



केन्द्रीय माध्यमिक शिक्षा बोर्ड
(शिक्षा मंत्रालय, भारत सरकार के अधीन एक स्वायत्त संगठन)
CENTRAL BOARD OF SECONDARY EDUCATION
(An Autonomous Organisation under the Ministry of Education, Govt. of India)



NO. CBSE/AFF./ 2730631/2024/D/560

Date: 29.10.2024

ORDER

SANT GYANESHWAR MODEL SCHOOL, LAKHMI ENCLAVE, EXTENED LAL DORA, ALIPUR, NORTH WEST DELHI, DELHI – 110036 was given Provisional affiliation with the Board for Secondary Level w.e.f. 01.04.2011 to 31.03.2014 & further upgraded to Senior Secondary Level w.e.f. 01.04.2013 to 31.03.2016. The affiliation is renewed from time to time and is affiliated till 31.03.2026 with affiliation number 2730631. As per conditions of affiliation, the school shall abide by the provisions of the Examinations and Affiliation Bye-Laws of the Board.

AND WHEREAS, all affiliated schools have already been informed through Board's notification dated 18.10.2018 to ensure compliance with the terms and condition mentioned in the Affiliation Bye-Laws, 2018 and also that the Board may conduct surprise inspection of school(s) any time to verify the status of compliance. Clause No. 12 of Affiliation Bye-Laws clearly lays down that any non-compliance of Examination and Affiliation Bye-Laws shall be considered as violation and action shall be taken as per the Rules in Chapter 12 of the Affiliation Bye-Laws, 2018.

AND WHEREAS, Chapter 14 – "General Rules", provides for the general rules which are required to be mandatorily followed clause No. 14.1 states that, "Every school is bound to follow the Affiliation Bye Laws of the Board mutatis mutandis."

AND WHEREAS, clause No. 14.2 of the Affiliation Bye-Laws, 2018, stipulates that, "It is mandatory for every affiliated school to follow the Examination Bye-laws of the Board mutatis mutandis. Further, the clause 14.2.1 of the Affiliation Bye-Laws, 2018, provides that, "Every affiliated school shall present a list of number of students and their particulars in respect of Classes IX, X, XI & XII at the time of beginning of an academic session in the manner prescribed by the Board."

AND WHEREAS, the clause 14.2.2 of the Affiliation Bye-Laws, 2018, provides that, "No affiliated school shall present the candidates to the Board's examination who are not on its rolls." The clause 14.2.4 of the Affiliation Bye-Laws, 2018, provides that "No affiliated school shall present the candidates to the Board's examination who are on its roll but have not attended the school regularly or do not meet the requirement of minimum attendance for appearance in the Board's examination."

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The clause 14.2.5 of the Affiliation Bye-Laws, 2018 further provides that, "Every affiliated school shall sponsor regularly its bona-fide 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".

AND WHEREAS, Chapter 11 of the Affiliation Bye-Laws provides that the Board may conduct the inspection of the Schools including the surprise inspection to ascertain and ensure that schools are following the provisions of the Examination Bye-Laws, Affiliation Bye-Laws and any other instructions issued by the Board from time to time. Clause 11.4 of CBSE Affiliation Bye Laws, 2018 related to the Surprise Inspection of the schools states that, "The Board may any time get an affiliated school inspected by a committee of one or more members without giving any notice to the school." This activity of surprise inspection can be carried out any time to ensure the due compliance of Statutory Provisions, Bye-Laws of the Board and compliance of any legal mandate and all the schools are bound to offer themselves for such inspection as and when directed.

AND WHEREAS, Clause No. 14.7 of the Affiliation Bye-Laws, 2018, stipulates that, "The school shall take steps to see that physical & health education, life skills education, digital education for students and teachers, experiential learning, value education with particular emphasis on National Integration is imparted to students through teaching of various subjects and activities in the school curriculum."

AND WHEREAS, Clause No. 2.4.8 QUALITY OF EDUCATION of the Affiliation Bye-Laws, 2018, stipulates that, "The school must be quality driven and must strive for excellence in all aspect of its activities. It must follow the directions issued by the Board from time to time regarding introduction of innovative practices in areas of curriculum, pedagogy and evaluation"

AND THEREFORE, on the basis of the enabling provisions contained in clause 11.4 of the Affiliation Bye-Laws, 2018, the Board conducted Surprise Inspection of **SANT GYANESHWAR MODEL SCHOOL, LAKHMI ENCLAVE, EXTENDED LAL DORA, ALIPUR, NORTH WEST DELHI, DELHI – 110036** on 03.09.2024 through a two-member Inspection Committee.

