

INFORMATION OF THE SCHOOL REQUIRED TO BE UPLOADED ON WEBSITE

1. Name of the School with address: : SACHET CONVENT VPO-PUR
 (Strictly as per Affiliation sanction : THE-KOTKASIM ALWAR (RAJ)
 letter or as permitted by the : 301702
 Board) with code no.
- (i) E-mail : sachetconvent@gmail.com
 (ii) Ph. No. : 01460-233545, 9784970917
 (iii) Fax No :
2. Year of establishment of school : July 2005
3. Whether NOC from State/UT or recommendation : Yes
 Of Embassy of India obtained?
- (i) NOC No : SHIVIRA/MA./MADHAIMIK/A-4/K-MA-SHI-BO/10-11
 (ii) NOC Issuing date : 17-05-2010
4. Is the School recognized, if yes by which Auth : Yes, CBSE
5. Status of affiliation :
 Permanent/Regular/Provisional : Provisional
 (i) Affiliation No : 1730468
 (ii) Affiliation with the Board since : Since 2011
 (iii) Extension of affiliation up to : 2016
6. Name of Trust/Society/Company : SACHET SHIKSHAN SANSTHAN
 Registered under Section 25 of the Company
 Act, 1956. Period upto which Registration
 of Trust/Society is valid : Permanent
7. List of members of school : List attached Separately
 Managing Committee with their Address/tenure
 And post held

LIST OF MEMBERS OF SCHOOL MANAGEMENT COMMITTEE

| Sr. No. | Name | Qualification | Occupation | Address | Designation |
|---------|-------------------|---------------|---------------------|--------------------------------|------------------|
| 1 | Dr. Anita Rao | Ph. D | Astt. Proffessor | VPO Gokalgarh | Chairperson |
| 2 | Mrs. Asha Yadav | MA BEd | Principal of School | VPO Pur Alwar | Member Secretary |
| 3 | Sh. Dharpal | BA | Service | VPO Daulatpur Alwar | Parent Member |
| 4 | Mrs. Manju Soni | MA | Service | VPO Kotkasim Alwar | Parent Member |
| 5 | Mrs. Prem Lata | MA BEd | Teacher | VPO Kotkasim Alwar | Tr. Member |
| 6 | Mrs. Deepika | BA BEd | Teacher | VPO Kotkasim Alwar | Tr. Member |
| 7 | Mr. Rajesh | MA BEd | Teacher | VPO Kanharka Alwar | Outside Member |
| 8 | Ms. Suman Lata | BA BEd | Teacher | VPO Kumpur Alwar | Outside Member |
| 9 | Mr. Ravi | XI | Student | Sachet Convent Pur | Student Member |
| 10 | Ms. Suman | XI | Student | Sachet Convent Pur | Student Member |
| 11 | Mr. Rohtash Singh | MA BEd | Principal | Sr. Sec. School Pur | Panel Member |
| 12 | Mr. SS Yadav | MSc BEd | Principal | Sr. Sec. School Karampur Alwar | Panel Member |
| | Mr. Hemendra | MSc | Service | 172 Scheme-4 Alwar | Member |

| | | | | | |
|----|------------------|---------|----------|--------------------|--------|
| 13 | | | | | |
| 14 | Mr. Narendra | MA BEd | Service | VPO Jakhrana Alwar | Member |
| 15 | Mr. Jaiprakash | Sashtri | Retd. | VPO Nihalpur Alwar | Member |
| 16 | Mr. Banwarilal | Matric | EXM | VPO Ikrotia Alwar | Member |
| 17 | Mr. Shri Bhagwan | Matric | Agr. | VPO Sanoda Alwar | Member |
| 18 | Mr. Rohtash | Matric | Agr. | VPO Sanchod Alwar | Member |
| 19 | Mr. Manoj Gupta | BA | Business | VPO Kotkasim Alwar | Member |
| 20 | Mr. Ajit Kumar | BA | Agr. | VPO Kheri Alwar | Member |

8. Name and official address of the Manager/
President/Chairman/Correspondent : Dr Anita Rao, VPO – Gokalgarh,
Teh & Distt. – Rewari (Haryana)

(i) E-mail : sachetconvent@gmail.com

(ii) Ph. No : 01460-233545, 09267480079

(iii) Fax No :

