

प्रेस नोट

शिक्षा का अधिकार 2009 तथा निशुल्क एवं अनिवार्य बाल शिक्षा अधिकार हिमाचल प्रदेश नियम 2011 में निहित प्रावधानों के अनुसार पहली से आठवीं कक्षा वाले सभी निजी विद्यालयों को हिमाचल प्रदेश प्रारम्भिक शिक्षा विभाग से मान्यता प्रमाण पत्र प्राप्त करना अनिवार्य है। अतः जिला कांगड़ा के सभी निजी प्राथमिक/माध्यमिक/उच्च/वरिष्ठ माध्यमिक विद्यालयों के प्रबन्धकों/मुख्याध्यापकों/ प्रधानाचार्यों को सूचित किया जाता है कि शैक्षणिक सत्र 2021-2022 के लिए मान्यता प्रक्रिया सम्बन्धी शैड्यूल जारी कर दिया गया है। जिन निजी शिक्षण संस्थान की मान्यता को 5 वर्ष पूरे हो गये हैं उन्हें नई मान्यता प्राप्त के लिए आवेदन करना होगा और बाकि निजी शिक्षण संस्थानों को मान्यता नवीनीकरण के लिए कार्यालय में आवेदन करना होगा। सभी निजी शिक्षण संस्थानों में पहली से आठवीं कक्षा के लिए मान्यता के लिए आवेदन 01 फरवरी 2021 से 01 मार्च 2021 तक शिक्षा खण्डों के अनुसार निर्धारित दिनांक को ही आवेदन कर सकते हैं और किसी दिनांक को आवेदन मान्य नहीं होगा। पाचवीं कक्षा तक के सभी निजी प्राथमिक विद्यालयों को अपने आवेदन सम्बन्धित खण्ड प्रारम्भिक शिक्षा अधिकारी के कार्यालय में तथा पहली से आठवीं कक्षा वाले सभी निजी माध्यमिक/उच्च/वरिष्ठ माध्यमिक विद्यालयों को अपने आवेदन उप निदेशक प्रारम्भिक शिक्षा कांगड़ा स्थित धर्मशाला के कार्यालय में सम्पूर्ण दस्तावेजों के साथ जमा करवाने होंगे। मान्यता प्राप्ति के लिए शिक्षा का अधिकार अधिनियम 2009 के मानकों को पूर्ण करना होगा। मान्यता प्राप्ति के बिना कोई भी निजी शिक्षण संस्थान अपने स्कूल में विद्यार्थियों को प्रवेश नहीं देगा अन्यथा छात्रों को होने वाली हानि व उसकी भरपाई के लिए वह स्वयं उत्तरदायी होगा। मान्यता प्रक्रिया सम्बन्धी विस्तृत जानकारी इस कार्यालय की Website www.ddee.org.in पर उपलब्ध है।

नई मान्यता पहली से पांचवी तक — 5000रु0
नई मान्यता पहली से आठवीं तक — 10000रु0
नई मान्यता छठी से आठवीं (स्तरोन्नत) तक — 5000रु0
मान्यता का नवीनीकरण पहली से आठवीं — 500रु0 प्रति वर्ष
मान्यता प्राकिया सम्बन्धित विस्तृत जानकारी इस कार्यालय की Website-
www.ddee.org.in पर उपलब्ध है।

उपनिदेशक प्रारम्भिक शिक्षा,
कांगड़ा स्थित धर्मशाला।

जिला लोक सम्पर्क अधिकारी,
कांगड़ा स्थित धर्मशाला की सेवा में
इस निवेदन के साथ प्रेषित है कि उपरोक्त
प्रेस नोट सभी समाचार पत्रों में प्रकाशित
करवाने की कृपा करें।

Private Schools

Sr.no	Education Block	Date of submission of applications for the respective Blocks in the O/o the Dy. Dir. Ele. Edu. Kangra at Dharamshala.
1	Indora	10.02.2021
2	Fatehpur	11.02.2021
3	Nurpur, Kotla,	12.02.2021
4	Raja Ka Talab, Jawali,	15.02.2021
5	Nagrota Surian, Rait,	16.02.2021
6	Kangra	17.02.2021
7	Nagrota Bagwan	18.02.2021
8	Dharamshala	19.02.2021
9	Dadasiba, Rakkar,	20.02.2021
10	Bhawarna	22.02.2021
11	Lambagaon, Thrul,	23.02.2021
12	Panchrukhi, Chadhlar,	24.02.2021
13	Bajjnath	25.02.2021
14	Palampur	26.02.2021
15	Dehra	01.03.2021