A. On the basis of the report submitted by the Inspection Committee and analysing the data available with the Board, following *inter-alia* violations were noticed: -

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1. As per the inspection committee during course of interaction with the available students, teachers, society members, physical education teachers, computer teachers and vice Principal, it is observed that the school is sponsoring either students of non-affiliated schools or non-attending/ dummy students, which is a violation of Rule 14.2 of the Affiliation Bye Laws, 2018.
2. As per the record, the school has registered 900 students in Class XI (Session 2023-24) who by natural progression would have come to class XII in session 2024-25, however only 07 students were present on the day of inspection in class XII. Further, as per attendance register, the enrolment in class XI was shown to be 350 students against which only 09 students were present on the day of inspection which implies that the school is sponsoring dummy/non attending students/ students of non-affiliated schools, which is a violation of Rule 14.2 of the Affiliation Bye Laws, 2018.
3. As per the signed and stamped statement submitted by the school on its letter head it having 05 sections each in class IX and X. 07 Sections in Class XI and 20 Sections in class XII which implies that the school is having highly disproportionate number of sections w.r.t. class IX, X, XI and XII, which is a violation of Rule 14.2 of the Affiliation Bye Laws, 2018.
4. The member of the Society, Vice Principal, Teachers, Physical Education Teacher, Computer Teacher and even official staff were not able to recollect number of classrooms running in school, no. of sections running in different class, total no. of students in the school, which is violation of Rule 14.2 of the Affiliation Bye Laws, 2018.
5. The available staff/ Society Members/ Vice Principal were unable to tender any satisfactory answer for the absence of students for class IX to Class XII. On being asked, if these abs students from class IX to XII will be available the next day it was informed that they were not sure, which is a violation of Rule 14.2 of the Affiliation Bye Laws, 2018.
6. All 39 classrooms are less than 500 sq. feet, therefore all classrooms are undersized, which violation of Rule 4.1 of the Affiliation Bye Laws 2018.
7. The school is running in a compound of 4000 sq. Meter and other land reported to be possession of the school is either on the other side of the road or not surrounded by boundary wall. The School has claimed land of 9275 sq meters but surrounded by

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boundary wall on the land of 4000 sq meters only. The same are violation of Affiliation Rule 3.1.1 and 14.23.

8. The school has 39 classrooms against the requirement of 57 classrooms. Out of 39 class rooms 18 class rooms are occupied by student of class I to VIII. Refraining 21 left for classes IX to XII. It is a violation of Rule 4.1 of the Affiliation Bye Laws.
9. The school had submitted that it has 50 teachers but during course of physical verification only 09 PRTs, 02 TGTs and 08 PGTs were found present. The same is a violation of Rule 5.4 of the Affiliation Bye Laws, 2018.
10. No fire extinguisher was available in the school and the same is a violation of Affiliation Rule 4.7.7.
11. The Admission and Withdrawal Register (AWR) bears continuous entry of same class, many admissions in class IX & XI seems to have been done on single date and the some of the entries in AWR does not match with the attendance register. Entries in AWR done in same handwriting. Some of the admission forms were not signed by the Principal and some of the transfer certificates were not found in the prescribed format, which is a violation of Affiliation Rule 14.19.
12. No Composite Science Lab, Maths lab, service records, attendance register, qualification documents of teachers, which are violation of Rule 4.2, 14.13, 4.5, 14.19 and 5.2.6.
13. The school's Library is of approx of 500 sq. Ft and therefore undersized, which is a violation of Rule 4.3 of the Affiliation Bye Laws, 2018.
14. School is having of improper and poor teaching facility. The section teachers' ratio is not being maintained by the school i.e. 1:1.5 as Per Affiliation Bye Laws of the Board. And the same is a violation of Rule 5.4 of the Affiliation Bye Laws, 2018.
15. School has only 15 computers and not equipped with recommended infrastructure, which is a violation of Affiliation Rule 4.4, 14.17 and Circular No. 10/2023.
16. Running of excess sections and enrolment of non-attending / dummy students. The School has 887 students enrolled as per Attendance Register in class XII (Present found only 07), 226 in class X enrolled as per Attendance Register (present only 20 found) and 272 students enrolled as per Attendance Register in class IX (present only 25). The same denotes violation of Rule 14.2 of the Affiliation Bye Laws, 2018

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17. School has no CwSN infrastructure and facilities, the ramp were not available, which is a violation of Rule 4.7.3, 14.15.1 of the Affiliation Bye Laws, 2018.
 18. There is a mismatch in OASIS data and actual no. of sections/teachers/students available in the school, denoting sponsorship of dummy/Non-attending Students.
 19. The school has maintained teachers register in a casual manner where entry and exit signature of a same teacher differ from month to month.
 20. The school had not provided service books and other documents related to teachers even after repeated requests by the committee. Maintaining of the service books and other related service correspondence are essential as per Rule 14.19, 14.19 (d) and 5.2.5 of the Affiliation Bye Laws, 2018.
 21. There are no urinals in the washrooms, which is a violation of Affiliation Rule 4.7.2
 22. Principal of the school was reported on leave but even on repeated requests of committee members leave application was not shown by the school. Further the Vice Principal left the school at around 12:30 p.m. without intimation to the society members or to the inspection committee members.
- B.** In order to provide the School a chance to submit its explanation/ clarification, a Show Cause Notice dated 13.09.2024 was served to the School with ample time of 30 days to reply.
- C.** To follow the course of natural justice and to maintain transparency, a copy of the inspection report was provided to the school along with the Show Cause Notice dated 13.09.2024.
- D.** The School had submitted the reply vide letter dated 11.10.2024 wherein the School had tried to explain the points raised in the Show Cause Notice dated 13.09.2024.
- E. The school vide it's reply dated 11.10.2024 has inter-alia made, the following submissions on the show cause notice dated 13.09.2024**
1. The school is committed to abide by examination and Affiliation by laws of CBSE. Proper admission records along with documents is being maintained regarding all students enrolled. School is not involved in sponsoring dummy/ non attending students.
 2. The student's attendance on the day of inspection was low as most of our Class XI and XII students were on preparatory leave due to forthcoming Half Yearly Examinations. We assure to adhere all relevant Bye-Laws and norms of the CBSE (APPENDIX-1)

