

11a)

CENTRAL BOARD OF SECONDARY EDUCATION

No. CBSE/Aff./531206(SS-00079-1718)/2017/1257/67

Dated : 31.05.2017

The Manager  
Red Roses Public School  
D-Block, Palam Vidar, Distt., Gurgaon  
Haryana-122 017.

Sub: Upgradation to + 2 stage - reg.

Sir/Madam,

With reference to your application dated **13.01.2016** and subsequent inspection of the school, I am directed to convey sanction for provisional affiliation to the above said school for **Senior Secondary School Certificate Examination** for a period of **three years w.e.f. 01.04.2017 to 31.03.2020** in the following subjects -

- (a) Languages: Hindi Core, Hindi Elective, English Core, English Elective.
- (b) Elective Subjects: Accountancy, Business Studies, Political Science, Sociology, Economics, Geography, History, Informatics Practices, Computer Science, Mathematics, Physical Education, Physics, Biology and Chemistry.

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

1. The school will follow the syllabus on the basis of curriculum prescribed by NCERT/CBSE and text books publishing by NCERT/CBSE for the Middle Classes. The school will follow syllabus and courses as per scheme of studies prescribed by the Board for Secondary/Sr. Secondary School Examination and changes made therein from time to time.
2. The school will follow the RTE Act, 2009 and instructions issued thereon by the CBSE/Respective State Govt./UT Govt. from time to time.
3. The school will provide additional suitable facilities for classes XI and XII, as per requirements laid down in the rules.
4. It will increase the number of equipments in the Laboratories/Workshops with adequate games facilities etc. in consonance with the requirements of the Board for Classes XI & XII.
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 from Pre-Primary to Class XII :-

	Campus area	Enrolment	No. of Sections (pre-primary to X)	No. of Sections at Sr. Secondary (XI & XII)
(a)	1.0 acre	1250	02 in each class	04 each in class XI and XII
(b)	1.5 acre	1875	03 in each class	04 each in class XI and XII
(c)	2.0 acre	2500	04 in each class	04 each in class XI and XII
(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 provide well equipped Library with all relevant reference books to the academic level of students and would keep at least 05 books per student subject to a minimum of 1500 books excluding text books

President  
Shri R.R. Mehta Educational Trust  
(Regd Society)

PRINCIPAL  
RED ROSES PUBLIC SCHOOL  
D-Block, Palam Vidar, Gurgaon  
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7 The school will also abide itself by the conditions of affiliation already prescribed by the State Government concerned

8 As per Affiliation Bye-laws the optimum strength of a section should not exceed more than 40 students

9 School should have at least one adequately equipped computer lab with a minimum of 10 computers and would ensure computer student ratio of 1:20 at least. Proper software along with facility of Broad Band connectivity with the feature of 'internet always on' from any service provider to be ensured

10 The section teacher ratio of 1:1.5 is to be maintained to teach various subjects and school shall appoint qualified and trained teaching staff on regular basis as per provisions of Affiliation Bye Laws of the Board

11 Fees should normally be charged under the heads prescribed by the Department of Education of the State/U.T. for schools of different categories. **No capitation fee or voluntary donations** for gaining admission in the school or for any other purpose should be charged / collected in the name of the school and the school should not subject the child or his or her parents or guardians to any screening procedure in accordance with Rule No. 11.1, 2 & 3. Also, as per Chapter II, Rule No. 11.1 of Affiliation Bye-Laws, fees charges should be commensurate with the facilities provided by the institution.

12 The school should not use the activities for **commercialization**:-

- a. As per rule no. 19.1 (ii) It shall ensure that the school is run as a community service and not as a business and that commercialization does not take place in the school in any shape whatsoever
- b. As per rule no. 19.1 (ii)a Any franchisee school making payment on account of use of name motto and logo of franchiser institution or any other non-academic activities would be termed as commercialization of institution and to provide an affidavit that the school/society has not entered into any such contract to use Name, logo, motto for consideration of fee.

13 Teachers are to be made educated regarding **corporal punishment** & should avoid any type of such involvement in accordance with rule no. 44.1 (d & e).

14 School will not prepare any student/ start class for **any other Board** except CBSE from their CBSE affiliated school building/ premises.


15 **Admission to the school** is to be made restricted under rule 6.1 of Examination bye laws and rule 12.1 (i & iii) of Affiliation bye laws.