उपनिदेशक प्रारम्भिक शिक्षा,
कांगडा स्थित धर्मशाला।

List of Documents

1. Print copy of Apply Online Registration.
 2. Online Challan of Fee deposited.
- Online Challan Steps Google Himkosh E-challan Online Receipt Create New Account

Detail of Head Account online Challan fees-

Treasury Code	K	N	G	0	0
DDO Code			5	1	2

Major Code	Sub Major	Minor Code	Sub Head
0202	01	101	05
Education, Sports	General Education	Elementary Education	Receipt on A/c of Renewal from Private School

3. Self declaration cum application form-I under RTE Act duly filled in by the Institution.
4. School NOC Copy Previous classes issued by the Department of Elementary Education for 1st to 8th or 1st to 5th and 6th to 8th.
5. Copies of recognition & renewal of the previous years are compulsory at the time of submission of file.
6. Copy of Registration of Society/ Trust along with member detail.
7. Land deed / Rent Deed.
8. School Building Map with authorised Gazetted officer.
9. School Building Photograph with Play Ground.
10. Latest Building Safety certificate from the XEN of HP PWD.
11. Latest Fire safety certificate from Chief Fire Officer HP Shimla.
12. Non- encroachment certificate.
13. Financial Statement (Balance Sheet Approved by CA) of the school for the previous year.
14. RTE Norms affidavit.
15. Salary affidavit of the all staff as per Govt. Norms (Minimum salary Rs. 5,500).
16. List of Teachers appointed as per R&P rules, RTE & NCTE norms on the prescribed proforma along with their Qualification certificates.

Sr. no	Name of Teacher	Father Name	Date of Birth	Academic Qualification	Professional Qualification	Whether TET Qualified or Not	TET Sr.No & Roll No	Class Assigned	Appointment date	Trained or Untrained	Teacher Mobile No	Teacher Aadhar Number

17. Detail of DIED Teacher, Registration Copy/Examination Roll No Admit Card

Sr.	Name of DLED Teacher	Registration No	Examination Roll No

18. List of Teaching Learning Equipments, Sports articles, Library Books.
19. Detail of infrastructural facilities e.g. Building, Rooms, Separate Toilets (Boys & Girls), Drinking Water facilities, Playground, Boundary wall etc.
20. Staff Photograph and Passport size photograph of individual Teacher alongwith their documents.
21. Detail of Class wise fee structure of the School & Detail of 25% Reservation to Weaker section children.
22. Website address of the School & Latest Contact Number Principal/Office/MD.
23. Detail of School Buses, Registration copy and photograph of the buses & Detail of Driver, Driving Licence Photo Copy & Medical Fitness Certificate Photo Copy.
24. Detail of School Enrolment Class wise with boys and girls.
25. Photograph of the Child Help Line Number Printed on the School Notice Board.

FORM I
SELF DECLARATION CUM APPLICATION
FOR GRANT OF RECOGNITION OF SCHOOL
(See rule -9)

To

The Deputy Director (Elementary Education)/ Block Elementary Education Officer
(Name of District and State)

Sir/madam,

I am submitting self declaration/ application regarding compliance with the norms and standards specified in the Schedule of the Right of Children to Free and Compulsory Education Act, 2009 and the rules for the grant of recognition to (Name of the school)

With effect from the commencement of the school year 20.....

