

NO : CBSE/1330009/SS-90456-2324/2023-24/

Dated: 26/10/2023

The Manager,
CAPT WILLIAMS SCH MATCHAKOLGRE SHERWOOD SCH TURA
CAPT WILLIAMS SCHOOL, MATCHAKOLGRE SHERWOOD SCHOOL, TURA WEST GARO
HILLS
MEGHALAYA, WEST GARO HILLS, 794101
(M: -)

SUBJECT: - UPGRADATION TO SENIOR SECONDARY LEVEL - REGARDING.

Ref : Application No.: - SS-90456-2324 DATED: 09/12/2022

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 | 1330009 |
| School No | 35268 |
| Affiliated for | Senior Secondary School Examination Class 1 to 12 |
| Category | Upgradation of Affiliation |
| Period of affiliation | 01.04.2023 to 31.03.2028 |
| Year and Month From which admission can be taken in Class-IX/XI | 1 April,2023 |
| Year and Month in which first batch of Class-X/XII will appear in board examinations | 1 April,2025 |

| Sl. No. | The school is directed to ensure that : |
|----------------|--|
| 1 | The total number of sections of the school shall be restricted to 18 of which not more than 1/3rd sections may be used for senior secondary classes and number of students shall be restricted to 40 in 06 sections and 32 in 12 sections as per dimension filled by the school in the application. Further increase of sections shall be subject to specific approval of the Board on the basis of the request of the school as per affiliation bye laws & subject to availability of class rooms of greater than 500 sq ft dimension |
| 2 | The school has high enrolment in maximum sections which makes the classes overcrowded. Thus, the school shall restrict the number of the students as per condition mentioned on sl. No. 01 and submit the undertaking in this regard on its letterhead duly signed by principal and manager of the school within 03 months in the compliance. |
| 3 | The school is required to appoint special educator as per Board's norms within 03 months and submit the appointment letter along with educational qualification in the compliance. |
| 4 | The school has uploaded copy of acknowledgment receipt in place of society registration certificate. Thus, the school is required to submit the required certificate within 03 months and submit the compliance. |
| 5 | The composite science lab does not have seating arrangement, gas facilities and safety features such as fire extinguisher and exhaust fan. There curtain are seen in the same, |

| | |
|----|--|
| | which is a fire hazards and it has side wooden table adjacent to the wall which is not appropriate for conducting practical. Thus, the school is required to set-up the same with above and as per Board's SoPs within 03 months and submit the compliance. |
| 6 | The school is required to maintain the sufficient seating arrangement in mathematics lab and all of the three science lab and safety features such as fire extinguisher and exhaust fan in chemistry lab within 03 months and submit the compliance. |
| 7 | The library is under stocked, it does not have the seating arrangement for students and separate reading space for staff. Thus, the school is required to upgrade the library as per Board's SoP within 03 months and submit the invoice along with videography in the compliance. |
| 8 | The school has only one CwSN toilet, with a temporary signage and entrance of the same is not suitable for CwSN. Thus, the school is required to construct the CwSN toilets for boys and girls separately on every floor with proper permanent signage (on the cubicle indicating the floor number) as per norms of RPwD Act and Board's guidelines and submit compliance within 3 months on SARAS |
| 9 | The school does not have the ramp / lift to access upper floors. Thus, the school is required to construct / install the same with the provision laid in RPWD Act and Board's guidelines within 03 months and submit the compliance. |
| 10 | The school shall conduct training of its teachers with CoE Guwahati 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 e documents as per Rule 10.3 of Affi.
4. The school shall go through the provision of Affiliation and Examinations and 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 with in 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.