

FORM - 3

PROVISIONAL CERTIFICATE OF RECOGNITION OF SCHOOLS

(Sub rules (6) and (7) of Rule 12 of the Puducherry Right of Children to Free and Compulsory Education Rules, 2011)

DIRECTORATE OF SCHOOL EDUCATION, PUDUCHERRY

No.22264/DSE/EE/P-10/GR- 05/2020-21

Puducherry dt. 13 NOV 2020

To
The Manager,
Maharishi Vidya Mandir,
(Middle School),
Sri Ganesh College Campus, Keelparikalpet Road,
Mullodai, Bahour Commune, Puducherry-607 402.

Sub: Provisional recognition for the school for the purpose of section 18 of Right of Children to Free and Compulsory Education Act, 2009.

Dear Sir/Madam,

This has reference to your application dt. Nil and subsequent correspondence with the school/inspection in this regard.

It is found that the school does not fulfill the norms of pupil teacher ratio / the norms and standards other than pupil teacher ratio as specified in the Schedule of the Right of Children to Free and Compulsory Education Act, 2009.

I convey the grant of provisional recognition for starting a new private school viz. **"MAHARISHI VIDYA MANDIR"**, (Middle School), Sri Ganesh College Campus, Keelparikalpet Road, Mullodai, Bahour Commune, Puducherry, with the classes from **LKG to SEVENTH std.**, during the academic year **2020-21**, on the condition that :

- (i) the norms of the pupil teacher ratio as specified in the Schedule of the Act shall be fulfilled within this period*.
- (ii) the norms and standard as specified in the Schedule of the Act shall be fulfilled within this period.

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

1. The grant for recognition is not extendable and does not in any way imply any obligation to recognize/affiliate beyond Class VIII.
2. The School shall abide by the provisions of the Right of Children to Free and Compulsory Education Act, 2009 and the Puducherry Right of Children to Free and Compulsory Education Rules, 2011.
3. The aided private school shall provide free and compulsory elementary education to such proportion of children admitted therein as its annual recurring aid or grants so received bears to its annual recurring expenses. under section 12 of the Act.
4. The unaided private school shall admit in class I, to the extent of 25% of the strength of that class, children belonging to weaker section and disadvantaged group in the neighbourhood and provide free and compulsory elementary education till its completion under section 12 of the Act. Provided, further that in case the school offers pre-primary education this norm shall be followed at the initial stage of admission to pre primary education.

...2/-

~~For the children referred above, the School shall be reimbursed as per section 12 (2) of the Act. To receive such reimbursements school shall provide a separate bank account.~~

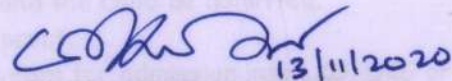
5. The Society/School shall not collect any capitation fee and subject the child or his or her parents or guardians to any screening procedure.
6. The School shall not deny admission to any child for lack of age proof and shall adhere to the provisions of section 15 of the Act.
7. The School shall ensure:
 - a. No child admitted shall be held back in any class or expelled from school till the completion of elementary education;
 - b. No child shall be subjected to physical punishment or mental harassment;
 - c. No child is required to pass any board examination till the completion of elementary education;
 - d. Every child completing elementary education shall be awarded a certificate as laid down under Rule 21;
 - e. Inclusion of children with special needs is to be made as per the provisions of the Act;
 - f. The teachers are recruited with minimum qualifications as laid under section 23(1) of the Act. Provided further that the existing teachers who, at the commencement of this Act, do not possess minimum qualifications shall acquire such minimum qualifications within a period of 5 years;
 - g. The teacher performs his/her duties specified under section 24(1) of the Act and
 - h. The teacher shall not engage himself or herself in private teaching activities.
8. The School shall follow the syllabus on the basis of curriculum laid down by appropriate authority.
9. The School shall enroll students proportionate to the facilities available in the school as prescribed in the section 19 of the Act.
10. The School shall maintain the standards and norms of the school as specified in section 19 of the Act. The facilities reported at the time of last inspection are as given under:

Area of school campus	: 87,120 sq.ft.
Total built up area	: 17,607.23 sq.ft.
Area of play ground	: 69,512.77 sq.ft.
No. of class rooms	: Nine
Room for Headmaster-cum-office-cum-storeroom	: Yes
Separate toilet for boys and girls	: Yes
Drinking water facility	: Yes
Barrier free access	: Yes
Availability of Teaching Learning Material	: Yes
Availability of play materials	: Yes
Equipment	: Yes
Library	: Yes

11. No unrecognized classes shall run within the premises of the school or outside in the same name of the school.
12. The School buildings or other structures or the grounds are used only for the purposes of education and skill development.
13. The School is run by a society registered under the Societies Registration Act, 1860 (21 of 1860), or a public trust constituted under any law in force from time to time.
14. The School is not run for profit to any individual, group or association of individuals or any other persons.
15. 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 the concerned Inspecting Officer every year.
16. The recognition code number allotted to your school is **GR-05**. This may please be noted and quoted for any correspondence with this office.
17. The school furnishes such reports and information as may be required by the Director of Education/Inspecting Officer/State Project Director, Sarva Shiksha Abhiyan from time to time and complies with such instructions of the State Government/Local Authority as may be issued to secure the continued fulfillment of the conditions of recognition or the removal of deficiencies in working of the school.
18. Renewal of Registration of Society, if any, shall be ensured.

