

To

The Manager/Chairman,
Aastha Gramin Education Society, Vill. Dobhi (Hisar)

Memo No. 26/22-2014PS(2)

Dated Panchkula the :- 12-9-2014

Subject :- Recognition Certificate for the School under sub-rule (4) of rule 12 of Haryana State Right of Children to Free and Compulsory Education Rules, 2011 for the purpose of Section 18 of Right of Children to Free and Compulsory Education Act, 2009.

Dear Sir/Madam,

With reference to your application dated 26-6-2014 and subsequent correspondence with the school/inspection in this regard, I convey the grant for provisional recognition to Aastha International Public School, Dobhi (Hisar) for Class 1st to 8th to with effect from 01-04-2014 run by Managing Committee, Aastha Gramin Education Society, Vill. Dobhi (Hisar)

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

1. The grant for recognition is Class not extendable and does not in any way imply any obligation to recognize/affiliate beyond Class VIII.
2. The school shall by the provisions of Right of Children to Free and Compulsory Education Act, 2009 and the Haryana State Right of Children to Free and Compulsory Education Rules 2011.
3. The school shall admit in class I, to the extent of the Strength of that class. Children belonging to weaker section and disadvantaged group in the neighborhood and provide free and compulsory elementary education till its completion :

Provided, that in case of pre primary classes also, this norm shall be followed.

4. For the children referred to in paragraph 3, the school shall be reimbursed as per sub section (2) of section 12. To receive such reimbursements school shall provide a separate bank account.
5. The school shall not collect any capitation fee and subject the child or his or her parents or guardians to any screening procedure.
6. The school shall not deny admission to any child for lack of age proof. If such admission is sought subsequent to the extended period specified for admission, the same shall not be denied and the child shall not be discriminated on the ground of religion, caste or race, place of birth or any of them.

The school shall ensure that :-

- (i) no child admitted shall be held back in any class or expelled from school till the completion of elementary education in a school;
 - (ii) no child shall be subjected to physical punishment or mental harassment;
 - (iii) no child is required to pass any board examination till the completion of elementary education.
 - (iv) every child completing elementary education shall be awarded a certificate as laid down under rule 22;
 - (v) inclusion of students with disabilities / special needs as per provision of the Act;
 - (vi) the teachers are recruited with minimum qualifications as laid under section 23(1) of the Act. Provided further that the current teachers who, at the commencement of this Act do not possess minimum qualifications shall acquire such minimum qualification within a period of 5 years;
 - (vii) the teacher performs its duties specified under section 24(1) of the Act; and
 - (viii) the teachers shall not engage himself or herself for private teaching activities.
7. The school shall follow the syllabus on the basis of curriculum laid down by academic authority.
 8. The school shall enroll students proportionate to the facilities available in the school as prescribed 19.
 9. The school shall maintain the standards and norms of the school as specified in section 19 of the Act.

The facilities reported at the time of last inspection are as given under :-

- (i) Area of school campus total built up area.
- (ii) Area of play ground
- (iii) Number of class rooms
- (iv) Room for Headmaster-cum-Office-cum-Storerom
- (v) Separate toilet for boys and girls

11. The school buildings or other structures or the grounds are used only for the purposes education and development.
12. The school is run by a society registered under the Societies Registration Act, 1860(21 of 1860), or a public trust constituted under any law for the time being in force.
13. The accounts should be audited and certified by a Chartered Accountant and proper accounts statement should be prepared as per rules. A copy each of the statements of accounts should be sent to the District Elementary Education Officers every year.
14. The recognition code Number allotted to your school is 2662/HSR/8th/BOSE/2014. This may please be noted and quoted for any correspondence with this office.
15. The school furnishes such reports and information as may be required by the Director of Education/District Elementary Education Officer from time to time and complies with such instructions of the State Government/Local Authority as may be issued to secure the continued fulfillment of the condition or recognition or the deficiencies in working of the school.
16. Renewal of Registration of Society, If any be ensured.
17. Other Condition as per Annexure III.