9. Area of School campus

(i) In Acres : 1.5 Acres

(ii) In Sq. Mtrs : 6040 Sq. mtrs

(iii) Built up area (in sq. mtrs) : 1400 Sq mtrs

(iv) Area of playground : 5340 Sq mtrs

(v) Other facilities

(i) Outdoor games : Kho-Kho , Kabbadi, Cricket,
Basket Ball, volley Ball

(ii) Indoor games : Table Tennis, Carom, Chess,
Ludo, Singing & Dancing

(iii) Dance Room : Yes

(iv) Music Rooms : Yes

(v) Health and Medical Checkup : Yes

10 Details of fee structure :

FEE STRUCTURE 2013-2014

| Class | Adm. Fee | Vidyalaya Vikas Nidhi | Computer Fee Per month | Monthly Fee-Due Dates Including Transport Charges | | | |
|------------|----------|-----------------------|------------------------|---|-------------------------------------|--------------------------------------|-------------------------------------|
| | | | | I Quarter By 10 th April | II Quarter By 10 th July | III Quarter By 10 th Oct. | IV Quarter By 10 th Jan. |
| Nur to II | 2000 | 2500 | 100 | 1650 | 1650 | 1650 | 1650 |
| III to V | 2000 | 2500 | 100 | 1950 | 1950 | 1950 | 1950 |
| VI to VIII | 2000 | 2500 | 100 | 2250 | 2250 | 2250 | 2250 |
| IX to X | 2500 | 3000 | 200 | 3450 | 3450 | 3450 | 3450 |
| XI to XII | 2500 | 3000 | - | 5400 | 5400 | 5400 | 5400 |

NOTE :-

Transport charges Rs. 450 per month per student.(on required basis.)

1. Admission fee is charged from new students.
2. Vidyalaya Vikas Nidhi and monthly will be charged from all the students.
3. Monthly fees is charged for the whole year(i.e. for 12 months from 1 April to 31 March.
4. Fees is payable as per the dates mentioned above for every quarter.
5. Admission fee and Vidyalaya Vikas Nidhi charges are payable with the first installment.
6. Computer fee is charged from class I to X.

11. Transport Facilities : Own Buses

12 Particulars of teaching staff :

| Sr. no. | Names | Qualification/Sub. | Designation | Teaching Sub. | D.O.B. | D.O. Joining | Con./Temp. | Tra./Untra. | Pay S. Fix prob 2 years as per state gov. | Pay Scale |
|---------|----------------------|-----------------------------|--------------|---------------------|----------|--------------|-------------------|-------------|---|-------------|
| 1 | Mrs. Asha Yadav | MA BEd, Eng. | Principal | Eng., S.S. | 25-12-79 | 01-07-05 | Con. | Tra. | 40000 | 15600-39100 |
| 2 | Mr. Pradeep Kumar | BPE, Phy. Edu. | PTI | Phy. Edu. | 20-05-80 | 01-07-05 | Con | Tra. | 30000 | 9300-34800 |
| 3 | Mrs. Manju Yadav | BSc BEd, Phy. Sci. | TGT | Sci., Eng. | 06-06-87 | 01-04-12 | Temp. | Tra. | 11100 | 9300-34800 |
| 4 | Mrs. Madhu | BA BEd, Eco.- Geo. | PRT | Eng., Eco. | 20-08-89 | 03-05-12 | Temp. | Tra. | 8950 | 5200-20200 |
| 5 | Mrs. Rekha Yadav | MA BEd, Hindi | PGT | Hindi, S.S | 23-03-82 | 07-05-12 | Temp. | Tra. | 13200 | 9300-34800 |
| 6 | Mrs. Jyoti | MA BEd, Hindi | PRT | Hindi, S.S | 31-08-82 | 09-07-12 | Temp. | Tra. | 8950 | 5200-20200 |
| 7 | Mrs. Sunil Kumari | MA BEd, Hindi | PRT | Hindi, S.S | 01-04-80 | 09-07-12 | Temp. | Tra. | 8950 | 5200-20200 |
| 8 | Mrs.Rekha Kumari | MA BEd, Hindi | PRT | Hindi, S.S | 06-04-88 | 09-07-12 | Temp. | Tra. | 8950 | 5200-20200 |
| 9 | Mrs. Reena Kumari | BA, Pol. Sci.- Hist. | PRT | Hindi, Pol Sci. | 13-03-81 | 01-09-12 | Temp. | Untra | 8950 | 5200-20200 |
| 10 | Mrs. Sumitra Devi | BSc. BEd | TGT | Sci. | 02-01-86 | 01-04-13 | Temp. | Tra. | 8950 | 5200-20200 |
| 11 | Mr. K.D. Yadav | MA MEd DTE, Eng. | PGT | Eng. | 08-03-44 | 01-05-13 | Temp. | Tra. | 20000 | Fixed |
| 12 | Mrs. Manoj | MA BEd., Sociolo | PRT | S.S. | 03-04-78 | 01-07-13 | Temp. | Tra. | 8950 | 5200-20200 |
| 13 | Mrs. Sunita Yadav | BSc BEd, Phy. Sci. | PRT | Phy. Sci., Life Sci | 19-02-73 | 01-07-13 | Temp. | Tra. | 8950 | 5200-20200 |
| 14 | Mr. Rakesh Kr. Gupta | BA BEd, Math- Geo | TGT | Math, Eng. | 01-02-74 | 01-07-13 | Temp. | Tra. | 12000 | 9300-34800 |
| 15 | Mrs. Deepika | BA BEd, Psy.-Geo | TGT | Eng., S.S. | 18-04-75 | 01-07-13 | Temp. | Tra. | 11100 | 9300-34800 |
| 16 | Mrs. Manju Soni | MA BEd, Hindi-S.S | PRT | S.S. | 06-03-82 | 01-07-13 | Temp. | Tra. | 8950 | 5200-20200 |
| 17 | Mrs. Renuka | BA Dip. Comp, Comp | PRT | Comp. | 28-03-87 | 01-07-13 | Temp. | Tra. | 8950 | 5200-20200 |
| 18 | Mrs. Prem Lata | MA BEd, Skt. | PRT | Eng., Skt. | 12-11-84 | 01-07-13 | Temp. | Tra. | 8950 | 5200-20200 |
| 19 | Mrs. Samita Yadav | MA BEd D. Lib, Lib. | LIB. | Lib., Sci | 02-02-85 | 01-07-13 | Temp. | Tra. | 8950 | 5200-20200 |
| 20 | Mr.R.K. Yadav | BA Dip. Comp | Co-ordinator | | 16-01-61 | 08-07-13 | Temp. | Tra. | | 5200-20200 |
| 21 | Mrs. Maya Bai Yadav | BA BEd, Pol Sci.- Pub. Add. | PRT | Pol Sci.- Pub Add | 20-07-89 | 10-08-13 | Temp. | Tra. | 8950 | 5200-20200 |
| 22 | Mr. Dalip kr. Yadav | MA, Geo –Pol. – His, BEd. | PGT | Geo –Pol. Sci - His | 01-07-81 | 01-08-09 | Temp. (part time) | Tra. | 12000 | Fixed |

