



केन्द्रीय माध्यमिक शिक्षा बोर्ड
(शिक्षा विभाग, 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./ 2730719/2024/01620

Date: 05.11.2024

ORDER

U.S.M. PUBLIC SCHOOL VEENA ENCLAVE NANGLOI DELHI-110041 was given Provisional affiliation with the Board for Secondary Level w.e.f. 01.04.2014 to 31.03.2017, and further upgraded to Senior Secondary Level w.e.f. 01.04.2018 to 31.03.2021. The affiliation is renewed from time to time and is affiliated till 31.03.2026 with affiliation number 2730719. 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."

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

Page 1 of 14

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





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CENTRAL BOARD OF SECONDARY EDUCATION

(An Autonomous Organisation under the Ministry of Education, Govt. of India)



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 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."

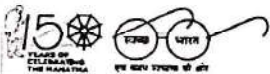
AND WHEREAS, Clause 2.4.8 QUALITY OF EDUCATION of the Affiliation Bye-Laws, 2018, stipulates that, "The school must be quality driven and must strive for excellence in all aspect of its activities. It must follow the directions issued by the Board from time to time regarding introduction of innovative 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 **U.S.M. PUBLIC SCHOOL VEENA ENCLAVE NANGLOI DELHI-110041** 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:

- I. School has registered 71 students in Class IX for session 2023-24 and the same number of students should be transferred in Class X by way of natural progression for next year whereas, school has filled only 37 students in Class X for session 2024-25 in OASIS However, as per attendance register of Class X 30 students are enrolled, out of which only 04 students were present on the day of inspection. As per inspection committee report, the school has informed that many of their students especially from Classes IX & X, had gone to another school to participate in games. The committee attempted to contact the school's games teacher using the provided contact details, but she neither responded nor returned to the school Furthermore, the school has informed the committee that many students left the school after attempting the exam. However, the school authorities have not been able to provide any evidence that the exam was conducted. These incidents are raising the possibility that students may have been sponsored by another school. This is violation of Clause no. 14.2.3 of Affiliation Bye-Laws, 2018.
- II. As per CBSE records of enrolment in session 2023-24, school has registered 200 students in Class XI and the same number of students should be transferred in Class XII by way of natural progression for next year whereas, school has filled only 158 students in Class XII for session 2024-25 in OASIS. No student of Class XI and XII

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CENTRAL BOARD OF SECONDARY EDUCATION

(An Autonomous Organisation under the Ministry of Education, Govt. of India)



- were present on the day of inspection, whereas, 37 students in Class XI and 47 students in Class XII are enrolled as per attendance register, with attendance marked as present on all previous days. This is violation of Clause no 14.2.4 of Affiliation Bye-Laws, 2018.
- III. School has 17 classrooms each having size of 360 sq ft which is lesser than norms i.e. 500 sq ft. This is violation of Clause no 4.1 of Affiliation Bye-Laws, 2018
- IV. Size of Computer Science Lab 270 sq ft is found to be undersized i.e. 600 sq ft. This is violation of Clause no. 4.4 of Affiliation Bye-Laws, 2018
- V. No Maths Lab maintained by the school, which is violation of Clause no 4.5 8 14 13 of Affiliation Bye-Laws, 2018.
- VI. Size of Library 594 sq ft is found to be undersized as per norms i.e. 1200 sq ft. This is violation of Clause no 4.3.1 of Affiliation Bye-Laws, 2018.
- VII. School has not maintained music room, dance room and indoor sports room as per norms, which is violation of Clause no.4 6 8 4.7.8 of Affiliation Bye-Laws, 2018.
- VIII. School has not maintained proper records like Section-wise Student Attendance Register, Admission Withdrawal Register is maintained partially and Admission Forms & Transfer Certificates were not shown to the inspection committee which is violation of Clause no 14 19 of Affiliation Bye-Laws, 2018.
- IX. School has not appointed Librarian, Dance Teacher and Art Teacher. School has no adequate number of trained and qualified teachers as only 01 PGT. 06 TGTS. 02 NTTs. 09 PRTs are employed in the school and their qualification does not shown to inspection committee. While 11 PGTs were listed in OASIS, however, only 01 PGT was physically present on the day of inspection. This is violation of Clause no.5.2.7 & 5.4 of Affiliation Bye-Laws, 2018.
- X. School has not appointed Special Educator as per Boards norms, which is violation of Clause no.2.4.11 of Affiliation Bye-Laws, 2018.
- XI. School has not appointed Counsellor and Wellness Teacher as per the Board norm, which is violation of Clause no 2.4 12 of Affiliation Bye-Laws, 2018
- XII. As per teacher's attendance register, 32 staff members were listed, out of which only 18 were physically present on the day of inspection and 05 were marked as on leave. However, no leave applications were found in the records and no information was provided about the remaining staff members. Through interaction, Inspection Committee has found that almost all teachers present were unqualified and some were even still pursuing their graduation degrees School authorities could not produce their educational credentials or service records. This is violation of Clause no. 5.2.6 of Affiliation Bye-Laws, 2018.
- XIII. Heaps of unused articles and rubbish were lying around, making the school environment unhygienic Weeds and grass, up to two feet high, had overgrown on the ground. This is violation of Clause no 14.26 of Affiliation Bye-Laws, 2018.
- XIV. There was no door at the roof area, which could cause an accident at any time. The safety, security and hygiene of the students were not been taken care of properly This is violation of Clause no.4.7.6 of Affiliation Bye-Laws, 2018.