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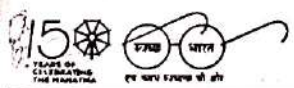
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3. The school is situated at border area of Delhi having dense population nearby. Most of the schools in nearby area runs up to secondary level or below. Even our fee structure is also affordable compared to nearby schools. Due to this existing situation, enrolment in senior secondary level increases but we will restrict this as per CBSE norms in near future. (APPENDIX-2)
4. The Principal was on medical leave on the day of inspection and the Chairman was also out of town due to some family urgency. Vice-Principal, being newly appointed, was still familiarizing with school operations. Unfortunately, this led to inconvenience in conveying information during the inspection.
5. Due to preparatory leave by the students of senior classes, their concerned teachers also took leave. Other teachers and staff know only about their class. Principal who was to accompany the inspection team and provide all required information was on leave. This situation caused inconvenience. To avoid this, school management assure to take corrective steps.
6. Old school building comprises of 39 classrooms, each measuring 25.8x16.6 feet (428 sq. ft.). New building has 20 classrooms, each measuring 18x36 feet (648 sq. ft.). The School has adequate land and we are in the process of constructing new class rooms as per examination and Affiliation Bye-laws of CBSE.
7. The total land area of the school is 9710 sq. yards (Land paper attached). Due to heavy rainfall, boundary wall got damaged and fallen down which is now repaired. This caused the inconvenience.
8. On the day of inspection, only classrooms in the old building were counted by team, and the classrooms in the new building were unfortunately missed. The school has 39+20=59 class rooms.
9. Some contractual teachers were on leave as their students were on preparatory leave for exams.
10. The safety of students is our utmost priority. The school is equipped with 10 active fire extinguishers across various floors and has 7 water-pressure-based fire-fighting connections installed. (APPENDIX -4)
11. The Admission and Withdrawal Registers (AWR) are being maintained properly. The entries are made after all admission documents are finalized and duly signed by the Principal. Records are being maintained as per norms.

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12. Our students share a combined Science Lab. The teachers are recruited as per existing recruitment guide lines for teachers. Service records are kept in the custody of principal and she was on medical leave. This caused inconvenience to team.
13. The library is as per examination and Affiliation by laws and measures 648 sq. ft. There could be some confusion while measurement was taken by inspection team.
14. We are continually working to improve our teaching and learning infrastructure. Plans are already in place to upgrade educational tools, and we will soon balance the teacher student ratio as per CBSE norms.
15. The school has 43 computers in the computer lab. At the time of inspection, few computers were under maintenance and in the process of Updation.
16. The reason for less students present was due to preparatory leave for half early examination and health issues like viral fever and other sickness. School administration will make sure to improve the attendance on daily basis.
17. The school is undergoing renovation, and necessary infrastructure changes, including facilities for CWSN (Children with Special Needs), such as ramps, will be in place on priority.
18. The OASIS data was not updated by the IT department prior to the inspection date, which led to discrepancies in the data regarding sections, teachers, and students.
19. We have taken corrective actions with respect to teachers signing documents with inconsistent signatures.
20. The School has taken serious note to maintain all service records and documents. The Principal and staff has been advised to be more vigilant regarding entries and signature related issues.
21. The urinal construction is ongoing in the old building; however, the new building is already equipped with urinal facilities.
22. The Principal took leave due to medical issue and leave application was with the school manager. The manager also moved out of town due to family urgency. This led to inconvenience

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F. The analysis of the submissions made by the school its reply dated 11.10.2024 and the violations committed by the School:

Accordingly, the reply of the School concerned has been examined in detail in the context of the inspection committee report and the following have been observed:

- 1 & 2. Data comparison between enrolment as per attendance register and present on the day of inspection as reported in the inspection report, is shown below:

Class	Section (As per IC Report)	Students enrolled as per attendance register reported in IC Report	Present on the day of Inspection as per IC Report	% of present students
IX	5	272	25	0.09
X	5	226	20	0.09
XI	7	350	9	0.03
XII	19	887	7	0.008

School has submitted in its reply dated 11.10.2024 that on the day of inspection most of the students were on preparatory leave and **Appendix-1** (a copy of the date sheet) is submitted by the school as a proof of half yearly examination. In which, the examination was scheduled in between 04.08.2024 to 18.08.2024 as per datesheet provided by the school, where it is also noticed that the date sheet distributed to the parents has mentioned that “...**Half Yearly exams are commencing from 17 August, 2024.**”

The date sheet provided by the school as Appendix-1 is found to be fabricated as the day against 04.08.2024 is mentioned as “Wednesday” whereas, 04.08.2024 was SUNDAY and the inspection was conducted on 03.09.2024 i.e. after commencement of half yearly examination as per details provided by the school. Therefore, the school has intentionally mislead the Board by submitting forged date sheet to hide the violations committed by it.

