

Appendix-II
(See sub rule - (1) of rule- 13)

FORM 1

**SELF DECLARATION CUM APPLICATION FROM
FOR GRANT RECOGNITION OF SCHOOL**

To

The District Education Officer/The District Primary Education Officer
(Name of District & State)

Sir,

I forward herewith with a self declaration for existing school regarding compliance with the norms and standards prescribed in the Schedule of the Right of Children to Free and Compulsory Education Act, 2009 / an application in the prescribed proforma for the grant of recognition to(Name of the school)
with effect from the commencement of the school year 201.....

Yours faithfully

Enclosure:

Place:

Date:

Chairman of Managing
Committee/Manager

A. School Details		
1.	Name of School	
2.	Academic Session	
3.	District	
4.	Postal Address	
5.	Village/City	
6.	Taluko	
7.	Pin Code:	
8.	Phone No. with STD Code	
9.	Fax No.	
10.	E-mail address if any	
11.	Nearest Police Station	

B. General Information		
1.	Year of Foundation	
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 official address of the Manager/President/C/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	
5.	If so, by which authority • 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	
9.	Built in area of the school	

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

E. Infrastructure Details & Sanitary Conditions			
	Room	Numbers	Average Size
1.	Classroom		
2.	Office room - cum - Store Room - cum - Headmaster Room		
3.	Kitchen - Cum - Store		

F. Other Facilities		
1.	Whether all facilities have barrier free access	
2.	Teaching Learning Material (attach list)	
3.	Sports & Play equipments (attach list)	
4.	Facility books in Library - Books (No. of books) - Periodical/Newspapers	
5.	Type and number of drinking water facility	
6.	Sanitary Conditions	
	(i) Type of W.C. & Urinals	
	(ii) Number of Urinals/Lavatories Separately for Boys	
	(iii) Number of Urinals/Lavatories Separately for Girls	

G. Particulars of Teaching Staff			
1. Teaching in Primary/Upper Primary exclusively (details of each teacher separately)			
	Teacher Name	Father/Spouse Name	Date of Birth
	(1)	(2)	(3)
	Academic Qualification	Professional Qualifications	Teaching Experience
	(4)	(5)	(6)
	Class Assigned	Appointment Date	Trained or Untrained
	(7)	(8)	(9)
2. Teaching in Both Elementary and Secondary (details of each teacher separately)			
	Teacher Name	Father/Spouse Name	Date of Birth
	(1)	(2)	(3)
	Academic Qualification	Professional Qualifications	Teaching Experience
	(4)	(5)	(6)
	Class Assigned	Appointment Date	Trained or Untrained
	(7)	(8)	(9)
3. Head Teacher			
	Teacher Name	Father/Spouse Name	Date of Birth
	(1)	(2)	(3)
	Academic Qualification	Professional Qualifications	Teaching Experience

	(4)	(5)	(6)
	Class Assigned (7)	Appointment Date (8)	Trained or Untrained (9)
H. Curriculum and Syllabus			
1.	Details of Curriculum & syllabus followed in each class (upto VIII)		
2.	System of Pupil Assessment.		
3.	Whether pupils of the school are required to take any Board exam upto class 8 ?		

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 Competent Authority from time to time and complies with such instructions of the Competent Authority as may be issued to secure the continued fulfillment of the condition of recognition or the removal of deficiencies in working of the school;

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 Competent 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