

अण्डमान तथा निकोबार प्रशासन
ANDAMAN & NICOBAR ADMINISTRATION
शिक्षा निदेशालय
DIRECTORATE OF EDUCATION

फा.सं. 7-26/सामान्य / शिक्षा / 2019-20
F.No.7-26/ Genl/ Edn/ /2019-20/5458

Port Blair, dated the 26th Nov, 2019.

To
The Principal,
Invent Public School (Middle)
Prothrapur.

(Through the Deputy Education Officer, South Andaman)

Sub :- Recognition Certificate for the School under Sub-Rule (4) of rule 15 of Right of Children to Free and Compulsory Education Rules, 2010 for the purpose of section 18 of Right of Children to Free and Compulsory Education Act, 2009 and Delhi School Education Act, 1973.

Dear Sir/ Madam,

With reference to your online application vide unique No. **P2019/010**, I convey the grant extension of provisional recognition to the **Invent Public School (Middle) Prothrapur**, under the Deputy Education Officer, **South Andaman**, Andaman and Nicobar Islands, for **Pre Primary to VIIIth** class w.e.f. **01.04.2018 to 31.03.2021** (After the expiry of validity of Fire, Health & Hygiene certificate a fresh certificate should be furnished.

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

1. The grant for recognition is not extendable and does not in any way imply any obligation to recognize / affiliate beyond **class VIIIth**.
2. The school shall abide by the provisions of Right of Children to Free and Compulsory Education Act, 2009 and the Right of Children to Free and compulsory Education Rules, 2010.
3. The school shall ensure that the child belonging to weaker section and the child belonging to disadvantaged group are not discriminated against and prevented from pursuing and completing elementary education on any grounds; .
4. For the children referred to in paragraph 3, the school shall reimburse in accordance with the provisions of sub-section (II) of section 9 of the Act.
5. The Society / school shall not collect any capitation fee and subject the child or his or her parent or guardian to any screening procedure.
6. The school shall not deny admission to any child for lack of age proof shall adhere to the provisions of section 15 of the Act. The school shall ensure;
 - (i) no child admitted shall be held back in any class or expelled from school till the completion of elementary education in a school;
 - (ii) no child shall be subjected to physical punishment or mental harassment;
 - (iii) no child is required to pass any board examination till the completion of elementary education;
 - (iv) every child completing elementary education shall be awarded a certificate as laid down under rule 25;
 - (v) Inclusion of students with disabilities / special needs as per provision of the Act;
 - (vi) the teachers are recruited with minimum qualifications as laid under section 23 (i) of the Act. Provided further that the current teachers who, at the commencement of this Act do not possess minimum qualifications shall acquire such minimum qualifications with in a period of 5 years.
 - (vii) The teacher performs its duties specified under section 24 (1) of the Act; and
 - (viii) The teachers shall not engage himself or herself for private teaching activities.
7. The school shall follow the syllabus on the basis of curriculum laid down by appropriate authority.
8. The school shall maintain the standards and norm of the school as specified in section 19 of the Act. The facilities reported at the time of last inspection are as given under:-

(i) Area of school campus	- 1220 Sq. mtr.
(ii) Total built up area	- 390 Sq.Mtrs
(iii) Area of play ground	- 400 Sq. Mtrs
(iv) No. of class rooms	- 15 Classrooms
(v) Separate toilet for boys and girls	- Provided
(vi) Drinking Water Facility	- RO Water
(vii) Kitchen for cooking Mid Day Meal	- Not Provided
(viii) Barrier free Access	- Provided
(ix) Availability of Teaching Learning Material/Play SportsEquipments/Library	- Provided