It is evident that school had not declared any holiday/preparatory leave. No substantial evidence related to leave/half yearly examination such as answer book, schedule, notice, question paper, result sheet etc. has been produced by the school. Even the number of present students on the day of inspection from Class IX to XII is in between 0.09% to 0.008% which clearly indicates that enrolled students are not attending the classes and are not bonafide students of the school.

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As per observation of committee, there is huge number of dummy students admitted in higher Secondary classes this clearly establish the fact that school has enrolled dummy/non-attending students, which is violation of **Clause 14.2.4** of Affiliation Bye Laws of the Board which stipulates "No affiliated school shall present the candidates to the Board's examination who are on its roll but have not attended the school regularly or do not meet the requirement of minimum attendance for appearance in the Board's examination" and **Clause 14.2.5** "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". Further, as per Affiliation Bye Laws of the Board **Clause 14.7** "The school shall take steps to see that physical & health education, life skills education, digital education for students and teachers, experiential learning, value education with particular emphasis on National Integration is imparted to students through teaching of various subjects and activities in the school curriculum." and as per **Clause 2.4.8** QUALITY OF EDUCATION "The school must be quality driven and must strive for excellence in all aspect of its activities. It must follow the directions issued by the Board from time to time regarding introduction of innovative practices in areas of curriculum, pedagogy and evaluation." If the school does not maintain regular attendance of students, quality education which includes physical & health education, life skills education, digital education would not be possible under any circumstance. The fact is established that the school is in the practice of sponsoring non-attending/dummy students therefore, the school has violated the clauses 14.2.4, 14.2.5, 14.7 and 2.4.8 of Affiliation Bye-Laws of the Board.

Further as per **Clause 6.5** of Examination Bye-Laws of the Board "...the candidate shall complete the required percentage of attendance (75%) for Class IX, X, XI & XII as per Examination Bye Laws of the Board to make him/ her eligible for the examinations. In such cases where the admission by the candidate could not be taken in a higher class by the stipulated date because of the late declaration of result by the Board such permission would not be required, provided the candidate applied for admission within a fortnight of the declaration of the result."

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AND Clause 13.1(i) "...Candidates taking up a subject(s) involving practicals shall also be required to have put in at least 75% of the total attendance for practical work in the subject in the laboratory. Heads of Institutions shall not allow a candidate who has offered subject(s) involving practicals to take the practical examination(s) unless the candidate fulfils the attendance requirements as given in this Rule.

AND Clause 13.2(i) "No student from a School affiliated to the Board shall be eligible to take the examination unless he has completed 75% of attendances counted from the opening of class X/XII upto the first of the month preceding the month in which the examination commences in the subjects of internal assessment." Therefore, the school has blatantly violated the **Clauses 6.5, 13.1 (i) and 13.2 (i) of the Examination Bye-Laws as well.**

3. School has submitted that "The school is situated at border area of Delhi having dense population nearby. Most of the schools in nearby area runs up to secondary level or below. Even our fee structure is also affordable compared to nearby schools. Due to this existing situation, enrolment in senior secondary level increases but we will restrict this as per CBSE norms in near future."

No substantial evidence regarding disproportionate number of section in Senior Secondary classes has been given. The reply given by the school is not justified. School has tried to justify the increase of section in Class XI (07) to XII (20) only on the basis of affordable fee structure is not appropriate which cannot be considered.

School is running 25 sections from Class I to X and 26 sections for Class XI and XII which evident that enrolled students of Senior Secondary classes are not from natural progression. As per Appendix-V of Affiliation Bye-Laws of the Board which provides that "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."

It is also noticed by the Inspection Committee under point no. 18(b) that there are 39 classrooms in the school for running classes but 18 rooms are being used for classes upto class VIII. Only 21 rooms are remaining for running the classes from class IX to XII. But school is running 36 sections in remaining 21 classrooms only. The school has not been able to justify this as to how the school is running higher number of sections than the available

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classrooms. School has also mentioned number of intake per section is 40 from class I to VIII and 45 per section from class IX to XII as per OASIS updation till 27.09.2023, whereas the size of classrooms (as reported by the IC to be 428 sq ft and 348 sq ft apprx) are not adequate as mentioned in the Clause 4.1 of Affiliation Bye Laws, 2018 according to which the minimum size of class room shall be 500 sq ft apprx. Therefore, sufficient number of rooms are not available to accommodate the students mentioned in the reply of the school therefore, the school has not been able to justify the presence of higher number of sections in lesser number of rooms which clearly proves that the school is having dummy/non-attending students who are physically not present in the school due to which the school doesn't require rooms to run sections.

Moreover, as per land area of the school i.e. 8025 Sq. Mtrs. optimum number of sections should be restricted to 48 from Class I to XII. The school is running more sections than the permissible number of section which is a violation of Appendix-V of Affiliation Bye-Laws, 2018 of the Board. Further, as per Appendix-V of Affiliation Bye-Laws, 2018 "Total number of section taken together for Classes XI and XII should not be more than 1/3 of the optimum number of section allowed on the basis of land holding of the school." However, the school is running 26 sections in Classes XI and XII as per inspection report and the total number of sections reported in the inspection committee report is 54.

The above facts establish that school has enrolled dummy/non-attending students, which is violation of **Clause 14.2.4, 14.2.5 of Affiliation Bye Laws, 2018 of the Board.**

4. At the time of inspection, the school had failed to inform the number of classroom running in the school and number of sections in different classes. School has submitted that the principal was on leave which is not justified as the information could be provided from available records of the school by Teachers or the any office staff.

