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CENTRAL BOARD OF SECONDARY EDUCATION

(An Autonomous Organisation under the Union Ministry of Human Resource Development Govt. of India)
"SHIKSHA KENDRA", 2, COMMUNITY CENTRE, PREET VIHAR, VIKAS MARG, DELHI-110 092.

REGD./SPEED POST

No. CBSE/Aff./SL-01160-1213(330382)/2012/422638

Date : 16.05.2012
18

The Manager,
K C Mount Fort School,
Village-Dardha, Post Jalapur,
Muzaffarpur, Mushahri,
Bihar-843119.

Sub: Fresh Composite Provisional Affiliation to the above said school.

Sir/Madam,

With reference to your online application dated 23.06.2011 on the subject cited above, I am directed to convey the sanction for Composite Provisional Affiliation for Secondary School Examination of the Board for a period of three years w.e.f. 01/04/2012 to 31/03/2015.

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

1. "School will follow the syllabus on the basis of curriculum prescribed by NCERT for the middle classes".
2. The school will implement Continuous and Comprehensive Evaluation (CCE) as per the schemes of the Board upto Classes X vide Circular No. 39/20-09-2009 dated 20.09.2009 in the school.
3. The school will follow the RTE Act, 2009 and instructions issued thereon by the CBSE/Respective State Govt./UT.
4. The school will follow syllabi and courses as per scheme of studies prescribed by the Board for Secondary School Examination and changes made therein from time to time.
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 :-

	Campus area	Enrolment	No. of Sections (pre-primary to X)
(a)	1.0 acre	1250	02 in each class
(b)	1.5 acre	1875	03 in each class
	2.0 acre	2500	04 in each class
(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

Contd...2...

School Manager
KC MOUNT FORT SCHOOL
Dardha, Baikatpur, Jalapur
MUZAFFARPUR-19
Bihar

Regoneer Singh
Principal
Dardha, Baikunthpur
Muzaffarpur-843119

6. The School will not sponsor candidates for Board's examination of any other School/Branch, which is not affiliated.
7. The school shall sponsor regularly its bonafide and eligible students in Board's class X Examination from the year mentioned above without break or inform with reasons thereof in writing well in time about the non-sponsoring of the candidates. Failure to do so will lead to *suo moto* withdrawal of the affiliation of the school for secondary Examination granted by the Board.
6. The school should not start Class XI/XII without written approval of the Board. The Board shall not be responsible for any consequences in case class XI/XII is started without following the Affiliation Bye Laws and obtaining the prior approval of the Board.
7. The school shall appoint qualified and trained teaching staff on regular basis as per provisions of Affiliation Bye Laws of the Board.
8. Service conditions, pay and allowances and other benefits to the employees of the school shall be at least at par with that of corresponding categories of employees working in Government Schools of the State in which the school is located. An undertaking to this effect be sent to C.B.S.E.
9. Service agreement be executed with the staff as per norms generally accepted by the State Government concerned.
10. The school will help the Board in the smooth conduct of the examination by providing the necessary accommodations i.e. Rooms, Halls, etc. available in the school premises and furniture at its disposal for holding its examinations free of charges if required.
11. The school will spare sufficient teachers, for invigilation purpose at the examinations of the Board, as may be required.
12. The school will spare its teachers for evaluation of answer-books for the Board's examinations, if required.
13. The school will provide Laboratories, Library and other facilities as per norms of the Board.
14. The school will abide itself by the conditions of affiliation already prescribed by the State Government concerned.
15. The school should have at least one adequately equipped computer lab with a minimum of 10 computers or computer student ratio of 1:20 and proper software alongwith facility of Broad Band Connectivity with the feature of 'internet always on' from any service provider.
16. The school shall promote inclusion of student with disabilities/special needs in the normal school as per provisions of the 'persons with disabilities act -1995'.
17. The school and its records shall be opened 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.
18. The rate of tuition fee and other fees charged should be commensurate with the facilities provided.
19. The admission to the school shall be opened to all without any discrimination on the ground of religion, cast or race, place of birth or any of them.
20. No unrecognized classes shall run within the premises of the school or outside in the same name of school.
21. The school will strictly adhere with all rules regarding safety of students including Fire fighting, Drinking water, Sanitation, Transportation, etc.
22. 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.
23. The affiliation Code Number allotted to your school is 330382. This may please be noted and quoted for any correspondence with the Board.
24. The school will create Réserve Fund as per the requirement of the Affiliation Bye Laws.

