

INFORMATION OF THE SCHOOL RESQUIRED TO BE UPLOADED ON WEBSITE

1. Name of the school with address - **N. P. Co-Ed. Sr. Sec. School, Aurangzeb Lane, New Delhi - 11**
with Pin code no.

- (i) E-mail **agb.s@ndmcmail.gov.in**
(ii) Ph. No. **23018329**
(iii) Fax no. **-NA-**

2. Years of establishment of school **1968**

3. Is the school recognised , **Yes, DoE & NDMC**
if yes By which Authority **NDMC**.

4. List of member of school managing
Committee with their Address/ tenure and
Post held

SL.NO	NAME OF MEMBERS	DESIGNATION	ADDRESS	TENURE	POST HELD
1	Mrs. Alka Bahl	Principal	B-14, JANGPURA EXT., 3RD FLOOR, NEW DELHI-14	25 Aug. 2015 to 25 Aug. 2017	Chairperson
2	Shahida begum	Parent	US/12, Masjid Road, Jaipur Pologround, N.D.	25 Aug. 2015 to 25 Aug. 2017	Vice-Chairperson
3	B. R. Tripathi (CECC)	CECC		25 Aug. 2015 to 25 Aug. 2017	Social-Worker - Member
4	Smt. Suman	HM	71, UCO Aprt. Sec-9, Rohini, Delhi-85	25 Aug. 2015 to 25 Aug. 2017	Member

5. Area of School Campus

- (i) In Acres **0.709 Acers**
(ii) In sq. mtrs. **2870 Sq. Mt.**
(iii) Built up Area (Sq. mtrs.) **2876 Sq. Mt. (including 1st & 2nd Floor)**
(iv) Area of playground in (Sq. mtrs.) **460.18 Sq. Mt. & 899 Sq. Mt. = 1359.18 Sq. Mt.**
(v) Other facility _____
(vi) Swimming pool **No**
(vii) Indoor game **No**
(viii) Dance rooms **No**
(ix) Gymnasium **No**
(x) Music Room **Yes**
(xi) Hostels **No**
(xii) Health and Medical **Yes**

Check up

6. Details of the fee structure

- | | |
|-----------------|---|
| (i) Pre nursery | No fee charged |
| (ii) Nursery | Free Education from Nry. to XII |
| (iii) I to V | No fee charged |
| (iv) VI to VIII | No fee charged |
| (v) IX & X | No fee charged |
| (vi) XI & XII | Only pupil fund charged for boys |

7. Transport facility

- | | |
|-------------------------------------|------------------------|
| (i) Own Buses | _____ N/A _____ |
| (ii) Busses hired on contract basis | _____ N/A _____ |
| (iii) Details of transport charge | _____ N/A _____ |

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	9300-34800	4600/-		30% OF BASIC	N.A.

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. | 20 Ft. x 19 Ft. |
| (ii) No. of Periodicals | 7 |
| (iii) No. of Dailies | 2 |
| (iv) No. of Reference books class- wise | 150 |
| (v) No. of Magazine | 7 |
| (vi) Others | NIL |

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@ndmcmail.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

Contact: 41501354 ó 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

Contact: 41501354 ó 60 Extn. 2714.

Timings: 3.00 PM to 4.00 PM on working Days.

12. Members of Sexual Harassment committee

06

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	17	15	32	-
Nursery B	-	-	-	-
Total of Nursery	17	15	32	
I A	12	10	22	MATH
I B	-	-	-	-
II A	08	09	17	MATH
II B	-	-	-	-
III A	23	07	30	MATH
III B	-	-	-	-
IV A	15	14	29	MATH
IV B	-	-	-	-
V A	16	10	26	MATH
V B	-	-	-	-
Total class I to V	74	50	124	
VI A	25	12	37	-
VI B	12	12	23	MATH, SCIENCE
VII A	25	11	36	-
VII B	09	12	21	MATH, SCIENCE
VIII A	19	12	31	-
VIII B	18	13	31	-
Total of class VI to	108	72	180	

