



केन्द्रीय माध्यमिक शिक्षा बोर्ड Central Board of Secondary Education

संबंधिता - Online School Affiliation & Monitoring System R-2.0

As per new Affiliation Bye-Laws



Contact Us

Grant Letter for:- EX-00738-2122

NO : CBSE/AFF/2430078 /EX-00738-2122/2021-22/

Dated: 01/10/2020

The Manager,
LITTLE FLOWERS ENG SCHOOL
PARARPAR ALIPURDUAR DISTT JALPAIGURI WEST BENGAL
WEST BENGAL, JALPAIGURI, 736121
(M: 09064032042)

Sub: Extension of General Affiliation up to Secondary/Senior Secondary Level - regarding
Ref: Application No. EX-00738-2122

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

Affiliation No : 2430078
Affiliated for : Senior Secondary
Category : Extension of General Affiliation
Period of Extension of : 01.04.2021 to 31.03.2026

In view of current COVID-19 pandemic which has most severely affected the normal functioning of schools in the country, however, the school is pursuing to provide extension of affiliation so as to avoid any difficulty for the purpose of admission /registration/ obtaining loan/renewal of various safety certificates from appropriate state authorities.

Therefore, the competent authority of the Board after due consideration has accorded approval for extension of Affiliation based on details/data submitted by school in online application for a further period of 5 years subject to fulfilment of following conditions:

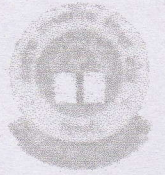
1. The school will follow the **RTE Act, 2009** and instructions issued thereon by the **CBSE/Respective State /UT Govt.** from time to time.
2. The School is required to apply on online for further extension of affiliation along with the requisite fee and other documents as per Rule 10.3 of Affiliation Bye Laws, 2018.
3. The school will also abide by the conditions prescribed, if any, by the State Government concerned as mentioned in certificate as per appendix III issued by District Education Officer (DEO) /equivalent officer
4. The school should ensure the strong governance and management of its activities in way of comprehensive and quantifiable planning in way of curriculum planning, infrastructure, resources, physical education, staff development and other co-curricular areas.
5. The school should go through the provision of **Affiliation and Examination Bye Laws** and keep a copy thereof for reference purpose and also advised to visit CBSE websites i.e. <http://cbseacademic.nic.in/> & <http://cbse.nic.in/> for updates. The School is expected to see all circulars on these CBSE websites regularly.
6. The school will strictly adhere to all rules regarding safety of students including Fire fighting and Transportation, etc. Further, school will provide adequate facilities for potable drinking water and clean healthy and hygienic toilets with washing facilities for boys and girls separately in proportion to the number of students. The school will ensure that Fire, Building, health and sanitation and safe drinking water certificates are renewed from time to time, as per norms.
7. **Admission to the school** is to be restricted as per relevant rules of Examination Bye-laws and rule 2.4.5, 2.6.5, 7.1, 7.2, 8.4.2, 8.4.10 & other relevant rules of Affiliation bye laws.
8. The school is required to follow rule No.2.4.7 and 2.4.8 of Affiliation Bye Laws regarding Books and Quality of Education.
9. The number of sections may be restricted as per the Appendix V of the Affiliation Bye-Laws of the Board. For increase in number of sections, the School shall apply online to the Board as per rule 15.7 of Affiliation Bye laws.
10. The school shall be solely responsible for any legal consequences arising out of the use of school name/logo/society/trust or any other identity related to running of school affiliated to CBSE. The school shall also be liable to bear all legal charges incurred by the Board, if any, arising out of these circumstances.
11. The school must strive to promote conservation of environment on their campus through rain water harvesting, segregation of waste at source, recycling of organic waste, proper disposal of waste including electronic waste, use of energy saving and energy efficient electrical equipment, greening of campus, use of solar energy, education and awareness amongst children on environment conservation and cleanliness etc
12. The school shall submit their information through Online Affiliated School Information System (OASIS) as per details given in circular no. affiliation-06/2018 dated 24.04.2018. Link for OASIS is available on Board's website: www.cbse.nic.in
13. The optimum Section teacher ratio of 1:1.5 as well as student teacher ratio of 30:1 is to be maintained to teach various subjects and school shall appoint qualified and trained teaching staff on regular basis as per provisions of Affiliation Bye Laws of the Board.
14. Every affiliated school shall sponsor regularly its bonafide and eligible students in Boards Class X and Class XII examinations from the year mentioned while granting affiliation/up-gradation regularly without break or inform with reasons thereof in writing well in time about the non-sponsoring of the candidates.
15. Running of coaching institutions in the school premises in the pretext of providing coaching to the students for various examinations is not permitted by the Board. Strict action would be taken on defaulters.
16. The Manger and the Principal of the school shall be jointly responsible for the authenticity of the online/offline documents/ information/data submitted by the School to the Board.
17. Apart from rules to be adhered to by the school as mentioned above for drawing specific attention of the school authorities, the school authorities are required to acquaint themselves with all the rules contained in Affiliation & Examination Bye-laws and circulars/guidelines/notification issued by the Board from time to time. Any laxity in following rules/instructions of the Board will lead to action against school as per clause 12 of Affiliation Bye-laws-2018.
18. The genuineness of information / documents / data submitted shall be of school and in case, if found otherwise the school shall invite action as per affiliation Bye laws-2018
19. The school shall be responsible for submission of any pending compliance, reply of show case /legal notice/ complaint and for submission of date/information sought by the Board. The extension of 05 years shall be from the date of cessation of previous validity of extension of affiliation
20. The school is required to remit pending fee, if any