Kyashwanth Prasad
School Manager

M. Kalyan Prasad
Principal

KC MOUNT FORT SCHOOL
Dardha, Baikampur, Jalalpur
MUZAFFARPUR-19
Bihar

KC MOUNT FORT SCHOOL
Dardha, Baikunthpur
Muzaffarpur-84
Bihar

25. The school will apply for further Extension of Provisional Affiliation 'on online' through www.cbseaff.nic.in with the prescribed fee of **Rs. 25,000/-** and other essential documents before 30th June of the preceding year before the expiry of the date of provisional affiliation.
26. The school will open CBSE pattern classes IX w.e.f.01/04/2012. Accordingly, 1st Batch of class X of the school will be appeared at the Board's Examination to be held in the year 2014.
27. 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	-	12133 sq mtr.
(ii)	Total built up area	-	8900 sq ft.
(iii)	Area of play ground	-	11306 sq mtr.
(iv)	No. of class rooms	-	09 (25x20)
(v)	No. of vacant class rooms	-	04 (25x20)
(vi)	No. of labs		
	Biology	-	--
	Physics	-	--
	Chemistry	-	--
	Maths	-	--
	Computer Science	-	01 (20x20)
	Composite Science lab	-	01 (20x20)
(vii)	Size and number of books in the Library	-	Size 25x20, No. of Books 1561.

28. Other conditions are as per Annexure 'A' enclosed.
29. **Special conditions to be complied within three months:-**
- The School is required to set up Maths Laboratory.
 - Teachers should be sent for various in-services courses/workshops/public seminars, conducted by CBSE or other reputed institutions to enrich their knowledge.
 - The school is required to pay salary and other admissible allowances at par with corresponding category of employees working in state Government schools through bank with single cheque transfer advise.
 - The school is required to complete 04 classrooms under construction and submit its compliance.
 - The school is required to enrich the composite science lab, computer lab and more articles for games & sports be added.

Yours faithfully,


DEPUTY SECRETARY (AFF)

Date: 16.05.2012

No. CBSE/Aff./SL-01160-1213(330382)/2012

Copy to:-

- The Principal, K C Mount Fort School, Village-Dardha, Post Jalapur, Muzaffarpur, Mushahri, Bihar-843119.
- The Secretary, Human Resource Development Department, Govt. of Bihar, Patna, New Secretariat, Patna - 800015, Bihar.
- The Regional Officer, Central Board of Secondary Education, Ambika Complex, Behind State Bank Colony, Near Brahmsthan, Sheikhpura, Bailey Road, Patna.
- The Deputy Secretary (IT), AMC, CBSE, Delhi.
- The Desk Officer, Affiliation, CBSE, Delhi.

DEPUTY SECRETARY (AFF)

Regankerayan Tripathi
School Manager
KC MOUNT FORT SCHOOL
Dardha, Baikatpur, Jalapur
MUZAFFARPUR-19
Bihar

Shobhuvi Pandey
Principal
KC MOUNT FORT SCHOOL
Dardha, Baikunthpur
Muzaffarpur-843119
Bihar

CENTRAL BOARD OF SECONDARY EDUCATION

"SHIKSHA KENDRA", 2, COMMUNITY CENTRE,
PREET VIHAR, DELHI-110 301.