In its reply dated 11.10.2024, school has submitted that "The Principal was on medical leave on the day of inspection and the Chairman was also out of town due to some family urgency. Vice-Principal, being newly appointed, was still familiarizing with school operations. Unfortunately, this led to inconvenience in conveying information during the inspection."

No teacher, Vice-Principal or office staff were aware about the classrooms, section and total number of students in the school, which is highly unlikely incase of school which is running regularly as teachers and staff members are the ones who are regularly interacting with the

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students and are supposed to be aware of the atleast number of classrooms, sections running in the school. This reflects that there are huge number of differences in bonafide number of students and number of students enrolled by the school. Since, none of the teacher/staff is aware about the actual number of sections and students it proves that the school has not maintained proper record of the students sponsored by the school which indicates that students enrolled by the school are not bonafide. This clearly proves that the students sponsored by the school are not bonafide students and school is sponsoring dummy/non-attending students which is a violation of **Clause 14.2.4 and 14.2.5 of the Affiliation Bye-Laws of the Board.**

5. School has submitted that *"Due to preparatory leave by the students of senior classes, their concerned teachers also took leave. Other teachers and staff know only about their class. Principal who was to accompany the inspection team and provide all required information was on leave. This situation caused inconvenience. To avoid this, school management assure to take corrective steps."* Referring to the point 1 of this order the fact has been established that the school did not conduct any examination therefore, the question of going on preparatory leave of students of Senior Classes does not arise. Therefore, the submission of the school is misleading and does not substantiate the points raised in the show cause notice. This further establishes that school has sponsored dummy/non-attending students, which is a violation of **Clause 14.2.4, 14.2.5 of Affiliation Bye Laws, 2018 of the Board.**
6. School has submitted that *"Old school building comprises of 39 classrooms, each measuring 25.8x16.6 feet (428 sq ft). New building, has 20 classrooms, each measuring 18x36 feet (648 sq ft). The School has adequate land and we are in the process of constructing new class rooms as per examination and Affiliation Bye-laws of CBSE."*

As per reported by the IC, there are only 39 classrooms for running classes in the school as detailed below:

S.no.	No. of rooms	Dimension	Size
1.	15	21x16.6	348 sq ft
2.	24	25.8x16.6	428 sq ft

School is running 54 sections from Class I to XII and only 39 classrooms are reported. Since, the required classrooms to accommodate the students enrolled by the school and number of

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available classrooms are very less. It is evident that school is sponsoring the dummy students or the students who are not attending the classes. Therefore, sufficient number of rooms are not available to accommodate the students mentioned in the reply of the school, which is violation **clause 4.1 of the Affiliation Bye-Laws of the Board.**

7. The school has filled 8025 sq mtrs of land area in OASIS whereas in its reply the school has submitted two land certificates out of which the first land certificate is dated 18.01.2010 with land area of 6600 sq yards (5518.29 sq mtrs) which is bounded on east side by a road. The other land certificate dated 10.01.2020 carries the land area as 2844 sq mtrs which is bounded by road on west side.

This clearly shows that the school is established on two plots which are separated by a road. This fact has also been reported by the inspection committee in its inspection report wherein it is stated that *"the area of the campus in square meter is reported to be 9275 Sq Meter but having boundary wall of approx. just over 4000 Sq Meter. Other land is either on the other side of the road or by the side of the school having no boundary wall."*

This clearly proves that the school is established on two plots of land which is separated by a road. This is clear violation of **Clause 3.1.1** *"The land on which the school is located should necessarily be a contiguous single plot of land. If there are more than two survey numbers etc. all the survey numbers/plots should be adjacent/touching each other and shall make a single plot of land on the whole."*

In its reply, school has mentioned that *"Due to heavy rainfall, boundary wall got damaged and fallen down which is now repaired."* Since, the fully claimed area is not surrounded by the boundary wall which compromised the safety of the students and violation of **Clause 3.1.5** *"The land mentioned in 3.1.1 above should be surrounded on all sides by a pucca boundary wall of sufficient and adequate height."* Therefore, the is proven that the school has violated the **clause 3.1.1. & 3.1.5 of the Affiliation Bye-Laws of the Board.**

8. School is running 54 sections from Class I to XII and only 39 classrooms are reported. Since, the required classrooms to accommodate the students enrolled by the school and number of available classrooms are very less, which is violation of **Clause 4.1** which stipulates that *"Minimum size should be 8 m. x 6 m. (approximately 500. sq. ft.). There should be one room for each class. Minimum floor space should be at least 1 sq. mtr. per student."* Therefore, the school has violated the **clause 4.1 of the Affiliation Bye-Laws of the Board.**

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9. School has submitted before the inspection committee that it has 50 teachers however, during the course of physical verification 10 PRTs, 02 TGTs and 09 PGTs were found present. In its reply, school has submitted that "Some contractual teachers were on leave as their students were on preparatory leave for exams."