16 The school has to constitute a committee for protection of woman from **sexual harassment** at the work place and to abide by the guidelines and norms prescribed by the Hon'ble Supreme Court of India in W.P. Criminal No.666-70 of 1992 Vishaskha and other State of Rajasthan and other delivered on 13 8 1997 mentioned under rule no. 10.9.

17 Each school affiliated with the Board shall frame **Service Rules** for its employees which will be as per Education Act of the state/U.T., if the Act makes adoption of the same obligatory, otherwise as per Service Rules given in Affiliation Bye Laws. Further, **Service contract** will be entered with each employee as per the provisions in the Education Act of the state/ U.T. or as given in Appendix III, if not obligatory as per the State Education Act.

18 **Pay and allowances** to staff should be revised time to time to bring it at par with that to State Government Further, **Salary and service conditions** of staff should be provided i.a.w. rule no. 33 (v) and rule no. 10.2 as appended below:-

- a. The school in India must pay salaries and admissible allowances to the staff not less than the corresponding categories of employees in the State Government schools or as per scales etc. prescribed by the Government of India" Further, the service conditions as per Rule 10 and Rules 24 to 49 of Affiliation Bye-Laws also be adhered to
- b. Salary should be paid through Electronic Clearing Service (ECS) from the date of first appointment of the teachers on probation

  
President  
Shri R.R. Mehta  
(Regd.)

  
PRINCIPAL  
RED RONCE PUBLIC SCHOOL  
Block, Eran Vihar, Gurgaon  
CBSE Aff: 581266, School Code: 41186

Contd. 3

- 19 As per Rule 13.3 and 13.3 (i), the school shall supply information and returns called for by the Board/State/ Central Government/Local Authority within the prescribed time given for its furnishing to the authority concerned and the school should prepare its annual report containing comprehensive information including name, address postal and e-mail, telephone numbers, affiliation status, period of provisional affiliation, details of infrastructures, details of teachers, number of students and status of fulfillment of norms of affiliation Bye-Laws and upload same on the website before 15th September of every year.
- 20 Continuous **sponsoring of students at Board examination** is to be made as per rule 13.12 (iv). Failure to do so will lead to suo moto withdrawal of the affiliation of the school for Secondary and Senior Secondary Examination as the case may be.
- 21 As per rule 13.12 (ii), no affiliated school shall endeavour to present the candidates who are not on its roll nor shall it present the candidates of its unaffiliated Branch/School to any of the Board's Examinations.
- 22 Running of **classes of coaching institutions** in the school premises in the pretext of providing coaching to the students for various examinations is not approved by the board. Strict action would be taken on defaulters.
- 23 As per rule no. 8.2 and 13.11, facilities for physically challenged student should be adequately provided and every school shall promote inclusion of student with disabilities/special needs in the normal school as per provisions of the '**Persons with Disabilities Act 1995**'.
- 24 **Health, sanitation and fire safety** should be adequately equipped in accordance with rule no. 3.3 (vii), rule 8.5 and rule 23.11.
- 25 **School infrastructure and teachers for examinations** conducted by the board and evaluation of answer scripts should be made available as per rule no. 13.4.
- 26 As per rule no. 8.8 (iv & v), every affiliated school to develop their own **website** containing comprehensive information such as affiliation status, details of infrastructure, details of teachers, number of students, address-postal and e-mail, telephone nos. etc.
- 27 As per rule no. 3.3 h (vi), every school should organize at least **one week training programme for teachers every year** in association with any teachers training institute recognized by the State or Central Government or by any agency identified by the Board.
- 28 Every secondary and senior secondary school shall appoint a person on full time basis for **performing the duties of a Health Wellness teacher** as per rule 53.5.
- 29 **Strict adherence to the provisions of Wild Life Protection Act** while procuring plants and animals for the use in laboratories by the school must be made in accordance with circular no 03 dated 21 May 2013.
- 30 As per rule 15.1 (d), the school will follow the syllabus on the basis of curriculum prescribed by NCERT/ CBSE and text books publishing by NCERT/CBSE for the Middle classes as far as practicable or exercise extreme care while selecting books of **private publishers**. The content must be scrutinized to preclude any objectionable content that hurts the feelings of any class, community, gender, religious group in society. If found prescribed books having such content, the school will have to take responsibility of such content. Provided that the school would put a list of such books prescribed by it on its website with the written declaration duly signed by the Manager and the principal to the effect that they have gone through the contents of the books prescribed by the school and own the responsibility.
- 31 As per RTE act 2009 and Chapter IX rule No. 53.2 2(a) and 53.3, a teacher appointed to teach Class I to V and VI to VIII should pass in the Central Teacher Eligibility Test (CTET)/ State Teacher Eligibility Test (TET) conducted by the appropriate Government in accordance with the guidelines framed by the NCTE for the purpose