Affln. No. 330382

Other Conditions:-

Conditions for which compliance to be submitted within three months of issue of sanction letter:-

1. Running starting of Class IX/X or XI/XII without prior Provisional Affiliation upto Secondary level/Sr. Secondary level from the Board would be unauthorised and school shall be responsible for the consequences arising out of it.
2. Non submission of application for extension of Provisional Affiliation by 30th June of the year preceding to the year by which provisional affiliation granted, expires, would also attract violation of provisions of Affiliation Bye Laws.
3. School will not prepare any student/start any class for any other Board except CBSE from their CBSE affiliated school building/premises.
4. 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.
5. Pay & Allowances to staff should be revised time to time to bring it at par with that to State Government.
6. The service conditions be strictly followed as per State Education Act and Staff be given appointment/confirmation letters etc. accordingly.
7. 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 Principal of KV/JNV
8. The school shall maintain section teacher ratio at least 1:1.5 at each level i.e. Primary (I-V) Secondary (VI-X) and Sr. Secondary (XI-XII).
9. The school has to constitute a committee for protection of women 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 Vishakha and others state of Rajasthan and others delivered on 13/08/1997.
10. - on account of annual fee for -- years- may please be remitted.
11. The school shall maintain Reserve Fund in the joint names of the Manager of the school concerned and the Secretary of the Board in the scheduled Bank to the extent indicated below:-

Upto -	500	Students	Rs. 60,000/-
501 -	750	"	Rs. 80,000/-
751 -	1000	"	Rs. 1,00,000/-
Above -	1000	"	Rs. 100/- per student round to nearest thousand

The interest accruing out of the deposit of reserve fund made by the Institution at the time of affiliation/extension of affiliation be not withdrawn by the management under any circumstances what so ever.

Rajaneerajan Javed
School Manager
KC MOUNT FORT SCHOOL
Dardha, Baikunth, Jalalpur
MUZAFFARPUR-19
Bihar

Maalhu Pandey
Principal
KC MOUNT FORT SCHOOL
Dardha, Baikunth, r
Muzaffarpur-843119

Sd/-
ASSTT./DEPUTY SECRETARY(Aff.)

Phone: 011-22520242 (Technical Query)
Phone: 011- 22528257 (General Queries Reg. Affl.)
Fax: 011-22540655



E-Mail: cbse.aff@nic.in
Website: www.cbse.nic.in
Affiliation Website: www.cbseaff.nic.in

CENTRAL BOARD OF SECONDARY EDUCATION

(An Autonomous Organisation under the Union Ministry of Human Resource Development Govt. of India)

"SHIKSHA KENDRA", 2, COMMUNITY CENTRE, PREET VIHAR, DELHI - 110 301

REGD./SPEED POST

No. CBSE/Aff/SS-00802-1415/330382/657907

Dated: 30.12.2013

The Manager,
K C Mount Fort School,
Village-Dardha, Post Jalapur, Muzaffarpur,
Mushahri, Bihar-843119

Sub: Upgradation to + 2 stage - reg.

Sir/Madam,

With reference to your online application bearing Registration No.SS-00802-1415 dated 30.06.2013, I am directed to inform you that the Board has considered the undertaking certified by the Management and the Principal of the School on the confirmation page and has decided to grant provisional affiliation to the above said school for **Senior School Certificate Examination** for a period of **three years w.e.f. 1.4.2014 to 31.3.2017** without inspection, in the following subjects:-

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

Since the Upgradation has been granted without inspection as per Circular No.6 issued on 22/01/2013, the school is likely to be inspected at any time in future to confirm its suitability including labs, teaching staff and other requirement required for Senior Secondary Level School.

The sanction is subject to the fulfillment of the following conditions in addition to the general conditions intimated at the time of grant of provisional affiliation for secondary classes:

1. "The school will follow syllabi and courses as per scheme of studies prescribed by the Board for Senior School Certificate Examination and changes made therein from time to time."
2. The school will implement Continuous and Comprehensive Evaluation (CCE) as per the schemes of the Board upto Classes X.
3. The school will follow the CCE scheme at Secondary level as per the guidelines of the Board issued from time to time.
4. The school will follow the RTE Act, 2009 and instructions issued thereon by the CBSE/Respective State Govt./UT Govt. from time to time.
5. It is mandatory for every affiliated school to become a member in the local Sahodaya of CBSE schools.
6. The school will provide additional suitable facilities for classes XI and XII, as per requirements laid down in the rules.
7. It will increase the number of books in the Library and equipments in the Laboratories/Workshops with adequate games facilities etc. in consonance with the requirements of the Board for Classes XI & XII.
8. It will appoint only qualified staff to teach Classes XI & XII as per requirements laid down by the Board.
9. It will provide facilities for adequate co-curricular and extra-curricular activities for the wholesome development of the students.
10. It will abide itself by the Affiliation Bye Laws of the Board and other rules and regulations prescribed by the Board from time to time.
11. The school will strictly adhere with all rules regarding safety of students including Fire fighting, Drinking water, Sanitation, Transportation, etc.

