	March, 2023
SUBJECTS ALLOWED:	

Languages	NA
Elective Subjects	NA

The facilities reported at the time of last inspection:

S.No.	Detail	Nos	Size
1	Area of school campus	--	8094 (Square Meter)
2	Built up area	--	4448 (Square Meter)
3	Area of play ground	--	6981 (Square Meter)
4	Composite Science Lab	--	-- (Square Feet)
5	Mathematics Lab	1	560 (Square Feet)
6	Computer Lab	2	846 (Square Feet)
7	Biology Lab	1	1136 (Square Feet)
8	Chemistry Lab	1	1136 (Square Feet)
9	Physics Lab	1	826 (Square Feet)
10	Library rooms	1	1232 (Square Feet)
11	Occupied Class Rooms	43	560 (Square Feet)
12	Vacant Class Rooms	--	-- (Square Feet)
13	Name of society running the school	Teresian Carmel Education Society	

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 Classes. The school will follow syllabus and courses as per scheme of studies prescribed by the 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** for reference purpose and also advised to visit CBSE websites / , <http://cbseacademi> <http://cbse.nic.in/> for updates. The School is expected to see all circulars on these CBSE websites at every week.

3. The school shall submit their information through Online Affiliated School Information System 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. Please see point number 46 for OASIS credentials.
4. The school will follow the RTE Act, 2009 and instructions issued thereon by the CBSE/Respective Govt. from time to time.
5. The school will enroll students proportionate to the facilities available in the school as prescribed in the 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. Secor & 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 to the actual facilities in the school which shall be proportionate to the optimum number mentioned in (c) above.			

6. The school will provide well equipped Laboratories, Library and other facilities as per norms of the Board. 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. The school would ensure **computer student ratio of 1:20** at least. Proper software along with facility of Broadband 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 equipment in laboratories/workshops and games for classes XI and XII as per requirements laid down in the Bye-Laws of the Board.
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 shall 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 employ 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 officer 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/ Central Government/Local Authority within the prescribed time given for its furnishing to the authority and the school should prepare its annual report containing comprehensive information including name, address, postal and e-mail, telephone numbers, affiliation status, period of General affiliation, details of infrastructure, details of teachers, number of students and status of fulfillment of norms of affiliation Bye-Laws of the Board and 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 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, First Aid, Transportation, etc. Further, school will provide adequate facilities for potable drinking water and clean 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. 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 8.5 (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 school and to abide by the guidelines and norms prescribed by the Hon'ble Supreme Court of India in Writ No.666-70 of 1992 Vishaskha and other vs State of Rajasthan and other delivered on 13.8.1997 relating to sexual harassment of women at workplace.

20. Fees should normally be charged under the heads prescribed by the Department of Education of the for schools of different categories. **No capitation fee or voluntary donations** for gaining admission to 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 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 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) of Affiliation bye laws.
23. School will not prepare any student/ start class for **any other Board** except CBSE from their CBS school building/ premises
24. As per rule 13.12 (ii), no affiliated school shall endeavour to present the candidates who are not on the roll of the school. It shall 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 students for various examinations is not approved by the board. Strict action would be taken on default.
26. Each school affiliated/ to be affiliated with the Board shall frame **Service Rules** for its employees within the framework of the Education Act of the state/U.T., if the Act makes adoption of the same obligatory, otherwise the 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 schools. Further, **Salary and service conditions** of staff should be fixed in accordance with rule no. 3.3 (v) and rule 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 be adhered to.
- (b) Salary should be paid through Electronic Clearing Service (ECS) from the date of first appointment of 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 examination 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 providing comprehensive information such as affiliation status, details of infrastructure, details of teachers, students, address-postal and e-mail, telephone numbers etc.
31. Strict adherence to the provisions of Wild Life Protection Act while procuring plants and animals for 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 and text books published by NCERT/CBSE for the Middle classes as far as practicable or exercise discretion while selecting books of private publishers. The content must be scrutinized carefully to prevent objectionable content that hurts the feelings of any class, community, gender, religious group in school. 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 School Manager and the principal to the effect that they have gone through the contents of the books prescribed and own 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 VI to VIII should pass in the Central Teacher Eligibility Test (CTET)/ State Teacher Eligibility Test (STET).

conducted by the appropriate Government in accordance with the guidelines framed by the NC
purpose

34. As per rule no. 3.3 h (vi), every school should organize at least one week training programme for teachers in association with any teachers training institute recognized by the State or Central Government agency identified by the Board
35. Every secondary and senior secondary school shall appoint a person on full time basis for performing 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 Society/Management/Trust through agreement/sale deed. In case such transaction is effected 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 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 instrument of acceptance of terms of affiliation. The school is not allowed to alter or make any changes to 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 recommended so that two of them may be approved by the Board as its nominee in the School Committee. Of these 2-3 may be Principals of KV/JNV
41. The school shall apply for further Extension of General Affiliation 'Online' through www.cbseaff.in prescribed fee and other essential documents as per the time period given by the board in this regard. Expiry of the date of General affiliation otherwise penalty as per rules will be charged for late 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 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 mentioned conditions by the school, the school would be liable for disaffiliation under Chapter V, Rule 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 violation of the following rules/instructions of the Board will lead to action against school as per Rule 17 of Affiliation Bye-laws.
46. Concerned Regional Office is requested to create new email id of school (46713@cbseaff.in), to be used for all online activities and official communication with the Board. For example, if school number is 99999 then email ID will be 99999@cbseaff.in. Password for first time login for new email ID will be school number on school's email ID/ Mobile number of Principal given at the time of applying online for affiliation.
47. **The School is requested to complete the process and use the email ID** as per above instructions. Also requested to ensure that:-
 - a. **This email ID will be used for communication with CBSE only.** Do not use this email ID with other schools or organisations.
 - b. **This email ID is not to be printed on the school letter head**, to avoid its circulation in the public domain.
 - c. **If there is a change of the Principal, proper handing over of this email ID** (User ID and Password) should be done between outgoing and incoming Principal.
 - d. **All the examination related work and all CBSE related correspondence will be done on this email ID only.**
48. The school shall be solely responsible for any legal consequences arising out of the use of school name by one society/ trust or any other identity related to running of school affiliated to CBSE. The school shall also bear all legal charges incurred by the Board, if any, arising out of these circumstances.

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 to the Board with documentary and photographic evidence ONLINE within a period of 30 days from the date of affiliation. In case of non compliance of these conditions the school will be liable for action as per rule 17 of Affiliation Bye-laws.

and further increase shall be subject to specific approval of the Board on the basis of the request of the
as per affiliation bye laws. * School may ensure all safety measures for the safety and security of the
* School is required to make proper parking arrangements for school buses and other vehicles.

Joint Secret

Encl: as stated above.

This is a computer-generated document. No signature is required.