School has submitted before the Inspection Committee on 03.09.2024 that there are 50 teachers are appointed by the school; whereas the number of present teachers are only 19. No substantial evidence regarding announcement of preparatory leave submitted by the school. And simultaneously, teachers are on leave due to absence of students cannot be considered. School could not provide any considerable evidence such as acquaintance roll, attendance register of complete session, service books of the teachers, time-table, duty chart, EPF/ESIC deduction details and challan etc. which proves the actual number of teachers on roll. Any other circumstantial evidence such as leave application etc. is also not submitted by the school.

Therefore, it is also established that School has not appointed adequate number of teachers against the enrolled number of students. **Enrolment number of students as per attendance register provided to inspection committee is 2297 with 54 sections from Class I to XII. Therefore, school should have appointed 81 teachers against 54 sections to maintain 1:1.5 section-teacher ratio which the school has not done, therefore it is a violation of Clause 5.4 "The pupil teachers' ratio should not exceed 30:1 in the school. In addition to this there must be 1.5 teachers per section, excluding principal, physical education teacher and counsellor, to teach various subjects."**

point 1 of this order the fact has been established that the school did not conduct any examination therefore, the question of going on preparatory leave of teachers does not arise. Therefore, the submission of the school is misleading and does not substantiate the points raised in the show cause notice.

10. As per inspection report, it was noticed that fire extinguisher were not available in the school which established that safety of students has been compromised. Although the Fire Safety Certificate dated 21.09.2023 is obtained by the school which is subject to compliance of **Rule 38 of Delhi Fire Service Rules 2010** under which "The occupier of the building or premises, as the case may be, shall maintain the fire prevention and fire safety measures provided in the building or premises at all times in best repairs for use by the occupants or members of

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Fire Service or both in the event of an outbreak of fire". Since, there was no Fire Extinguisher available at the time of inspection, the school has committed violations towards the safety of the students and the staff of the school. Further, Government of NCT of Delhi, in its circular No. F.16/Estate/CC/Fire Safety/2011/3298 to 3398 passed on 01/03/2011 issued directions to schools specifically with regard to fire safety. "These include detailed directions for different types of buildings for access, number of doors in a class room, staircases, fire extinguishers, use of basement and captive water storage for Fire Fighting and pumping arrangements."

As per Clause 4.7.6 "The school shall follow the guidelines related to the safety of the children in schools contained in the following:

- (a) The guidelines issued by the Hon'ble Supreme Court of India in *Writ Petition (Civil) no. 483 of 2004 in the matter of Avinash Mehrotra (Petitioner) Versus Union of India & Others (Respondents)*
- (b) The Guidelines on School Safety Policy, 2016 issued by the National Disaster Management Authority which is statutory in nature. (which states that "....Emergency equipment such as fire extinguishers, first aid kits, ropes etc. need to be procured and maintained regularly by the School Authorities...")
- (c) Manual on Safety and Security of Children in Schools Developed by National Commission for Protection of Child Rights.

Only the production of Fire Safety Certificate cannot be considered as preventive measures on fire safety if the conditions of the safety certificate are breached. Therefore, it is established that the school has compromised the safety of the children and the staff member of the schools and violated the **clause 4.7.6 of the Affiliation Bye-Laws of the Board.**

11. Inspection committee has reported that the Admission and Withdrawal Register (AWR) bears continuous entry of same class, many admissions in class IX & XI seems to have been done on single date and the some of the entries in AWR does not match with the attendance register. Some of the admission forms were not signed by the Principal and some of the transfer certificates were not found in the prescribed format. In its reply school has mentioned that "The Admission and Withdrawal Registers (AWR) are being maintained properly. The entries are made after all admission documents are finalized and duly signed by the Principal. Records are being maintained as per norms." But no documentary evidence is submitted by

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the school and observation/remarks of the inspection committee have not been addressed. This is a violation of **Clause 14.19** of Affiliation Bye-Laws, 2018 of the Board "RECORDS/DOCUMENTATION: The School shall maintain the following records/documents:(a) Admission and withdrawal register."

And simultaneously, it is responsibility of the head of the school under **Clause 9.2.5** "Be responsible for the proper maintenance of accounts of the school, school records, service books of teachers, and such other registers, returns and statistics as may be specified by the Society/Board." Therefore, it proves that the school had not maintained the essential records properly and has violated the **clause 14.19 and 9.2.5 of the Affiliation Bye-Laws of the Board.**

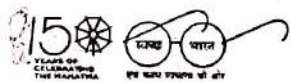
12. Inspection committee has reported that no Composite Science Lab and Maths lab is established by the school which are mandatory for a Secondary/Senior Secondary School. School has submitted in its reply that "Our students share a combined Science Lab." But school fails to provide substantial proof regarding establishment of Composite Science Lab and Math Lab; which is violation of **Clause 4.2, 4.5** and recommendation of infrastructure and facilities in the Laboratories and Library & Sports issued vide **Circular no.11/2022 dated 04.10.2022**. Further, violation of **Clause 14.13** "The school shall have laboratories for all subjects offered in the school wherever required. The equipment, reagents and specimens etc. kept in laboratories shall be in accordance with the laws, rules and regulations applicable." is also noticed.

It is also observed by the inspection committee that school has failed to maintain the records viz. service records, attendance register, qualification documents of teachers.