Date: 4

Shri R.R. Mehta Educational Trust  
(Regd. Society)

President  
Shri R.R. Mehta Educational Trust  
(Regd. Society)


Principal  
RED ROSLS PUBLIC SCHOOL  
D-Block, Palam Vihar, Gurugram  
CBSE AFF: 531206, School Code: 41186

- 32 The school should keep a copy of **Affiliation/ Examination Bye Laws** for reference purpose and also advised to visit CBSE websites [www.cbseaff.nic.in](http://www.cbseaff.nic.in) & [www.cbse.nic.in](http://www.cbse.nic.in) for updates.
- 33 The school and its records shall be open 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.
- 34 The school will strictly adhere with all rules regarding safety of students including Fire fighting and Transportation, etc. Further, school 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.
- 35 The school will create Reserve Fund as per the requirement of the Affiliation Bye Laws.
- 36 5-6 names of persons not below the rank of Principal of Sr. Secondary School affiliated with the Board be recommended so that two of them may be approved by the Board as its nominee in the School Managing Committee. Of these 2-3 may be Principals of KV/JNV.
- 37 The accounts should be audited and certified by a Chartered Accountant and proper accounts statements should be prepared in the name of school, as per rules. A copy each of the Statements of Accounts should be sent to the Board every year.
- 38 it is mandatory for every affiliated school to become a member in the local Sahodaya of CBSE schools.
- 39 The Board would not allow any transfer of property/sale of school by one society/ Management/ Trust to another Society/Management/Trust through agreement/sale deed and the school shall not be closed down in the same premises. In case such transaction is effected explicitly or implicitly the Board shall withdraw its affiliation with immediate effect.
- 40 The school will apply for further Extension of Provisional Affiliation 'on online' through [www.cbseaff.nic.in](http://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 otherwise penalty @ Rs 10,000/- p.m. subject to maximum Rs 50,000/- will be charged for late execution of application.
- 41 The school will open CBSE pattern classes XI **w.e.f. 01.04.2017**. Accordingly, 1<sup>st</sup> Batch of class XII of the school will be appeared at the Board's Examination to be held in the year **2019**.
- 42 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	-	5127 square meters
(ii)	Total built up area	-	5178 square meters
(iii)	Area of play ground	-	2019 square meters
(iv)	No. of class rooms	- 14	- 21.4 ft x 21.4 ft
(v)	No. of labs	Physics	- 01 - 32.4 ft x 21.8 ft
		Chemistry	- 01 - 41.7 ft x 21.8 ft
		Biology	- 01 - 32.8 ft x 21.8ft
		Maths	- 01 - 21.4 ft x 21.4 ft
		Computer Science	- 02 - 29.6 ft x 29.1 ft

Size and number of books in the Library - 01 (45.3 ft x 29.1 ft) No. of Books - 6220.

  
President  
Shri R.R. Mehta Educational Trust  
(Regd. Society)

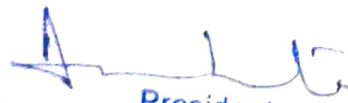
  
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Contd. 5/-

43. Special conditions to be complied within 02 months positively failing which the school is liable for action:-
- The school is required to replace 01 untrained teacher with trained and qualified teachers and also hire 01 more teachers to meet the section teacher ratio of 1:1.5 as per affiliation by laws.
  - The school is required to hire 03 trained, qualified and regular teachers instead of adhoc basis.
  - The school is required to open account in favour of school and separate its account from the Society and submit its documents in support of it.
  - The school is required to appoint trained and qualified PGTs for all subjects recommended by IC.
  - Every school should organize at least one week training programme for teachers every year in association with any teachers training institute recognized by the State or Central Government or by any agency identified by the Board.
  - 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.
  - It is mandatory for every affiliated school to become a member in the local Sahodaya of CBSE schools.
44. The school shall enter into an agreement with the Board detailing the Terms and Conditions for grant of affiliation, which will be binding on both the parties.
45. In case of established violation of Affiliation Bye laws and any of the above mentioned conditions by any school, the school would be liable for disaffiliation under Chapter V, Rule No. 17 of Affiliation Bye-laws.