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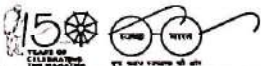


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- B. In order to provide the School a chance to submit its explanation/ clarification, a Show Cause Notice dated 13.09.2024 was served to the School with ample time of 30 days to reply.
- C. To follow the course of natural justice and to maintain transparency, a copy of the inspection report was provided to the school along with the Show Cause Notice dated 13.09.2024.
- D. The school vide its reply dated 12.10.2024 has *inter-alia* made, the following submissions on the show cause notice dated 13.09.2024
- I. In response to the point no.1, it is submitted that it is admitted fact that 71 students were registered in class IX for the session 2023-24 and only 37 students get registered in class Xth for the session 2024-2025 in OASIS, the undersigned wants to submit that some students don't want to continue with this school, hence SLC's were issued in such cases and some students did not pay their monthly fees after repeated requests, that's why the strength of the class Xth was found low in comparison to class IXth by the inspection team. Secondly, the inspection team stated that as per attendance register of class Xth 30 students are enrolled and out of 04 students were present on the day of inspection, the undersigned wants to submit that the name of the some students have been struck off from the roll of attendance register due to long absence, this is the natural process and as per the rules. Thirdly, the inspection committee claimed that only four students of class Xth were present on the day of inspection, the undersigned wants to submit that due to the school games, rest of the students had gone to participation in other school and the same information was communicated to the inspection team at the time of inspection. Fourthly, the committee stated that they tried to establish the contact with the concerned teacher but she neither responded nor returned to the school, the undersigned wants to clarify that due to huge crowd, level of noise was very high that's why the concerned teacher could not notice the phone calls and the games were over in the late evening so she directly dropped the students to their houses. Fifthly, the inspection committee raised the possibility that students might have been sponsored by another school. It is further clarified that such speculation is totally baseless and just an imagination, the school authority has an unblemished history and such allegations which are based on imagination may be fatal for the institution as well as to the students. So, I have no hesitation in saying that school authority did not violate Clause No. 14.2.3 of Affiliation Bye-Laws.2018. (Certified copy of scheduled games and schedule of examination is attached hereto for your kind perusal.) Regarding absenteeism of students on day of inspection. It is submitted that the absenteeism among students on the day of inspection can be attributed to the fact that senior students often remain absent when examinations are approaching. These students were fully aware of the Mid Term

—RKC





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Examination schedule, and many had taken leave to prepare for their respective subjects. In addition to coming to school regularly, a considerable number of students believe in self-preparation staying at home for fast revision of syllabus.

- II. In response to point no.2, it is admitted that enrolment in class XIth was 200 as per record in session 2022-2023 and only 158 students are registered in class XIIth for the session of 2024-2025 in OASIS. The undersigned wants to clarify that a number of students did not pay their prescribed fees after many reminders/requests in that case their names were not uploaded in OASIS portal and some of the students don't want to continue with our school, in such cases SLC's were issued accordingly. So, it is obvious the strength has decreased in class XIIth. Secondly, the inspection team stated that no student of class XI and XII was present on the day of inspection. The undersigned wants to clarify that some students had gone to participate in games and rest of the students took up their examination, certified copy of datesheet is attached héreto for your ready reference.
- III. In response to the point no.3. It is submitted that details of infrastructure available in the surprise inspection report are matter of record. The school authority has already started to remove infrastructural deficiencies and in due course of time it will be resolved.
- IV. In response to para no. 4, it is submitted that the school authority is working on it and the said deficiency will be resolved soon.
- V. In response to para no. 5, it is submitted that Maths lab is available but the sign board was missing at the time of inspection and same has been affixed now.
- VI. 6. Same as para no 3.
- VII. In response to para no. 7, it is submitted that the deficiencies are noted by school authority and working on it and same will be removed at the earliest.
- VIII. In response to para no.8, it is submitted that the school records which were found incomplete by the inspection team, in this connection the school authority wants to assure you that all records will be maintained accordingly.
- IX. In response to para no.9, it is submitted that it is wrong to state that school has not appointed Librarian Arts teacher and school does not have qualified teacher and record not shown to the inspection team. It is clarified that the school has adequate

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and qualified teachers as per the CBSE norms. (Certified copy of staff statement is attached hereto for your ready reference.)