School has submitted in its reply that principal of the school is the custodian of all these records and she was on medical leave. However, no documentary evidence is submitted by the school with the reply of show cause notice. and observation/remarks of the inspection committee has not been addressed. This is violation of **Clause 5.2.6** "The Service records of teaching and non-teaching staffs must be duly maintained and updated. Self-attested photocopies of original degree/diploma certificates of teachers may be obtained from the employees and kept in their personal files." and **Clause 14.19** of Affiliation Bye-Laws, 2018.

13. Inspection committee has report that school' Library is of approx.of 500 sq. ft and therefore undersized. School has admitted that the Library is undersized and size of library is 648 sq ft

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only whereas, the minimum size of library as per Board norm should be 1200 sq ft; which establish the violation of **Clause no.4.3** of Affiliation Bye-Laws, 2018.

14. Inspection committee has reported that "School is having of improper and poor teaching facility. The section teachers' ratio is not being maintained by the school i.e. 1:1.5 as per Affiliation Bye Laws of the Board." School has submitted in its reply that "We are continually working to improve our teaching and learning infrastructure. Plans are already in place to upgrade educational tools, and we will soon balance the teacher student ratio as per CBSE norms".

Though the school has stated that they are continually working to improve their teaching and learning infrastructure, however it is a fact that the school did not have the sufficient number of teaching staff at the time of the inspection. This had compromised the quality of the education in the school. Merely stating that the school is continually striving to improve their teaching and learning infrastructure, the school is trying to give hope for the future to hide its shortcomings and irregularities in present, however, it does not absolve the school from the fact that it has violated the clause 5.4 of the affiliation bye-laws of the Board.

The School has accepted that it has failed to comply with the directives and established norms of the Board and provision of Affiliation Bye-Laws, 2018. Therefore, it is also established that School has not appointed adequate number of teachers against the enrolled number of students. **Enrolment number of students as per attendance register provided to inspection committee is 2297 with 54 sections from Class I to XII. Therefore, school should have appointed 81 teachers against 54 sections to maintain 1:1.5 section-teacher ratio** which is a violation of **Clause 5.4 of the Affiliation Bye-Laws of the Board** which states that "The pupil teachers' ratio should not exceed 30:1 in the school. In addition to this there must be 1.5 teachers per section, excluding principal, physical education teacher and counsellor, to teach various subjects."

15. Inspection committee has reported that only 15 computers are available in the Computer Lab and not equipped with recommended infrastructure. School has submitted in reply that "school has 43 computers in the computer lab and at the time of inspection, few computers were under maintenance and in the process of updation."

Statement of the school w.r.t. 28 computers were under maintenance is not teneable as no documentary/photographic evidence such as invoice for purchase of computers for school,

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invoice for service of computers , stock entry of the computers in the stock register, photographs of the computers to be serviced etc. are provided with the reply of show cause notice.

The fact is established that the school is misleading the Board by submitting false statements to hide its irregularities and the shortcomings of the infrastructure.

Therefore, this is violation of **Clause 4.4, 14.17** and **Circular no.11/2022 dated 04.10.2022** whereby minimum 40 computers are required in a Lab.

16. The following point was communicated in the SCN, *"Running of excess sections and enrolment of non-attending / dummy students. The School has 887 students enrolled as per Attendance Register in class XII (Present found only 07), 226 in class X enrolled as per Attendance Register (present only 20 found) and 272 students enrolled as per Attendance Register in class IX (present only 25)....."*

School has submitted in reply that *"The reason for less student present was due to preparatory leave for half early examination and health issues like viral fever and other sickness. School administration will make sure to improve the attendance on daily basis."*

It is established that school is failed to justify the absence of huge number of students on the day of inspection and giving reason for less student present was due to preparatory leave for half yearly examination and health issues like viral fever and other sickness whereas, no documentary evidence for preparatory leave or application for sick leave submitted by the school are provided with reply of show cause notice. This clearly denotes the school is sponsoring dummy/non-attending students which is violation of **Clause 14.2**.

17. Inspection committee has found that school has no CwSN infrastructure and facilities and the ramp were not available. School has submitted in its reply that *"The school is undergoing renovation, and necessary infrastructure changes, including facilities for CWSN (Children with Special Needs), such as ramps, will be in place on priority."*

Therefore, it is established that school is not having the basic required facilities for CwSN as laid down in RPwD Act, 2016 and the guidelines of the Board for mandatory provisions for CwSN vide Circular no. **05/2023** dated 06.03.2023 and Circular no. **11/2024** dated 09.08.2024.

And violation of **Clause 4.7.3** *"The School shall provide proper facilities like, ramps in toilets and at entry/exit points for wheelchair users and auditory signals in elevators/lifts in accordance with the provisions laid down in RPwD Act- 2016"* and **Clause 14.15.1** *"School*

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will provide proper facilities like ramps in toilets for wheel chair users, auditory signals in elevators/lifts and other possible infrastructural facilities in accordance with the provisions laid down in RPWD Act-2016" of the Affiliation Bye Laws, 2018.

18. It was communicated through SCN that "There is a mismatch in OASIS data and actual no. of sections/teachers/students available in the school, denoting sponsorship of dummy/Non-attending Students."