RITU
ADDITIONAL DIRECTOR(ELEMENTARY)
O/o DIRECTOR GENERAL ELEMENTARY EDUCATION
HARYANA,PANCHKULA

Encl. No. Even

Dated, Panchkula, the 12-9-2014

Regd.

A copy is forwarded to the following information and necessary action:-

1. Deputy Commissioner, Hisar
2. District Elementary Education Officer, Hisar
3. District Education Officer, Hisar
4. Secretary, Haryana Board of School Education, Bhiwani.
5. HeadMaster, Aastha International Public School, Dobhi (Hisar)
6. Technology Officer (I.T.)


12/9/14
SUPERINTENDENT (PS)

FOR DIRECTOR GENERAL ELEMENTARY EDUCATION
HARYANA, PANCHKULA

- (e) Schools running on less than 01 acre campus **in metropolitan cities** 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 to Class XII

9. The school will provide well equipped Library with all relevant reference books to the academic level of students and would keep at least 05 books per student subject to a minimum of 1500 books excluding text books.
10. The school will also abide itself by the conditions of affiliation already prescribed by the State Government concerned.
11. 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 number of students in the class should not be very large. 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.
12. 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.
13. 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.
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 use the activities for **commercialization**:-
- 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.
 - 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.
16. Teachers are to be made educated regarding **corporal punishment** & should avoid any type of such involvement in accordance with 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 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.
20. Each school 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.

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21. **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:-
- 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.
 - Salary should be paid through Electronic Clearing Service (ECS) from the date of first appointment of the teachers on probation.
22. 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 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 website before 15th September of every year.
23. 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.
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. **Health, sanitation and fire safety** should be adequately equipped in accordance with rule no. 3.3 (vii), rule 8.5 and rule 23.11.
28. **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.
29. 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.
30. 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.
31. 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.
32. 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.
33. 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 scrutinized 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 website



केन्द्रीय माध्यमिक शिक्षा बोर्ड
CENTRAL BOARD OF SECONDARY EDUCATION

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46. In case of established violation of Affiliation Bye laws and any of the above mentioned conditions by any school, the school would be liable for disaffiliation under Chapter V, Rule No. 17 of Affiliation Bye-laws.
47. The school is required to follow the safety guidelines as issued by the Board vide Circular No.-19/2017 dated 12.09.2017 captioned "Safety of Children in school"
48. The School is further directed to submit the two original copies of Agreement (copy enclosed) in a stamp paper of Rs.100/- denomination each duly signed by the competent authority of the society running the school, within 15 days of issuance of grant letter, as your acceptance for abiding the Affiliation & Examination Bye Laws of the Board.
49. The school is required to contact the concerned Regional Office of CBSE for allotment of school number and password for online Registration of candidates.
50. Special conditions to be complied within 30 days:-
 1. The school is required to appoint PGTs (specialized in particular subject) for all subjects proposed at Senior Secondary Level and submit the details to Board.
 2. The school is required to appoint Special Educator as per rule 13(11) of Affiliation Byelaws of the Board and as mentioned in Board's circular dated 25.06.2015.

DEPUTY SECRETARY (AFF)

No. CBSE/Aff./531477)SS-00746-1718/2017

Copy to:-

1. The Principal, Aastha International Public Sr. Sec. School, V.P.O. Dobhi, Hissar, Haryana-125001.
2. The Director (IT), C.B.S.E, Preet Vihar, Delhi alongwith the CD of the inspection of the school conducted by the Inspection Committee constituted by the Board.
3. The Regional Officer, Regional Office CBSE, Sector-5, Panchkula-134109-You are requested to allot school number and password to the school at the earliest.
4. The Suptd. P.S., For Director, of School Education, Government of Haryana, Office of Director, School Education, 30 Bays Building, 3rd Floor, Sector - 17 B, Chandigarh - 160017.
5. The Research Officer (Technology), AMC Unit, CBSE, HQ, Delhi.

DEPUTY SECRETARY (AFF)

Principal
Aastha International Public School
DOBHI (HISAR)