- X. In response to para no.10, it is submitted that the recruitment process of Special Education Teacher is under process.
- XI. In response to para no.11, it is submitted that the appointment process of counsellor and wellness teacher has already been started and the stated deficiency would be removed soon.
- XII. In response to para no. 12, it is submitted that the school has adequate and qualified staff as per the Bye-Laws of CBSE and on the day of inspection some staff members were on leave, some were on official duty and rest were present at the time of inspection.
- XIII. In response to para no. 13, it is submitted that due to unexpected and record Marking heavy rain in North India especially in Delhi created hurdles in maintaining the school campus, but now the monsoon has come to an end, resultantly all garbage, grass and unused articles weeded out accordingly.
- XIV. In response to para no. 14, it is submitted that the construction work was going on the day of inspection and the stated area was blocked as per safety norms. So, there was no chance to occur an accident.

E. The analysis of the submissions made by the school its reply dated 12.10.2024 is as follows:

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. As per the details provided by the school, observed by the committee and number of students filled by the school on OASIS and actual number of present students as per attached attendance register is :-

Class	Students registered as per LOC 2024-25	Enrolment as per attendance register	Present on the day of Inspection
IX	---	36	5
X	14	30	4
XI	---	37	0
XII	193	47	0



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CENTRAL BOARD OF SECONDARY EDUCATION
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As per report of the inspection committee and the above statistics reflects that, there is a huge difference of enrolled students as per attendance register and the data filed by the school in LOC and the present number of the students on the day of Inspection. There was no student present in Class XII against the 193 registered students in the List of Candidates submitted for Board examination 2024-25. The number of students enrolled in Senior Secondary classes (XI and XII) and the data maintained by the school in attendance register is widely different. Moreover, there was no student present in Senior Secondary Classes on the day of inspection establishes that school is providing the wrong information with the Board against their actual number of students.

The school has reasoned the absence of students by stating that *".....thirdly, the inspection committee claimed that only four students of Class Xth were present on the day of inspection, the undersigned wants to submit that due to the school games, rest of the students had gone to participation in other school and the same information was communicated to the inspection team at the time of inspection."* However, the school did not produce the list of candidates participating in the event. Therefore, the school has not been able to prove the number of candidates who have gone for participating in sports meet w.r.t. the total number of absent students. Further, as per the date sheet submitted by the school, there was an exam. of I.T. for Class X on 3rd Sept. 2024 and Hindi for Class IX on the same day. Therefore, the school has not explained as to how the students who were participating in the sports meet were to appear in mid-term examination. Therefore, the statement of the school is not tenable. Moreover, the authenticity of the date-sheet submitted alongwith its reply can not be ascertained as the same was not shown to the inspection committee on the day of Inspection. The Inspection Committee has categorically mentioned *".....Furthermore, the school has informed the committee that many students left after attempting the exam. However, the school authorities have not been able to provide any evidence that the exam was conducted....."* Hence, the date-sheet submitted by the school is also not tenable. Submission of any such documents at the later stage certainly raises questions on the authenticity of them and can not be accepted.

The school has stated in its submission that senior students often remain absent when examinations are approaching and many had taken leave to prepare for their respective subjects in addition to coming to school regularly. It is also added by the school that some students were participating in the games.

School has failed to provide any concrete evidence such as list of the students participating in the games and date sheet of mid-term examination before the inspection committee at the time of inspection. Further, the school did not show evidences of the presence of bonafide students viz. their practical note-books, lab attendance, project note

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CENTRAL BOARD OF SECONDARY EDUCATION

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books, Internal Assessment, invigilation duty chart etc. at the time of conduct of inspection. Therefore, it is established that school is misleading the Board by providing false information which proves that the school is sponsoring dummy/non-attending students who are not bonafide students of the school.

