

**DIRECTORATE OF EDUCATION
GOVT. OF NATIONAL CAPITAL TERRITORY OF DELHI
OLD SECTT., DELHI-110054
(PRIVATE SCHOOL BRANCH)**

No.DE.15/398/PSB/2025/9782-9786

Dated: 24/12/25

To

The Manager
Sunita Gyan Niketan School
VPO, Chhawla
New Delhi-110071

Sub: - Request for grant of up-gradation of school up to secondary level in r/o Sunita Gyan Niketan School located at VPO, Chhawla, New Delhi-110071 under RTE Act, 2009 and DSEAR, 1973.

Sir/Madam,

With reference to your application dated 17.04.2025, I convey the approval of the Competent Authority for grant of up-gradation of school up to secondary level in r/o Sunita Gyan Niketan School located at VPO, Chhawla, New Delhi-110071 under RTE Act, 2009 and DSEAR, 1973 for a period of five years w.e.f. 01.04.2025 to 31.03.2030 under RTE Act, 2009 & DSEAR, 1973 or till the order to the contrary is passed by the appropriate authority, whichever is earlier.

The above recognition is subject to fulfilment of following conditions:

1. The School shall abide by the provisions of Right of Children to Free and Compulsory Education Act, 2009, the Delhi Right of Children to Free and Compulsory Education Rules, 2011, DSEAR, 1973 and directions / instructions issued by the Department from time to time.
2. The School shall admit in class I (or in entry class, as the case may be), to the extent of 25% of the strength of that class, children belonging to weaker section and disadvantaged group in the neighborhood and provide free and compulsory elementary education its completion.
3. For the children referred to in paragraph ii, the School shall be reimbursed in accordance with the provisions of sub-section (2) of section 12 of the Act to receive such reimbursements school shall maintain a separate bank account.
4. The Society/School 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:
 - (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 under Rule 22 of Delhi Right to Free and Compulsory Education Rules, 2011.
 - (v) The students with disabilities/special needs are given inclusive education as per provision of the Act.
 - (vi) The teachers are recruited with minimum qualifications as laid under section 23(1) of the Act.
 - (vii) The teachers perform their duties as specified under section 24(1) of the Right to Free and compulsory Education Act 2009 and the teachers shall not engage himself/herself for private coaching.
6. The School shall follow the syllabus on the basis of curriculum laid down by academic authority/ NCERT as the case may be.
7. The School shall follow the three language formula for teaching.
8. A certificate from competent authority that the school building has been constructed as per latest National Building Code has to be submitted within three months.
9. That the Management of the school shall create a reserve fund in the form of Fixed Deposit in the joint account in the name of Manager of the school and Dy. Director of Education (District concerned) equivalent to 3 months salary of staff or Rupees One Lac + Rs. 80/- per student within three months from the date of issuance of letter.
10. That the School shall submit latest FIRE NOC from Delhi Fire Service, Rain Water Harvesting Certificate from DJB within three months from the date of issuance of letter to concerned district authority.
11. That the school shall submit the copy of Police Clearance Certificate regarding Police Verification Certificate in respect of teaching/non-teaching staff within 03 months to the concerned district authority.
12. The School shall comply with the directions of the Hon'ble Supreme Court of India regarding the arrangement made for transporting school students.
13. Salary to the staff shall be paid through crossed Cheque/Electronic Clearance System.
14. The school building is used only for the purposes of education and skill development of children.
15. The School is established by society registered under the Societies Registration Act, 1860 (21 of 1860).
16. The School is not run for profit to any individual, group, society or association of individuals or any other persons.
17. The school accounts are audited and certified by a Chartered Accountant and proper accounts statement is prepared. A copy each of the statements of Accounts should be sent to the DDE concerned every year.
18. The School furnishes such reports and information as may be required by the appropriate authority/ Government from time to time.
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19. Except for seeking Essentiality certificate from the concerned authority, the school shall abide by the provisions of Delhi School Education Act and Rules 1973.
20. That the school shall make payment of salary and other admissible allowances to its teaching/non-teaching staff as per ongoing CPC through bank/RTGS.
21. That the school shall comply with the provisions of Section 10 (1) read with Rule 125 of DBEAR 1973.
22. That the school shall comply with clause 14 of order No. F. DE/15(56)/ACT/2009/778 dated 11.02.2009 in r/o maintenance of DRF. School shall also ensure to follow FN-21 Accounting by schools" as issued by the Institute of Chartered Accountants of India (ICAI) for proper accounting treatment.
23. That the school shall comply with the order No. DE.15 (305) /PSB/2020/Pt.File-1/5641-5647 dated 20.06.2023 issued by this Directorate regarding submission of renewed / updated certificates like Fire NoC, Water Test Report, School Health Certificate, School Building Safety Certificate / Structural Safety Certificate.
24. That the school shall comply with the order No. DE.15(305) /PSB/Misc./2020/Pt1. File-11/5658-5662 dated 21.06.2023 issued by this Directorate regarding appointment of Special Education Teacher(s).
25. That the school shall not run any unauthorized classes / section including Pre-Primary and Pre-School without prior approval of the Competent Authority.
26. That the school shall comply with the orders/guidelines of DoE and judicial pronouncement w.r.t. utilization/maintenance of school funds.
27. That the school shall comply with the orders dated 07.11.2017/guidelines of DoE and judicial pronouncements w.r.t. safety of the students and shall take all necessary steps to this effect.
28. That the school shall appoint adequate number of teaching and non-teaching staff as per prescribed Recruitment Rules and in accordance to the provisions of DSEAR, 1973 & RTE Act, 2009.
29. Final outcome of the notification of MoUD.
30. That the school shall pay salary and other benefits to its staff as per ongoing CPC and as per section 10(1) of DSEAR, 1973.
31. That the school shall pay salary and other benefits to its staff as per ongoing CPC and as per section 10(1) of DSEAR, 1973.
32. That the school shall comply with clause 14 with order no. F.DE.15(56)/Act/ 2009/ 778 dated 11/02/2009 in respect of maintenance of DRF. School shall also ensure to follow GN-21 Accountants of India (ICAI) for proper accounting treatment.
33. That the school shall comply with the provisions of Rules 176, 177, 18(5), 17 (3) & order dated 15.12.1999, 10.02.2005, 11.02.2009, 16.04.2010 & 19.02.2016 dealing with the regulation of fee along with the subsequent orders issued by DoE from time to time.
34. That school authority shall submit the documentary proof regarding installation of the CCTV cameras in the school premises within 03 months to the concerned district authority.

35. That school authority shall submit the documentary proof regarding maintenance of separate Depreciation Reserve Fund (DRF) Account in a bank within 03 months to the concerned district authority

36. That the school shall comply with the order F. No. DE.15(305)/PSB/Misc./ 2020 /Pt. file-11/5658-5662 dated 21.06.2023 with regard to appointment of Special Educator.

(RAJPAL SINGH)
DEPUTY DIRECTOR OF EDUCATION (PSB)

No.DE.15/398/PSB/2025/9782-9786

Dated: 24/12/25

Copy forwarded to:

1. PS to Secretary (Education), Old Sectt, Delhi.
2. PA to Director(Education), Old Sectt., Delhi
3. PA to Addl. Director of Education (PSB), Dte. of Education. Old Sectt, Delhi.
4. Deputy Director of Education (SW B-1), Dte. of Education, GNCTD.
5. Guard file.

(RAJPAL SINGH)
DEPUTY DIRECTOR OF EDUCATION (PSB)