



## Grant Letter

1 message

cbse.aff@nic.in <cbse.aff@nic.in>  
To: sxhs\_balasore@stxavierschools.org  
Cc: robhubaneshwar.cbse@nic.in

2 September 2020 at 23:11

Dear Sir/Madam,

Online Application No.: - =EX-00225-2122

Scrutiny Status :- Grant Letter.

Letter :-

NO . CBSE/AFF/EX-00225-2122/2021-22/

Dated:  
02/09/2020

The Manager,  
St. Xaviers High School  
Gandhi sthal , Patapolo, Chandipur Road  
CHANDIPUR  
ODISHA,BALASORE , 756025  
(M: 06782270035)

Subject : Extension of General Affiliation up to Secondary Level/Sr Secondary-  
regarding.

Ref : Application No. EX-00225-2122

With reference to your application on the subject cited above; I am directed to convey the sanction for  
General Affiliation as per details given below :

Affiliation No.	1530212
Affiliated for	Extension of General Affiliation
Category	Extension of Affiliation
Period of General affiliation	01.04.2021 to 31.03.2026

### The facilities reported at the time of last inspection:

S.No.	Detail	Size
1	Area on which school building situated reported by the IC	14811.5
2	Area of play ground	6577.5

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

1. The school will follow the RTE Act, 2009 and instructions issued thereon by the CBSE/Respective State /UT Govt. from time to time.



2. The School is required to apply online for further extension of affiliation along with the requisite fee and other documents as per Rule 10.3 of Affiliation Bye Laws.
3. The school will also abide by the conditions prescribed, if any, by the State Government concerned as mentioned in certificate as per appendix III issued by District Education Officer (DEO) /equivalent officer.
4. The school should ensure the strong governance and management of its activities in way of comprehensive and quantifiable planning in way of curriculum planning, infrastructure, resources, physical education, staff development and other co-curricular areas.
5. The school should go through the provision of **Affiliation and Examination Bye Laws** and keep a **copy there of** for reference purpose and also advised to visit CBSE websites i.e. <http://cbseacademic.nic.in/> & <http://cbse.nic.in/> for updates. The School is expected to see all circulars on these CBSE websites regularly.
6. The school will strictly adhere to 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.
7. **Admission to the school** is to be restricted as per relevant rules of Examination Bye-laws and rule 2.4.5, 2.6.5, 7.1, 7.2, 8.4.2, 8.4.10 & other relevant rules of Affiliation bye laws.
8. The school is required to follow rule No.2.4.7 and 2.4.8 of Affiliation Bye Laws regarding Books and Quality of Education.
9. The number of sections of the school shall be restricted to **19** as per the number of class rooms reported during inspection and further increase shall be subject to specific approval of the Board on the basis of the request of the school as per affiliation bye laws.
10. 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 related to running of school affiliated to CBSE. The school shall also be liable to bear all legal charges incurred by the Board, if any, arising out of these circumstances.
11. The school must strive to promote conservation of environment on their campus through rain water harvesting, segregation of waste at source, recycling of organic waste, proper disposal of waste including electronic waste, use of energy saving and energy efficient electrical equipment, greening of campus, use of solar energy, education and awareness amongst children on environment conservation and cleanliness etc.
12. The school shall submit their information through Online Affiliated School Information System (OASIS) as per details given in circular no. affiliation-06/2018 dated 24.04.2018. Link for OASIS is available on Board's website: [www.cbse.nic.in](http://www.cbse.nic.in).
13. The optimum Section teacher ratio of 1:1.5 as well as student teacher ratio of 30:1 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.
14. Every affiliated school shall sponsor regularly its bonafide and eligible students in Boards Class X and Class XII examinations from the year mentioned while granting affiliation/upgradation regularly without break or inform with reasons thereof in writing well in time about the non-sponsoring of the candidates.
15. Running of **coaching institutions** in the school premises in the pretext of providing coaching to the students for various examinations is not permitted by the Board. Strict action would be taken on defaulters.
16. The Manager and the Principal of the school shall be jointly responsible for the authenticity of the online/offline documents/ information/data submitted by the School to the Board.
17. The school authorities are required to acquaint themselves with all the rules contained in Affiliation & Examination Bye-laws and circulars/guidelines/ notification issued by the Board from time to time. Any laxity in following rules/instructions of the Board will lead to action against school as per Chapter 12 of Affiliation Bye-laws-2018.
18. The school is required to renew all mandatory certificates from time to time & shall abide by the conditions laid herein.
19. The school shall be responsible to comply immediately with the conditions mentioned in the grant letter and shall also maintain record of certificates, compliance, data and other records / information and shall be fully responsible to produce all such records before Board when asked for failing which necessary action shall be taken as per Affiliation-Bye-Laws.

Joint Secretary(Affiliation)



\* The school is required to maintain FDR as per norms and submit documentary proof for the same. 2

\* The school shall also maintain record of certificate, compliances, data and other records/information and shall be fully responsible to produce all such records before Board and appropriate Government Authorities when asked for, failing which necessary action shall be taken as per Affiliation-Bye-Laws of the Board. The school shall also be liable for action by the appropriate Govt., in case of violation / non-compliance of the concerned Govt. norms.

\* It may be clearly stated in Grant letter that Extension is purely based on details submitted by School in the online application/compliance and the School shall be held responsible for genuineness of information / documents / data submitted, if found otherwise the school shall invite liable for suitable action as per affiliation Bye laws-2018.

Joint Secretary

Encl: as stated above.

To view detailed letter visit our website. If letter is not placed within 10 days, register your request for letter at [cbse.aff@nic.in](mailto:cbse.aff@nic.in).

[http://cbseaff.nic.in/cbse\\_aff/Form/Login.aspx](http://cbseaff.nic.in/cbse_aff/Form/Login.aspx)

\*\* Please do not reply to this mail.

Central Board of Secondary Education  
Affiliation Unit, AMC Cell  
Preet Vihar,  
Delhi 110092  
Email : [cbse.aff@nic.in](mailto:cbse.aff@nic.in)