Contd.2/

KC MOUNT FORT SCHOOL
Dardha, Baikatpur, Jalalpur
MUZAFFARPUR-19
Bihar
School Manager
KC MOUNT FORT SCHOOL
Dardha, Baikatpur, Jalalpur
MUZAFFARPUR-19
Bihar
Principal

12. 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.			

13. 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	-	12,140 Sq. Mtr.
(ii)	Total built up area	-	11,300 Sq. Mtr.
(iii)	Area of play ground	-	10,000 Sq. Mtr.
(iv)	No. of class rooms	-	11
(v)	No. of labs		
	Biology	-	01
	Physics	-	01
	Chemistry	-	01
	Maths	-	01
	Computer Science	-	01
	Composite Science lab	-	00
(vi)	Size and number of books in the Library	-	Size 60' x 25', No. of Books 2,638.

The school will apply for further Extension of Provisional Affiliation on the prescribed form together with the prescribed fee of Rs. 25,000/- and other essential documents in the preceding year before the expiry of the date of provisional affiliation failing which penalty @ Rs. 10,000/- per month will be charged for late execution of application.

The school will open CBSE pattern classes XI w.e.f. 1.4.2014. Accordingly, 1st Batch of class XII of the school will be appearing at the CBSE Examination to be held in 2016.

Other conditions are as per Annexure 'A' enclosed.

Special conditions to be complied within three months:-

- 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 Govt. 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.
- The school is required to construct more classrooms for commencement of higher classes.
- The school is required to pay prescribed pay scales along with DA and other admissible allowances to the staff at least at par with the State Govt. pay scales.

Yours faithfully,


DEPUTY SECRETARY (AFF)

Dated : .12.2013

No. CBSE/Aff./SS-00802-1415/330382/

Copy to:-

- The Principal, K C Mount Fort School, Village-Dardha, Post Jalapur, Muzaffarpur, Mushahri, Bihar-843119
- The Regional Officer, Central Board of Secondary Education, Ambalika Complex, Behind State Bank Colony, Sheikh Pura, Bailey Road, Patna, Bihar.
- Director (Vocational), for information with regard to vocational subjects.
- The Assistant Secy (IT), AMC Unit, CBSE, Delhi.

DEPUTY SECRETARY (AFF)

Rajawadey
School Manager
KC MOUNT FORT SCHOOL
Dardha, Baikunthpur, Jalepur
MUZAFFARPUR-19
Bihar

Michael's Pandey
Principal
KC MOUNT FORT SCHOOL
Dardha, Baikunthpur
Muzaffarpur-843119
Bihar

**CENTRAL BOARD OF SECONDARY EDUCATION
SHIKSHA KENDRA, 2, COMMUNITY CENTRE, PREET VIHAR, DELHI-110 092.**

Affln.No. 330382

Other Conditions:

Conditions for which compliance to be submitted within three months from the date of issue of sanction letter:-

1. Running starting of Class IX/X & XI/XII without prior Provisional Affiliation upto Secondary level/Sr. Secondary level from the Board would be unauthorized and school shall be responsible for the consequences arising out of it.
2. Non-submission of application for extension of provisional affiliation by 30th June of the year preceding to the year by which provisional affiliation granted, expires, would also attract violation of provisions of Affiliation Bye-laws.
3. School will not prepare any student/start any class for any other Board except CBSE from their CBSE Affiliated school building/premises.
4. 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.
5. Pay & Allowances to staff should be revised from time to time to bring it at par with that to State Government.
6. The service conditions be strictly followed as per State Education Act and Staff be given appointment/confirmation letters etc. accordingly.
7. 5-6 names of persons (at least 2-3 from KV/JNV) 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.
8. The school shall maintain section teacher ratio at least 1:1.5 at each level i.e. Primary (I-V) Secondary (VI-X) and Sr. Secondary (XI-XII).
9. 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 others delivered on 13.8.1997.
10. The school shall maintain Reserve Fund in the joint names of the Manager of the school concerned and the Secretary of the Board in the scheduled Bank to the extent indicated below:-

Upto	-	500	Students	Rs.60, 000/-
501	-	750	"	Rs.80, 000/-
751	-	1000	"	Rs.1, 00,000/-
Above	-	1000	"	Rs. 100/- per student rounded to nearest thousand.

