

Phone: 011-22520242 (Technical Query)
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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./SPEED POST

No. CBSE/ Aff./SL-00487-1415(931202)/2014 / 769468

Dated: 21.10.2014

The Manager,
SFS English Medium School,
Vettiappally Vayal, Thana PO,
Kannur Distt., Kerala-670012.

Subject: Fresh Composite Provisional Affiliation upto Secondary level to the above said school - regarding.

Sir/Madam,

With reference to your online application dated 13/3/2013 on the subject cited above, I am directed to convey the sanction for Composite Provisional Affiliation for Secondary School Examination of the Board for a period of three years w.e.f. 01.04.2014 to 31.03.2017 with condition that the school would construct foot over bridge connecting both the plots to meet the land requirement and submit documentary proof in form of photographs and video and extension/Upgradation of the school will be subject to verification of compliance of construction of over bridge.

The above sanction is subject to fulfilment of following conditions:-

1. The affiliation Code Number allotted to your school is 931202. This may please be noted and quoted for any further correspondence with the Board.
2. The school will implement Continuous and Comprehensive Evaluation (CCE) as per the schemes of the Board upto Classes X vide Circular No. 39/20-09-2009 dated 20.09.2009 in the school.
3. The school will follow the syllabus on the basis of curriculum prescribed by NCERT/CBSE and text books publishing by NCERT/CBSE for the Middle Classes. The school will follow syllabus and courses as per scheme of studies prescribed by the Board for Secondary/Sr. Secondary School Examination and changes made therein from time to time.
4. The school will follow the RTE Act, 2009 and instructions issued thereon by the CBSE/Respective State /UT Govt from time to time.
5. The school will enroll students proportionate to the facilities available in the school as prescribed in the Affiliation Bye-Laws of the Board which shall not in general exceed the optimum number as under :-

	Campus area	Enrolment	No. of Sections (pre-primary to X)
(a)	1.0 acre	1250	02 in each class
(b)	1.5 acre	1875	03 in each class
(c)	2.0 acre	2500	04 in each class
(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

6. The school will provide well equipped Laboratories, Library and other facilities as per norms of the Board. The relevant books to the academic level of students to be made available in the library and would keep at least 05 books per student subject to a minimum of 1500 books excluding text books.

SFS English Medium School
MANAGER
Vettiappally Vayal, Thana PO,
Kannur, Pin: 670012, Kerala, India

7. The school should have at least one adequately equipped computer lab with a minimum of 10 computers and would ensure computer student ratio of 1:20 at least. Proper software along with facility of Broad Band connectivity with the feature of 'internet always on' from any service provider to be ensured.
8. The section teacher ratio of 1:1.5 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.
9. The school and its records shall be opened for inspection by an officer/official of the Board or an authorized representative of the Board/State Educational Department at any time and the school shall furnish information as may be asked for by the Board/State Government from time to time.
10. The school will create Reserve Fund as per the requirement of the Affiliation Bye Laws.
11. The school will strictly adhere with 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.
12. 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.
13. The accounts should be audited and certified by a Chartered Accountant and proper accounts statements should be prepared in the name of school, as per rules. A copy each of the Statements of Accounts should be sent to the Board every year.
14. It is mandatory for every affiliated school to become a member in the local Sahodaya of CBSE schools.
15. 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.
16. The school should not start Class XI/XII without written approval of the Board. The Board shall not be responsible for any consequences in case class XI/XII is started without following the Affiliation Bye Laws and obtaining the prior approval of the Board.
17. The school will apply for further Extension of Provisional Affiliation 'on online' through www.cbseaff.nic.in with the prescribed fee of Rs. 25,000/- and other essential documents before 30th June of the preceding year before the expiry of the date of provisional affiliation otherwise penalty @ Rs 10,000/- p.m. subject to maximum Rs 50,000/- will be charged for late execution of application.
18. The school will open CBSE pattern classes IX w.e.f. 01.04.2014. Accordingly, 1st Batch of class X of the school will appear in the Board's Examination to be held in the year 2016.
19. 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	-	2.31 acres.
(ii)	Total built up area	-	(1.9 acres + 0.92 cents)
(iii)	Area of play ground	-	not mentioned
(iv)	No. of class rooms	-	13 (730x630x360)
(v)	No. of labs	-	

Composite Science Lab	-	01 (1100x730x630 cm)
Math	-	01 (730x630x360 cm)
Physics	-	01 (1100x730x630 cm)
Chemistry	-	01 (1100x730x630 cm)
Biology	-	01 (1100x730x630 cm)
Computer Science	-	01 (1100x730x630 cm)
Social Lab	-	01 (730x630x360 cm)

- (vi) Size and number of books in the Library- 01 (1100x730x630), No. of Books - 2725


MANAGER
SFS English Medium School
Vettilapally Vayal, Thana P.O.,
Kannur, Pin: 670012, Kerala, India

PRINCIPAL
SFS English Medium School
School Code: 76179
Vettilapally Vayal, Thana P.O., Kannur-670012, Kerala
Email: kannursts@gmail.com

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20. Special conditions to be complied within three months positively failing which the school is liable for action:-

- Every school should organize at least one week training programme for teachers every year in association with any teachers training institute recognized by the State or Central Government or by any agency identified by the Board.
- Every institute 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.
- It is mandatory for every affiliated school to become a member in the local Sahodaya of CBSE schools.

21. Other conditions as per enclosed Annexure 'A'.

Yours faithfully,


ASSISTANT SECRETARY (AFF)

No. CBSE/Aff./SL-00487-1415(931202)/2014

Copy to:-

- The Principal, SFS English Medium School, Vettiappally Vayal, Thana PO, Kannur Distt., Kerala-670012.
- The PS to Director (IT), C.B.S.E, Preet Vihar, Delhi - 110092 alongwith the CD of the inspection of the school conducted by the Inspection Committee constituted by the Board.
- The Secretary to Govt., General Education (N) Dept., Govt. of Kerala, Thiruvananthapuram, Kerala.
- The Regional Officer, CBSE, Block-B, Second Floor, LIC Divisional Office Campus, Pattom, Thiruvananthapuram, Kerala-695004.
- The AMC Unit, CBSE, Preet Vihar, Delhi.

ASSISTANT SECRETARY (AFF)


MANAGER
SFS English Medium School
Vettilapally Vayal, Thana P.O.,
Kannur, Pin: 670012, Kerala, India


JILS JOHN
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