

INFORMATION OF THE SCHOOL RESQUIRED TO BE UPLOADED ON WEBSITE

1. Name of the school with address with Pin code no. N. P. Co-Ed Secondary School, Kitchner Road, New Delhi-110021  
(i) E-mail ktr.m@ndmcmil.gov.in  
(ii) Ph. No. 24101037, 24101586  
(iii) Fax no. -NA-
2. Years of establishment of school 1953
3. Is the school recognised , Yes, CBSE, DoE & NDMC  
if yes By which Authority
4. List of member of school managing Committee with their Address/ tenure and Post held Attached

SL.NO	NAME OF MEMBERS	DESIGNATION	ADDRESS	TENURE	POST HELD
1	Pankaj Sharma	Chairman	C-500, Majlis Park, Gali No. 11, Delhi-33	Permanent	Vice Principal

5. Area of School Campus

- (i) In Acres  
(ii) In sq. mtrs. 4047  
(iii) Built up Area (Sq. mtrs.) 2000  
(iv) Area of playground in (Sq. mtrs.) 2047  
(v) Other facility  
(vi) Swimming pool No  
(vii) Indoor game Yes  
(viii) Dance rooms Yes  
(ix) Gymnasium Yes  
(x) Music Room Yes  
(xi) Hostels No  
(xii) Health and Medical Check up No

6. Details of the fee structure

- (i) Pre nursery No fee charged  
(ii) Nursery Free Education from Nry. to XII  
(iii) I to V \_\_\_\_\_  
(iv) VI to VIII \_\_\_\_\_

7. Transport facility
- (i) Own Buses No
- (ii) Busses hired on contract basis No
- (iii) Details of transport charge No

8. Details of salary being paid by the school to teaching staff/non-teaching (to be updated time to time)  
Give information about other posts also.

Designation PGT/TGT/ PRT/ COUNSELLOR/ etc.	Scale of pay	Grade pay	% of D.A.	HRA	EPF CONTRIBUTION
T. G. Ts/H.M (Pry./Nry.)	9300-34800	4600/-	As per the norms adopted for Central Govt Employees	30% OF BASIC	N.A.
PRTs	9300-34800	4200/-		30% OF BASIC	N.A.
JUNIOR LIBRARIAN	9300-34800	4200/-		30% OF BASIC	N.A.
LAB ASSISTANT	5200-20200	2400/-		30% OF BASIC	N.A.
PET					

9. Mode of payment of salary
- (i) Name of the bank through which salary is drawing ECS (Different Banks for individuals)
- (ii) Through single cheque transfer advice N/A
- (iii) Individual cheque N/A
- (iv) Cash N/A

10. Library facility
- (i) Size of the library in sq. mtrs. 15' X 18'
- (ii) No. of Periodicals 6 (Six)
- (iii) No. of Dailies 2 (Two)
- (iv) No. of Reference books class- wise 25 (Twenty Five)
- (v) No. of Magazine 2 (Two)
- (vi) Others N/A

11. Name of the Grievance/ Redressal Officer With E-mail, Ph. No., Fax No.  
Deputy Education Officer (G) for Primary/Nursery Classes (Room No. 8019) Palika Kendra, New Delhi. E-mail address: [deo-g.education@ndmcmil.gov.in](mailto:deo-g.education@ndmcmil.gov.in)

Contact: 41501353 ó 60 Extn. 2819.

Deputy Education Officer (A) for Middle, Secondary and Sr. Sec. Classes (Room No. 8016, Palika Kendra, New Delhi. E-mail address: [deo-admn.education@ndmcmail.gov.in](mailto:deo-admn.education@ndmcmail.gov.in)

Contact: 41501354 6 60 Extn. 2816.  
Timings: 3.00 PM to 4.00 PM on working Days.

In case of non-redressal individuals can also approach Director (Education) for all such problems in Room No. 7014. E-mail address: [director.education@ndmcmail.gov.in](mailto:director.education@ndmcmail.gov.in)

Contact: 41501354 6 60 Extn. 2714.  
Timings: 3.00 PM to 4.00 PM on working Days.