// By Order//

Yours faithfully,


13/11/2020

(M. THANASELVANE NEHRU)
DEPUTY DIRECTOR (ELEMENTARY EDUCATION)

Encl : Annexure

Copy to :

1. The Chief Educational Officer,
Puducherry.

The management of the said new private school is hereby instructed to adhere the following instructions :

- i. Plan (PPA) Approval of the school building should be submitted in the name of the said school, with a period of One year time.
- ii. The teaching and non-teaching staff should be paid salary and Dearness Allowance, as per the Labour Dept., G.O. Ms. No.40, dt.18.10.13.
- iii. The Fee structure should be displayed in the Notice Board, of the school.
- iv. School Disaster Management Plan (SDMP) and School Safety Disaster Awareness Training Programme should be conducted, as per the Circular issued vide No.7318/DSE/HSW/AC/A1/2017-18 dt.09.03.2018, by the Joint Director (S.E), Directorate of School Education, Puducherry.

2. The Statistical Officer, OSD (Plan), Directorate of School Education, Puducherry.

ANNEXURE
(Primary and Middle school level)

1. The management shall not change the location of the school without prior permission from the Director of School Education.
2. The management of recognized private schools shall create the Endowment and Reserve funds in the form of fixed deposits for the prescribed amounts in the Puducherry State Co-operative Bank only in the accounts jointly held by the management committee and the Director of School Education.
3. The Fixed Deposit Receipts in respect of the Endowment and Reserve Fund should be renewed from the day immediately following the date of maturity.
4. The Heads of schools should provide the prescribed the minimum space per pupil as per the following norms:

Category I - Pre-primary and Primary level - 0.88 sq.mt. per pupil

Size of Standard class room = $(0.88 \times \text{No. of Pupils} + 5.2)$ sq.mt.

Category II - Middle/High/Higher Secondary Level - 0.99 sq.mt. per pupil

Size of Standard class room = $(0.99 \times \text{No. of Pupils} + 5.2)$ sq.mt.

5. The managements shall provide sufficient electric fans and tube lights in each classroom to ensure proper ventilation and light to the students.
6. The managements shall provide sanitary and drinking water facilities as per the following norms

Latrine seats	Urinals	Drinking water taps
3 for 100 boys	4 for 100 boys	1 for 50 Pupils
5 for 100 Girls	5 for 100 Girls	

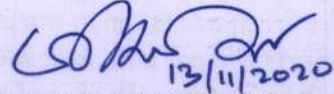
7. The Heads of schools shall determine the age of a child on the basis of the Birth Certificate when a child seeks fresh admission in the pre-primary classes or I standard.
8. If the parents are not able to produce the same, they may be requested to produce an Affidavit/Declaration with regard to the age of their wards and the child be admitted.
9. No child shall be denied admission in a school for lack of age proof.
10. A child should have completed the minimum age of 3, 4, or 5 years for admission into-LKG, UKG or I standard respectively as on 31st July.
11. However, the Inspecting Officers are empowered for granting exemption upto 30 days for LKG & UKG classes, in such cases where the age of the children falls short by a few days only.
12. The extended period of admission for the classes from I std. to VIII std. shall be SIX months from the date of commencement of the academic year of a school.
13. Admission to the school shall be opened to all without discrimination based on religion, caste, race, place of birth or any of them.
14. Students who have studied in the Private school of this U.T. of Puducherry and those who have studied in schools either Govt. or Private outside this Union Territory of Puducherry shall be admitted on the basis of Transfer Certificate duly countersigned by the Inspecting Officer concerned.
15. The managing committee shall close down a school with the prior approval of the Director of School Education. Such school shall immediately hand over all the school records to the Inspecting Officer concerned.
16. Every recognized private school shall display the Number and Date of the Recognition Order and the class upto which recognition is granted in the Name Board and Notice- Board.
17. Every recognized private school should adhere to the normal working hours and the authorized holidays, as approved by the Director of School Education from time to time.
18. The Heads of schools should maintain the student strength not exceeding 40 for the classes from I to V and 35 for the classes from VI to VIII in each section.
19. The managements should issue detailed Cash Bills whenever Text Books, Stationeries, Uniform Materials, etc., are sold by them to the pupils.

205/TRE CED, Ady
- 2 (A) -

-2-

20. The practice of large scale detention of students in Standard IX to achieve the goal of 100% pass in the Public Examination is banned. Compulsory issuance of Transfer Certificate to such students is also banned. The promotion policy/norms fixed by Director of School Education shall be strictly adhered to.
21. The Heads of Schools should establish and manage Parent Teacher Associations as per the guidelines issued by this Directorate.
22. Rainwater harvesting structure should be established in the School building.
23. The students should be medically got examined to identify illness if any and the Health record of the students should be maintained.
24. No class shall be conducted in thatched or other flammable roof sheds.
25. Classes upto Third Standard must be conducted in the Ground Floor only.
26. The schools should have sufficient fire fighting equipments and water storage facilities.
27. There should be atleast one entry gate and one exit gate in all schools.
28. The entrance/exit gates, the staircase and the verandahs/internal pathways of the schools should be sufficiently broad.
29. The teachers and students should be given proper training to meet any emergent situation. Training in fire fighting and rescue operations should be imparted to the volunteers of NCC., NSS., and CSS.
30. The Heads of Institutions shall be personally responsible for the compliance of the directions issued vide G.O. Ms. No.80 dated 26.07.2004.
31. The management shall comply with the instructions issued from time to time by the Director of School Education, in the interest of School Education.

/By Order/


13/11/2020

(M. THANASELVANE NEHRU)
DEPUTY DIRECTOR (ELEMENTARY EDUCATION)
Directorate of School Education, Puducherry.