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CENTRAL BOARD OF SECONDARY EDUCATION

(An Autonomous Organisation under the Union Ministry of Human Resource Development Govt. of India)

"SHIKSHA KENDRA", 2, COMMUNITY CENTRE, PREET VIHAR, DELHI – 110 092

REGD.

No. CBSE/Aff./ 530831-SS-00626-1213/ 40411117 **Dated: 28/03/2012**

To
The Manager
Apex Public School
Vill. Palhawas, PO Palhawas,
Dist. Rewari, Haryana – 123 035.

Sub: Upgradation in respect of above said school.

Sir/Madam,

With reference to your application dated **13/06/2011** and subsequent inspection of the school, I am directed to convey sanction for provisional affiliation to the above said school for **Senior School Certificate Examination** for a period of **three years** w.e.f. **01/04/2012 to 31/03/2015** in the following subjects:-

Subjects:- English Core, English Elective, Hindi Core, Hindi Elective, Geography, History, Physics, Chemistry, Mathematics, Biology, Accountancy, Business Studies, Physical Education, Punjabi, Economics, Political Science & Computer Science.

The sanction is subject to the fulfillment of the following conditions in addition to the general conditions intimated at the time of grant of provisional affiliation for secondary classes:

1. "The school will follow syllabi and courses as per scheme of studies prescribed by the Board for Senior School Certificate Examination and changes made therein from time to time."
2. The school will implement Continuous and Comprehensive Evaluation (CCE) as per the schemes of the Board upto Classes X.
3. As per the newly implemented CCE scheme vide **Circular No. 39/20-09-2009 dated 20.09.2009**, the students of class X will appear in the Summative Assessment-II (SA-II) conducted at the school level only. However, those students of class X, who opt to move out of CBSE system in Class XI to any other Board, will exercise the option to appear in the SA-II conducted at the Board level. Both the students will get the same certificate issued by the Board at the end of class X.
4. The school will follow the RTE Act, 2009 and instructions issued thereon by the CBSE/Respective State Govt./UT.
5. The school will provide additional suitable facilities for classes XI and XII, as per requirements laid down in the rules.
6. It will increase the number of books in the Library and equipments in the Laboratories/Workshops with adequate games facilities etc. in consonance with the requirements of the Board for Classes XI & XII.
7. It will appoint only qualified staff to teach Classes XI & XII as per requirements laid down by the Board.
8. It will provide facilities for adequate co-curricular and extra-curricular activities for the wholesome development of the students.
9. It will abide itself by the Affiliation Bye Laws of the Board and other rules and regulations prescribed by the Board from time to time.
10. The school will enroll students proportionate to the facilities available in the school as prescribed in the Affiliation Bye-Laws of the Board which shall not in general exceed the optimum number as under from Pre-Primary to Class XII :-

	Campus area	Enrolment	No. of Sections (pre-primary to X)	No. of Sections at Sr. Secondary (XI &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 as per the actual facilities in the school which shall be proportionate to the optimum number mentioned at (a), (b) and (c) above.

Contd.....2/-

e) Schools running on less than 01 acre campus 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 upto Class XII

School will provide physical facilities as per norms of the Board. The facilities reported at the time of last pection are as given under:-

1. **Area of school campus - 9990 Sq. Mtrs.**
2. **Total built up area - 2626 Sq. Mtrs.**
3. **Area of play ground - 4050 Sq. Mtrs.**
4. **No. of class rooms - 24 - 25 X 20 (Ft.)**
5. **No. of labs:**

Biology	**- 01**	**- 32 X 20 (Ft.)**
Physics	**- 01**	**- 32 X 20 (Ft.)**
Chemistry	**- 01**	**- 32 X 20 (Ft.)**
Maths	**- 01**	**- 25 X 20 (Ft.)**
Computer Science	**- 01**	**- 25 X 20 (Ft.)**
Composite Science Lab	**- 01**	**- 25 X 20 (Ft.)**
Geography Lab	**- 01**	**- 25 X 20 (Ft.)**
Other Rooms	**- 04**	**- 20 X 12 (Ft.)**

6. **Size of Library – 53 X 25 (Ft.)**
7. **No. of books - 5010.**

12. The school will strictly adhere with all rules regarding safety of students including Fire fighting, Drinking water, Sanitation, Transportation, etc.
13. The school will apply for further Extension of Provisional Affiliation on the prescribed form together with the prescribed fee of **₹ 25000/-** and other essential documents in the preceding year before the expiry of the date.
14. The school is eligible to open CBSE pattern classes XI **w.e.f. 01.04.2012.** Accordingly, 1st Batch of class XII of the school will be appearing at the CBSE Examination to be held in **2014.**
15. Other conditions are as per **Annexure 'A'** enclosed.
16. **Special conditions to be complied within three months:-**

a) The school is required to appoint PGTs/teachers in the concerned subjects & also maintain section teacher ratio i.e. there must be 1.5 teachers per section to teach various subjects.
b) The school is required to send teachers for CCE, in-service, refreshers/re-orientation programme to update their knowledge and teaching skills.
c) In few classes the school is having a large enrolment making the class over crowded. As per Affiliation Bye-laws of the Board the optimum strength of a section should not exceed more than 40 students.
d) The school is required to pay salary, DA and other allowances as per State Govt./VIth pay commission and provide a copy of acquittance roll for the last 03 months and documents evidence that the salaries are being paid through bank by single banker cheque.
e) The school is required to made reserve fund in the joint names of the Manager of the school concerned and the Secretary of the Board in the scheduled Bank according to the strength of the students and send a copy of the same.
f) The school is required to purchase more equipment's for higher classes for labs.
g) The school is required to arrange all materials in school such as teacher's manual, report card, FAQ etc.

Yours faithfully

Manager
APEX PUBLIC SCHOOL
PALHAWAS

Principal
Apex Public School
Palhawas

DEPUTY SECRETARY (AFF

No. CBSE/Aff./530031-SS-00626-1213 **Dated: 28/03/201**

Copy to:-

1) The Principal, Apex Public School, Vill. Palhawas, PO Palhawas, Dist. Rewari, Haryana - 123 035.
2) The Supdt. P.S., For Director of School Education, Government of Haryana, Office of Director, Scho Education, 30 Bays Building, 3rd Floor, Sector - 17 B, Chandigarh - 160017
3) The Regional Officer, Regional Office CBSE, Sector 5, Panchkula - 134109
4) The Dy. Secy. (IT), AMC Unit, CBSE, Delhi
5) The Concerned Desk Officer, Haryana

DEPUTY SECRETARY (AF