

NO : CBSE/3630304/US-00598-2526/2025-26/

Dated: 08/10/2024

**The Manager,  
BIRLA OPEN MINDS SCH GUDUR BIBNAGAR NALGONDA TL  
BIRLA OPEN MINDS SCHOOL,4-166/2, GUDUR(V) BIBINAGAR(M),NALGONDA (DIST)  
,NALGONDA, 508126  
(M: 0-7661897928)**

**SUBJECT: - UPGRADATION TO SENIOR SECONDARY LEVEL - REGARDING.**

**Ref : Application No.: - US-00598-2526 DATED: 29/06/2024**

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 :

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| <b>Affiliation No used as User ID for both OASIS and LOC/Registration System</b>            | <b>3630304</b>                                    |
| <b>School No</b>  | <b>57829</b>                                      |
| <b>Affiliated for</b>   | Senior Secondary School Examination Class 1 to 12 |
| <b>Category</b>   | Upgradation of Affiliation                        |
| <b>Period of affiliation</b>  | 01.04.2025 to 31.03.2030                          |
| <b>Year and Month From which admission can be taken in Class-IX/XI</b>                      | 1 April,2025                                      |
| <b>Year and Month in which first batch of Class-X/XII will appear in board examinations</b> | 1 April,2027                                      |

| <b>Sl. No.</b> | <b>The school is directed to ensure that :</b>  |
|----------------|---|
| 1              | The total number of sections of the school from class I to XII shall be restricted to 29 of which not more than 8 of the total sections running 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. 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. |
| 2              | The availability of classrooms in the school is very limited, so the school shall take necessary steps for new spare rooms and run the classes smoothly as per norms including Bal Vatika. Hence, the school shall upload the compliance with progress report with detail of rooms on Saras portal within 3 months.   |
| 3              | The school shall appoint the staff as per Affiliation Bye Laws and pay the Salary as per prescribed govt. norms. The school will ensure it strictly.  |
| 4              | As per the recommendation of NEP, the school shall ensure the participation of its students in Structured Assessment for Analyzing Learning (SAFAL), an exam conducted by the Board every years as per the guidelines issued by the Board vide circular no:- Acad-49/2024 dated 26th June 2024.   |

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| 5 | The school shall ensure the implementation of the Holistic progress Card (HPC) for the foundational stage in the school as per the guidelines issued by the Board vide notification no. CBSE/Director (Acad.-Assessment)/2023 dated 27.12.2023.   |
| 6 | The school shall insure to conduct at least 50 hours of Continuous Professional Development (CPD) every years for all the teachers vide notification no. 16/2021 dated 24.09.2023 out of which 25 hours should be from COE Vijaywada.   |
| 7 | 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. |
| 8 | The school shall submit an undertaking with regard to uploading all requisite information regarding students, teachers and infrastructure available in the school on the UDISE Portal. The registration of the students in classes IX and XI shall be conditional on the school providing complete information on UDISE.  |

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.)**