

NO : CBSE/2430215/US-00149-2627/2026-27

Dated:
30/06/2025**The Manager,**

OPEN TRUTH ENG MED SCH BAROBISA ALIPURDUAR WB
 OPEN TRUTH ENGLISH MEDIUM SCHOOL,VILLAGE - PURBA CHAKCHAKA,PO -
 BAROBISA, KUMARGRAM
 WEST BENGAL,ALIPURDUAR, 736201
 (M: -9735948722)

Subject :- UPGRADATION TO SENIOR SECONDARY LEVEL-regarding
Ref : Application No. : - US-00149-2627, Dated: 06/05/2025.

Sir / Madam,

This is with reference to school application on the subject cited above. I am directed to convey the approval of the Board for Affiliation i.e Upgradation to Senior Secondary Level as per details given below :

Affiliation No used as User ID for both OASIS and LOC/Registration System	2430215
School No	15685
Affiliated for	Senior Secondary School Examination Class 1 to 12
Category	Upgradation of Affiliation
Period of affiliation	01.04.2025 to 31.03.2030
Year and Month From which admission can be taken in Class-IX/XI	1 April,2025
Year and Month in which first batch of Class-X/XII will appear in board examinations	1 April,2027
Application to be filled for further extension in the Year	2029

Sl. No.	The school is directed to ensure that :
1	The total number of sections of the school from class I to XII shall be restricted to 21 , out of which the school can run not more than 6 sections in secondary classes i.e. 3 in class IX and 3 in class X and not more than 6 sections in senior secondary classes i.e. 3 in class XI and 3 in class XII, subject to the condition that the school shall not run more than 1/4 and 1/3 of the total sections running in the school at any point in time at the secondary level and senior secondary level, respectively. The optimum number of the students shall be restricted to 40 for a classrooms size of 500 sq ft and above. Further, increase of sections shall be subject to specific approval of the Board based on the request of the school as per affiliation bye law and availability of land and class rooms of greater than 500 sq ft dimension.
2	The optimum number of students intake preferably shall be restricted as per the provisions of the Affiliation Bye Laws, 2018 as per the size of classrooms mentioned below:

Sl. No.	Dimension of Classrooms	Number of Classrooms	Maximum number of students permissible
1	Greater than and equal to 500 sq ft.	21	40
2	Between 400-499 Sq ft.	1	35
3	Less than 400 Sq ft.	3	30
3	The approval is based upon the documents /data/information uploaded by the school online. The Manager and Principal of the school shall be held responsible for its genuineness. In case of any document found to be fake/forged/fabricated/tampered, the application of the school is liable to be rejected and the school shall be liable for imposition of any of the penalties and necessary action will be initiated against the school as deemed fit, under clause 10.1.16 of Affiliation Bye Laws, 2018.		
4	The school shall 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.		
5	The School is required to apply online for extension of affiliation in the preceding academic session before its expiry along with the requisite fee and other documents as per Rule 10.3 of Affiliation Bye Laws.		
6	The school shall 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 thereof for reference purpose and is also advised to regularly visit CBSE websites i.e http://cbse.nic.in for updates.		
7	The school shall renew mandatory certificates from time to time.		
8	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.		
9	Concerned Regional Office is requested to create new email id of school as per direction issued by controller of examination. This E Mail ID is used for communication with CBSE only.		
10	The school shall not remove the documents and videography links in the mandatory disclosure section of its website.		
11	The school shall follow the SOPs of the Board for its Laboratories, Library and sports facilities issued by the Board vide circular no 11 dated 04.10.2022.		
12	The School is directed to run at least 01 section each of bal-vatika I, II & III in accordance with established norms permitted vide Board's circular no. 12/2023 dated 24-03-2023 & 25/2023 dated 11-09-2023.		
13	The school shall conduct training of its teachers with concerned COE.		
14	The school is directed to ensure that all essential valid documents are available under the head Mandatory Public Disclosure (as per annexure– IX) on school's website at all time and the link of certificates should be remain functional.		
15	As per the recommendation of NEP, the school shall ensure the participation of its students in the Structured Assessment for Analyzing Learning(SAFAL), an exam conducted by the Board every year. This exam, designed to assess and enhance students' learning, is a valuable initiative for their holistic development, as per the guidelines issued by the Board vide circular no: Acad-49/2024 dated 26 June 2024.		