13. Details of salary being paid by the school to :

teaching staff/non teaching staff

| Sr. no. | Names | Qualification/Sub. | Designation | Teaching Sub. | D.O.B. | D.O. Joining | Con./Temp. | Tra./Untra. | Pay S. Fix prob 2 years as per state gov. | Pay Scale |
|---------|-------------------|----------------------|-------------|---------------------|----------|--------------|------------|-------------|---|-------------|
| 1 | Mrs. Asha Yadav | MA BEd, Eng. | Principal | Eng., S.S. | 25-12-79 | 01-07-05 | Con. | Tra. | 40000 | 15600-39100 |
| 2 | Mr. Pradeep Kumar | BPE, Phy. Edu. | PTI | Phy. Edu. | 20-05-80 | 01-07-05 | Con | Tra. | 30000 | 9300-34800 |
| 3 | Mrs. Manju Yadav | BSc BEd, Phy. Sci. | TGT | Sci., Eng. | 06-06-87 | 01-04-12 | Temp. | Tra. | 11100 | 9300-34800 |
| 4 | Mrs. Madhu | BA BEd, Eco.- Geo. | PRT | Eng., Eco. | 20-08-89 | 03-05-12 | Temp. | Tra. | 8950 | 5200-20200 |
| 5 | Mrs. Rekha Yadav | MA BEd, Hindi | PGT | Hindi, S.S | 23-03-82 | 07-05-12 | Temp. | Tra. | 13200 | 9300-34800 |
| 6 | Mrs. Jyoti | MA BEd, Hindi | PRT | Hindi, S.S | 31-08-82 | 09-07-12 | Temp. | Tra. | 8950 | 5200-20200 |
| 7 | Mrs. Sunil Kumari | MA BEd, Hindi | PRT | Hindi, S.S | 01-04-80 | 09-07-12 | Temp. | Tra. | 8950 | 5200-20200 |
| 8 | Mrs.Rekha Kumari | MA BEd, Hindi | PRT | Hindi, S.S | 06-04-88 | 09-07-12 | Temp. | Tra. | 8950 | 5200-20200 |
| 9 | Mrs. Reena Kumari | BA, Pol. Sci.- Hist. | PRT | Hindi, Pol Sci. | 13-03-81 | 01-09-12 | Temp. | Untra | 8950 | 5200-20200 |
| 10 | Mrs. Sumitra Devi | BSc. BEd | TGT | Sci. | 02-01-86 | 01-04-13 | Temp. | Tra. | 8950 | 5200-20200 |
| 11 | Mr. K.D. Yadav | MA MEd DTE, Eng. | PGT | Eng. | 08-03-44 | 01-05-13 | Temp. | Tra. | 20000 | Fixed |
| 12 | Mrs. Manoj | MA BEd., Sociolo | PRT | S.S. | 03-04-78 | 01-07-13 | Temp. | Tra. | 8950 | 5200-20200 |
| 13 | Mrs. Sunita Yadav | BSc BEd, Phy. Sci. | PRT | Phy. Sci., Life Sci | 19-02-73 | 01-07-13 | Temp. | Tra. | 8950 | 5200-20200 |