School has submitted that "The OASIS data was not updated by the IT department prior to the inspection date, which led to discrepancies in the data regarding sections, teachers, and students." It is evident from the OASIS portal that school still has not updated the OASIS data on the portal till date, which is the violation of the directives of the Board issued vide the **Circular no. 02/2022 dated 22.02.2022** vide which it has been communicated that "The CBSE affiliated schools are expected to update their OASIS data every year. This OASIS data is used for various activates as it is the major source of information in respect of affiliated school across the country. However, it has been noticed that some CBSE affiliated schools are not updating it regularly which is leading to wrong or incomplete data with Board and also causing financial burden such as penalty on the schools. Such kind of deviation by the school has also been viewed seriously." The school has also violated **the clause 14.17 of the Affiliation Bye-Laws of the Board.**

19. Inspection committee has reported that "The school has maintained teachers register in a casual manner where entry and exit signature of a same teacher differ from month to month." School has submitted in its reply that "We have taken corrective actions with respect to teachers signing documents with inconsistent signatures." This establishes the fact that the school has manipulated the teachers register, which in itself is a gross violation of the clause **14.19 of the Affiliation Bye-Laws of the Board.**

20. Inspection committee has reported that "The school had not provided service books and other documents related to teachers even after repeated requests by the committee. Maintaining of the service books and other related service correspondence are essential as per clause 14.19 (d) and 5.2.5 of the Affiliation Bye Laws, 2018" But no substantial documents has been provided and in reply of which the school has simply stated that "The school has taken serious note to maintain all service records and documents. The principal

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and staff has been advised to be more vigilant regarding entries and signature related issues".

This in turn proves that the school has admitted its mistake that the records were not maintained properly and the school had intentionally not produced these records before the inspection committee even after the repeated requests to hide it's shortcomings/irregularities. This is a wilful disobedience and the hiding of the records with a malafide intention by the school. The school has misled the inspection committee and the Board with an intention to cover up the breach of norms. This is a clear established **violation of clause 14.19(d) of the Affiliation Bye-Laws of the Board.**

21. Reply of the school cannot be considered as urinals, washrooms, toilets are the very basic essential utilities required to be present in the school. If the school does not have even this basic essential infrastructure then it clearly depicts that the school is complacent towards the sanitation facilities which under any circumstances cannot be accepted. The school has not provided any supporting evidence in support of the statement made by it in the reply of the show cause notice. Therefore, it is evident that the school has violated the **clause 4.7.2 and 4.7.6(b) & (c) of the Affiliation Bye-Laws of the Board.**
22. The school has stated that "*The principal took leave due to medical issue and leave application was with the school manager. The manager also moved out of town due to family urgency. This led to inconvenience*". The school has stated that the Principal was on leave, the manager also moved due to family urgency, as per inspection report, the vice principal disappeared from the school around 12:30 without intimation to society members or the inspection committee, the school has stated that the students were on preparatory leave and due to the preparatory leave of the students, their teachers were also on leave. This sequence of absence of the Manager, Principal, Vice-Principal, Teachers and the students on the same day of surprise inspection is implausible. Therefore, the submission of the school in reply of point number 22 of the show cause notice is untenable and not sustainable. The fact is established that the school has intentionally cause hinderance and the obstacles in the surprise inspection with a malafide intention of hiding it's violations and irregularities in the functioning of the school. This further substantiates the fact that all such actions of the school have been done to hide the dummy/non-attending students of the school.

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Thus, the following violations are established beyond doubt:-

1. The school is indulged in sponsoring dummy/non attending students.
2. The school is running higher no. of sections in class XI and XII which are in excess of the permissible no. of sections.
3. The school has enrolled higher number of students in classes which are in excess to the permissible limit as per available size of the classrooms.
4. The school is having infrastructural deficiencies.
5. The school has committed irregularities in taking admissions.
6. The school has not maintained AWR, admission forms and transfer certificates as per norms.
7. The school has not maintained teacher section ratio as per norms.
8. The school did not cooperate in the inspection and caused hindrance and the obstacles during inspection.
9. The school has violated safety norms.
10. The school is running on two plots and does not completely bounded by a boundary wall.
11. The school does not have adequate sanitation and CwSN facilities
12. The school has not maintained the essential records

Accordingly, it is for consideration as to which of the penalties mentioned in the clause 12.1 of the Affiliation Bye Laws be imposed on the school. Since the violation observed are clearly manifesting wilful non-observance of the Affiliation Bye Laws to the extent of deliberately sponsoring non bonafide students and manipulation of records, therefore it can only be concluded that the school is liable for the severest of the penalty as can be imposed viz. withdrawal of affiliation.

Hence, as per the approval of the competent authority of the Board, the following orders are issued:-

1. The provisional affiliation granted to the school upto senior secondary level be withdrawn with immediate effect.
2. Student in class X and XII are permitted to appear from the same school for session 2024-25.

— vpc

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3. However, the students who are presently in class IX and XI shall be shifted to nearby school by Regional Officer, Delhi (West). The school shall not take any new admissions or promote the students of lower classes in IX and XI by natural progression, hereafter
4. The school may seek restoration of affiliation upto secondary level after lapse of one academic year i.e. from 2026-27 after ameliorating the deficiencies pointed out with regard to running upto secondary level.
5. The school may seek restoration of affiliation upto senior secondary level only at least after 02 academic years of restoration upto secondary level, if so sought and granted.

J. Chaturvedi
29.10.2024
JOINT SECRETARY (Aff.)

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