12. Members of Sexual Harassment committee **List Attached**

13. Section wise enrolment of school for the

Current session

Enrolment as on 31.07.2016

Class & No. of Sections (Add more rows if needed for sections)	Enrolment (Gender wise)		Total Enrolment	Subjects in English medium
	M	F		
Nursery A	18	13	31	English, Mathematics
Nursery B				
<b>Total of Nursery</b>	18	13	31	
I A	14	13	27	English, Mathematics
I B				
II A	7	8	15	English, Mathematics
II B				
III A	10	10	20	English, Mathematics
III B				
IV A	10	11	21	English, Mathematics
IV B				
V A	13	7	20	English, Mathematics
V B	10	8	18	English, Mathematics
<b>Total class I to V</b>	64	57	121	
VI A	12	11	23	English, Mathematics
VI B	15	6	21	English, Mathematics
VII A	13	10	23	English, Mathematics
VII B	11	12	23	English, Mathematics
VIII A	20	21	41	English, Mathematics
VIII B				
<b>Total of class VI to VIII</b>	71	60	132	
<b>Grand Total of Nur. To VIII</b>	153	130	283	

14. Academic session period

From 01/04/2016 to 31/03/2017

15. Vacation period

From 11/05/2016 to 30/06/2016 (Summer vact.)  
From 8/10/2016 to 10/10/2016 (Autumn break)  
From 26/12/2016 to 15/01/2017 (Winter break)

16. Admission period

Throughout the year for I TO VIII

17. Particular of teaching staff (to be updated time to time)

Name & Designation	Employee Code	Permanent/ Regular/ Contract/ Guest faculty etc.	Date Of Appointment	Trained/ Untrained	Teaching Subjects and Total periods assigned in a week.	Responsibility*

\*= (e.g. Class Tr. , Mid Day Meal I/C, Examination I/C, Admission I/C, Time Table I/C etc.) may mention multiple responsibilities for example Class Teacher and Mid Day Meal I/C.

#### Other Information

1. Brief about History of school in 100 words

The school Building was constructed in the year 1953. It was inaugurated in the same year. It became functional in the same year also. At that time the strength of students was 32 (Thirty two) and it was a primary school. It was upgraded to middle school and then secondary in 2014. During that time there were separate sections of Urdu medium for Muslim students later owing to their low strength these sections were merged to Hindi medium sections and Urdu medium was abolished and Urdu is now taught as a third language from I to V. Previously, there were Jhuggi clusters surrounding the school premises but as Jhuggis were demolished and most of the slum dwellers were rehabilitated too far off areas. This led to sharp decline in the strength of the school. At present the strength is 342 with 13 sections. Time to time several co-curricular activities are conducted and students are encouraged to take active participations. Festivals of all the religions are celebrated together with equal joy and respect. Computer skills are inculcated. Work Education, yoga training, sports , music skills are also taught here. Moral values disciplines etc qualities are instilled on regular basis for all-round personality develop.

2. Main achievements ( Academic, sports, co-curricular etc ) of school in session 2015-16 . (Please include Photos also)

3. Main achievements ( Academic, Sports, Co-Curricular etc ) of school from 1<sup>st</sup> April 2016 to till date. (Please include Photos also)

4. Information about HM

S. No.	Name	Designation	Employee code	Date of joining	Remarks

				present school	
1	Satbir Kaur Bedi	H.M.	253310	02/06/2014	

5. Information about Nearest Police Station

S. No.	Approx. Distance from School	Address of Nearest Police station	Land Line Number
1.	1 Km.	Chankyapuri police station, New Delhi	23012003, 100

6. Information about Rooms

S. No	Room No.	Floor (E.G. G.F. = Ground Floor, F.F.= First Floor Etc.)	# Utilization (e.g.= Xii-A, Library, Staff Room)	Size Of Room In Sq. Feet (L*B*H), e.g. (6.2*5.2*5)	No. Of Windows	No Of Doors	No Of Fans	No. Of Tube Lights	Remarks
1	1	G.F.	Nursery A	18x20x13	2	2	4	5	
2	2	G.F.	Nursery B	18x20x13	2	2	4	5	
3	3	G.F.	Ist	18x20x13	2	2	4	5	
4	4	G.F.	II	18x20x13	2	2	4	5	
5	5	G.F.	Jim Office	18x10x13	1	1	1	1	
6	6	G.F.	Clerk Room	18x20x13	2	1	4	5	
7	7	G.F.	Principal Office	18x20x13	2	1	4	5	
8	8	G.F.	Comp. Lab	36x20x13	3	1	0	20	3 A.C.
9	9	G.F.	Jim	18x20x13	2	2	4	5	
10	10	G.F.	Social Deptt.	18x20x13	2	1	4	5	
11	11	G.F.	H.M. Office	18x20x13	2	2	4	5	
12	12	G.F.	III	18x20x13	2	2	4	5	
13	13	G.F.	Store	18x20x13	2	2	4	5	
14	14	G.F.	Urdu Room	18x20x13	2	2	4	5	

