

FORMAT OF CERTIFICATE TO BE ISSUED BY THE DISTRICT EDUCATION OFFICER IN RESPECT OF SCHOOLS ALREDADY AFFILIATED WITH THE BOARD AND SEEKING EXTENSION /UPGRADATION OF AFFILIATION WITH THE CENTRAL BOARD OF SECONDARY EDUCATION

(In accordance with **School Safety Policy, 2016** issued by the NDMA, **Manual on Safety and Security of Children in Schools** developed by NCPCR and the **National Building Code**)

PART-A

(This part is to be filled-up by the school and to be produced before the District Education Officer along with all supporting documents and certificates in original)

GENERAL INFORMATION

1	Affiliation Number allotted by CBSE to the school:	1930230
2	Name of the School as per affiliation letter of CBSE:	SHIKSHAA PUBLIC SCHOOL, KANCHEEPURAM
3	Address of the School:	No 97, Enathur Village, Walajabad Panchayt Union, Kancheepuram Taluk & District Tamil Nadu - 631552
4	Standard/level/class up to which the school is running:	JKG TO XII STD
5	Is the name and address of school in CBSE affiliation letter and State NOC/Recognition/U-DISE exactly the same?	YES
6	U-DISE code allotted to the school:	33030202107
7	Name and address of the Trust/Society/ Company (under section-8) running the School as on date:	SARASWATHI EDUCATIONAL TRUST No 97, Enathur Village, Walajabad Panchayt Union, Kancheepuram Taluk & District Tamil Nadu - 631552
8	Is the Trust/Society/ Company duly registered with the competent registering authority and the registration is valid as on date?	YES
9	Purpose of present application:	EXTENSION
10	Location of school	In the municipal limits of city having population more than 15 lakhs

u. p. a.

Signature of Principal

PRINCIPAL

SHIKSHAA PUBLIC SCHOOL,
#97, Kattavakkam Village Road,
Enathur Village, Karapettai Post,
Kanchipuram - 631552.

[Signature]
District Educational Officer

(Private Schools)

Kancheepuram - 631 501.

Signature of D.E.O.

11	Has the school obtained Recognition Certificate from the State Government from class-1 to 8th?	YES
12	Number of Recognition Certificate from class-1 to 8th and date of issue:	044-12-S-0098-0321 17/09/2020

INFORMATION REGARDING LAND DETAILS AND OWNERSHIP

13	Is the school situated on a single contiguous plot of land bounded on all sides by a Pucca Boundary Wall?	YES
14	Are both the School and the Play Ground situated in a single compound bounded by a single continuous Boundary Wall on all sides?	YES
15	Total area (in square meters) in respect of 13 and 14 above on which the school is situated:	12070 SQ METRE
16	The land is in the possession of the school/ Trust/Society/Company legally by way of:	GIFT DEED
17	Name of the Owner/Lessee of the land in respect of point-15 above:	RANJIT NARASIMHAN
18	In case the land is in the possession of the society/school by way of lease as per State Government norms, the period of the lease:	NOT APPLICABLE
19	Is any public road, canal or thorough-fare, HT line etc. passing through the land in respect of point-15 above?	NO

INFORMATION REGARDING ESSENTIAL SAFETY REQUIREMENTS

20	Has the school been inspected by the Government engineer and the school building been found structurally safe for running school?	YES
20 (a)	If yes the date of last inspection:	01/08/2024
21	Has the school been inspected by the officer of Government Fire Department and the school building been declared safe for school from the point of view of fire safety?	YES
21(a)	If yes the date of last inspection:	01/10/2025
22	Has the school compound been checked by the public health department and the health and sanitary conditions been found to be satisfactory and the water has been found safe for drinking?	YES
22(a)	If yes the date of last inspection:	27/10/2025

INFORMATION REGARDING THE STAFF

23	Does the school have well defined service rules and conditions for its employees as per prevalent norms of appropriate Government?	YES
24	Is the school paying salary to the teachers and other employees as per the norms of the appropriate Government?	YES
25	Is the salary to the teachers and other employees of the school being paid through the bank by mode of electronic clearing? (Payment by cheque or cash to the individuals is not allowed)	YES

R. Kanchara

Signature With Stamp
(of School Manager)

b. e. a.

Signature With Stamp

(Principal)
SHIKSHAA PUBLIC SCHOOL,
#97, Kattavakkam Village Road,
Enathur Village, Karapettai Post,
Kanchipuram - 631552.

PART-B

(This part is to be filled-up by the District Education Officer after verifying all supporting documents and certificates in original and visiting the school)

File No: K. Dis. No. 507/A/2026 Date of Issuance: 20-05-2026

1 This is to certify that the information above, provided by the school has been verified on the basis of all supporting documents & certificates and visiting the school and the information has been found correct.

2 Is the school recommended for extension/upgradation of affiliation?

Signature: _____

[Signature]
District Educational Officer
(Private Schools)

Kancheepuram - 631 501
(Name and Stamp of Issuing DEO)

(DISTRICT EDUCATION OFFICER)/EQUIVALENT OFFICER FROM
EDUCATION ADMINISTRATION AT DISTRICT LEVEL

NAME OF DISTRICT: _____

b. e. a.

(Signature of Principal)

[Signature]
District Educational Officer
(Private Schools)

Kancheepuram - 631 501
(Signature of D.E.O.)