



# SARAS 4.0

## School Affiliation Re-Engineered Automation System



### LETTER DETAILS

NO : CBSE/531511/SL-90614-2324/2023-24/

Dated: 27/09/2023

**The Manager,**  
**N M CONVENT PUBLIC SCHOOL SIRSA HARYANA**  
**N M CONVENT PUBLIC SCHOOL, VILL ALIKAN, SIRSA**  
**HARYANA, SIRSA, 125104**  
**(M: 0166822643-01668226434)**

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

**Ref : Application No.: - SL-90614-2324 DATED: 21/12/2022**

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 Secondary Level as per details given below :

<b>Affiliation No used as User ID for both OASIS and LOC/Registration System</b>	<b>531511</b>
<b>School No</b>	41535
<b>Affiliated for</b>	Secondary School Examination Class 1 to 10
<b>Category</b>	Upgradation of Affiliation
<b>Period of affiliation</b>	01.04.2023 to 31.03.2028
<b>Year and Month From which admission can be taken in Class-IX</b>	1 April,2023
<b>Year and Month in which first batch of Class-X will appear in board examinations</b>	1 April,2025

<b>Sl. No.</b>	<b>The school is directed to ensure that :</b>
1	The total number of sections of the school shall be restricted to 12. Any further increase of section shall require prior approval of the Board, subject to compliance with affiliation bye laws and availability of rooms of 500 sq. ft. dimension.

2	The Building Safety Certificate uploaded by the school has neither been issued in the official letter-head nor has the seal of the issuing authority. Further, the date of the certificate is required to be corrected. School is required to obtain fresh building safety certificate on the official letter head with correct detail and seal of the issuing authority and submit compliance.
3	The CWSN toilets are very small / narrow and there is no room for a wheelchair/walker to navigate. The school shall construct separate toilets for CWSN, boys and girls on every floor with proper permanent signage (on the cubicle indicating the floor number) as per norms of RPwD Act and Board's guidelines and submit compliance.
4	The composite science lab does not have exhaust fans. The lab is with inadequate seating and storage arrangement. Gas cylinder & curtains have been seen inside the lab, which are against the safety norms. Hence, the school is required to set-up the lab as per Board's SoP with permanent fixtures, storage and seating arrangement. School is also directed to adhere to the safety norms and submit compliance.
5	Library does not have separate reading space for the staff. The accession register has not been maintained properly. Registers does not poses any date of entry or date of purchase. Library does not have quality books for the students. School is required to upgrade the Library as per board's SOPs and submit compliance.
6	The sports room appears to be undersized; hence, school is required to shift the sports room to a bigger room. The school is required to make adequate provisions for indoor/outdoor sports facilities and submit the compliance.
7	The boys' urinals shown in the inspection video are without partitions (video reference time 2:03:25). School is required to make provision for partitions in the urinals and submit compliance.
8	Peeling paint has been seen in many places. Dampness in the school washrooms has been noticed. Maintenance of toilet has not been found proper. Lack of cleanliness has been seen. Some portion of boundary wall of the school building has not been got plastered and white washed. School is required to improve the general upkeep and maintenance of the school building and submit compliance.
9	The school is required to fix proper signage in the entrance of toilets, labs and other rooms and submit the compliance.
10	School is required to upgrade its facilities in the light of SOPs and guidelines issued by the Board, address to the above advisory points, remove the deficiencies mentioned above and submit the proof of compliance through videography within 3 months on the 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 with in 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.)**

*This is an electronically generated document. It does not need any signature.*

*To verify the authenticity of the document , please visit*

*(<http://www.saras.cbse.gov.in/saras/AffiliatedList/ListOfSchdirReport>).*

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