VIII				
IX A	21	15	36	-
IX B	22	14	36	-
IX C	20	15	35	-
X A	13	18	31	-
X B	13	17	30	-
Total of Class IX and X	94	79	168	

Class & No. of Sections (Add more rows if needed for sections)	Enrolment (Gender wise)		Total Enrolment	Subject				
	M	F		Stream (e.g. Arts, Commerce, Science)	Subjects in English Medium with enrolment (e.g. Acct.(32))	Other subjects/ Languages (e.g.= Eng. Core(85))	Choice in subjects [e.g. I.P / Maths (commerce), Phy. Edn./ Painting (Arts) etc.]	Additional subject (e.g. Painting in XI .B)
XI A	14	09	23	Arts	Eco.(02)	Hindi ó 21 Eng. - 21	ECO./Geo.	Eco. ó 02
XI B	08	01	09	Commerce	Eco.(03), Acc.(03), B.St.(03), IP(03), Maths(04)	Eng. ó 07 Hindi ó 00	Math/IP	Hindi ó 07
XII A	25	15	40	Arts		Hindi -40 Eng. ó 35	-	-
XII B	14	02	16	Commerce	Eco.(06), Acc.(13), B.St.(06), IP(05), Maths(10)	Hindi ó 01 Eng. - 16	Math/IP	-
Total Class XI And XII	61	27	88					

Total Enrolment from class Nursery to Class XII:

Male= **349** ; Female = **243** ; Total (Male +Female) = **592**

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*
MS. MEENAKSHI	312978	Guest	12-07-13	Trained	32	Mid Day Meal I/C
MS. SARITA SHARMA	312991	Guest	23-07-13	Trained	21	Cleanliness I/C
MS. INDERJEET KAUR	244096	Permanent	15-07-87	Trained	24	Book I/C
MS. ANJANA NEGI	206492	Permanent	29-01-83	Trained	24	
MS. REENA	312979	Guest	07-08-13	Trained	29	
MS. SONIA	312984	Guest	11-09-13	Trained	30	
MR. SURENDER SINGH	306234	Permanent	03-08-99	Trained	28	Book I/C
MS. MEGHA	312988	Guest	11-07-13	Trained	36	
MS. IDA ARYA	314580	Guest	31-12-14	Trained	33	
MR. DHARMESH	305986	Permanent	29-04-98	Trained	32	Cleanliness I/C
MR. RABINDRA KUMAR	312992	Guest	15-07-13	Trained	36	
MS. TRIPTI NAITHANI	244666	Permanent	12-08-87	Trained	32	Scholarship I/C
MS. SANGEETA	269250	Permanent	09-09-91	Trained	36	
MR. GAJENDRA PRASAD DHOULAKHANDI	305845	Permanent	24-01-98	Trained	34	Scholarship I/C
MR. RAKESH	305880	Permanent	17-01-98	Trained	20	Office I/C
MS. SUNITA	291998	Permanent	13-08-97	Trained	34	Eco Club I/C
MR. K. R. MEENA	306229	Permanent	17-08-99	Trained	32	Admission I/C
RAVI KANT		Guest		Trained	32	
MS. RUMANA PARVEEN	310527	Contract	07-08-09	Trained	30	
MS. VINEETA TEWATIA	310498	Contract	06-08-09	Trained	33	Mid Day Meal I/C
MS. SUMAN	314564	Guest	16-01-15	Trained	36	Sp. Edu.

