

NO : CBSE/1631473/US-00371-2526/2025-26/

Dated: 19/07/2024

**The Manager,**  
**BRITISH VICTORIA SCHOOL**  
**KAPURTHALA TARNTARAN ROAD GOINDWAL SAHIB, KAPURTHALA TARNTARAN ROAD GOINDWAL**  
**SAHIB, KAPURTHALA TARNTARAN ROAD GOINDWAL SAHIB**  
**PUNJAB, TARN TARAN, 143422**  
**(M: )**

**SUBJECT: - UPGRADATION TO SENIOR SECONDARY LEVEL - REGARDING.****Ref : Application No.: - US-00371-2526 DATED: 29/04/2024**

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 :

<b>Affiliation No used as User ID for both OASIS and LOC/Registration System</b>	<b>1631473</b>
<b>School No</b>	23686
<b>Affiliated for</b>	Senior Secondary School Examination Class 1 to 12
<b>Category</b>	Upgradation of Affiliation
<b>Period of affiliation</b>	01.04.2025 to 31.03.2030
<b>Year and Month From which admission can be taken in Class-IX/XI</b>	1 April,2025
<b>Year and Month in which first batch of Class-X/XII will appear in board examinations</b>	1 April,2027

<b>Sl. No.</b>	<b>The school is directed to ensure that :</b>
1	The total number of sections of Bal Vatika shall be restricted to 06 (02 sections each for Bal Vatika-1, 2 & 3 respectively). The total number of sections from classes I to XII shall be restricted to 20, of which not more than 6 sections may be used for senior secondary classes. 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 law and availability of class rooms of greater than 500 sq. ft. dimension. The number of students in each class shall be restricted to 40.
2	The land certificate uploaded by the school has been issued on 31.08.2021. The land certificate should have been issued not more than 1 year before the date of application. School shall obtain the fresh land certificate with all relevant details and upload the same under compliance section on SARAS Portal.
3	School has uploaded the incomplete copy of the fire safety certificate dated 30.03.2024 i.e. only first page, which does not have the signature of the issuing authority. School shall upload the complete certificate same under compliance section on SARAS Portal.
4	Ramp on ground floor at main entrance of school building is not available. Therefore, the school is required to make provision of ramp to access the school building, as per RPwD Act and Board's guidelines within 3 months and submit the compliance with videography.
5	The school does not seem to have referred to RPwD Act and guidelines of the Board for CWSN toilets. School building is G+2, but only 02 CWSN toilets each for boys and girls are seen. The School shall construct separate toilets for CWSN, boys and girls on every floor with proper permanent signage, indicating the floor number, as per norms of RPwD Act and guidelines of the Board within 03 months and submit the compliance with videography.
6	Labs and library have some deficiencies. School has not made provision of adequate seating arrangement in the labs. School has made provision of water connection/sink in the corner of the Composite science lab. No water and gas connection is seen in the Biology lab. Utility like water & gas connections are to be provided on the work stations, in the centre of the lab itself. Electric connections should have been provided in the demonstration tables of Physics lab. Library also does not have separate reading area for staff/teachers. School shall upgrade the labs as per board's SOPs and make provision of adequate seating arrangement for accommodating 40 students at a time in all the labs and separate reading area for staff in the library, within 03 months and submit compliance with videography.
7	The school shall ensure the training of its teachers with CoE Chandigarh 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.)**