

**The Manager,
MONTFORT SCHOOL SRIPERUMBUDUR KANCHEEPURAM TN
MONTFORT SCHOOL, THERESAPURAM PONDUR, SRIPERUMBUDUR
TAMILNADU, KANCHIPURAM, 602105
(M: 0-8754217266)**

SUBJECT: - UPGRADATION TO SENIOR SECONDARY LEVEL - REGARDING.

Ref : Application No.: - SS-90851-2324 DATED: 31/12/2022

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	1931064
School No	55974
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 section of the school shall be restricted to 34. 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. Further increase of section shall be subject to specific approval of the Board on the basis of the request of the school as per affiliation bye laws and subject to the availability of room size of greater than 500 sq ft.
2	The land area mentioned in the application is 13772 sq mt, in the OASIS 13759 sq mt with playground 75348 sq mt and as per land certificate the actual land area is 13704.795 sq. mtr. Hence the school is directed to apply on SARAS portal for correction of land area in OASIS.
3	The school does not have ramp/ lift to access upper floor, however the school has shown the provision for installation of lift to RC. Hence the school is directed to complete the installation work of lift and submit the compliance within 3 months on SARAS portal.
4	There is no permanent signage in CWSN toilets. The cubicles of the CWSN toilets are narrow, the doors are opening inside where a wheel chair cannot navigate freely. Hence the school is directed to change the opening of the door from outside and upgrade CWSN toilets as per circular no 5/2023, and submit the compliance within 3 months on SARAS portal.
5	The playground is not properly developed and the outdoor and indoor sports facilities are inadequate. Hence the school is directed to upgrade the sports facilities as per SoP

	issued by the Board and submit the compliance on SARAS portal within 3 months.
6	The proper storage, fittings / installation, work stations are not seen in biology lab. Hence the school is directed to make sufficient storage available, upgrade the lab as per SoPs issued by the Board and submit the compliance within 3 months on SARAS portal.
7	The school shall conduct training of its teachers with CoE Chennai 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 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.

DEPUTY SECRETARY/JOINT SECRETARY (AFF.)