

Upgradation Letter

GOVT OF N.C.T. OF DELHI
DIRECTORATE OF EDUCATION
DISTT SOUTH WEST - A ZONE - 20
C-4 VASANT VIHAR, NEW DELHI

F No. DE-54/DDE/SW-A/Z20/2005/41/797

Dated: 12-5-2006

To,
The Manager,
The Heritage School,
D-2 Vasant Kunj
New Delhi

SUB : Upgradation of School from Secondary to Sr. Secondary

Sir,

With reference to your letter no. THS/DE/04/12 dated 23/01/2004 and in continuation of this office letter No. FDE/Z-20/SW-A/639 dated 26-07/2004 conveying you the grant of provisional upgradation to your school from Secondary to Sr. Secondary level upto 31-12-2004 by competent authority. I am directed to inform you that on submission of the occupancy certificate by you, the competent authority has granted regular upgradation to your school from Secondary to Sr. Secondary level w.e.f. 01/01/2005

Your's faithfully


11-5-06
(MVS THAKUR)

EDUCATION OFFICER, Z-20



Nidha
PRINCIPAL
THE HERITAGE SCHOOL
D-2 Vasant Kunj,
New Delhi-110 070

GOVERNMENT OF NATIONAL CAPITAL TERRITORY OF DELHI
OFFICE OF THE DEPUTY DIRECTOR OF EDUCATION
DISTRICT SOUTH WEST: C-4 VASANT VIHAR

No. 356-66

Dated: 1/3/2002

To

The Manager,
The Heritage School,
D-2, Vasant Kunj,
New Delhi-110070

Sub : Grant of recognition to the school from class Ist to VIIIth
(Without aid) w.e.f. Academic Session 2001-2002

Sir,

With reference to your application on the subject noted above, I am directed to grant recognition to your school from class I to VIII (Without aid) w.e.f. 2001-2002 session subject to fulfilment of the following terms and conditions:-

1. That the school shall abide by the provision of Delhi School Education Act, 1973 and Rules Framed thereunder as well as the instructions issued from time to time.
2. That the school shall admit students without any discrimination of caste and creed as per the norms of the department.
3. That the school shall appoint full time qualified and eligible staff as per the norms of the department.
4. That the school shall equip the science lab as per the norms of the department and suitable facilities for practical work shall be provided to the students. More science goods worth Rs.5,000/- shall be purchased during current year and a list be furnished to the Education Officer for verification.
5. That a proper library shall be established and facilities for reading room shall also be made available for students as well as teachers. Books as per the ratio of ten books per student may be maintained and facilities of reading room may also be provided immediately and more books worth Rs.5,000/- be purchased by the start of the next session and the list of books furnished to the Education Officer for verification.
6. Adequate sports material shall be purchased and made available to the students immediately.

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New Delhi-110 070

7. That the school shall strictly abide by the provisions of Delhi School Education Act & Rules 1973 and payment will be made as per section, 10(1) of Delhi School Edn. Act 1973 to all employees. The salary should be paid by crossed cheque.
8. That the enrolment in each section shall not exceed the number of students calculated @ 10 sq.ft. per student for the available floor area of the class room and the school shall provide adequate sufficient accommodation as per the norms of the Dte. of Education, Delhi in each class. Number of class room of proper size in the School.
9. That the school shall dispense with the services of unqualified and over-aged staff, if any, immediately.
10. That the Govt. nominees on the Managing Committee will be asked for immediately and decisions will be taken as mentioned in approved scheme of Management by D.D.E. (Act).
11. The Managing Committee of the school shall not enhance the fee during the ensuing Academic Session without the prior approval of the Directorate of Education which is a mandatory requirement under Sub-section (3) of Section 17 of Delhi School Education Act, 1973.
12. The Managing Committee shall regulate the functioning of the school strictly in accordance with the provisions of Act and Rules.
13. That the Service contract between the management and the employees shall be executed immediately.
14. That all the facilities prescribed under Rule 50 and 51 of the DSER, 1973 shall be made available to the students, provision of rules, 6, 7 and 8 be strictly observed.
15. That the arrangement of good drinking water shall be made available to all the students/teachers and sanitary facilities shall also be provided to the students immediately.
16. Fresh Health Certificate may be obtained from the M.C.D. within a month and be submitted to Education Officer concerned for verification.
17. The staff should be paid full salary through cross cheque from the date of opening of the school and proof should be shown to the concerned Education Officer.
18. That the Management of the school shall create a Reserve fund equivalent to 3 months salary or Rs.1 lakh + Rs.80/- per student whichever is less in a joint account in the name of the Deputy Director of Education and Manager of the school in any scheduled bank within 3 months.

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19. Proof to the effect that the staff has been appointed as per recruitment rules be provided to the Education Officer for his verification.
20. That copies of the appointment letter issued to the staff be provided to the Education Officer for verification.
21. That the school shall not run any unrecognised classes or any other activities within the school premises and all the recognised classes shall be run at one place at the above address only. Nursery classes be removed from the premises of the school immediately, if any.
22. The Management of the school will obtain land if required from D.D.A. in the name of the Society through Directorate of Education, Delhi and shall construct a school building thereon for the school as per specification of the department within a period of 2 years. That adequate and sufficient accommodation @ 10 sq.ft. per student shall be provided for the class room. The normal size of the class room will be 15x20'. No other activities other than education shall be run.
23. That the Nursery Classes will not be run in the school building occupied by the school.
24. Medical facilities/leave, L.T.C., Bonus, Teaching allowance, G.P.F. etc. be paid from the date of recognition of school.
25. Arrears of pay etc. due to pay fixation of 7th Pay Commission Report, 1986 remaining unpaid be paid immediately.
26. Provident fund register be maintained and cash book be completed and shown to Education Officer of Zone concerned for verification from time to time.
27. Staff be appointed as per norms of Directorate of Edn. i.e. ^{P.T.} P.T., Yog Teacher, Domestic Science Teacher, Drawing Teacher, Music Teacher, Regional Language Teacher and SUPW Teacher be appointed and other staff one Assistant for each primary section and one and half YGT FOR Each Middle Class as per post fixation norms of Directorate of Education be appointed immediately.
28. That the violation of any instructions/orders/conditions rules and regulation of the department shall lead to the withdrawal of recognition of the school and class IX shall not be opened without the prior approval of the Director of Education, Delhi.

P.S.



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29. That a report about the fulfilment of the above condition giving the extent to which each condition is fulfilled shall be sent to the Education Officer every six month.

Yours faithfully,


DEPUTY DIRECTOR OF EDUCATION
DISTRICT SOUTH WEST

No.

Dated:

Copy to :

1. Addl. Director of Education (School), Old Sectt., Delhi.
2. Joint Director of Education (Plg), Old Sectt., Delhi.
3. Dy. Director of Education (C.W.), Old Sectt. Delhi.
4. Dy. Director of Education (Act.), Old Sectt., Delhi.
5. Education Officer, Zone XXI concerned.


DEPUTY DIRECTOR OF EDUCATION
DISTRICT SOUTH WEST



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