The interest accruing out of the deposit of reserve fund made by the Institution at the time of affiliation/extension of affiliation be not withdrawn by the management under any circumstances what so ever.

Rajaneeswari Devi
School Manager
KC MOUNT FORT SCHOOL
Dardha, Baikatpur, Jalalpur
MUZAFFARPUR-19
Bihar

Maalhu Pandey
Principal
KC MOUNT FORT SCHOOL
Dardha, Baikunthpur
Muzaffarpur-843: 9

[Signature]
DEPUTY SECRETARY (AFF)



केन्द्रीय माध्यमिक शिक्षा बोर्ड
CENTRAL BOARD OF SECONDARY EDUCATION

No. CBSE/AFF/ 330382/EX-00529-1819/2017/1272927

Dated: 06/07/2017

The Manager,
K C Mount Fort School,
Village Dardha, Post Jalapur,
Muzaffarpur, Mushahri,
Bihar-843119.

Sub: Extension of Provisional Affiliation to the above said school (Affiliation no. 330382) beyond 31.03.2017 - regarding.

Sir/Madam,

This is with reference to your online application No. EX-00529-1819 registered on 02.02.2017, on the above subject.

In this connection, I am directed to convey the sanction for extension of provisional affiliation of the school with the Board for its **Secondary School Examination and Senior School Certificate Examination** for a further period of five years w.e.f. 01.04.2017 to 31.03.2022 subject to the fulfillment of the following conditions:-

1. The School is required to abide itself by the Examination/Affiliation-Bye-Laws of the Board.
2. The School is required to apply on online for further extension of affiliation along with the requisite fee and other documents by 30th June of the preceding year in which the Provisional Affiliation expires as per Rule 15.11 of Affiliation Bye Laws.
3. The school must follow Uniform System of Assessment, Examination and Report Card for classes VI - IX from Academic Year 2017-18 onwards as per Board's Circular no. : Acad-14/2017 dated 21/03/2017.
4. The school must submit it's information through Online Affiliated School Information System (OASIS) as per the Board's Circular no. CBSE/Aff./4/Circular/2016 dated 10/11/2016 within 30 days from the receipt of this grant letter. Link for OASIS is available on Board's website: www.cbse.nic.in.
5. 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.
6. The school will follow the RTE Act, 2009 and instructions issued thereon by the CBSE/Respective State /UT Govt from time to time.
7. 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 in class XI and XII
(b)	1.5 acre	1875	03 in each class	04 in class XI and XII
(c)	2.0 acre	2500	04 in each class	04 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.

Rajaneswariyan Invedy
School Manager

Maelhuji Pandey
Principal

Contd... 2/2

KC MOUNT FORT SCHOOL, K C MOUNT FORT SCHOOL
Dardha, Baitainpur, Jalapur, Dardha, Baitainpur, Jalapur
Shiksha Kendra, 2, Community Centre, Preet Vihar, Delhi - 110092



केन्द्रीय माध्यमिक शिक्षा बोर्ड
CENTRAL BOARD OF SECONDARY EDUCATION

:- 2 -:

- (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

8. The school should scrupulously observe prescription from the Municipal Authority/District Collectorate/Transport Department regarding drinking water, fire safety and transport precautions in the school. A certificate from the Municipal/Fire/transport Authority regarding sanitary conditions, water/fire/transport safety should be submitted every five years as per Rule 8.5 of Affiliation Bye Laws and shall follow Rule no. 3.3(vii) and Rule 23(xi) in this regard.
9. The school will provide well equipped Laboratories, Library and other facilities as per norms of the Board. The relevant books to the academic level of students to be made available in the library and would keep at least 05 books per student subject to a minimum of 1500 books excluding text books.
10. The school will also abide itself by the conditions of affiliation already prescribed by the State Government concerned.
11. As per Affiliation Bye-laws the optimum strength of a section should not exceed more than 40 students.
12. 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.
13. 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.
14. 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.
15. Income & Expenditure and audited annual accounts statement duly certified by the Chartered Accountant for the current year is required to be sent and the same be submitted every year.
16. 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.
17. The school should not engage in **commercialization activities**:-
18. 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.