KAUSHIK						
Mr. Bijender	306454	REGULAR	29-09-99	Trained	32	Exam I/C
Ms. Suman Sareen	257362	REGULAR	18-07-89	Trained	28	Library & Time Table I/C
MS. HEMLATA	263723	REGULAR	30-10-90	Trained	42	
MS. MITHILESH KUMAR SINGH	305823	REGULAR	17-01-98	Trained	42	
MR. HARI KISHAN	306973	REGULAR	12-11-01	Trained	42	
MS. NIRANJAN LAL SHARMA	306934	REGULAR	12-11-01	Trained	42	
MS. MANJU	306937	REGULAR	12-11-01	Trained	42	
SUSHMA	305841	REGULAR	19.01.1998	Trained	42	
SAMITA KUMARI MEENA	-	REGULAR	12.07.2016	Trained	42	

*= (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

N. P. Co-ed. Sr. Sec. School, Aurangzeb Lane has been initially a Middle School upgraded as Secondary in the year 1988 and Sr. Sec. In the year 2013. Surrounded by lush green trees and most secured area, it is a place of learning , where children of 3+ getting ready to have fun and walk through the gate to be in playful environment and also young adolescents till Class XII with individual learning style walks in to prepare for the future.

My school is place where as a team, we value ***“Coming Together is a Beginning, Keeping Together is Progress, Working Together is Success”***.

I believe firmly that:

Imparting information is not Education. It is culturing our behaviour the ability to perceive. Culturing our attitude & things better, with this we start each day.

S. No.	Name	Designation	Employee code	Date of joining present school	Remarks
1	Mrs. Alka Bahl	Principal	258435	01-04-15	
2	Md. Irshad Quamar	V. Principal	308291	18.01.16	
3	Mrs. Suman	HM	263707	04-09-13	

1. Information about Nearest Police Station

S. No.	Approx. Distance from School	Address of Nearest Police station	Land Line Number
1.	900 Mtrs.	Tughlak Road	23012100

2. 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 Meter (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 to 22	Ground Floor	7 ó Examination Room, 8 ó P. Room, 9 ó Office, 10 ó V. P. Office, - 16 óHM Room	20 x 22	2	2	2	4	
2	23 to 42	First Floor	23 ó Music, 24-25 ó Comp. Lab, 30 ó Science Lab, 31 ó Store, 32 ó Drawing, 33 ó H. Sci. Lab, 34 ó Ladies Staff, 35 - Library	20 x 22	2	2	2	4	
3	43 to 48	Second Floor	40 ó Store, 44 ó PET Room, 45 ó Silai Centre, 48 ó G. Staff Room	20 x 22	2	2	2	4	

= 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) Yes No
- Whether the school has Ramp for Physically Challenged . (Yes/No) Yes No

3. 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	Male	Students	3	3
2	Ground	Female	Students	3	3
3	Ground		Staff	3	2
4	Ground	Male	Students	3	3

5	Ground	Female	Students	3	3
6	1 st Floor	Female	Staff	3	3
7	1 st Floor	Female	Students	3	3
8	1 st Floor		Staff	1	0
9	1 st Floor	Male	Students	2	0
10	1 st Floor	Female	Students	3	3
11	2 nd Floor	Male	Students	3	3
12	2 nd Floor	Female	Students	3	3
13	2 nd Floor		Staff	7	0

4. Information about Drinking Water Facilities

Total No. of taps	Total No. of functional taps	No. of Water Coolers	No. of RO etc.
10	10	2	2

5. 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	4	Ms. Sunita	Plantation, Cleanliness rally for awareness (Dengue, Malaria etc.)
2	Gandhi House	6	Ms. Sarita Sharma	Inter-house competitions like Painting, Sports, Speech etc.
3	Patel House	6	Ms. Anjana Negi	
4	Nehru House	6	Ms. Inderjeet Kaur	
5	Subhash House	6	Ms. Meenakshi	

6. Important contact numbers

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

S. No.	Designation	Name	Land Line No.
1.	J. E (Civil)		
2.	A.E. (Civil)		
3.	E.E. (Civil)		
4.	J. E (Electrical)		
5.	A.E. (Electrical)		
6.	E.E. (Electrical)		
7.	Section Officer (Horticulture)		
8.	Any Other		