



केन्द्रीय माध्यमिक शिक्षा बोर्ड  
( केंद्रित माध्यमिक शिक्षा बोर्ड, भारत सरकार की अधीन में, भारत सरकार )  
**CENTRAL BOARD OF SECONDARY EDUCATION**  
(An Autonomous Organisation under the Ministry of Human Resource Development, Govt. of India)

No. CBSE/AFF/931175/EX-00214-1819/2020/1552778

Dated: 19.04.2020

The Manager,

Amala Mary Rani Public School  
Amala Giri, Purnanattukara P.O.,  
Thrissur-680551.

21/01

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

Ref: Application No. EX-00694-1819

With reference to your application on the subject cited above, I am directed to convey the approval for Extension of General Affiliation as per details given below :-

Affiliation No.	931175
Affiliated for	Secondary Level
Category	Extension of General Affiliation
Period of Extension of General affiliation	01.04.2017 to 31.03.2022

The facilities reported at the time of inspection:

S. No.	Detail	Size
1	Area on which school building situated reported by the IC	2.701 Sq mtr (Total area)
2	Area of play ground	4047 Sq mtr

The above sanction is subject to fulfilment 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 on 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. <a href="http://cbseacademic.nic.in/">http://cbseacademic.nic.in/</a> & <a href="http://cbse.nic.in/">http://cbse.nic.in/</a> 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, 2.5.5, 7.1, 7.2, 8.4.2, 8.4.10 & other relevant rules of Affiliation bye laws.



शिक्षा केंद्र, 2, समुदायिक केंद्र, प्रीत विहार, दिल्ली-110092  
"SHIKSHA KENDRA" 2, COMMUNITY CENTRE, PREET VIHAR, DELHI-110092

Phone (s): 011-22599290-98, 22841907-68, Website: [www.cbse.gov.in](http://www.cbse.gov.in), [www.cbse.nic.in](http://www.cbse.nic.in)





## केन्द्रीय माध्यमिक शिक्षा बोर्ड ( केंद्रित माध्यामिक शिक्षा बोर्ड, भारत सरकार के अधीन एक स्वायत्त संस्था )

**CENTRAL BOARD OF SECONDARY EDUCATION**  
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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 in the school are restricted to 45 as per number of classrooms reported by the IC and shall not be increased without specific approval of the Board. For increase in number of sections, the School shall apply online to the Board as per rule 15.7 of 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: <a href="http://www.cbse.nic.in">www.cbse.nic.in</a> .
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 <b>coaching institutions</b> 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 Manger 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.	Apart from rules to be adhered to by the school as mentioned above for drawing specific attention of the school authorities, 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.

  
Joint Secretary (Affiliation)

Copy to:

1. The Principal, Amala Mary Rani Public School/Amala Giri, Punganattukare P.O., Thiruvananthapuram - 690551.
2. The Regional Officer, Regional Office, Central Board of Secondary Education, Block - B, 2nd floor, LIC Divisional Office Campus, Pattom, Thiruvananthapuram - 690004, Kerala
3. The Research Officer (Technology), AMC, CBSE Preet Vihar, Delhi- with a request to update records

/   
Joint Secretary (Affiliation)



"शिक्षा केन्द्र", 2, समुदायिक केन्द्र, प्रीत विहार, दिल्ली-110092  
"SHIKSHA KENDRA" 2, COMMUNITY CENTRE, PREET VIHAR, DELHI-110092



Phone (off.) : 011-22509250-55, 22841907-08, Website: [www.cbse.gov.in](http://www.cbse.gov.in), [www.cbse.nic.in](http://www.cbse.nic.in)





केन्द्रीय माध्यमिक शिक्षा बोर्ड  
(मानव संसाधन विकास मंत्रालय, भारत सरकार के अधीन एक स्वायत्त संगठन)  
**CENTRAL BOARD OF SECONDARY EDUCATION**  
(An Autonomous Organisation under the Ministry of Human Resource Development, Govt. of India)



No. CBSE/AFF/931175/EX-00214-1819/2020/1559219

Dated: 06.02.2020

17/02

The Manager,  
Amala Mary Rani Public School  
Amala Giri, Puranattukara P.O.,  
Thrissur-680551.

Subject: Corrigendum

Sir/ Madam,

This is in supersession to this office letter CBSE/AFF/931175/EX-00214-1819/2019/1552778 dated 23.01.2020 through which the school was conveyed the sanction for grant of Provisional Extension Affiliation for Secondary level of the Board for a period of five years w.e.f. 01.04.2017 to 31.03.2022. I am to inform you that total land area mentioned on grant letter may be read as 2.701 acre instead of 2.701 Sq mtr.

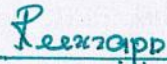
The rest of the contents of the above mentioned sanction letter would remain same.

  
JOINT SECRETARY (AFFL.)

