

Affiliation Automation and Monitoring System  
Central Board of Secondary Education

Grant Letter for:-SL-00711-1314

CBSE/Aff/P-3

Phone: 22509252-57-59  
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Gram: CENBOSEC, DELHI

Central Board of Secondary Education  
Shiksha Kendra, 2, Community Centre, Preet Vihar, Vikas Marg, Delhi-110 092.  
(AFFILIATION BRANCH)

CBSE/Aff/SL-00711-1314/2013-14

Date: 06/05/2013

SALMIYA INDIAN MODEL SCHOOL  
Salmiya Indian Model School, Al Mughera Bin Shuba Street, Block 12, P. O. Box 8557, Salmiya  
22056  
Salmiya  
KUWAIT  
022056

Dear Sir/Madam,

With reference to your application dated 5/5/2012 and subsequent correspondence with the school/inspection in this regard,  
Sir/Madam,

With reference to your online application dated 23.06.2012 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. 01.04.2013 to 31.03.2016.

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

1. "School will follow the syllabus on the basis of curriculum prescribed by NCERT for the middle classes".
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 RTE Act, 2009 and instructions issued thereon by the CBSE/Respective State Govt./UT.
4. The school will follow syllabi and courses as per scheme of studies prescribed by the Board for Secondary School Examination and changes made therein 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)



(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 not sponsor candidates for Board's examination of any other School/Branch, which is not affiliated.

7. The school shall sponsor regularly its bonafide and eligible students in Board's class X Examination from the year mentioned above without break or inform with reasons thereof in writing well in time about the non-sponsoring of the candidates. Failure to do so will lead to *suo moto* withdrawal of the affiliation of the school for secondary Examination granted by the Board.

8. 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.

9. The school shall appoint qualified and trained teaching staff on regular basis as per provisions of Affiliation Bye Laws of the Board.

10. Service conditions, pay and allowances and other benefits to the employees of the school shall be at least at par with that of corresponding categories of employees working in Government Schools of the State in which the school is located. An undertaking to this effect be sent to C.B.S.E.

11. Service agreement be executed with the staff as per norms generally accepted by the State Government concerned.

12. The school will help the Board in the smooth conduct of the examination by providing the necessary accommodations i.e. Rooms, Halls, etc. available in the school premises and furniture at its disposal for holding its examinations free of charges if required.

13. The school will spare sufficient teachers, for invigilation purpose at the examinations of the Board, as may be required.

14. The school will spare its teachers for evaluation of answer-books for the Board's examinations, if required.

15. The school will provide Laboratories, Library and other facilities as per norms of the Board.

16. The school will abide itself by the conditions of affiliation already prescribed by the State Government concerned.

17. The school should have at least one adequately equipped computer lab with a minimum of 10 computers or computer student ratio of 1:20 and proper software alongwith facility of Broad Band Connectivity with the feature of 'internet always on' from any service provider.

18. The school shall promote inclusion of student with disabilities/special needs in the normal school as per provisions of the 'persons with disabilities act -1995'.

19. 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.

20. The rate of tuition fee and other fees charged should be commensurate with the facilities provided.

21. The admission to the school shall be opened to all without any discrimination on the ground of religion, cast or race, place of birth or any of them.

22. No unrecognized classes shall run within the premises of the school or outside in the same name of school.

23. The school will strictly adhere with all rules regarding safety of students including Fire



Statements of Accounts should be sent to the Board every year.

25. The affiliation Code Number allotted to your school is 5930018. This may please be noted and quoted for any correspondence with the Board.
26. The school will create Reserve Fund as per the requirement of the Affiliation Bye Laws.
27. 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 30<sup>th</sup> June of the preceding year before the expiry of the date of provisional affiliation.
28. The school will open CBSE pattern classes IX w.e.f. 01.04.2013. Accordingly, 1<sup>st</sup> Batch of class X of the school will be appeared at the Board's Examination to be held in the year 2015.
29. 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	-	6000 Sq. Mtrs.
(ii)	Total built up area	-	-
(iii)	Area of playground	-	900 Sq. Mtrs.
(iv)	No. of class rooms	-	35 (40 Sq. Mtrs.)
(v)	No. of labs	Maths	- 1 (40 Sq. Mtrs.)
		Computer Science	- 1 (50 Sq. Mtrs.)
		Composite Science lab	- 1 (80 Sq. Mtrs.)
(vi)	Size and number of books in the Library	-	Size <u>80 Sq. Mtrs.</u> , No. of Books

1873.

30. Other conditions are as per Annexure 'A' enclosed.
31. Special conditions to be complied within three months:-

- i) It is mandatory for every affiliated school to become a member in the local Sahodaya of CBSE schools.
- ii) Every school should organize at least one week training programme for teachers every year in association with any teacher training institute recognized by the State or Central Government or by any agency identified by the Board.
- iii) 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.
- iv) The school is required to submit the complete certified copies of (i) registered ownership/lease deed (minimum for 30 years) in favour of School/Society running the school for the land on which the school is running alongwith a revised Certificate of Land in Board format for its compactness.
- v) The School Managing Committee (SMC) is required to be reconstituted as per provision of Affiliation Bye-Laws of the Board by including 01 more parent/teacher nominee in it and a copy of the same be furnished.
- vi) The school is required to intimate the exact built up area in sq. mtrs.
- vii) The payment of salary to some of the staff is made by cash, as such, the teachers and staff should be paid through Bank by transfer through single cheque issued in favour of the Bank with the advise to credit salary in the saving bank accounts of respective members of staff and a certificate of Bank to this effect be furnished.
- viii) Library needs to be enriched by adding more reference books and text books.
- ix) The school is required to designate its teachers properly i.e. PRTs(I-V), TGTs(VI-X) etc. and send a copy of staff statement after doing needful. Besides untrained teachers should get trained and teachers on adhoc basis get regularized.
- x) The laboratories be strengthened from time to time by adding more apparatus and material as per requirement.
- xi) Size of class rooms should be as per norms of the Board. Besides, Composite Science Lab, Computer Science Lab and Mathematic Lab is required to be shifted in a spacious room.
- xii) Enrolment of student is Less than 20 in all sections and therefore school is required to improve enrolment of students.
- xiii) The school is strictly advised to create reserve funds as per norms of the Board and maintain the same in the joint names of the Manager of the school concerned and the Secretary of the Board in the scheduled Bank according to the strength of the students and send a copy of



Yours faithfully,

DEPUTY SECRETARY (AFF)

No. CBSE/Aff./5930018 (SL-00711-1314)/2013/

Dated :- /06/2013

Copy to:-

1. The Principal, Salmiya Indian Model School, Salmiya, AL Mughera Bin Shuba Street, Block 12, P.O. Box 8557, Salmiya - 22056 State of Kuwait.
2. The First Secretary(Community Affairs, Culture and Education),Embassy of India, P.O.Box: 1450, Safat 13015, Kuwait.
3. The Regional Officer, Regional Office, PS-1-2 Institutional Area, I. P. Extension, Patparganj, Delhi-110 092.
4. The Director (IT), Regional Office, PS-1-2 Institutional Area, I. P. Extension, Patparganj, Delhi-110 092 along with the CD of the inspection of the school conducted by the inspection committee appointed by the Board.
5. The Programmer, AMC Unit, CBSE, Preet Vihar, Delhi.

DEPUTY SECRETARY (AFF)