केन्द्रीय माध्यमिक शिक्षा बोर्ड

(मानव संसाधन विकास मंत्रालय भारत सरकार के अन्तर्गत एक स्वायत्त संस्थान)

प्रीत विहार, दिल्ली - 110 092, भारत



106886

संबद्धता प्रमाण - पत्र

यह प्रमाणित किया जाता है कि लिटिल फ्लॉवर्स इंग्लिश स्कूल, परारपर, अलिपुरद्वार, जिला:

जलपाइगुरी, पश्चिम बंगाल-736121

बोर्ड की माध्यमिक (कक्षा-10)

एवं वरिष्ठ माध्यमिक (कक्षा-12) स्तर तक की परीक्षाओं के लिए केन्द्रीय माध्यमिक शिक्षा बोर्ड, दिल्ली से अस्थायी रूप से संबद्धता प्राप्त है तथा इस विद्यालय की संबद्धता संख्या 2430078 है।

सचिव

केन्द्रीय माध्यमिक शिक्षा बोर्ड

अध्यक्ष

केन्द्रीय माध्यमिक शिक्षा बोर्ड

दिनांक : 12 नवंबर, 2015

विद्यालय की संबद्धता की वर्तमान स्थिति जानने के लिए कृपया बोर्ड की वेबसाइट : www.cbse.nic.in का अवलोकन करें।

Central Board of Secondary Education

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

PREET VIHAR, DELHI - 110 092, INDIA

CERTIFICATE OF AFFILIATION

This is to certify that LITTLE FLOWERS ENGLISH SCHOOL, PARARPAR ALIPURDUAR, DISTT

JALPAIGURI, WEST BENGAL-736121

is provisionally affiliated

with Central Board of Secondary Education, Delhi for Secondary (Class-X) and Senior Secondary (Class-XII) Level Examinations of the Board and the Affiliation Number of the school is 2430078

Secretary

Central Board of Secondary Education

Chairman

Central Board of Secondary Education

Date : 12th November, 2015

For current status of affiliation of the school, please visit CBSE website : www.cbse.nic.in