  
DEPUTY SECRETARY (AFF)

29/5

  
President  
Shri R.R. Mehta Educational Trust  
(Regd. Society)

  
PRINCIPAL  
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D-Block, Palam Vihar, Gurugram  
CBSE AFF: 531206, School Code: 41186

NO : CBSE/531206/EX-00117-2526/2025-26/

Dated: 08/04/2024

**The Manager,  
RED ROSES PUBLIC SCHOOL SEC-2 GURGAON HRY  
D BLOCK,SECTOR 2,PALAM VIHAR  
HARYANA,GURUGRAM, 122017  
(M: 0124-4005886)**

**SUBJECT: -Extension of General Affiliation up to Senior Secondary Level.**

This is with reference to school application on the subject cited above. In this connection, I am directed to convey the approval of the Board for Extension of General Affiliation as per details given below:-

<b>Affiliation No used as User ID for both OASIS and LOC/Registration System</b>	<b>531206</b>
<b>School No</b>	<b>41186</b>
<b>Affiliated for</b>	<b>Extension of General Affiliation</b>
<b>Category</b>	<b>Extension of Affiliation</b>
<b>Period of affiliation</b>	<b>01.04.2025 to 31.03.2030</b>

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

1. The approval is based upon the documents /data/information uploaded by the school online. The school will be responsible for its genuineness. In case of any discrepancies, necessary action will be initiated against the school as per Affiliation Bye -Laws-2018.
2. The school shall follow all the provisions of Affiliation Bye-Laws- 2018, Examination Bye-Laws, circulars, guidelines, instructions and other amendments issued from time to time by the Board.
3. The School shall possess following valid mandatory documents at all times :

a. No Objection Certificate

b. Recognition Certificate

c. Land Certificate

d. Fire Safety Certificate

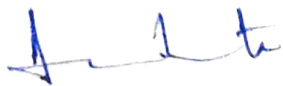
e. Building Safety Certificate


f. Certificate of Registration of Society/Trust/Company

g. Safe Drinking Water and Sanitary Condition Certificate

4. The School shall also ensure the compliances with the Board's Bye-laws in respect of following facilities and infrastructure within 3 months and submit compliance on SARAS portal.

1. **Boundary Wall:** Concrete boundary wall of not less than 6 ft. height, enclosing the school campus/site. Composite boundary walls which are partly concrete and partly grill/mesh/barbed wire below 6 feet will not be acceptable. If fencing/grill is required, then the same should be over and above 6 feet height.
2. Ramps at the entrance(s) as well as Ramps/lifts for CWSN, to access the upper floors of the school (in case of a multistoried school) (Circular No. CBSE/AFF-05/2023 dated 06.03.2023).
3. Separate toilets for CWSN, boys and girls on every floor (in case of multistoried schools) (Circular No. CBSE/AFF-05/2023 dated 06.03.2023).

  
President  
Shri R.R. Mehta  
(RCC)

  
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4. Appropriate laboratory infrastructure for Secondary School (Composite Science Lab, Mathematics Lab, Computer Lab) and for Senior Secondary School (Composite Science Lab, Mathematics Lab, Computer Lab, Physics Lab, Chemistry Lab, Biology Lab.) (Circular no. CBSE/AFF-11/2022 dated 04.10.2022)
5. Well stocked library with adequate reading area. (Circular no. CBSE/AFF-11/2022 dated 04.10.2022)
6. Well-developed indoor and outdoor sports facilities. (Circular no. CBSE/AFF-11/2022 dated 04.10.2022)
7. Well-developed Digital Infrastructure (Circular No. CBSE/AFF-10/2023 dated 24.03.2023)

**Failure to comply within the prescribed time may invite financial penalty @ 50,000/- per month until compliance is submitted and may debar the school from filling the registration and LOC of students' class IX to class XII, as the case may be.**

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.)**


**Note :-**

1. The School is required to apply online for extension of affiliation before its expiry along with the requisite fee and other documents as per Rule 10.3 of Affiliation Bye Laws.
2. The school will 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 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.
4. The school shall not remove the documents and videography links in the mandatory disclosure section of its website.


*This is an electronically generated document. It does not need any signature.*

*To verify the authenticity of the document, please visit*

*(<http://www.saras.cbse.gov.in/saras/AffiliatedList/ListOfSchDirReport>).*

  
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