The above facts 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. and as per **Clause 4.8** "ENROLMENT AND SECTION RESTRICTION IN EACH CLASS The optimum number of students shall be 40 in each section. Availability of one square meter Built-up Floor Area per child in the class rooms is an absolute necessity in the school. Subject to this the details of the allowed sections, as per the rules of these byelaws and availability of land and infrastructure, are given at Appendix-V." Therefore, the school has violated the clauses 14.2.4, 14.2.5, 14.7, 2.4.8, 4.8 of Affiliation Bye-Laws of the Board 2018.

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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CENTRAL BOARD OF SECONDARY EDUCATION
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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 to 7. As reported by the inspection committee, the violation noticed during physical inspection mentioned under Show Cause notice dated 13.09.2024 point no.3 to 7 where the school do not have the infrastructure or maintain the Classrooms/Labs/Library as per norms of the Board are established as per details given below:

S.No.	Detail of infrastructure noticed in physical inspection	Point in SCN	Violation of Clause
1.	All 17 Classroom 360 sq ft (20x18 sq ft) each	3	4.1- Class Rooms - 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.
2.	Computer Science lab of the school is establish in room of 270 sq ft (15x18 sq ft)	4	4.4.-Minimum size of computer laboratory should be 9 m x 6 m each (approx. 600 sq.ft.)
3.	No Math lab is established	5	4.5-Mathematics Laboratory-The School should have separate provision for Mathematics Laboratory at least of the size of a regular class room.
4.	Library of the school is establish in room of 594 sq ft (33x18 sq ft)	6	4.3.- Minimum size should be 14 m. x 8 m. fully equipped and with reading room facility and other



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			<i>resources to cater to the strength of students in the school.</i>
5.	School has not maintained music room, dance room and indoor sports room	7	<i>4.6-"Rooms for extracurricular activities - either separate rooms for music, dance, arts & sports etc. or one multipurpose hall of adequate size for all these activities." 4.7.8-"The School should have adequate facilities for providing recreation activities and physical education as well as for conduct of various activities and programs for developmental education and for the social, cultural and moral development of the students and for safeguarding their health."</i>

In its reply, school has mentioned that school authorities working on it and the said deficiency will be resolved soon. Whereas, the school has mentioned that Math Lab is available but at the time of inspection the sign board itself was missing.

School has admitted that proper infrastructure as per norms of the Board as mentioned in the above table are not available. It is also observed that that the school is not following guidelines and SOPs issued for Labs by the Board, as per SOPs issued by the Board vide Circular 11/2022 dated 04.10.2022. School has not adhered the guidelines of the Board with regard to establish the mandated Laboratories/Library.

The above facts and reply of the school establish that school has violated 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. and Clause 14.17 "Every school is bound to follow the directions issued by the Central Government, State/UT Government and the Board in the form of Notifications, Circulars and Advisories etc. from time to time."

Therefore, the school has blatantly violated the **Clause 4.1, 4.3, 4.4, 4.5, 4.6, 4.7.8, 14.13 and 14.17** of Affiliation Bye-Laws of the Board.



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8. As per report of the inspection committee, school has not maintained proper records like Section-wise Student Attendance Register, Admission Withdrawal Register is maintained partially and Admission Forms & Transfer Certificates were not shown to the inspection committee. School has stated in its reply that records were found incomplete by the inspection team will be maintained accordingly. School has accepted that the school is not adhering the norms and guidelines of the Board with regard to keep the records maintained which establish the violation of Clause 14.19 of Affiliation Bye-Laws of the Board 2018. The irregularities found in the essential records such as AWR, Admission Forms & Transfer Certificates further substantiates that the school is sponsoring dummy/non attending students by manipulating the admission records.
9. As per report of the inspection committee, School has not appointed Librarian, Dance Teacher and Art Teacher. School has no adequate number of trained and qualified teachers as only 01 PGT. 06 TGTS. 02 NTTs. 09 PRTs are employed in the school and their qualification does not shown to inspection committee. While 11 PGTs were listed in OASIS, however, only 01 PGT was physically present on the day of inspection.

School has submitted in its reply that school has appointed qualified and adequate teachers and provided copy of staff statement alongwith its reply for reference. Since, the school has not produced the any substantial record 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 would have proven that adequate teachers are actually on roll as presence of 01 PGT at the time of inspection established that adequate number of teachers are not available to teach Senior Secondary Classes. Therefore, submission of any such documents at the later stage certainly raises questions on the authenticity of them.

No documentary evidence with regard to qualification of the teachers were provided to the inspection committee and in its reply as well which established that teachers are not qualified and school has made the violation of **Clause 5.2.7** "The essential staff/teachers required as per the provisions of these byelaws shall be appointed on full time basis only." Further, the school is not having adequate number of teaching staff which is violation of Clause 5.4.

