

The Manager,  
AL-QALAM INTERNATIONAL SCHOOL  
RAMNAD -RAMESWARAM HIGHWAY,PERUNGULAM,,RAMANATHAPURAM  
TAMILNADU,RAMANATHAPURAM, 623536  
(M: )

**SUBJECT: - UPGRADATION TO SENIOR SECONDARY LEVEL - REGARDING.**  
**Ref : Application No.: - US-00565-2526 DATED: 28/06/2024**

Sir/Madam,

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

Affiliation No used as User ID for both OASIS and LOC/Registration System	1931228
School No	56183
Affiliated for	Senior Secondary School Examination Class 1 to 12
Category	Upgradation of Affiliation
Period of affiliation	01.04.2025 to 31.03.2030
Year and Month From which admission can be taken in Class- IX/XI	1 April,2025
Year and Month in which first batch of Class-X/XII will appear in board examinations	1 April,2027

Sl. No.	The school is directed to ensure that :
1	The total number of sections of the school from class I to XII shall be restricted to 22 of which not more than 6 sections may be used for senior secondary classes. The optimum number of the students shall be restricted to 40 for a classrooms size of 500 sq ft and above. Further, increase of sections shall be subject to specific approval of the Board based on the request of the school as per affiliation bye law and availability of land and class rooms of greater than 500 sq ft dimension.
2	The school is directed to run atleast 01 section each of bal-vatika I, II & III in accordance with established norms permitted vide Board's circular no. 12/2023 dated 24-03-2023 & 25/2023 dated 11-09-2023.
3	As per application school is running on 24281 sq mtrs of land. However, in the land certificate, school's land area is mentioned as 2,61,600 sq mtrs within brackets 6 Acres. As the land area 06 acres is equivalent to 24281 sq mtrs. Thus, the school is required to submit the clarification in r/o land area mentioning in land certificate as 2,61,600 sq mtrs along with revised land certificate with corrected land area in compliance within 03 months.
4	The school has uploaded an affidavit in place of trust deed. Thus, the school is required to submit the complete copy back –to-back copy of trust deed with notarized translation (if the same is in vernacular language) in compliance within 03 months.
5	The building license (form – D) does not have floor wise details and no water test report submitted by the school. Thus, the school is required to submit the all the Form A to E having the floor wise details and water test report to be issued by Govt authorized laboratory and submit the same in compliance within 03 months.
6	The school is required to develop it playground with green cover and proper drainage system and submit the videographic compliance within 03 month.

7	The school is required to (i) install washbasin in workstations of biology lab and arrange lab stools for seating of students (ii) procure more books for library (iii) maintain cleanliness in toilets and general upkeep (iv) set-up composite science lab for secondary level in light of Board's SoP (v) replace the wooden ramp at entrance of CwSN toilets for girls with concrete/permanent ramp and submit the videographic evidence in compliance.
8	The school is directed to ensure that all essential valid documents are available under the head Mandatory Public Disclosure (as per annexure – IX) on school's website at all time and the link of certificates should be remain functional and submit an undertaking in this regard on its letter head duly signed by the principal and manager of the school in the compliance within 03 months.
9	The school shall conduct training of its teachers with CoE Chennai within 03 months and submit the compliance.

Compliance of the above mentioned points shall be submitted within 03 months on the SARAS Portal. Failure to comply within the prescribed time shall invite financial penalty @ Rs. 50,000/- every month until compliance is submitted and shall debar the school from filling the registration and LOC of students class IX to class XII , as the case may be.

The approval of the Board as mentioned above, is subject to the following conditions:-

1. The school shall be responsible for its genuineness of the documents/ data/ information uploaded by the school. In case of any discrepancies, action will be initiated against the school as per Affiliation Bye -Laws-2018.
2. The school shall follow the RTE Act, 2009 and instructions issued thereon by the CBSE/Respective State /UT Govt. from time to time. The school will also abide by the conditions prescribed, if any, by the State Government concerned.
3. The School shall apply online for extension of affiliation along with the requisite fee and other documents as per Rule 10.3 of Affiliation Bye Laws.
4. The school shall go through the provision of Affiliation and Examination Bye Laws and subsequent amendment therein as well as circulars and guidelines /instructions issued by the Board time to time and keep a copy thereof for reference purpose and is also advised to regularly visit CBSE websites i.e., <http://cbseacademic.nic.in/> & <http://cbse.nic.in/> for updates.
5. The school shall renew mandatory certificates from time to time.
6. The school shall be solely responsible for any legal consequences arising out of the use of school name/logo/society/trust or any other identity /activity related to running of school affiliated to CBSE. All legal expenses incurred by the Board, if any, arising out of these circumstances, shall be borne by the school.
7. Concerned Regional Office is requested to create new email id of school as per direction issued by controller of examination. This E Mail ID is used for communication with CBSE only.
8. The school shall not remove the documents and videography links in the mandatory disclosure section of its website.
9. The school shall follow the SOPs of the Board for its Laboratories, Library and sports facilities issued by the Board vide circular no 11 dated 04.10.2022.

If the compliance is not submitted with in the stipulated 3 months , the Board may enhance the penalty amount and debar the schools from filling up registration/LOC details of students of classes IX to XII, as the case may be, in the next academic session i.e. 2024-25.

**DEPUTY SECRETARY/JOINT SECRETARY (AFF.)**