9. No unrecognized classes shall run within the premises of the school or outside in the same name of school.
10. The school buildings or other structures or the grounds are used only for the purposes of education and skill development.
11. The School is run by society registered under the Societies Registration Act, 1860 (21 of 1860), or a public trust constituted under any law for the time being in force.
12. The School is not run for profit to any individual, group or association of individuals or any other persons.
13. The accounts should be audited and certified by a Chartered Accountant and proper accounts statements should be prepared as per rules. A copy each of the statements of Accounts should be sent to Director of Education through the Zonal officer every year.
14. The recognition Code Number allotted to your school is **N2019/010** this may please be noted and quoted for any correspondence with this office.
15. The school furnishes such reports and information as may be required by the Director of Education / District Education officer from time to time and complies with such instructions of the Appropriate Government / Local Authority as may be issued to secure the continued fulfillment of the condition of recognition or the removal of deficiencies in working of the school.
16. Renewal of Registration of Society if any is ensured.
17. In case of non fulfillment of all the above further extension of recognition will not be granted.
18. Other important condition:
 - i. Subject to the provisions of clause (1) of article 30 of the Constitution of India, the school serves a real need of the locality and is not likely to effect adversely the enrolment in a nearby school which has already been recognised by the appropriate authority;
 - ii. Admission to the school is open to all without any discrimination based on religion, caste, race, place of birth or any of them;
 - iii. The building or other structure in which the school is carried on, its surroundings, furniture and equipments are adequate and suitable for an educational institution and, where there is any business premises in any part of the building in which such school is run, the portion in which the school is run adequately separated from such business premises;
 - iv. The arrangement in the buildings or other structure and in the furnishings thereof meet adequately the requirements of health and hygiene;
 - v. School buildings or other structure or the grounds are not used during the day or night for commercial or residential purpose (except for the purpose of residence of any employee of the school) or for communal, political or non-educational activities of any kind whatsoever;
 - vi. The accommodation is sufficient for the classes under instructions in the school;
 - vii. There is no thorough fare or public passage through any part of the school premises.
 - viii. Sanitary arrangements at school are adequate and are kept in good order and a certificate from the health officer of the local authority having jurisdiction over area in which the school is located as to the health and sanitary conditions of the school and its surroundings has been furnished, and will also be furnished as and when required by the appropriate authority;
 - ix. Arrangements are made for the supply of good drinking water to the student and suitable facilities are provided to enable them to take refreshments, lunch or the like;
 - x. The school is so conducted as to promote discipline and orderly behavior and to maintain a high moral tone;
 - xi. No teacher or student of the school is compelled to attend a class in which religious instructions is given or take part in any religious activity no teacher or student absenting himself from religious instructions or religious activity is made to suffer any disability on that account and no student is refused admission to the school because exemption from attendance at religious instructions has been claimed by him or his parent or guardian;
 - xii. Facilities are provided for teaching of language accordance with the three-language formula adopted by the central government;
 - xiii. The school is open to inspection by any of the following officers namely:-
 - (a) Any officer authorized by the appropriate authority or the Director of Education.
 - (b) Director of Medical Services or Health Officer of the local authority concerned;
 - (c) Civil surgeon, Assistant Civil surgeon or Head Officer authorised by the appropriate authority or the Director to examine the health of students or the sanitary conditions of the school and the surroundings;

- xiv. The school furnishes such reports and information as may be required by the Director from time to time and complies with such instructions of the appropriate authority or by the Director as may be issued to secure the continued fulfillment of the conditions of recognition or the removal of deficits in the working of the school;
- xv. All records of the school are open to inspection by any officer authorized by the appropriate authority at any time, and the school furnishes such information as may be necessary to enable central government or the administrator to discharge its or his obligations to Parliament.