| | | | | | | | | | | |
|----|----------------------|-----------------------------|--------------|---------------------|----------|----------|-------------------|------|-------|------------|
| 14 | Mr. Rakesh Kr. Gupta | BA BEd, Math- Geo | TGT | Math, Eng. | 01-02-74 | 01-07-13 | Temp. | Tra. | 12000 | 9300-34800 |
| 15 | Mrs. Deepika | BA BEd, Psy.-Geo | TGT | Eng., S.S. | 18-04-75 | 01-07-13 | Temp. | Tra. | 11100 | 9300-34800 |
| 16 | Mrs. Manju Soni | MA BEd, Hindi-S.S | PRT | S.S. | 06-03-82 | 01-07-13 | Temp. | Tra. | 8950 | 5200-20200 |
| 17 | Mrs. Renuka | BA Dip. Comp, Comp | PRT | Comp. | 28-03-87 | 01-07-13 | Temp. | Tra. | 8950 | 5200-20200 |
| 18 | Mrs. Prem Lata | MA BEd, Skt. | PRT | Eng., Skt. | 12-11-84 | 01-07-13 | Temp. | Tra. | 8950 | 5200-20200 |
| 19 | Mrs. Samita Yadav | MA BEd D. Lib, Lib. | LIB. | Lib., Sci | 02-02-85 | 01-07-13 | Temp. | Tra. | 8950 | 5200-20200 |
| 20 | Mr.R.K. Yadav | BA Dip. Comp | Co-ordinator | | 16-01-61 | 08-07-13 | Temp. | Tra. | | 5200-20200 |
| 21 | Mrs. Maya Bai Yadav | BA BEd, Pol Sci.- Pub. Add. | PRT | Pol Sci.- Pub Add | 20-07-89 | 10-08-13 | Temp. | Tra. | 8950 | 5200-20200 |
| 22 | Mr. Dalip kr. Yadav | MA, Geo –Pol. – His, BEd. | PGT | Geo –Pol. Sci - His | 01-07-81 | 01-08-09 | Temp. (part time) | Tra. | 12000 | Fixed |

14. Mode of payment of salary

(i) Name of the Bank through which salary is drawn : PUNJAB NATIONAL BANK, PUR

(ii) Through single cheque transfer advice : Through single cheque

15. Library facilities

(i) Size of Library in sq feet : 780 sq. ft.

(ii) No of periodicals : 15

(iv) No of Dailies : 03

(v) No of Reference books class-wise : 50

(vi) No of Magazine : 100

(vii) Others : 2500

16. Members of Sexual Harassment Committee : Principal + 3 Lady Teachers

17. Section wise enrolment of school for the current session :

LIST OF STUDENTS SECTION WISE ENROLMENT OF SCHOOL FOR THE SESSION 2013-14

| CLASS | SECTION | ENROLMENT |
|-------|---------|-----------|
| NUR | 1 | 26 |
| UKG | 1 | 40 |
| I | 1 | 38 |
| II | 1 | 45 |
| III | 2 | 49 |
| IV | 1 | 30 |
| V | 1 | 34 |
| VI | 1 | 28 |
| VII | 1 | 33 |
| VIII | 1 | 23 |
| IX | 1 | 18 |
| X | 1 | 11 |
| XI | 1 | 02 |
| TOTAL | | 379 |

18. Academic session period : From 01 Apr to 31 March

19. Vacation period : 21 May to 30 June

20. Admission period : 01 April to 15 July