

NO : CBSE/2133781/US-00078-2425/2024-25/

Dated: 13/02/2024

**The Manager,  
ST. CLARE'S SCHOOL  
UNIT - II, NEAR CANARA BANK, KAULAKHA, DEORI ROAD, AGRA  
UTTAR PRADESH, AGRA, 282001  
(M: )**

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

**Ref : Application No.: - US-00078-2425 DATED: 17/06/2023**

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>2133781</b>
<b>School No</b>	61500
<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 Bal vatika shall be restricted to 7 (for Bal Vatika I, II & III).The total number of sections from classes I to XII shall be restricted to 41. The total number of sections taken together for classes XI and XII should not be more than 1/3 of the number of section allowed including Bal Vtika. Any further increase shall require prior permission of the Board and shall be subject to compliance with the affiliation Bye laws and availability of rooms of >500 sq ft dimensions.
2	The school has constructed a ramp at ground floor, but it is very steep and does not seem to be navigable by a wheelchair-bound student/staff. Therefore, the school is directed to reconstruct the ramp with the provision laid in RPWD Act and Board's guidelines within 03 months and submit the compliance.
3	The school has not constructed CWSN toilets, they have shown the site for Cwsn toilets one each for boys and girls. The provision for CWSN toilets are not seen on all the floors. Thus the school shall construct separate toilets for CWSN, boys and girls on every floor with proper permanent signage as per norms of RPwD Act and guidelines issued by the Board within 3 months and submit compliance on SARAS with videography.
4	Computer lab does not have AC and appropriate seating facilities. The school is required to upgrade seating facilities with high back chairs (not plastic chairs) preferably revolving

	chairs and submit the compliance within 3 months.
5	School has not maintained and upgraded Maths lab as per Boards SoPs. It does not have proper workstation and looking like temporary arrangement. Hence the school is directed to upgrade the lab as per SoP issued by the Board and submit the compliance within 3 months.
6	The school has not maintained and upgraded the Composite lab as per Board's SoP. It does not have permanent workstations (separately for Physics, Chemistry & Biology sections) with appropriate fixtures / installations like sinks and piped gas supply on demonstration tables. Safety features like exhaust fan, fire extinguisher are also not seen in the lab. Hence the school is directed to upgrade the lab as per SoP issued by the Board and submit the compliance within 3 months.
7	Physics lab is seen understocked and inappropriate workstations. Office tables are used as workstation. Hence the school is directed to upgrade the lab as per SoP issued by the Board and submit the compliance within 3 months.
8	Biology lab does not have permanent workstations with fixtures like sinks on the demonstration tables. Office tables are used as workstation. The school is required to upgrade the lab as per SoP issued by the Board. Hence the school is directed to upgrade the lab as per SoP issued by the Board and submit the compliance within 3 months.
9	As per undertaking given by the school on reupload section, the school is required to upload revised recognition certificate, building safety, fire safety, water and sanitation certificate within 3 months on SARAS portal.
10	The school shall conduct training of its teachers with CoE Noida 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.)**