(i) **Physical education:**

- A. Suitable playground for the purpose of games, sports, and materials for such games and sports;
- B. Where no such playground is available due to the location of the school in an area where no suitable open space is available, the school shall make arrangement for a playground in a nearby area where students could be provided the facilities for games and sports;
- C. Where no such arrangements as is referred to in clause(b) is possible, the school shall make arrangements for gymnastics or any other physical exercise;

(ii) **Library service:**

- (i) Adequate library facilities, in the case of a primary school, and
- (ii) In the case of any other school, a separate room for the library, to be used exclusively for the purpose and on no account such room shall be considered as accommodation available for class-teaching;
- (iii) A reading room attached or adjacent to the library, wherever possible;
- (iv) The library has a stock of books specified by the Director as also books specified by the Affiliating Board and such other books as may meet the needs of the students and of the teachers;
- (v) The library has also books suitable for the use of teachers in their professional work and reference work

(iii) **Laboratory work:**

- (a) In the case of a school up to the middle level, a laboratory for teaching, science, equipped according to such specifications as may be laid down from time to time, by the appropriate authority;
- (b) In the case of a school above the middle level, intending to run either science course or course in subjects which involve practical work, accommodation equipment and apparatus according to such specifications as may be laid down, from time to time, by the Affiliating Board or the Director for the laboratory for each subject;

(iv) **Co-curricular activities:**

As many co-curricular activities, as may be possible, so as to give to every student an opportunity of participating in one or more of the following activities, namely:

- (a) Debates;
- (b) Recitation or elocution;
- (c) Dramatics;
- (d) Music(including folk songs), dancing (including folk dances);
- (e) Hobbies of different types;
- (f) Model parliament;
- (g) House system;
- (h) Prefectorial system;
- (i) Class competition;
- (j) Junior wing of the National Cadet Corps;
- (k) Scouting and guiding;
- (l) Activities providing for social service; and
- (m) Any other co-curricular activity

- xvi. That the facilities are provided for teaching minority language in accordance with the direction given by the Education Department from time to time.
- xvii. That the resources of the school are such as to provide at least the minimum prescribed standard of facilities for mental, moral, physical and social development of its pupils having regard to the strength of the school the number of courses that is proposed to undertake and the general requirements.
- xviii. If the school is running in a rented building, furnish in details about the plan of acquiring land. Whether the land is being acquired for the construction of the building or not.
- xix. That the management would maintain a standard GPF scheme or any other similar scheme approved by the Director of Education for its employees.
- xx. That the school serves real need of the locality and is not likely to affect adversely the enrolment in a neighboring school already recognized.

- xxi. That the school follows all norms of minimum wages act 1948 and subsequent amendment as notified by the A & N Administration time to time in respect of the payment of teaching & non-teaching staff of the school and the salary of the staffs should be disbursed through Bank Account.
 - xxii. There is no thoroughfare or public passage through any part of the school premises.
 - xxiii. Fire extinguisher shall be installed in the school for the safety of school from any kind of fire incident or any other calamity and a certificate from Fire Officer or the local authority having jurisdiction over area in which the school is located shall be obtained and will be furnished as and when required by the appropriate authority. Renewal of certificate if any be ensured. Faculty may be trained to operate the fire fighting equipments and regular mock drills be conducted in Schools.
 - xxiv. Prior approval/NOC shall be obtained before increasing the existing fees from the Director of Education.
 - xxv. Prior approval/NOC shall be obtained before introducing new subject/courses/classes from the Director of Education.
 - xxvi. That the provisional recognition will be extended from time to time on the basis of the fulfillment of conditions as mentioned above.
 - xxvii. That the recognition of the school is liable to be withdrawn at any time if the conditions as mentioned above are not fulfilled by the school authority.
19. Representative of Director of Education shall be invited by the school authority every year to participate in the meeting of the school management Committee on the matter of increasing fee, if any.

20. Fees and other charges:-

1. No Recognized Unaided School can collect any fee or any other charge except under the following heads:

- a) Registration
- b) Admission fee
- c) Caution Money
- d) Tuition Fee
- e) Annual Charges
- f) Earmarked levies
- g) Development Fee

It has been to be ensued that money charged for a particular purpose has to be spent for that purpose only the Trust of the Society running the school shall not collect any contribution from the students or their parents .The quantum of the charges at(a),(b)and(c) has been decided by the Director as the maximum limit. The other charges are to be decided by the Managing Committee.

