

NO : CBSE/2430357/US-00176-2425/2024-25/

Dated: 15/02/2024

The Manager,  
MOUNT LITERA ZEE SCHOOL  
BOIRGACHHI, KALITALADIER, ADJACENT TO SEVAVRATA, RAMKRISHNA MISSION  
WEST BENGAL, MURSHIDABAD, 742165  
(M: )

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

**Ref : Application No.: - US-00176-2425 DATED: 28/06/2023**

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 :

Affiliation No used as User ID for both OASIS and LOC/Registration System	2430357
School No	16127
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 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 44. 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. Dimension of some of the classrooms are <500 sq ft. The students enrolment shall not be more than 32 in these classrooms. 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 to access the upper floors, but it is very steep and does not seem to be navigable by a wheelchair-bound student/staff. The school have overlaid it over a stair case. The school has also discussed (ref RC video 1:26:28) that there are provision of lift. Thus, the school is required to re-construct ramp to access upper floors with proper incline and safety features as per the provisions laid down in RPWD Act and Board's guidelines or install lift within 03 months and submit the compliance.
3	The school has converted regular cubicles into CWSN toilets, but they are very narrow and there is no room for a wheelchair/walker to navigate. The grab bars are inappropriately placed. The CwSN toilets are not seen on every floor. Thus, the school is

	required to construct the CwSN toilets separately for boys and girls on each floor with sufficient space for easy movement of the wheelchair as well as handrail on both side of toilet seat (fixed and movable) and proper permanent signage (on the cubicle indicating the floor number) as per norms of RPwD Act and board's guidelines within 03 months and submit the compliance.
4	The hostel building is seen inside the school campus. The school is directed to cordon off the hostel from the school campus with concrete boundary wall, with separate entry and exit and submit the compliance within 3 months.
5	The Composite lab is still not maintained and upgraded as per Board's SoP. The lab does not have permanent workstations (separately for Physics, Chemistry & Biology sections) with appropriate fixtures / installations like sinks and piped gas supply on demonstration tables. No permanent signage, no appropriate seating facilities. Safety features like exhaust fan, fire extinguisher and emergency exit 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.
6	The school has not uploaded the documents shown to RC members. Hence the school is directed to upload the documents on SARAS portal within 3 months.
7	Building safety certificate uploaded on mandatory public disclosure link is obtained from District Engineer, Murshidabad Zilla Parishad with validity period 99 years and the building blocks are not mentioned in the certificate. The school is directed to upload Building safety certificate issued by an Assistant Engineer or above rank from an appropriate government department mentioning all the details.
8	The school shall conduct training of its teachers with CoE Bhubaneswar 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.)**