Copy to:-

1. The Principal, Amala Mary Rani Public School Amala Giri, Puranattukara P.O., Thrissur-680551.
2. The Regional Officer, Regional Office, Central Board of Secondary Education, Block - B, 2nd floor, LIC Divisional Office Campus, Pattom, Thiruvananthapuram - 695004, Kerala.
3. The Research Officer (Technology), AMC, CBSE Preet Vihar, Delhi- with a request to update records

  
JOINT SECRETARY (AFFL.)



Principal  
Amala Mary Rani Public School  
Amala Giri, Puranattukara P. O.  
Thrissur - 680 551



Manager  
Amala Mary Rani Public School  
Amala Giri, Puranattukara P. O.  
Thrissur - 680 551



"शिक्षा केन्द्र", 2, सामुदायिक केन्द्र, प्रीत विहार, दिल्ली-110092  
"SHIKSHA KENDRA" 2, COMMUNITY CENTRE, PREET VIHAR, DELHI-110092



Phone (off.) : 011-22509256-59, 22041807-08, Website: www.cbse.gov.in, www.cbse.nic.in



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



E-Mail: [cbse.aff@nic.in](mailto:cbse.aff@nic.in)  
Website: [www.cbse.nic.in](http://www.cbse.nic.in)  
Affiliation Website: [www.cbseaff.nic.in](http://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/ SL-00637-1415/931175/ **726470**

Dated : **23.06.2014**

The Manager,  
Amala Mary Rani Public School  
Amala Nagar P.O., Thrissur,  
Kerala-680555

Sub: **Fresh Composite Provisional Affiliation to secondary level - regarding.**

Sir/Madam,

With reference to your online application 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. 01.04.2014 to 31.03.2017.**

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

1. The affiliation Code Number allotted to your school is **931175**. This may please be noted and quoted for any further correspondence with the Board.
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 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.
4. The school will follow the **RTE Act, 2009** and instructions issued thereon by the CBSE/Respective State /UT Govt 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
(c)	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.
6. 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.
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. 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.
12. 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.
13. 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.
14. The school will create Reserve Fund as per the requirement of the Affiliation Bye Laws.

Contd.2/... ..



15. 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.
16. It is mandatory for every affiliated school to become a member in the local Sahodaya of CBSE schools.
17. 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.
18. 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.
19. 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.
20. The school will open CBSE pattern classes IX w.e.f. 01.04.2014. Accordingly, 1<sup>st</sup> Batch of class X of the school will be appeared at the Board's Examination to be held in the year 2016.
21. 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 - 12,141 Sq. Mtr.
  - (ii) Total built up area - 4,836 Sq. Mtr.
  - (iii) Area of play ground - 4,047 Sq. Mtr.
  - (iv) No. of class rooms - 23
  - (v) No. of labs  
Physics - 01  
Chemistry - 01  
Biology - 01  
Composite Science Lab - 01  
Maths - 00  
Computer Science - 01
  - (vi) Size and number of books in the Library 102.33 Sq. Mtr., No. of Books 2001.
22. Special conditions to be complied within three months positively failing which the school is liable for action:-
  - (a) lease deed shows that 1 hectare, 41 ares and 28 sq. m. (approx 3 acre) but land certificate shows 0.7525 hectare which is equivalent to 7525.15 sq.m. Therefore, clarification may be given for variation of land area in certificate of land with the lease document.
  - (b) Laboratories needs more equipment/apparatus for secondary level.
  - (c) The school has not set up a Maths Lab.
  - (d) Probation period of teaching and non teaching staff should be one year.

23. Other conditions as per enclosed Annexure 'A'.

Yours faithfully,

ASSISTANT SECRETARY (AFF)

No. CBSE/AFF/ SL-00637-1415/931175/

Dated : .06.2014

Copy to:-

1. The Principal, Amala Mary Rani Public School, Amala Nagar P.O., Thrissur, Kerala-680555.
2. The Director (IT), C.B.S.E, HQ, Preet Vihar, Delhi alongwith the CD of the inspection of the school conducted by the Inspection Committee constituted by the Board.
3. The Secretary to Govt., General Education (N) Dept., Govt. of Kerala, Thiruvananthapuram, Kerala.
4. The Regional Officer, CBSE, Block - B, 2nd floor, LIC Divisional Office Campus, Pattom, Thiruvananthapuram, Kerala - 695004.
5. The Assistant Secretary (IT), AMC Unit, CBSE, Preet Vihar, Delhi.

*Renuka*  
Principal

Amala Mary Rani Public School  
Amala Giri, Puranattukara P. O.  
Thrissur - 680 551

ASSISTANT SECRETARY (AFF)

*Sr. Stanle Scaria*

Manager  
Amala Mary Rani Public School  
Amala Giri, Puranattukara P. O.  
Thrissur - 680 551