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

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

CENTRAL BOARD OF SECONDARY EDUCATION
(An Autonomous Organisation under the Union Ministry of Human Resource Development Govt. of India)
"SHIKSHA KENDRA", 2, COMMUNITY CENTRE, PREET VIHAR, DELHI - 110 301

REGD./SPEED POST

No. CBSE/Aff./ 2430078(SS-00605-1314)/2013/2013 / 541347

Dated: 23.03.2013

The Manager,
Little Flowers English School,
Pararpar Alipurduar
Distt. Jalpaiguri
West Bengal - 736 121

Subject: Upgradation to +2 stage in respect of above said school - regarding.

Sir/Madam,

With reference to your application dated **12.06.2012** and subsequent inspection of the school, I am directed to convey sanction for provisional affiliation to the above said school for **Senior School Certificate Examination** for a period of **three years w.e.f. 01.04.2013 to 31.03.2016** in the following subjects:-

- (a) **Languages:- English Core, English Elective, Hindi Core, Hindi Elective, Bengali.**
- (b) **Elective Subjects: Economics, Geography, History, Political Science.**

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

1. "The school will follow syllabi and courses as per scheme of studies prescribed by the Board for Senior School Certificate Examination and changes made therein from time to time."
2. The school will implement Continuous and Comprehensive Evaluation (CCE) as per the schemes of the Board upto Classes X.
3. As per the newly implemented CCE scheme vide **Circular No. 39/20-09-2009 dated 20.09.2009**, the students of class X will appear in the Summative Assessment-II (SA-II) conducted at the school level only. However, those students of class X, who opt to move out of CBSE system in Class XI to any other Board, will exercise the option to appear in the SA-II conducted at the Board level. Both the students will get the same certificate issued by the Board at the end of class X.
4. The school will follow the RTE Act, 2009 and instructions issued thereon by the CBSE/Respective State Govt./UT.
5. The school will provide additional suitable facilities for classes XI and XII, as per requirements laid down in the rules.
6. It will increase the number of books in the Library and equipments in the Laboratories/Workshops with adequate games facilities etc. in consonance with the requirements of the Board for Classes XI & XII.
7. It will appoint only qualified staff to teach Classes XI & XII as per requirements laid down by the Board.
8. It will provide facilities for adequate co-curricular and extra-curricular activities for the wholesome development of the students.
9. It will abide itself by the Affiliation Bye Laws of the Board and other rules and regulations prescribed by the Board from time to time.
10. The school will enroll students proportionate to the facilities available in the school as prescribed in the Affiliation Bye-Laws of the Board which shall not in general exceed the optimum number as under from Pre-Primary to Class XII :-

	Campus area	Enrolment	No. of Sections (pre-primary to X)	No. of Sections at Sr. Secondary (XI & XII)
(a)	1.0 acre	1250	02 in each class	04 each in class XI and XII
(b)	1.5 acre	1875	03 in each class	04 each in class XI and XII
(c)	2.0 acre	2500	04 in each class	04 each in class XI and XII

- (d) School running on bigger campus of more than 02 acres, the number of students shall be restricted as per the actual facilities in the school which shall be proportionate to the optimum number mentioned at (a), (b) and (c) above.

Contd.....2/-

(e) Schools running on less than 01 acre campus shall restrict number of students as follows:-

Category	Area of land	No. of students
(i) Secondary School	2000 sq. mtrs	600 upto Class X
(ii) Sr. Secondary School with two streams	3000 sq. mtrs	900 upto Class XII

11. School will provide physical facilities as per norms of the Board. The facilities reported at the time of last inspection are as given under:-

(i) Area of school campus	-	-	13476.03 Sq. mtrs.
(ii) Total built up area	-	-	2081 Sq. mtrs.
(iii) Area of play ground	-	-	4800 Sq. mtrs.
(iv) No. of class rooms	-	14	24'x22'
(v) No. of labs			
	Composite Science lab	- 02	- 24'x22'
	Maths	- 01	- 24'x22'
	Computer Science	- 01	- 23'x15'
	Vacant rooms	- 02	- 24'x22'
(vi) Size and number of books in the Library-Size	-		33'x23', No. of Books - 2933.