Contd.

Rajaneswari Javed
School Manager
KC MOUNT FORT SCHOOL

Maalhu Pandey
Principal
KC MOUNT FORT SCHOOL

"शिक्षा केन्द्र", 2, सामुदायिक केन्द्र, प्रीत विहार, दिल्ली - 110092

"Shiksha Kendra", 2, Community Centre, Preet Vihar, Delhi - 110092



केन्द्रीय माध्यमिक शिक्षा बोर्ड
CENTRAL BOARD OF SECONDARY EDUCATION

:- 3 -:

19. 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.
20. Teachers are to be made educated regarding corporal punishment & should avoid any type of such involvement i.a.w. rule no. 44.1 (d & e).
21. School will not prepare any student/ start class for **any other Board** except CBSE from their CBSE affiliated school building/ premises.
22. **Admission to the school** is to be made restricted under rule 6.1 of Examination bye laws and rule 12 (i, ii & iii) of Affiliation bye laws.
23. 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 Vishaska and other State of Rajasthan and other delivered on 13.8.1997 mentioned under rule no. 10.9.
24. Each school affiliated/ to be 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.
25. **Pay and allowances** to staff should be revised time to time to bring it at par with that to State Government/Govt. of India. Further, **Salary and Service conditions** of staff should be provided in accordance with Rule no. 3.3 (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.
26. 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, postal address 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 the same on the website before 15th September of every year. 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, postal address and e-mail, telephone number etc.
27. 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.
28. 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.

Rayaneeyan Invedi
School Manager

Madhuri Pandey
Principal

Contd. 4/

KC MOUNT FORT SCHOOL
"शिक्षा केन्द्र", 2, सोमवर्षा निवास, प्रीत विहार, दिल्ली-110092
"Shiksha Kendra", 2, Somvarshiya Community Centre, Preet Vihar, Delhi-110092
Dardha, Baikunthi, Dardha, Baikunthi



केन्द्रीय माध्यमिक शिक्षा बोर्ड
CENTRAL BOARD OF SECONDARY EDUCATION

- 4 -

29. 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.
30. 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**'.
31. **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.
32. 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.
33. 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.
34. 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 i.a.w. circular no 03 dated 21 May 2013.
35. As per rule 15.1 (d), the school will follow the syllabus on the basis of curriculum prescribed by NCERT/ CBSE and text books published by NCERT/CBSE for the Middle classes as far as practicable or exercise extreme care while selecting books of **private publishers**. The contents must be scrutiny to preclude any objectionable content that hurts the feelings of any class, community, gender, religious group in society. If prescribed books found 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.
36. 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.
37. 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 Principal of KV/JNV).
38. The school will create Reserve Fund as per the requirement of the Affiliation Bye Laws.
39. It is mandatory for every affiliated school to become a member in the local Sahodaya of CBSE schools.
40. 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.
41. 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 & www.cbse.nic.in for updates.
42. In case of established violation of the provisions contained in Affiliation/Examination Bye laws of the Board, the school shall be liable for disaffiliation as per Rule No. 17 of Affiliation Bye laws.

