

OFFICE OF DISTRICT EDUCATION OFFICER
Ludhiana

No.SSA/RTE/2025/ 100

Dated: 11/7/2025

THE MANAGER/ PRINCIPAL
British Convent School,
Fatehpur, Ludhiana,
Block Khanna-1

Sub: Recognition Certificate for the School under sub-rule (4) of rule 11 of Right of Children to Free and Compulsory Education Rules, 2009 for the purpose of Section 18 of Right of Children to Free and Compulsory Education Act, 2009.

Dear Sir/Madam,

With reference to your application and subsequent correspondence with the school/inspection in this regard, I convey the grant for recognition **British Convent School, Fatehpur, Ludhiana, Block Khanna-1** for Class 1ST TO 8TH CLASS. your school given a self declaration that your school fulfills all the conditions and norms of RTE Act 2009 to see the self declaration given by your school and grant the permanent recognition of your school.

The above sanction is subject to fulfillment of following conditions:-

1. The grant for recognition is not extendable and does not in any way imply any obligation to recognize/affiliate beyond Class VIII.
2. The School shall abide by the provisions of Right of Children to Free and Free and Compulsory Education Rules, 2009 (Annexure II).
3. The School shall admit in class I, 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 till its completion. Provided, further that in case of pre primary classes also, this norm shall be followed.
4. For the children referred to in paragraph 3, the School shall be reimbursed as per Section 12(2) of the Act. To receive such reimbursements school shall provide a separate bank account.
5. The Society/School shall not collect any capitation fee and subject the child or his or her parents or guardians to any screening procedure.
6. The School shall not deny admission To any child for lack of age proof.
If such admission is sought subsequent to the extended provided prescribed for admission.
On the ground of religion, caste or race, place of birth or any of them.
7. 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 under Rule 23
 - (v) Inclusion of Students with disabilities/special needs as per provision of the Act
 - (vi) The teachers are recruited with minimum qualifications as laid under section 23(1) of the Act. Provided further that the current teachers who, at the commencement of this Act do not possess minimum qualifications shall acquire such minimum qualifications

- within a period of 5 years;
- (vii) The teacher performs its duties specified under section 24(1) of the Act and
- (viii) The teachers shall not engage himself or herself for private teaching Activities.
8. The School shall follow the syllabus on the basis of curriculum laid down by appropriate authority.
9. The School shall enroll students proportionate to the facilities available in the School as prescribed in the section 19 of the Act.
10. The School shall maintain the standards and norms of the school as specified in section 19 of the Act. The facilities reported at the time of last inspection are as given under:-
- | | |
|---|-------------------|
| Area of school campus – | 18044.255 Sq ft. |
| Total built up area | 162398.25 sq. ft. |
| Area of play ground - | Yes |
| No. of class rooms- | 13 |
| Room for Headmaster-cum-Office-cum-Storeroom- | YES |
| Separate toilet for boys and girls- | YES |
| Drinking Water Facility- | YES |
| Kitchen for cooking Mid Day Meal- | yes |
| Barrier free Access- | YES |
- Availability of Teaching Learning Material/Play Sports Equipments/Library
11. No unrecognized classes shall run within the premises of the school or outside in the same name of school.
12. The school buildings or other structures or the grounds are used only for the purposes education and skill development.
13. The School is run by a society registered under the Societies Registration Act, 1860 (21 of 1860), or a public trust constituted under any law for the time being in force;
14. The School is not run for profit to any individual, group or association of individuals or any other persons;
15. The accounts should be audited and certified by a Chartered Accountant and proper accounts statements should be prepared as per rules. A copy each of the Statements of Accounts should be sent to the DEO every year.
16. The recognition Code Number allotted to your school is _____. This may Please be noted and quoted for any correspondence with this office.
17. The school furnishes such reports and information as may be required by the Director of Education/District Education Officer from time to time and Complies with such instructions of the State Government/ Local Authority as may be issued to secure the continued fulfillment of the condition of Recognition or the removal of deficiencies in working of the school;
18. Renewal of Registration of Society if any, be ensured.
19. If any violation of R.T.E. Act found. RECOGNITION considered to be canceled without any notice.

Yours faithfully,


District Education Officer (EE)
Ludhiana



ਸਮੱਗਰਾ ਸਿੱਖਿਆ ਅਭਿਆਨ, ਦਫਤਰ ਜ਼ਿਲ੍ਹਾ ਸਿੱਖਿਆ ਅਫਸਰ
(ਐ.ਸਿ.) ਸਰਕਾਰੀ ਇਨ ਸਰਵਿਸ ਟਰੇਨਿੰਗ ਸੈਂਟਰ, ਜ਼ਿਲ੍ਹਾ ਲੁਧਿਆਣਾ
E-mail: ssaludhiana@punjabeducation.gov.in,
rtcellludhiana@gmail.com

To

Principal/Manager,

British Convent School,

Fatehpur, Khanna.

LUDHIANA (Block Khanna-1)

Memo no: SSA/2026231923

Dated: 26/8/2026

Sub: Regarding correction in the school area.

Regarding the above subject, it is written to you that the school has issued RTE Recognition vide letter No. SSA/RTE/2025/100 dated 11.07.2025. At that time, the school mistakenly had written the Total Area 18044.255 Sq Ft. and Built Area 162398.25 sq ft. But the actual Total area is 162398.25 sq ft. and built area is 27968.40 sq ft. (Ground Floor 14050.20 sq ft + First Floor 13918.20 sq ft.) The request has been received from the school management to correct the Total Area and Built area. On the basis of the request given by the school management the **Total area 162398.25 sq ft and Built Area 27968.40 Sq Ft (Ground Floor 14050.20 Sq Ft + First Floor 13918.20 Sq Ft** is approved. In the recognition issued to the school vide letter No. SSA/RTE/2025/100 dated 11.07.2025 Total Area and Built Area should be read as above.

10/9/2026
District Education Officer (F.E.)
Ludhiana