15	15	G.F.	IV	18x20x13	2	2	4	5	
16	16	G.F.	V- A	18x20x13	2	2	4	5	
17	17	G.F.	V- B	18x20x13	2	2	4	5	
18	18	F.F.	W.E.T. Lab	18x20x13	2	1	4	5	
19	19	F.F.	S.S.T. Lab	18x20x13	2	1	4	5	
20	20	F.F.	H. Sci. Lab	18x20x13	2	1	4	5	
21	21	F.F.	Science Lab	36x20x13	2	1	4	5	
22	22	F.F.	VI- A	18x20x13	2	2	4	5	
23	23	F.F.	Vacant	18x20x13	2	2	4	5	
24	24	F.F.	Staff Room	18x20x13	2	1	4	5	
25	25	F.F.	Drawing Lab	18x20x13	2	1	4	5	
26	26	F.F.	Vacant	18x10x13	1	1	0	0	
27	27	F.F.	VI- B	18x20x13	2	2	4	5	
28	28	F.F.	Library	18x20x13	2	1	4	5	
29	29	F.F.	VII- A	18x20x13	2	2	4	5	
30	30	F.F.	VII- B	18x20x13	2	2	4	5	
31	31	F.F.	Maths Lab	18x20x13	2	1	4	5	
32	32	F.F.	Yoga Room	18x20x13	2	1	4	5	
33	33	F.F.	VIII	18x20x13	2	2	4	5	
34	34	F.F.	IX	36x20x13	2	2	4	5	
35	35	F.F.	X	18x20x13	2	2	4	5	

# = If room is utilized for class then please mention the medium of the class for example Class XII A , English Medium, V A Hindi Medium and so on.

- Whether the school has facility of Toilet block for Physically Challenged (Yes/No) **No**
- Whether the school has Ramp for Physically Challenged. (Yes/No) **Yes**

7. Information about Toilet Blocks

Toilet Block No.	Floor	Used By Male / Female	Used By Staff/ Students	No. of W. Cø	No. of Urinals
1	Ground Floor	Male	Teachers	3	3
2	Ground Floor	Male	Students	3	3
3	Ground Floor	Female	Students	6	0
4	1 <sup>st</sup> Floor	Female	Teachers	4	0
5	1 <sup>st</sup> Floor	Male	Students	3	3
6	1 <sup>st</sup> Floor	Female	Students	5	0

8. Information about Drinking Water Facilities

Total No. of taps	Total No. of functional taps	No. of Water Coolers	No. of RO etc.
15	15	2	Nil

9. Information about various clubs in the school

S. No	Name Of Club/ Houses (e.g. Eco Club)	No. of Club / House members	In-charge Of Club/ Houses	Activities Performed In Club/Houses
1	Eco Club	1	Mr. Shuaib	Tree Plantation, Rain water harvesting, Nukkad Natak, Essay, poem, drawing completions on eco-system
2	School House Group	3	Mr. Kailash Rani Mr. Khemchand Mrs. Anu Sharma	Discipline committee Cultural activity Social Responsibility others

10. Important contact numbers

S. No	Designation	Extension Followed by 41501353 To 68	Direct Number
1.	DIR (Edn.)	2714	23360114
2.	Jt. Dir (Edn.)	3009	9910024358
3.	DEO (A)	2016	9868911178
4.	DEO (G)	2019	9868846956
5.	AEO (Mid Day Meal Scheme)	3113	9911865999
6.	DD (NSES)		23347296
7.	DD (NSES Gen.)	3901	9810706622
8.	SO (Edn.)	2401	9899382650

S. No.	Designation	Name	Land Line No.
1.	J. E (Civil)	Mr. Kamlesh	8826926337
2.	A.E. (Civil)	Mr. Darmesh	7065071235
3.	E.E. (Civil)	Mr. Raj Shekhar	9971265117
4.	J. E (Electrical)	Mr. G.S.Panday	9810988215
5.	A.E. (Electrical)	Mr. Vijay	23010111/204
6.	E.E. (Electrical)	Mr. Arjun Dunga	23010208
7.	Section Officer (Horticulture)	Mr. Raj Singh Dabas	9911222454
8.	Any Other		