Contd. 5

Rajaneesyan Trivedi
School Manager

KC MOUNT FORT SCHOOL

शिक्षा केन्द्र, आनुदायिक बोर्ड, पीत विहार, दिल्ली - 110092

शिक्षा केन्द्र, आनुदायिक बोर्ड, पीत विहार, दिल्ली - 110092

शिक्षा केन्द्र, आनुदायिक बोर्ड, पीत विहार, दिल्ली - 110092

Maethuri Pameley
Principal

KC MOUNT FORT SCHOOL

शिक्षा केन्द्र, आनुदायिक बोर्ड, पीत विहार, दिल्ली - 110092

शिक्षा केन्द्र, आनुदायिक बोर्ड, पीत विहार, दिल्ली - 110092



केन्द्रीय माध्यमिक शिक्षा बोर्ड
CENTRAL BOARD OF SECONDARY EDUCATION

:- 5 :-

43. 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.
44. Special conditions to be complied within two months positively:-
- The school is required to appoint Special Educator as per rule 13 (11) of Affiliation Byelaws of the Board and as mentioned in Board's circular dated 25.06.2015.
 - School is required to submit copy of PF challan of latest months through which amount of EPF has been deposited in the concerned Department **which should be in favour of school instead of society or trust.**
 - Enrolment of students is low in some sections whereas the school is required to make some effort to increase the no. of students.
 - The school has 16 classrooms against 23 sections from Class I to XII. As such, the school is required to clarify as to how 23 sections have been accommodated in 16 classrooms and construct more class rooms to accommodate the students at the earliest.
 - Efforts should be made by the school to improve the result of class XII.
 - The School Managing Committee is to be constituted as per Affiliation Bye-laws, by including 02 representatives each of teachers, parents and CBSE. In this regard, at least 2 persons from KVS/JNV; 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.
 - The school is required to submit copy of renewed Fire Safety Certificates issued by the competent authorities.
 - Library is undersize and needs to be shifted in bigger room.
 - The school is required to appoint more trained & qualified teachers (on permanent basis instead of adhoc basis) to maintain section/teacher ratio 1:1.5 as per norms of the Board. The school should pay the pay scale and allowances which should at least be at par with corresponding categories of teachers employed in government institutions of the State Govt. or as per scale prescribed in 6th Central Pay Commission of Govt. of India in respect of its teachers and will make the payment through ECS mode with proper deduction of EPF and other facilities as per norms of the Board. An evidence to this effect, a copy of acquittance roll for the last 03 months alongwith Banker Certificate are required to be submitted in support of it. The same can be checked and verified by the Board at any time.

DEPUTY SECRETARY (AFF.)

Copy to:

- The Principal, K C Mount Fort School, Village Dardha, Post Jalapur, Muzaffarpur, Mushahri, Bihar-843119.
- The Regional Officer, Central Board of Secondary Education, Regional Office, Ambika Complex, Behind State Bank Colony, Near Brahmsthan, Sheikhpura, Raza Bazar, Bailey Road Patna-800 014.
- The Research Officer (Technology), AMC, CBSE, Preet Vihar, Delhi with a request to update records.

Signature
04/07/2018
DEPUTY SECRETARY (AFF.)

Rajaneeswaran Trivedi
School Manager
KC MOUNT FORT SCHOOL

Shalini Pandey
Principal
KC MOUNT FORT SCHOOL

Dardha, Baikatpur, Jharkhand, 2, सामुदायिक केंद्र, प्रीत विहार, दिल्ली - 110092

MUZAFFARPUR-19 "Shiksha Kendra", 2, Community Centre, Preet Vihar, Delhi - 110 092

**The Manager,
K C M F SCHOOL DARDHA JALAPUR MUZAFFARPUR BR
K C MOUNT FORT SCHOOL,VILLAGE DARDHA POST JALAPUR,MUZAFFARPUR
BIHAR,MUZAFFARPUR, 843119
(M: 91-9334906406)**

SUBJECT: -Extension of General Affiliation up to Secondary/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:-

Affiliation No used as User ID for both OASIS and LOC/Registration System	330382
School No	65386
Affiliated for	Extension of General Affiliation
Category	Extension of Affiliation
Period of affiliation	01.04.2022 to 31.03.2027

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 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 is required to apply on 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 should 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 there of 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 to 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.

"The school shall possess valid fire safety certificate and Building safety certificate during functioning of the school which shall be renewed from time to time as per norms".

DEPUTY SECRETARY/JOINT SECRETARY (AFF.)

