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3. The admission to the school shall be opened to all without any discrimination on the ground of religion, cast or race, place of birth or any of them.
14. No unrecognized classes shall run within the premises of the school or outside in the same name of school.
15. The school will abide itself by the rules and conditions for affiliation as given in the Affiliation Bye Laws of the Board.
16. The school shall promote inclusion of student with disabilities/special needs in the normal school as per provisions of the 'persons with disabilities act-1995'.
17. The school should have at least one adequately equipped computer lab with a minimum of 10 computers or computer student ratio of 1:20 and proper software alongwith facility of Broad Band Connectivity with the feature of 'internet always on' from any service provider.
18. The accounts should be audited and certified by a Chartered Accountant and proper accounts statements should be prepared in the name of school as per rules. A copy each of the Statements of Accounts should be sent to the Board every year.
19. The affiliation Code Number allotted to your school is 931035. This may please be noted and quoted for any correspondence with the Board.
20. Reserve Fund be maintained in the joint name of the Secretary, CBSE and the School Authorities in accordance with the enrolment in the school from time to time.
21. Renewal of Registration of Society if any, be ensured.
22. School will provide physical facilities as per norms of the Board. The facilities reported at the time of last inspection are as given under:-

a. Area of school campus	-	99.29 ares
b. Total built up area	-	1,100 sq. mtr.
c. Area of play ground	-	100m x 50m
d. No. of class rooms	-	10
e. No. of labs:		
Biology	-	00
Physics	-	00
Chemistry	-	00
Maths	-	01
Computer Science	-	01
Composite Science lab	-	01
f. Size and number of books in the Library	- Size <u>30' x 20'</u> No. of Books	<u>1,532</u> .

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

24. Special conditions to be complied within three months:-

- Every School should organize at least one week training programme for teachers every year in association with any teachers training institute recognized by the State or Central Govt. 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.
- The school is required to submit copy of the 3rd paper (G.O. (MS)No. 202/11/G.Edn. dated 07.10.2011) and 4th paper (G.O. (MS)No. 384/12/G.Edn. dated 07.12.2012) as mentioned in the NOC of the State Govt.
- The school is required to use its name as per NOC i.e. Sree Raja Rajeswari English Medium School.
- While conveying eligibility, the school was asked to appoint a suitable and qualified Principal, as the Principal was already attained the age of superannuation in May 2011, therefore, the school is required to furnish the particulars of newly appointed Principal.

Yours faithfully,

DEPUTY SECRETARY (AFF)

Dated .05.2013

Copy to:-

- The Principal, Sree Raja Rajeswari English Medium School, Kadakkappally P.O., Cherthala, Alappuzha, Kerala-688529
- The Director of School Education, General Education (N) Dept., Govt. of Kerala, Thiruvananthapuram, Kerala