

NO : CBSE/2430371/US-00287-2425/2024-25/

Dated: 31/07/2024

**The Manager,  
BIRLA HIGH SCHOOL - MUKUNDAPUR  
457, BARAKHOLA, MUKUNDAPUR, PURBA JADAVPUR  
WEST BENGAL, SOUTH 24-PARGANA, 700099  
(M: )**

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

**Ref : Application No.: - US-00287-2425 DATED: 25/07/2023**

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 :

<b>Affiliation No used as User ID for both OASIS and LOC/Registration System</b>	<b>2430371</b>
<b>School No</b>	16171
<b>Affiliated for</b>	Senior Secondary School Examination Class 1 to 12
<b>Category</b>	Upgradation of Affiliation
<b>Period of affiliation</b>	01.04.2024 to 31.03.2029
<b>Year and Month From which admission can be taken in Class-IX/XI</b>	1 April,2024
<b>Year and Month in which first batch of Class-X/XII will appear in board examinations</b>	1 April,2026

<b>Sl. No.</b>	<b>The school is directed to ensure that :</b>
1	The total number of sections of the school from class I to XII shall be restricted to 45 of which not more than 1/3rd sections may be used for senior secondary classes. The optimum number of students shall be restricted to 40 for a classroom size of 500 sq ft and above. Further, the 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 classrooms of greater than 500 sq ft dimension
2	The school is directed to run atleast 01 section each of bal-vatika I, II & III subject to the maximum bal-vatika permitted vide Board's circular no. 12/2023 dated 24-03-2023 & 25/2023 dated 11-09-2023.
3	The school has submitted renewed building safety certificate issued by Emp. Engineer, which is not acceptable. Thus, the school is required to obtain the renewed building safety certificate with details of all the blocks/ floor and validity to be issued by an officer, not below the rank of an Assistant Engineer of the Government Works Department within 03 months and submit the same in compliance.
4	The school is required to make the gas connection in the workstation of the composite science lab, and constitute the committee of PTA within 03 months and submit the compliance.
5	The school shall conduct training of its teachers with CoE Bhubaneswar within 03 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.)**