

NO : CBSE/730119/US-00478-2526/2025-26/

Dated: 04/09/2024

**The Manager,
SGSD INTERNATIONAL SCHOOL
MACHINE DOMANA,JAMMU,JAMMU AND KASHMIR
JAMMU AND KASHMIR,JAMMU, 181206
(M:)**

SUBJECT: - UPGRADATION TO SENIOR SECONDARY LEVEL - REGARDING.

Ref : Application No.: - US-00478-2526 DATED: 10/07/2024

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 :

Affiliation No used as User ID for both OASIS and LOC/Registration System	730119
School No	23679
Affiliated for	Senior Secondary School Examination Class 1 to 12
Category	Upgradation of Affiliation
Period of affiliation	01.04.2025 to 31.03.2030
Year and Month From which admission can be taken in Class-IX/XI	1 April,2025
Year and Month in which first batch of Class-X/XII will appear in board examinations	1 April,2027

Sl. No.	The school is directed to ensure that :
1	The total number of sections of the school from class I to XII shall be restricted to 24, 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 for a classrooms size of 500 sq ft and above. Further, increase of sections shall be subject to specific approval of the Board based on the request of the school as per affiliation bye law and availability of class rooms of greater than 500 sq ft dimension. The school is directed to run at least 01 section each of Bal-Vatika I, II & III in accordance with established norms permitted vide Board's circular no. 12/2023 dated 24-03-2023 & 25/2023 dated 11-09-2023.
2	The land certificate uploaded by the school is not in the format (Annexure-B) as prescribed in SARAS 5.0 manual and does not contain all relevant details. The land certificate has been issued on dated 14.04.2021; however, it should have been issued not more than 1 year before the date of application. School shall obtain the revised land certificate as per Annexure-B, with all relevant details within 03 months and submit compliance.
3	The building safety certificate dated 01.07.2023 uploaded by the school is not in the format (Annexure-D) as prescribed in SARAS 5.0 manual and does not contain all relevant details. School shall obtain the building safety certificate as per Annexure-D, with all relevant details, from appropriate authority and submit compliance.

4	The uploaded fire safety certificate is not valid, as on date. It has been issued on 10.10.2023 for a period of six months only. School shall obtain revised fire safety certificate from the appropriate authority, with all relevant details and submit compliance.
5	School has made provision of water connection/sink in the corner of the Biology lab, however, it should have been provided on the work-stations in the centre of the lab. School shall upgrade the Biology lab, as per Board's SOPs, within 03 months and submit compliance with videography on SARAS Portal.
6	Mathematics lab appears to be temporarily arranged. It does not have seating arrangement for accommodating 40 students at a time. School shall upgrade the lab as per Board's SOPs, within 03 months and submit the compliance with videography.
7	School has not made any provision of separate reading area for staff/teachers in the library. School shall upgrade the library as per SoP issued by the Board and submit compliance on SARAS portal within 3 months.
8	The school does not seem to have referred to RPwD Act and guidelines of the Board for CwSN toilets. Regular cubicles have been converted into CwSN toilets, which are too small and narrow for free movement of wheelchair/walker. As per board's circular no. 11/2024 dated 09.08.2024, separate CwSN toilets for girls and boys should be maintained on the ground floor of the school building. If classes are conducted on any floor other than the ground floor, separate CwSN compliant toilets for boys and girls with adequate space for the Wheelchair / Walker must mandatorily be maintained on those floor(s) as well. School shall comply with the guidelines for CwSN as per board's circular dated 09.08.2024, within 03 months and submit compliance with videography.
9	The school shall ensure the training of its teachers with CoE Chandigarh within 3 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.)