

Central Board of Secondary Education

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

PREET VIHAR, DELHI - 110 092, INDIA

CERTIFICATE OF AFFILIATION

ST XAVIER'S PUBLIC SCHOOL , POTHANICAD ERNAKULAM DISTT KERALA

This is to certify that

_____ is provisionally affiliated

with Central Board of Secondary Education, Delhi for Secondary (Class-X) and Senior Secondary (Class-XII) Level Examinations of the Board and the Affiliation

Number of the school is 930706.



Secretary

Central Board of Secondary Education



Chairman

Central Board of Secondary Education

Date: 11th November, 2014

Gram : CENBOSEC, Delhi - 92
E-Mail: cbseedi@nda.vsnl.net.in
website: www.cbse.nic.in



Phone: 22509256-59
Fax: 22515826
Telex : 66015-CBSE-IN

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 - 110 301

REGD

No. CBSE/Aff./930706/SS-00256-1213/2012//404583

Dated: 28.03.2012

The Manager,
St. Xavier's Public School,
Pothanicad P.O.,
Kothamangalam, Ernakulam,
Kerala - 686671.

Sub: Upgradation to +2 stage in respect of above said school.

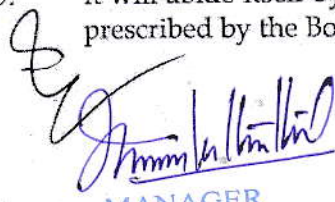
Sir/Madam,


With reference to your application dated 24.06.2011 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. 1.4.2012 to 31.3.2015 in the following subjects:-

- Languages: Malayalam, English Core,
- Elective Subjects: History, Economics, Mathematics, Physics, Chemistry, Biology, Business Studies, Accountancy, Informatics Prac., Computer Science, Office Prac & Sect., Off. Communication.

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:

- "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."
- The school will implement Continuous and Comprehensive Evaluation (CCE) as per the schemes of the Board upto Classes X.
- 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.
- The school will follow the RTE Act, 2009 and instructions issued thereon by the CBSE/Respective State Govt./UT.
- The school will provide additional suitable facilities for classes XI and XII, as per requirements laid down in the rules.
- 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.
- It will appoint only qualified staff to teach Classes XI & XII as per requirements laid down by the Board.
- It will provide facilities for adequate co-curricular and extra-curricular activities for the wholesome development of the students.
- 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.


MANAGER
ST. XAVIER'S PUBLIC SCHOOL
POTHANICAD - 686 671


ST. XAVIER'S PUBLIC SCHOOL
Pothanicad, Pin : 686 671
School Code : 75655
Ernakulam Dist., Kerala
xspsothanicad@yahoo.co.in

PRINCIPAL
ST. XAVIER'S PUBLIC SCHOOL
POTHANICAD-686 671

CENTRAL BOARD OF SECONDARY EDUCATION
SHIKSHA KENDRA, 2, COMMUNITY CENTRE, PREEET VIHAR, DELHI-110 092.

Affln.No. 930706/SS-00256-1213

Other Conditions:

Conditions for which compliance to be submitted within three months of issue of sanction letter:-

1. Running starting of Class IX/X & XI/XII without prior Provisional Affiliation upto Secondary level/Sr. Secondary level from the Board would be unauthorized classes and school shall be responsible for the consequences arising out of it.
2. Non-submission of application for extension of provisional affiliation by 30th June of the year preceding to the year by which provisional affiliation granted, expires, would also attract violation of provisions of Affiliation Bye-laws.
3. School will not prepare any student/start any class for any other Board except CBSE from their CBSE affiliated school building/premises.
4. The Board would not allow any transfer of property/sale of school by one society/ Management/ Trust to another Society/Management/Trust through agreement/sale deed and the school shall not be closed down in the same premises. In case such transaction is effected explicitly or implicitly the Board shall withdraw its affiliation with immediate effect.
5. Pay & Allowances to staff should be revised time to time to bring it at par with that to State Government.
6. The service conditions be strictly followed as per State Education Act and Staff be given appointment/confirmation letters etc. accordingly.
7. 5-6 names of persons not below the rank of Principal of Sr. Secondary School affiliated with the Board be recommended so that two of them may be approved by the Board as its nominee in the School Managing Committee. Of these 2-3 may be Principal of KV/JNV.
8. The school shall maintain section teacher ratio at least 1:1.5 at each level i.e. Primary (I-V) Secondary (VI-X) and Sr. Secondary (XI-XII).
9. 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.
10. Rs.../-..... on account of annual fee for the .../-..... years may please be remitted.
11. The school shall maintain Reserve Fund in the joint names of the Manager of the school concerned and the Secretary of the Board in the scheduled Bank to the extent indicated below:-

Upto	-	500	Students	Rs.60,000/-
501	-	750	"	Rs.80,000/-
751	-	1000	"	Rs.1,00,000/-
Above	-	1000	"	Rs. 100/- per student round to nearest thousand.

The interest accruing out of the deposit of reserve fund made by the Institution at the time of affiliation/extension of affiliation be not withdrawn by the management under any circumstances what so ever.

Sulbhashree

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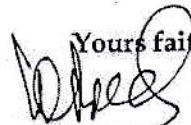
Sd/-
DEPUTY SECRETARY(AFFLN)

Jammulath

MANAGER
ST. XAVIER'S PUBLIC SCHOOL
POTHANICAD - 686 671

	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.			
(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 |
11. School will provide physical facilities as per norms of the Board. The facilities reported at the time of last inspection are as given under:-
- | | | | |
|-------|---|--------------------|--------------------|
| (i) | Area of school campus | - | 8761 Sq. mtr. |
| (ii) | Total built up area | - | 2540.64 Sq. mtr. |
| (iii) | Area of play ground | - | 4000 Sq. mtr. |
| (iv) | No. of class rooms | - 19 - 20 x 20 | |
| (v) | No. of labs | Biology | - 01 - 30 x 20 |
| | | Physics | - 01 - 30 x 20 |
| | | Chemistry | - 01 - 30 x 20 |
| | | Maths | - 01 - 20 x 20 |
| | | Computer Science | - 01 - 30 x 20 |
| | | Other rooms | - 03 - 20 x 20 |
| | Vacant rooms | - 04 - 20 x 20 | |
| (vi) | Size and number of books in the Library | -01 - Size 30 x 20 | No. of Books 3631. |
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 Rs. 25,000/- and other essential documents in the preceding year before the expiry of the date.
14. The school will open CBSE pattern classes XI w.e.f. 1.4.2012. 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:-
- Principal with required academic and administrative experience to be appointed.
 - Good quality teachers who can communicate well to be appointed and salary, allowances at par with that of corresponding categories of teachers working in the State Govt. Schools is required to be paid.
 - The service books in the required format to be maintained.

Yours faithfully,


DEPUTY SECRETARY (AFF)

Dated: 28.03.2012

No. CBSE/Aff./930706/SS-00256-1213/2012/

Copy to:

- The Principal, St. Xavier's Public School, Pothanicad P.O., Kothamangalam, Ernakulam, Kerala - 686671.
- The Regional Officer, CBSE, New No.3, J-Block, Anna Nagar (W), 16th Main Road, Chennai.
- The Desk Officer (Kerala), Affiliation, CBSE, Delhi.



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POTHANICAD-686 671

DEPUTY SECRETARY (AFF)



MANAGER

ST. XAVIER'S PUBLIC SCHOOL

POTHANICAD - 686 671



केन्द्रीय माध्यमिक शिक्षा बोर्ड
Central Board of Secondary Education

संबंधता - Online School Affiliation & Monitoring System R-2.0

As per new Affiliation Bye-Laws



Contact Us

Grant Letter for:-EX-01905-2021

NO : CBSE/AFF/930706 /EX-01905-2021/2020-21/

Dated: 03/10/2020

The Manager,
ST XAVIERS PUBLIC SCHOOL
POTHANICAD P.O ERANAKULAM DIST. KERALA
KERALA ,ERNAKULAM , 686671
(M: 04852970390)

Sub: Extension of General Affiliation up to Secondary/Senior Secondary Level - regarding
Ref: Application No. EX-01905-2021

With reference to your application on the subject cited above; I am directed to convey the approval for Extension of General Affiliation as per details given below:-

Affiliation No : 930706
Affiliated for : Senior Secondary
Category : Extension of General Affiliation
Period of Extension of : 01.04.2020 to 31.03.2025

In view of current COVID-19 pandemic which has most severely affected the normal functioning of schools in the country, however, the school is pursuing to provide extension of affiliation so as to avoid any difficulty for the purpose of admission /registration/ obtaining loan/renewal of various safety certificates from appropriate state authorities.