Yours faithfully,

Enclosure :

Place /Date :

Chairman of Managing
Committee/Manager

-5-

A. School Details

1.	Name of School	
2.	Academic Session	
3.	District	
4.	Postal Address	
5.	Village/City	
6.	Tehsil	
7.	Pin Code:	
8.	Phone No. with STD Code	
9.	Fax No.	
10.	E-mail address if any, <i>website address of the school.</i>	
11.	Nearest Police Station	

B. General Information

1.	Year of Establishment/ or to be established	
2.	Date of First Opening of School	
3.	Name of Trust/Society/Managing Committee	
4.	Whether Trust/Society/Managing Committee/ is registered	
5.	Period upto which Registration of Trust/Society/Managing Committee is valid	
6.	Whether there is a proof of non-proprietary character of the Trust/Society/Managing Committee supported by the list of members with their address on an affidavit in copy	

7.	Name and official address of the Manager/President/Chairman of the School		
	Name		
	Designation		
	Address		
	Phone	(O)	
		(R)	
8.	Total Income & Expenditure during last 3 years surplus/deficit		
	Year	Income	Expenditure
			Surplus/deficit

C. Nature and area of School

1.	Medium of Instruction
2.	Type of School (Specify entry & exit classes)
3.	If aided, the name of agency and percentage of aid
4.	If School Recognized/affiliated earlier
5.	If so, by which authority <ul style="list-style-type: none"> • Recognition number
6.	Does the school has its own building or is it running in a rented building.
7.	Whether the school buildings or other structures or the grounds are used during the day or night for commercial or residential purposes (except for the purpose of residence of any employee of the school) or for political or non-educational activity of any kind whatsoever?
8.	Total area of the school

27-

9. Built in area of the school

D. Enrolment Status

	Class	No. of Section	No. of Students
1.	Pre-primary		
2.	I - V		
3.	VI - VIII		

E. Infrastructure Details & Sanitary Conditions

	Room	
		1. Class room 2. Office room-cum-Store Room-cum-Headmaster room 3. Kitchen-cum-store
	Numbers	
	Average Size	

F. Other Facilities

Whether all facilities have barrier free access	Teaching Learning Materials (attach list)	Sports & Play equipments (attach list)	Facility books in library • Books (No. of Books) • Periodical / Newspapers	Type and number of drinking water facility	Sanitary Conditions • Type of W.C. & Urinals • Number of Urinals/Lavatories separately for Boys • Number of Urinals/Lavatories separately for girls
(1)	(2)	(3)	(4)	(5)	(6)

G. PartG. Particulars of Teaching Staff

1. Teaching in Primary/Upper Primary exclusively (details of each teacher separately)

Teacher Name	Father	Date of birth	Academic Qualification	Professional qualification	Teaching Experience	Class assigned	Date of apptt.	Trained or un-trained

	Spouse Name			on				
(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)	(9)

2. Teaching in Both Elementary and Secondary (details of each teacher separately)

Teacher Name	Father/Spouse Name	Date of Birth	Academic qualification	Professional qualification	Teaching experience	Class assigned	Date of apptt.	Trained or un-trained <i>FET</i>
(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)	(9)

3. Headmaster

Teacher Name	Father/Spouse Name	Date of Birth	Academic qualification	Professional qualification	Teaching experience	Class assigned	Date of apptt.	Trained or un-trained
(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)	(9)

H Curriculum and Syllabus

Details of curriculum & syllabus followed in each class (up to VIII)	System of Pupil Assessment	Whether pupils of the school are required to take any Board exam upto class VIII ?
(1)	(2)	(3)

- I. Certified that the school has also submitted information in this data capture format of District Information System of Education with this application;
- J. Certified that the school is open to inspection by any officer authorized by the appropriate authority;
- K. Certified that the school undertakes to furnish such reports and information as may be required by the Deputy Director Education or Block Elementary Education Officer from time to time and complies with such instructions of the appropriate authority or the Deputy director Education Officer as may be issued to secure the continued fulfilment of the condition of recognition or the removal of deficiencies in working of the school;

- 9 -

L. Certified that records of the school pertinent to the implementation of this Act shall be open to inspection. by any officer authorized by the Deputy Director Education or Block Elementary Education Officer or appropriate authority at any time, and the school shall furnish all such information as may be necessary to enable the Central and / or State Government/ Local Body or the Administration to discharge its or his obligations to Parliament / Legislative Assembly of the state/Panchayat/Municipal Corporation, as the case may be.

Sd./-

Chairman/Manager,
Managing Committee
.....School

Place Date
Gram : Phone:
E-Mail: Fax: