

FORM – II
(See rule 15 (4))

STATEMENT TO BE SUBMITTED BY PRIVATE SCHOOLS EXISTING AT THE
COMMENCEMENT OF THE PONDICHERY SCHOOL EDUCATION ACT, 1987

1. Name of educational agency :
2. (a) Nature of educational agency : Person/Society/Public Trust.
(b) Registered address :
(c) Telephone No. :
(d) Registration No. :
(e) Date of registration :
3. Enclose a copy of -
(a) Certificate of registration :
(b) Memorandum of association :
(c) Bye laws /Rules /Regulations :
(d) Trust deed :
4. (a) Location of existing school :
(b) Address of existing school :
5. Give details of scheme of management :
of existing school.
6. Date of first opening of the school :
7. Stage of education being imparted :
8. Medium of instruction :
9. (i) Details of existing schools within five kilometres.

Name of School	Category	Distance	Medium of Instruction	No. of standard	Student Strength

(ii) Approximate number of school children in the area –

(a) Age group	6-11 years	Boys	Girls	Total
(b) Age group	11-14 years	Boys	Girls	Total
(c) Age group	14-17 years	Boys	Girls	Total

10. Details of existing standards/sections/student strength:

Medium of Instruction	Details of Standards	No. of sections	Total students in each section	Monthly average attendance

11. Details of existing teaching and non-teaching staff.

Sl. No	Name of the teachers/ employees	Designation	Qualification		Date of appointment	Scale of pay	Remarks
			Gen.	Professional			

(Indicate whether staff appointed in full time or part time)

12. (a) Is the existing school receiving grant-in-aid :

from the Government?

(b) If yes, please give details of grant- in-aid :

received for last three years.

13. Whether the school is opened for minorities? :

If yes, specify details

14. Financial status of the school :

S.No.	Description of Properties	(Value in Rupees)			
		Available		Proposed	
		Own	Rented	Own	Rented
(a) Assets -					
(i)	Movable				
(ii)	Immovable				
(iii)	Reserve fund				
(iv)	Fixed deposits				
(v)	Endowments				
(vi)	Shares				
(b) Annual Income –					
(i)	Tuition fees				
(ii)	Other sources				
	- fixed deposits				
	- dividends				
	- endowments				
	- rents				
	- donations				
	- others (specify)				
(c) Annual Expenditure –					
(i)	Staff expenditure				
(ii)	Maintenance				
(iii)	Improvement				
	- teaching aids,				
	- furniture				
	- library				
	- laboratory				
	- sanitary				
	- play ground				
	- games etc.				

(d) Fees charged/to be charged :

15. Accomodation –

(a) Details of land where school is to be located :

		Available		Proposed	
		Own	Rented	Own	Rented
(i)	Extent of land*				
(ii)	Extent of land covered by building/structures – permanent / temporary / semi-permanent**				
(iii)	Extent of Open land for Playground				

*The norms of land to be made available is as per the scale: 1 hectare for Pre-primary/ Primary, 1.5 hectares for Middle, 2 hectares for High/Higher Secondary Schools.

**Please attach –

(a) a blue print of the building duly approved by the competent authority.

(b) Indicate whether structure is permanent, semi-permanent or temporary.

Please ensure that the space provided for each pupil is as per the following specifications in Tables 1-A & 1-B.

(c) Indicate in the plan the use of each room/space.

(d) Detailed plan of building and type of construction where school is to be located.

16. Sanitary facilities – (The scale of providing the above facilities is as under available in Table 2)

17. Drinking Water – Indicate availability in the scale of 1 tap for every 50 pupils or part thereof.

18. Physical education –

(a) Extent of playground available :

(b) Indicate the name of the games facilities available. :

(c) Equipment available :

19. If no playground exists whether gymnasium available. Details with size of gymnasium and equipment.

20. Teaching aids –

(a) Charts :

(b) Maps :

(c) Others :

(Attach list indicating available aids)

21. Furniture –

(a) For general use

(1) No. of blackboards :

(2) No. of desks :

(3) No. of benches :

- (4) No. of cupboards :
- (Indicate available furniture)
- (b) For class-room use
- (1) No. of blackboards :
- (2) No. of desks :
- (3) No. of benches :
- (4) No. of cupboards :
- (Indicate available furniture)
22. Scientific Laboratory – Attach list of apparatus :
and equipment available under different
disciplines (physics, Chemistry, Biology,
Computer Science etc)
23. Library:
- (a) Total number of books in the Library :
- (b) No of books for use of Teachers :
- (c) No of books available for use by pupils. :
24. Workshop facilities – Attach list of equipment
and other facilities available :
25. Medical Facilities - For students :
- (Give details of number of medical Officers/
Compounders / Nurses and their availability on
whole time/ part time basis)

DECLARATION

I solemnly declare that the facts stated above are correct.

Station:

Date:

agency.

Signature of the person duly authorized by the educational