Therefore, the competent authority of the Board after due consideration has accorded approval for extension of Affiliation based on details/data submitted by school in online application for a further period of 5 years subject to fulfilment of following conditions:

1. The school will follow the **RTE Act, 2009** and instructions issued thereon by the CBSE/Respective State /UT Govt. from time to time.
2. The School is required to apply online for further extension of affiliation along with the requisite fee and other documents as per Rule 10.3 of Affiliation Bye Laws, 2018.
3. The school will also abide by the conditions prescribed, if any, by the State Government concerned as mentioned in certificate as per appendix III issued by District Education Officer (DEO) /equivalent officer
4. The school should ensure the strong governance and management of its activities in way of comprehensive and quantifiable planning in way of curriculum planning, infrastructure, resources, physical education, staff development and other co-curricular areas.
5. The school should go through the provision of **Affiliation and Examination Bye Laws and keep a copy there of for reference purpose** and also advised to visit CBSE websites i.e. <http://cbseacademic.nic.in/> & <http://cbse.nic.in/> for updates. The School is expected to see all circulars on these CBSE websites regularly.
6. The school will strictly adhere to all rules regarding safety of students including Fire fighting and Transportation, etc. Further, school will provide adequate facilities for potable drinking water and clean healthy and hygienic toilets with washing facilities for boys and girls separately in proportion to the number of students. The school will ensure that Fire, Building, health and sanitation and safe drinking water certificates are renewed from time to time, as per norms.
7. **Admission to the school** is to be restricted as per relevant rules of Examination Bye-laws and rule 2.4.5, 2.6.5, 7.1, 7.2, 8.4.2, 8.4.10 & other relevant rules of Affiliation bye laws.
8. The school is required to follow rule No.2.4.7 and 2.4.8 of Affiliation Bye Laws regarding Books and Quality of Education.
9. The number of sections may be restricted as per the Appendix V of the Affiliation Bye-Laws of the Board. For increase in number of sections, the School shall apply online to the Board as per rule 15.7 of Affiliation Bye laws.
10. 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 related to running of school affiliated to CBSE. The school shall also be liable to bear all legal charges incurred by the Board, if any, arising out of these circumstances.
11. The school must strive to promote conservation of environment on their campus through rain water harvesting, segregation of waste at source, recycling of organic waste, proper disposal of waste including electronic waste, use of energy saving and energy efficient electrical equipment, greening of campus, use of solar energy, education and awareness amongst children on environment conservation and cleanliness etc
12. The school shall submit their information through Online Affiliated School Information System (OASIS) as per details given in circular no. affiliation-05/2018 dated 24.04.2018. Link for OASIS is available on Board's website: www.cbse.nic.in
13. The optimum Section teacher ratio of 1:1.5 as well as student teacher ratio of 30:1 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. Every affiliated school shall sponsor regularly its bonafide and eligible students in Boards Class X and Class XII examinations from the year mentioned while granting affiliation/up-gradation regularly without break or inform with reasons thereof in writing well in time about the non-sponsoring of the candidates.
15. Running of coaching institutions in the school premises in the pretext of providing coaching to the students for various examinations is not permitted by the Board. Strict action would be taken on defaulters.
16. The Manger and the Principal of the school shall be jointly responsible for the authenticity of the online/offline documents/ information/data submitted by the School to the Board.
17. Apart from rules to be adhered to by the school as mentioned above for drawing specific attention of the school authorities, the school authorities are required to acquaint themselves with all the rules contained in Affiliation & Examination Bye-laws and circulars/guidelines/notification issued by the Board from time to time. Any laxity in following rules/instructions of the Board will lead

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https://saras.cbse.gov.in/cbse_aff/school/SchoolLettviw.aspx

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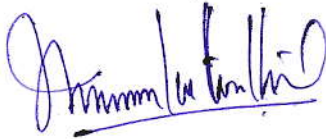
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- The genuineness of information / documents / data submitted shall be of school and in case, if found otherwise the school shall invite action as per affiliation Bye laws-2018
19. The school shall be responsible for submission of any pending compliance, reply of show cause /legal notice/ complaint and for submission of date/information sought by the Board. The extension of 05 years shall be from the date of cessation of previous validity of extension of affiliation
 20. The school is required to remit pending fee, if any
 21. The extension of affiliation is being granted as one time measure. However, the cases where the Show Cause Notice was communicated or grievance / legal cases are pending against the school, the Board will take appropriate decision in this matter
 22. The school shall renew all mandatory safety certificate i.e Safe Drinking Water & Health and Hygiene certificate, Fire Safety Certificate and Building Safety Certificate from concerned Govt authorities time to time
 23. The school shall also maintain record of certificate, compliances, data and other records/information and shall be fully responsible to produce all such records before Board and appropriate Government Authorities when asked for, failing which necessary action shall be taken as per Affiliation-Bye-Laws of the Board. The school shall also be liable for action by the appropriate Govt., in case of violation / non-compliance of the concerned Govt. norms
 24. The Board reserves the right to conduct inspection of school as per clause 11.2 and 11.4 of Affiliation Bye Laws.

Deputy Secretary/ Joint Secretary(Affiliation)

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