12. The school will strictly adhere with all rules regarding safety of students including Fire fighting, Drinking water, Sanitation, Transportation, etc.

13. The school will apply for further Extension of Provisional Affiliation on the prescribed form together with the prescribed fee of Rs. 25,000/- and other essential documents in the preceding year before the expiry of the date.

14. The school will open CBSE pattern classes XI w.e.f. 01.04.2013. Accordingly, 1st Batch of class XII of the school will be appearing at the CBSE Examination to be held in 2015.

15. Other conditions are as per Annexure 'A' enclosed.

16. Special conditions to be complied within three months:

- The Principal of the school should be nominated as Member Secretary on School Managing Committee. Therefore, the school is required to re-constitute the SMC as per the provisions of Affiliation Bye-laws of the Board and ensure that no blood relation is there on the S.M.C.
- To recruit Post Graduate Teachers in the respective subjects for which Upgradation upto +2 level is sought before admission in class XI & Vidyalaya with follow all the Bye-laws, rules & regulations of the CBSE.
- The school is required to ensure payment of salary DA and other admissible allowances at par with the corresponding categories of employees working in the State Govt. schools as per Affiliation Bye-laws and salary should be paid through bank transfer against single cheque issued in favour of the Bank for crediting salary to the respective bank account of staff members and proof be submitted in this regard.
- There are some untrained teachers whereas school is required to appoint only qualified teachers in the prescribed grades of pay on regular basis, as per Affiliation Bye-laws of the Board.
- It is mandatory for every affiliated school to become a member in the local Sahodaya of CBSE schools.
- Every school should organize at least one week training programme for teachers every year in association with any teachers training institute recognised by the State or Central Government or by any agency identified by the Board.
- Every institute will provide adequate facilities for potable drinking water and clean healthy and hygienic toilets with washing facilities for boys and girls separately in proportion to the number of students.

Yours faithfully,


DEPUTY SECRETARY (AFF)

No. CBSE/Aff./ 2430078(SS-00605-1314)/2013/2013

Dated: .03.2013

Copy to:-

- ✓ The Principal, Little Flowers English School, Pararpar Alipurduar Distt. Jalpaiguri West Bengal - 736 121
- The Director (IT), C.B.S.E., R.O., PS 1-2, Institutional Area, I.P. Extension, Patparganj, Delhi - 110092 along with the CD of the inspection of the school conducted by the Inspection Committee constituted by the Board.
- The Regional Officer, C.B.S.E., R.O., 6th Floor, Alok Bharati Complex, Shaheed Nagar, Bhubaneswar - 751 007.
- The Programmer (IT), AMC Unit, CBSE, Preet Vihar, Delhi.
- The Desk Officer (West Bengal), Affiliation, CBSE, Delhi.


DEPUTY SECRETARY (AFF)

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

Affln.No. 2430078(SS-00605-1314)/2013


Other Conditions:

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

1. Running starting of Class IX/X & XI/XII without prior Provisional Affiliation upto Secondary level/Sr. Secondary level from the Board would be unauthorized classes and school shall be responsible for the consequences arising out of it.
2. Non-submission of application for extension of provisional affiliation by 30th June of the year preceding to the year by which provisional affiliation granted, expires, would also attract violation of provisions of Affiliation Bye-laws.
3. School will not prepare any student/start any class for any other Board except CBSE from their CBSE affiliated school building/premises.
4. The Board would not allow any transfer of property/sale of school by one society/ Management/ Trust to another Society/Management/Trust through agreement/sale deed and the school shall not be closed down in the same premises. In case such transaction is effected explicitly or implicitly the Board shall withdraw its affiliation with immediate effect.
5. Pay & Allowances to staff should be revised time to time to bring it at par with that to State Government.
6. The service conditions be strictly followed as per State Education Act and Staff be given appointment/confirmation letters etc. accordingly.
7. 5-6 names of persons not below the rank of Principal of Sr. Secondary School affiliated with the Board be recommended so that two of them may be approved by the Board as its nominee in the School Managing Committee. Of these 2-3 may be Principal of KV/JNV.
8. The school shall maintain section teacher ratio at least 1:1.5 at each level i.e. Primary (I-V) Secondary (VI-X) and Sr. Secondary (XI-XII).
9. The school has to constitute a committee for protection of woman from sexual harassment at the work place and to abide by the guidelines and norms prescribed by the Hon'ble Supreme Court of India in W.P. Criminal No.666-70 of 1992 Vishaskha and other State of Rajasthan and other delivered on 13.8.1997.
10. Rs.../-..... on account of annual fee for the .../-..... years may please be remitted.
11. The school shall maintain Reserve Fund in the joint names of the Manager of the school concerned and the Secretary of the Board in the scheduled Bank to the extent indicated below:-

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

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


Sd/-
DEPUTY SECRETARY(Affln)

Central Board of Secondary Education

Shiksha kendra, 2, Community Centre, Preet Vihar, Delhi - 110092
(AFFILIATION BRANCH)

No.CBSE/AFF./

2430078/ 851-54

Dated... 24/01/05

Regd.

The Manager
Little Flowers English School,
Pararpar, Alipurduar,
Dist. Jalpaiguri,
West Bengal-736 121.

Sub. : Fresh Composite Provisinal Affiliation
to.....
above said school.

Dear Sir/Madam,

With refrence to your application dated..... 25.6.04 and subsequent correspondence with the school/inspection in this regard, I am directed to convey the sanction for Provisional/Composite Provisional Affiliation for Secondary School Examination of the Board for a period of..... three years w.e.f..... 1.4.2005 to 31.3.2008.....

The above sanction is subject to fulfilment of the following conditions:

1. The school will follow the national syllabus for the middle classes.
2. The school will follow syllabi and courses as per scheme of studies prescribed by the Board for Secondary School Examination and changes made therein from time to time.
3. The School shall appoint only qualified and eligible staff.
4. The school will help the Board in the smooth conduct of the examination by providing the necessary accommodation i.e. Rooms, Halls, etc available in the school premises and furniture at its disposal for holding its examinations free of charge, if required.
5. The School will spare sufficient teachers, for invgilation purpose at the examinations of the Board, as may be required.
6. The school will spare its teachers for evaluation of Answer-Books for the Board's examinations, if required.
7. The school will provide the laboratories, Library and other facilities as per norms of the Board.
8. The School will abide itself by conditions of affiliation already prescribed or may be prescribed by the Board from time to time.
9. Service agreement be executed with the staff as per norms generally accepted by the State Goverment concerned.
10. Service conditions, pay and allowance and other benefits to the employees of the school shall be in no way less than that of corresponding employees working in Government schools of

in which the school is located. An undertaking to this effect be sent to CBSE.

11. The school and its records shall be opened for inspection by an officer/ official of the Board or an authorised representative of the Board/State Education department at any time and the school shall furnish information as may be asked for by the Board/State Government from time to time.

12. The rate of tuition fee and other fee charged should be commensurate with the facilities provided.

13. The admission to the school shall be opened to all without any discrimination on the ground of religion, castes or race, place of birth or any of them.

14. No unrecognised classes shall run within the premises of the school or outside in the same name of school.

15. The school will not sponsor the candidates for Board's examination of any other School/Branch which is not affiliated.

16. The school will create Reserve Fund as per the requirement of the Affiliation-Bye-Laws/Rules of the Directorate of Education, Delhi in the joint names.

