

**FORM NO. II**  
**OFFICE OF THE DEPUTY DIRECTOR OF EDUCATION**  
**(Kottayam)**

No. DDE-KTM/7315/2022/B5

Date: 19/01/2023

email: [ddektm.dge@kerala.gov.in](mailto:ddektm.dge@kerala.gov.in)

[www.ddekottayam.in](http://www.ddekottayam.in)

[Tel:0481-2583095](tel:0481-2583095)

From

The Deputy Director of Education  
Kottayam-686 001

To

The Manager  
Excelsior English School  
Illickal  
Kottayam West P.O. - 686003

Sub:- Certificate of Recognition for the School under section 18 of Right of Children to Free and Compulsory Education Act 2009 read with rule 14 of Right of Children to Free and Compulsory Education Rules, 2011. - reg.-

Dear Sir/Madam,

With reference to your application dated 23.05.2022 and subsequent correspondence with the school/inspection in this regard, I convey the grant for recognition to the Excelsior English School, Illickal for Play School to Class XII w.e.f. 19.01.2023.

The above sanction is subject to fulfillment of following conditions, namely;

1. The School shall abide by the provisions of Right of Children to Free and Compulsory Education Act, 2009 and the Right of Children to Free and Compulsory Education Rules, 2011.

2. The School shall admit in class 1 (or in pre-primary class, as the case may be), to the extent of at least 25% of the strength of that class, children belonging to weaker section and disadvantaged group in the neighbourhood and provide free and compulsory elementary education till its completion.
3. For the children referred to in paragraph 2, the school shall be reimbursed in accordance with the provisions of sub-section (2) of section 12 of the Act and for the purpose of receipt of such reimbursements the school shall maintain a separate bank account.
4. The Society/School Management shall not collect any capitation fee and subject the child or his or her parent or guardian to any screening procedure.
5. The school shall not deny admission to any child for lack of proof of age and shall adhere to the provisions of section 15 of the Act. The School shall ensure that,
  - i. No child admitted shall be held back in any class or expelled from school till the completion of elementary education in a school;
  - ii. No child shall be subjected to physical punishment or mental harassment;
  - iii. No child is required to pass any Board Examination till the completion of elementary education;
  - iv. Every child completing elementary education shall be awarded a certificate as laid down in rule 21.
  - v. Inclusion of students with disabilities/special needs as per provisions of the Act.
  - vi. The teachers are recruited with the minimum qualifications as laid down under sub-section (1) of section 23 of the Act.
  - vii. The existing teachers who, at the commencement of this Act do not possess minimum qualifications shall acquire such minimum qualifications within a period of 5 years from the date of commencement of the Act.
  - viii. The teachers perform their duties specified under sub-section (1) of section 24 of the Act and those under the rules issued thereunder.
  - ix. The teachers shall not engage himself or herself in non-educational and private teaching activities otherwise than permitted under the Act.

6. The school shall follow the syllabus on the basis of curriculum laid down by State Government/Educational Authority.
7. The school shall maintain the standards and norms of the school as specified in section 19 of the Act and the Rules issued thereunder and the facilities reported at the time of last inspection are as given under:-

- Area of School campus - 14825.55 m<sup>2</sup>
- Total built up area - 1200.00 m<sup>2</sup>
- Area of play ground - 2000.00 m<sup>2</sup>
- No of class rooms - 16
- Room for Headmaster-cum-office-cum-Storeroom - Yes
- Separate toilet for boys and girls with water supply - Yes
- Drinking water facility - KWA filtered
- Kitchen for cooking mid day meal
- Barrier free access - Yes

Availability of Teaching Learning Material/Games and Sports Equipments/Library/Laboratory, Information and Communication Technology, Language Laboratory.

8. No unrecognized classes shall run within the premises of the school or outside in the same name of the school.
9. The school buildings or other structures or the grounds are used only for the purpose of education and skill development.
10. The school is run by a society registered under the Societies Registration Act, 1860 (21 of 1860), or a public trust or an educational agency constituted under any law for the time being in force Adarsha Vidyanidhi.
11. The school is not run for profit to any individual, group or association of individuals or any other persons.
12. The accounts shall be audited and certified by a Chartered Accountant and proper accounts statements shall be prepared as per rules. A copy of each of Statement of Accounts shall be sent to the District Educational Officer every year.
13. The school furnishes such reports and information as may be required by the District Educational Officer from time to time and complies with such instructions of the Government to secure the continued fulfillment of the condition of recognition or the removal of deficiencies in working of the school.

14. The recognition Code Number allotted to your school is DDE KTM-7315/2022-B5. This may please be noted and quoted for any correspondence with this office.
15. Renewal of Registration of school is to, be ensured as applicable.
16. This certificate of recognition granted under the provisions of Right of Children to Free and Compulsory Education Act, 2009 relates to classes 1 to 8. The recognition granted under the provisions of Keraia Education Act and Rules issued thereunder or other orders in force will continue in respect of standards above class 8.
17. Other conditions as per Annexure attached shall be also be complied with.



Yours faithfully

Deputy Director of Education  
Kottayam

PRINCIPAL  
EXCELSIOR ENGLISH SCHOOL  
KOTTAYAM

EXCELSIOR ENGLISH SCHOOL

Rosey Mathew  
Correspondent