

OFFICE OF THE DY. DIRECTOR OF EDUCATION
DISTT. SOUTH-WEST:B. NAJAFGARH: NEW DELHI

No. DE-54/DDE/SWB/ZONE- 21/ Recogn/20/08/ 3636-45

Dated. 21-12-09

To

✓ The Manager/Chairperson,
The Indian Heights School,
Sector - 23, Dwarka
New Delhi-75.

Sub: Grant of recognition to the school from pre-primary to (Xth)Secondary stage w.e.f. the session 2009-10.

Sir,

With reference to your Letter No. Nil Dt.30-05-2008 on the subject cited above I am directed to convey the approval of the Director of Education Delhi for grant of recognition of the school from pre-primary class to Xth (Secondary) from the academic session 2009-10 subject to the following terms and conditions.

1. That the school shall abide by the provisions of DSEA, 1973 and rules made there under as well as the instructions issued by the Director of Education from time to time.
2. That the school shall admit the students without any discrimination of religion, race, caste or creed as per the norms of the Department.
3. 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 10 books per student shall be purchased and made available to the students.
4. That adequate sports material shall be purchased and made available to the students.
5. That the school shall strictly abide by the provisions of Delhi School Education Act and Rules 1973 and payment to the employees will be made as per section 10 (1) of Delhi School Education Act-1973 .
6. That the school shall not run any unauthorized classes or any other activities within the school premises and all the recognized classes shall be run at one place at the premises of school.
7. That the school shall dispense with the services of unqualified and over-aged staff, if any, immediately.
8. That the Management Committee shall regulate the functioning of school strictly in accordance with the provisions of Delhi School Education Rules 1973.
9. That the Managing Committee of the school shall not enhance the fee during the ensuing academic session without the approval of Director of Education as per provisions of sub-section 3 of section 17 of Delhi School Education Act 1973.

10. That all the facilities prescribed under section 4 of Delhi School Education Act-1973 read with rule 50 & 51 of the DSER, 1973 shall be made available to the students.
11. That an affidavit be filed to the effect that qualified staff including the Principal have been appointed as per recruitment rules.
12. 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 adequately.
13. That the school shall comply with the norms of the DSER, 1973 for affiliation of School for examination purpose.
14. Medical facilities/leave, L.T.C., Bonus, Employees Provident Fund, etc. shall be paid to the school staff as per the provisions of section 10 (1) of DSEA-1973.
15. Provident fund register be maintained and cash book be completed and shown to E.O. of the zone concerned for verification from time to time.
16. That the Management of the school shall create a reserve fund in the Form of Fixed Deposit in the joint account in the name of Manager of the school and Dy. Director of Education (South West - B) equivalent to 3 months salary of the staff or Rupees One Lakh + Rs. 80/- per student which ever is less in any scheduled Bank within 3 months from the date of issue of letter.
17. That the violation of any instructions /order/ conditions of rules and regulations of the department shall lead to the withdrawal of recognition of the school.
18. That copy of the appointment letter issued to the staff be provided for verification to Education Officer concerned.
19. That in no case the school funds will be diverted/ transferred to any other fund / account of the society. The school funds will also not be utilized by the society for any other purpose other than that of the school.
20. Salary to the staff should be made through crossed cheque / Electronic clearance system.
21. That the Audited statement of account of the school be sent to the Education Officer as per the DSER-1973.
22. That the school shall ensure that the Fire safety equipments and arrangements are maintained as given in circular No.262-362 dated 17.01.2005 and corrigendum dated 27.01.2005 issued by Directorate of Education.
23. That the school shall comply with the directions of Hon'ble Supreme Court regarding the arrangement made for transporting school students to and from the school as per Circular No. DE.17/3/9/99:ADE(S)/Part-II/5838-8137 dated 06-02-2001 and Circular No. 3166-4381 dated 28.04.2003.

24. That the orders issued by the Director of Education dated 27-04-2004 and instructions issued from time to time regarding freeship admission to the students belonging to the weaker sections are strictly complied with.
25. Affidavit that the school shall abide by the public notice dt.04.05.97 and order No.DE.15/Act/Duggal.Com/203/99/23033-23980 dated.15.12.99 issued by Directorate of Education.
26. The school shall abide by the conditions of affiliation of CBSE.
27. That the school shall abide by the conditions of allotment of land by DDA.
28. That the report about fulfillment of the above conditions shall be sent to the E.O. concerned every 6 months.

Yours faithfully,

(JANG BAHADUR SINGH)
DY. DIRECTOR OF EDUCATION
DISTT: SOUTH WEST- B
Dated. 21-12-09

No. DE-54/DDE/SWB/ZONE- 21/20/08 3636-45

Copy to the following for their information & necessary action please.

1. PA to Director of Education, Old Sectt. , Delhi
2. Add. DE (School) Dte. Of Education,
3. DDE (Plg.) Dte of Education, Timarpur, Delhi
4. DDE (ACT) Old Sect., Delhi
5. DDE (Science), Lajpat Nagar, N. Delhi
6. DDE (HQ),Old Sectt., Delhi
7. Secy. CBSE, Preet Vihar, Delhi
8. E.O. concerned
9. PS to R.D. (South)
10. PS to DDE.(South West - B)

(JANG BAHADUR SINGH)
DY. DIRECTOR OF EDUCATION
DISTT: SOUTH WEST- B