

NO : CBSE/1530050/US-00003-2526/2025-26/

Dated: 13/09/2024

**The Manager,
PUBLIC SCHOOL NARAYANI ROAD PHULBANI OD
PUBLIC SCHOOL, NARAYANI ROAD, KANDHAMAL
ODISHA, KANDHAMAL, 762001
(M: 06842-253555)**

SUBJECT: - UPGRADATION TO SENIOR SECONDARY LEVEL - REGARDING.

Ref : Application No.: - US-00003-2526 DATED: 13/02/2024

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	1530050
School No	15441
Affiliated for	Senior Secondary School Examination Class 1 to 12
Category	Upgradation of Affiliation
Period of affiliation	01.04.2024 to 31.03.2029
Year and Month From which admission can be taken in Class-IX/XI	1 April,2024
Year and Month in which first batch of Class-X/XII will appear in board examinations	1 April,2026

Sl. No.	The school is directed to ensure that :
1	The total number of sections of the school from class I to 12 shall be restricted to 50 for both shift of which not more than 16 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 shall run atleast 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	Land Certificate is not as per norms in Annexure B. Therefore, the school shall submit the latest Land Certificate (with correct information of land area) STRICTLY as per the Annexure-B of SARAS 5.0. The certificate should have been issued not more than 1 year before the date of application. The Competent Authority to issue the land certificate is - DM/ADM/SDM /Tehsildar/ Naib – Tehsildar/ Registrar/ Sub-Registrar or any other equivalent authority competent to issue such certificate. Land certificate should be in consonance with part A declaration. The land certificate must be as per format prescribed and no other format will be acceptable.
3	Fire Safety Certificate – has been expired on 27th Aug'24. It needs renewal. Hence, the school shall submit the Valid Fire safety Certificate as per Boards norms. It should be issued by the Govt. Fire Safety Department/Authorized Officer of the Local Bodies such as Municipal Corporation with the validity in the name of school only.

4	Infrastructure and facilities in the Laboratories, Library and Sports –without storage and not as per the SOPs. Some Area of Playground and school campus also needs maintenance and upgradation as per SOPs. Indoor games are not seen in the Videography. Maths Lab is not upto the mark and under stock. Hence, the school shall upgrade the ALL Science Labs, Library, Maths Lab and Sports facilities with safety features as per Circular no. 11/2022 dated 4th October, 2022 and submit the compliance with videography on saras portal within 3 months.
5	Composite Science Lab – The school does not have Composite Science lab, while it is mandatory for Secondary student. Thus the school is required to create the composite science lab as per the Board norms and submit the compliance on SARAS portal within the 3 months
6	Toilets and Ramp are not looking CWSN friendly. The CwSN toilets for boys and girls should be separately in all blocks of the school. The school shall follow the Board's guidelines issued for Children with Special Needs (CwSN) Circular No.: 11/2024 dated 9.8.2024 and submit the proper videography of CwSN Toilets and proper ramp within 3 months on Saras Portal.
7	There is no permanent signage on some rooms/points. Thus the school is required to fix permanent signage on all prominent places and submit the compliance on Saras portal within 3 months.
8	The school has not appointed special educator in the school. Hence, the School is required to appoint the special Educator as per the Board Norms.
9	The school shall appoint the all staff as per Affiliation Bye Laws and pay the Salary as per prescribed govt. norms. The school will ensure it strictly.
10	The school website with valid Mandatory Public Disclosers will remain always in working condition. The school will ensure it strictly
11	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.)