16	The school will ensure the Holistic Progress Card (HPC) is used for the foundational stage according to the guidelines issued by the Board via notification no. CBSE/Director (Acad.-Assessment)/2023 dated 27.12.2023.
17	The school shall submit an undertaking to upload all requisite information regarding students, teachers, and infrastructure details available in the school on the UDISE and OASIS Portals. The registration of the students in classes IX/XI shall be conditional on the school providing complete information on the UDISE and OASIS Portals.
18	The school shall ensure that all teachers undergo at least 50 hours of Continuous Professional Development (CPD) every year, vide notification no. 16/2021 dated 24.09.2021, out of which 25 hours should be from concerned COE.
19	The school may make provision to establish rain water harvesting system in their school premises as per Board's circular no. CBSE/AFF./AC/RWH/2025 dated 24.03.2025.
Further, the school shall submit compliance on the following mentioned conditions within 03 months on the SARAS Portal from the date of the grant letter i.e. upto 30/09/2025. Failure to submit compliance within the stipulated time shall invite financial penalty of Rs. 50,000/- and appropriate action may be initiated as deemed fit.	
20	School is required to submit an undertaking/declaration in Notice Board as well as home page of its website that they don't conduct classes of Physics, Chemistry and Biology in Senior Secondary Level.
21	The school has converted regular cubicles into CWSN toilets, but they are very narrow and there is no room for a wheelchair/walker to navigate. Thus, the school is required to construct the CwSN toilets separately for boys and girls with sufficient space for easy movement of the wheelchair as well as handrail on both side of toilet seat (fixed and movable) and proper permanent signage (on the cubicle indicating the floor number) as per norms of RPwD Act and board's guidelines (ref CBSE Circular No 11/2024 dated 09/08/2024)
22	The Composite lab should have a separate section for Chemistry, Biology section with inbuilt utilities and lab standard table for physics portion. Washbasin, storage facilities, apparatus, safety features are not adequate. Hence, the school is required to upgrade the labs per SoPs issued by the Board
23	Math lab is a temporary arrangement, with equipment is displayed on tables covered with table cloth and no proper workstations / seating arrangements. No storage is seen. Hence, the school is required to upgrade the labs per SoPs issued by the Board
24	Separate reading area for teacher/staff is not available in the Library. Periodicals, Journals & newspapers should also be added to the library on a regular basis. Thus, the school is required to upgrade the library as per the Board's SoP
25	The school does not have Digital Infrastructure as per CBSE circular no 10/2023 dated 24.03.2023. IC has reported that the school has 33 nos of Computer in the lab which is not adequate. Seating arrangement(benches) is not proper. School is required to upgrade the Computer lab as per SoP of the Board.
26	The washrooms are seen as filthy. The school shall ensure that they are well cleaned, white washed and painted within 3 months
27	School shall affix the permanent signage at all prominent places and shall upload the compliance on SARAS portal within 03 months.
28	The school is required to appoint Special Educator, Counsellor and Welless teacher; implement PF immediately as per norms
29	The school is required to improve playground and Sports facilities(indoor/outdoor) as per SoP issued by the Board

30	The Ramp at entrance is not seen in the IC Video. School must ensure of availability of Ramp at entrance as per norms of RPwD Act and Guidelines issued by the Board. (ref CBSE Circular No 11/2024 dated 09/08/2024)
31	The school is required to obtain Fresh/latest Land Certificate, Building Safety, Safe Drinking and Water Sanitary Condition Certificate and upload MPD of Homepage of its website.
32	School is directed to restrict the number of students to 32 if the size of the classroom is between 400 to 500 sq ft
In case of partial acceptance of compliance, the school shall submit the remaining compliance's within further stipulated period of 03 months. In case of the failure of the school to submit the final compliance's, the Board may enhance the penalty amount and debar the school from filling up the Registration/LOC details of students of classes IX & X, as the case may be, in the next academic session i.e. 2027-28 .	

DEPUTY SECRETARY/JOINT SECRETARY/DIRECTOR (AFF.)

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