- 10 & 11. School has not appointed Special Educator as well as Counsellor & Wellness Teacher as mandated by the Board in Affiliation Bye-Laws. In its reply, school has accepted that these mandatory Educators are not appointed and school is in process of recruitment. School has made the violation of **Clause 2.4.11 SPECIAL EDUCATOR**-*"Every Secondary and Senior Secondary school should appoint a person on full time basis for performing the duties of Special Educator. The appointment and qualifications of Special Educator*

— vpc





केन्द्रीय माध्यमिक शिक्षा बोर्ड

(शिक्षा विभाग, भारत सरकार के अधीन एक स्वायत्त संस्थान)

CENTRAL BOARD OF SECONDARY EDUCATION

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shall be in accordance with guidelines laid down by the Board and the minimum requirements laid down by Rehabilitation Council of India in this regard." and **Clause 2.4.12 COUNSELOR & WELLNESS TEACHER**-*"Every Secondary and Senior Secondary school shall appoint a person on full time basis for performing the duties of Counsellor & Wellness Teacher. The person appointed as Counsellor and wellness teacher shall be either a Graduate/Post Graduate in psychology or Post Graduate in Child Development or Graduate/Post Graduate with Diploma in Career Guidance and Counselling. Schools having enrolment of less than 300 students in classes from IX to XII can appoint a Counsellor & Wellness Teacher on part-time basis."* Therefore, the school is in violation of Clause 2.4.11 & 2.4.12 of the Affiliation Bye-Laws of the Board, 2018.

12. As reported by the inspection committee as per teacher's attendance register, 32 staff members were listed, out of which only 18 were physically present on the day of inspection and 05 were marked as on leave. However, no leave applications were found in the records and no information was provided about the remaining staff members. Through interaction, Inspection Committee has found that almost all teachers present were unqualified and some were even still pursuing their graduation degrees School authorities could not produce their educational credentials or service records.

Since, school failed to produce the required document with regard to qualification of teachers and service records such as service book at the time of inspection and with its reply as well, it makes it evident that teachers of the school are not qualified. This establishes the 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 5.1 of the Affiliation Bye-Laws of the Board.

13. As reported by the inspection committee, heaps of unused articles and rubbish were lying around, making the school environment unhygienic. Weeds and grass, up to two feet high, had overgrown on the ground. In its reply, school has stated that due to unexpected and record breaking heavy rain created hurdles in maintaining the school campus.

The reply of the school is not acceptable as **Clause 14.26** clearly defines the responsibility of the head of the school that *"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 environmental conservation and cleanliness, etc....."*. Therefore, this establishes the violation of Clause 14.26 of Affiliation Bye-Laws, 2018.





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14. As reported by the inspection committee, there was no door at the roof area which could cause an accident at any time. The safety, security and hygiene of the students were not being taken care of properly. School has submitted in its reply that the construction work was going on the day of inspection and the stated area was blocked as per safety norms. So, there was no chance to occur an accident.

Even if the reply of the school is considered it should be the main concern of the school to restrict the students from access of the such site. Such site/area of construction shall be cordoned and restricted to avoid any mis-happening keeping in view of safety of students. Therefore, it is established that safety of students is compromised and establish the violation of **Clause 4.7.6** "The school shall follow the guidelines related to the safety of the children in schools contained in the following:(b)The Guidelines on School Safety Policy, 2016 issued by the National Disaster Management Authority which is statutory in nature and (c) Manual on Safety and Security of Children in Schools Developed by National Commission for Protection of Child Rights"

Thus, the following violations are established beyond doubt:

1. The school is indulged in sponsoring dummy/non-attending students
2. The safety of the students has been compromised.
3. The school is running higher no. of sections in class XI and XII which are in excess of the permissible no. of sections.
4. The school is having infrastructural deficiencies.
5. The school has not maintained AWR, admission forms and transfer certificates as per norms.
6. The school has not maintained teacher section ratio as per norms.
7. The school has not maintained the essential records.
8. The school has not appointed Special Educator and Counsellor & Wellness teacher.
9. The school is not maintaining hygiene.

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.

— RPC



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As per the approval of the Competent Authority, the following orders are issued:

1. The provisional affiliation granted to the school upto Senior Secondary Level be withdrawn with immediate effect.
2. The students in class X and XII are permitted to appear from the same school for session 2024-25.
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.

Approved
05-11-2024
JOINT SECRETARY (Affl)

THE MANAGER,
U.S.M. PUBLIC SCHOOL
VEENA ENCLAVE, NANGLOI
DELHI-110041