(2) Returns, collections and utilization of fees by unaided recognized schools.

- a. It is obligatory on the part of the managing committee of every unaided recognized schools to file returns and other required documents in prescribed proforma for each financial year latest by 31st july each year which is subject to the examination and scrutiny by the officers authorized by the Director of Education on this behalf.
- b. Every fee, contribution or other charges collected from any student by unaided recognized school shall be collected in its own name against a proper receipt by the schools every collection from any students by the trust or the society running such recognized schools .
- c. Funds collected for specific purposes can be spent for that specific purpose only. The managing committee of recognized schools are, therefore, warned to charge fee and other specific funds according to the justification and requirement of the funds. Accounts of the schools fund including fees, fines, building rent, development fees, gift donations, contributions of pupil's funds and other fees are to be accounted for and to be utilized in accordance with the specific provisions of the Delhi School Education Rules, 1973.

3) Check on enhancement of fees and other charges by schools-

- a) To review /revise the fees structure before re-opening of the school for the academic session, convening a meeting of the managing committee having PTA representative and Director of education's nominee in it.
- b) Not to charge building fund and development charges when the building is complete or otherwise as it is the responsibility of the society who has established the school to raise such funds from their own sources or donations from the other associations because the immoveable property of the school becomes the sole property of the society. Therefore the students should not be burdened by school becomes the sole property of the society. Therefore the students should not be burdened by the way of collecting the building fund or development charges.
- c) Admission fee can be charged only at nominal rate but not exceeding Rs 200/- in any case .it should not be made regular practice. Once a student is admitted in a school, he should not be asked to pay admission fee again at middle or secondary or senior secondary stage. Annual charges too be charged from the students should commensurate to the annual overheads of th4e school keepings in view the past record and the enrolment of the school.

- d) No fee contribution or other charges shall be collected from any student by the trust or society running any recognized school. All fee and funds can be collected by the school only in its own name against proper receipt.

21. Statement of fees of each academic session to be sent by recognized school not later than 31st March.

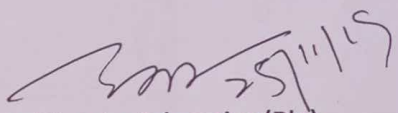
- a. As per the provisions of sub-section (3) of section 17 of the Delhi School Education Act, 1973, the Manager of every recognized school shall, before the commencement of each academic session (but not later than 31st March) file with the Director a full statement of fees to be levied by such school during the ensuing academic session and except with the prior approval of the Director, no such school shall charge during that academic session, any fee in excess of specified by its Manager in the said statement.
- b. Under the provisions of Rules 180(1) and 180(2) of Delhi School Education Rules, 1973, every unaided recognized private school is required to submit returns and documents in accordance with Appendix II, to the Director of Education by 31st July every year.

22. If anything is found contrary to the documents submitted by the school, the recognition of the school will be withdrawn any time before the expiry of the validity of recognition.

23. The Recognition Certificate should be pasted in the Notice Board of the School for the information of the students/teachers and parents.

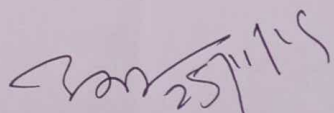
24. The School shall have to make effort to increase the number of student for providing free education it upto 25% of the strength by provide adequate publicity with regards to relevant sections under RTE Act-2009 and DSEAR-1973

This has the approval of competent authority.


Deputy Director Education (Plg)
A & N Administration
25/11/15
Port Blair.

Copy to :-

1. Sr.PS to Secretary (Education), A & N Administration for kind information of Secretary (Education) please.
2. PA to Director (Education), Directorate of Education for kind information of Director (Education) please.
3. Deputy Education Officer, South Andaman for information.
4. The Chief Pay and Account Officer, Port Blair for information.
5. The Statistical Officer, Directorate of Education for information.
6. The Accounts Officer, Directorate of Education for information.
7. Concerned file.
8. Spare copy.


Deputy Director Education (Plg)
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