17. The school should not start class XI/XII without written approval of the Board. The Board shall not be responsible for any consequences in case class XI/XII is started without following the Affiliation-Bye-Laws and obtaining the prior approval of the Board.

18. The affiliation Code Number allotted to your school is **2430078**. This may please be noted and quoted for any correspondence with the Board.

19. Annual fee @ Rs. 1000/- per annum for the year (s) **3 years (1.4.2005 to 31.3.2008)** be also remitted at an early date, (In case of overseas Independent School @ Rs. 5000/- p.a. and overseas Kendriya Vidyalayas @ Rs. 3500/- p.a.)

20. The school will apply for further extension of Provisional Affiliation on the prescribed form together with the prescribed fee and other essential documents in the preceding year before the expiry of the date.

21. Renewal of Registration of Society be ensured.

22. As per Annexure A

23. The school is required to get the accounts of the school audited properly. Yours faithfully.

24. The school is required to appoint a qualified TGT (sc.). **(SURAJ PARASH SETHI)**

25. The school must start SUPW classes through qualified staff. **JOINT SECRETARY (Aff.)**

26. Service books/personal files should be maintained properly.

No. CBSE/AFF./.....

Dated.....

Copy to :- **27. Class 'D' employees should also be shown in staff statement.**

✓ 1. The Principal..... **Little Flowers English School, Pararpar, Alipurduar,**

Dist. Jalpaiguri, West Bengal-736 121.

2. The Director of School Education/Director of Public Instruction..... **Bikash Bhavan, Salt Lake, Kolkata-700091.**
w.r.to letter No. **341-SE (HS)/6C-20/98, dt. 7.11.2000.**

3. The Regional Officer, C.B.S.E. **1/1 Neem Sarai (Transport Nagar), Allahabad-211 015 (UP).**

Central Board of Secondary Education

Annexure - A

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

Affiln. No. 243078

Other Conditions :

Conditions for which Compliance to be submitted with in three months from the date of issue of sanction letter :-

1. Running /Starting of class IX/X or XI/XII without prior Provisional Affiliation upto Secondary level /Sr. Secondary level from the Board would be unauthorised and school shall be responsible for the consequences arising out of it.
2. Non submission of application for extension of Provisional Affiliation by 30th June of the year preceding to the year by which provisional affiliation granted, expires, would also attract violation of provisions of Affiliation Bye Laws.
3. School will not prepare any student/start any class for any other Board except CBSE from their CBSE Affiliated school Building/premises.
4. The Board would not allow any transfer of property/sale of school by one Society /Management / Trust to another Society / Management / Trust through agreement /sale deed and the school shall not be closed down in the same premises. In case such transaction is effected explicitly or implicitly the board shall withdraw its affiliation with immediate effects.
5. Pay and allowances to staff should be revised from time to time to bring it at par with that to the State Government.
6. The service conditions be strictly followed as per State Education Act and staff be given appointment / Confirmation letters etc. accordingly.
7. 5-6 names of persons not below the rank of Principal of Sr. Secondary School affiliated with the Board be recommended so that two of them may be approved by the Board as its nominee in the School Managing Committee. Of these 2-3 may be Principal of KV/JNV
8. The School shall maintain Section teacher Ratio at least 1:1:5 at each level i.e. primary (I-V) Secondary (VI-X) and Sr. secondary (XI-XII)
9. The school has to constitute a committee for protection of women from sexual harrasment at the work place and to abide by the guidelines and norms prescribed by the Hon'ble Supreme Court of India in W.P. Criminal No. 666-70 of 1992 Vishakha and others state of Rajasthan and others delivered on 13/08/1997.
10. Rs. 3000 on account of annual fee for 3 years may please be remitted.
11. The school shall maintain Reserve Fund in the joint names of the Manager of the school concerned and the Secretary of the Board in the scheduled Bank to the extent indicated below :-

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

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

JOINT SECRETARY (Aff.)