ENROLMENT TABLE

SN	Location of School	Campus area	Affiliation Allowed	Optimum No. of Sections (From classes I/VI to X/XII)
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Rajoneeraman Trivedi
School Manager
KC MOUNT FORT SCHOOL
Dardha, Baikatpur, Jalalpur
MUZAFFARPUR-19
Bihar

Maalhuri Raneej
Principal
KC MOUNT FORT SCHC
Dardha, Baikunthp
Muzaffarour-843

A	Areas/Cities mentioned in clause 3.6	1600 sqm	Up to Class-X only	10
B	Areas/Cities mentioned in clause 3.6	2400 sqm	Up to Class-XII	24
C	Areas/Cities mentioned in clause 3.6	3200 sqm	Up to Class-XII	28
D	Class-X Cities (Clauses 3.5) and Areas mentioned in clause 3.7	2000 sqm	Up to Class-X only	10
E	Class-X Cities (Clauses 3.5) and Areas mentioned in clause 3.7	3000 sqm	Up to Class-XII	24
F	Class-X Cities (Clause 3.5) and Areas mentioned in clause 3.7 and Areas/Cities mentioned in clause 3.4	4000 sqm	Up to Class-XII	28
G	Pan India (Clause 3.3)	6000 sqm	Up to Class-XII	38
H	Pan India (Clause 3.2)	8000 sqm	Up to Class-XII	48
I	Pan India (Clause 3.2)	>8000 sqm	Up to Class-XII The number of sections shall be restricted in accordance with 'H' above with land requirement unit scaled down to 2000 square meters i.e. 12 sections for every 2000 square meter additional land.	
<p>The total number of sections taken together for classes XI and XII should not be more than 1/3 of optimum number of section allowed on the basis of land holding for any school.</p>				
<p>The number of sections and students shall be restricted as per the actual facilities in the school.</p>				
<p>For class rooms of size less than 500 sq feet the enrolment shall be 0.08 X size of class rooms in sq feet</p>				

Important Notes : 1. The total number of section of the school shall be restricted to 22 (As per prescribed dimension) as per the number of class rooms reported during inspection and further increase shall be subjected to specific approval of the Board on the basis of the request of the school as per affiliation bye laws. 2. The school has uploaded building safety certificate, whereas, stamp of the issuing authority is not reflected in the same. Thus, the school is directed to obtain building safety certificate issued by PWD department of state Govt or empanelled engineer along with empanelment certificate copy of the engineer and upload the same on its website under mandatory disclosure section within a period of 03 months. 3. The school has uploaded certificate of working condition of fire extinguisher instead of fire safety certificate. Thus, the school to require obtain fire safety certificate and upload on its website under mandatory disclosure section within a period of 03 months. 4. The school has uploaded self-certification, whereas date of expiry of the recognition are not reflected in the same. Thus, the school is directed to upload the same as per section 18 RTE Act 2009 on school website under mandatory disclosure section. 5. The school is required to appoint Special Educator as per Board's norm. 6. The school is having low enrolment in lower sections. Therefore, the school is required to make more efforts to increase the enrolment of students in proportionate to the facilities available in the school 7. As reported by IC, school does not have specific toilets for Boys/ Girls. Thus, the school is directed to construct the separate toilets for Girls /boys with signboards to mark Boys and Girls washrooms on all floors and upload the videography of the same on school website under mandatory disclosure section within a period of 03 months. 8. The school is required to procure more computers to maintain computer to students' ratio i.e. 1:20. 9. The school is required to set-up all the labs and library as

Rajaneerayan Trivedi
School Manager
KC MOUNT FORT SCHOOL
Dardha, Baikatpur, Jalalpur
MUZAFFARPUR-19

Maethuri Pandey
Principal
KC MOUNT FORT SCHOOL
Dardha, Baikunth,
Muzaffarpur-84

per dimension given in Affiliation Bye-laws and upload the videography of the same on the school website under mandatory disclosure section. 10. As per the Board examination result reflecting against the school, the school should improve the academic standards for senior secondary classes 11. The school is directed to maintain the section teacher's ratio as per Board's norms. 12. The school is required to renew all the mandatory certificates time to time. 13. The school is directed not to remove the videography link in future. School is required to appoint special educator as per affiliation by laws.

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>).

Print

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