

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, Sangli Mess, Mahatma Jyoti Rao Phule Marg, Bhagwan Dass Road, New Delhi-110001
- (i) E-mail sgl.m@ndmcmail.gov.in
- (ii) Ph. No. 011-23383403, 011-23383920
- (iii) Fax no. -NA-
2. Years of establishment of school NDMC
3. Is the school recognised , if yes By which Authority Yes, DoE & NDMC
4. List of member of school managing Committee with their Address/ tenure and Post held -NA-

SL.NO	NAME OF MEMBERS	DESIGNATION	ADDRESS	TENURE	POST HELD
1.	Sh. Dinesh Kumar Tanwar	Vice-Principal	N.P. Co-Ed. Secondary School, Sangli Mess	2 Year	Chairperson
2.	Sh. Mahesh Prasad	Representative	C-41/48A, Janta Camp, T-Hut, Mathura Road	2 Year	Vice-Chairperson
3.	Mr. Roshan Singh	TGT-Maths	N.P. Co-Ed. Secondary School, Sangli Mess	2 Year	Conveyor
4.	Sh. Shankar	Parent	1/1, Servant Quarter, Palika Nikunj, New Delhi	2 Year	Member
5.	Sh. Ram Hit	Parent	A-904, Sangli Mess Apartment	2 Year	Member
6.	Sh. Sanjeev Kr.	Parent	S-68, Princess Park, New Delhi	2 Year	Member
7.	Sh. Sunil	Parent	D-88, Princess Park, New Delhi	2 Year	Member
8.	Sh. Madan	Parent	D-73, Sangli Mess, New Delhi	2 Year	Member
9.	Smt. Asha	Parent	Q.No.-8, Sangli Mess, New Delhi	2 Year	Member
10.	Smt. Susheela	Parent	Q. No.902, Sangli Mess Apartment	2 Year	Member
11.	Smt. Shashi	Parent	A-401, Sangli Mess Apartment	2 Year	Member
12.	Smt. Geeta	Parent	S-69, Princess Park, New Delhi	2 Year	Member
13.	Smt. Reena	Parent	A-104, Sangli Mess Apartment	2 Year	Member
14.	Smt. Saroj Lata	TGT-Science	N.P. Co-Ed. Secondary School, Sangli Mess	2 Year	Special Invitee
15.	Smt. Sangeeta Arora	TGT-Sanskrit	N.P. Co-Ed. Secondary School, Sangli Mess	2 Year	Special Invitee

5. Area of School Campus

(i) In Acres	
(ii) In sq. mtrs.	<u>2734 Sq. Mtrs.</u>
(iii) Built up Area (Sq. mtrs.)	<u>1441 Sq. Mtrs.</u>
(iv) Area of playground in (Sq. mtrs.)	<u>1293.08 Sq. Mtrs.</u>
(v) Other facility	
(vi) Swimming pool	<u>NA</u>
(vii) Indoor game	<u>NA</u>
(viii) Dance rooms	<u>NA</u>
(ix) Gymnasium	<u>NA</u>
(x) Music Room	<u>YES</u>
(xi) Hostels	<u>NA</u>
(xii) Health and Medical Check up	<u>YES</u>

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	<u>NIL</u>
(ii) Busses hired on contract basis	<u>NIL</u>
(iii) Details of transport charge	<u>NIL</u>

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 individuals) | ECS (Different Banks for |
| (ii)  | Through single cheque transfer advice                         | _____                    |
| (iii) | Individual cheque   | _____                    |
| (iv)  | Cash  | _____                    |

10. Library facility

- |       |                                    |                                       |
|-------|------------------------------------|---------------------------------------|
| (i)   | Size of the library in sq. mtrs.   | <u>17 X 17 Sq. Mtr.</u>               |
| (ii)  | No. of Periodicals                 | <u>NIL</u>                            |
| (iii) | No. of Dailies                     | <u>2 Newspapers</u>                   |
| (iv)  | No. of Reference books class- wise | <u>Dictionary ó Hindi and English</u> |
| (v)   | No. of Magazine                    | <u>2</u>                              |
| (vi)  | Others                             | <u>857 other books</u>                |

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](mailto: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](mailto: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](mailto: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

1) Mrs. Meenakshi Saxena, 2) Mrs. Meenu Aswani, 3) Mrs. Santosh Sharma, 4) Mrs. Birma Devi

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	10	15	25	
Nursery B	12	11	23	
<b>Total of Nursery</b>	<b>22</b>	<b>26</b>	<b>48</b>	
I A	10	15	25	Maths, English

I B				
II A	11	8	19	Maths, English
II B				
III A	04	12	16	Maths, English
III B				
IV A	09	06	15	Maths, English
IV B				
V A	12	16	28	Maths, English
V B				
<b>Total class I to V</b>	<b>46</b>	<b>57</b>	<b>103</b>	
VI A	8	22	30	Maths, English
VI B				
VII A	11	11	22	Maths, English
VII B				
VIII A	17	16	33	Maths, English
VIII B				
<b>Total of class VI to VIII</b>	<b>36</b>	<b>49</b>	<b>85</b>	
<b>Grand Total of Nur. To VIII</b>	<b>104</b>	<b>132</b>	<b>236</b>	

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*
Mr. Dinesh Kumar Tanwar Vice-Principal	267501	Regular	15.07.1991	Trained	Social Science Periods:-12	Overall Incharge
Mrs. Sangeeta Arora TGT 6 Sanskrit	265068	Regular	18.02.1991	Trained	Sanskrit Periods:-30	Examination Incharge, Scholarsh- -ip, Officiating Incharge, Time Table Incharge

Mrs. Meenakshi Saxena TGT ó Hindi	264408	Regular	21.12.1990	Trained	Hindi Period:-30	Class Tr.
Mr. Narender TGT ó English	306951	Regular	13.11.2001	Trained	English Period:-30	
Mr. Roshan Singh TGT ó Maths	292821	Regular	12.08.1997	Trained	Maths Period:-32	Class Tr.
Mrs. Saroj Lata TGT ó Natural Science	306950	Regular	12.11.2001	Trained	Science Period:-32	Eco-club, SMC, Class Tr.
Mr. Pradeep TGT ó S.St.	312990	Guest Faculty	01.08.2013	Trained	Social Science Period:-32	
Mrs. Birma Devi Work Ex. Tr.	269896	Regular	01.01.1992	Trained	Work Ex. Period:-12	Class Tr.
Mrs. Darshan Kaur Music Tr.	205783	Regular	23.09.1979	Trained	Music Period:-12	
Mrs. Geeta Mago Yoga Tr.	219271	Regular	04.01.1982	Trained	Yoga Period:-18	
Mrs. Santosh Sharma Library Tr.	222852	Regular	25.09.1981	Trained	Library Period:-18	
Mrs. Madhu Bala Meena Lab. Assistant	277188	Regular	04.08.1994	Trained	Lab Assistant	
Mrs. Meenu Aswani Spl Education Tr.	256637	Regular	10.07.1989	Trained	Spl. Education	Mid-Day Meal Incharge
Mrs. Manju Sachdeva Nursery Tr.	245995	Regular	15.07.1987	Trained	Nursery Tr.	Admissio -n Incharge, Books Incharge
Mr. Ravi Manral Assistant Tr.	307064	Regular	12.11.2001	Trained	Hindi, English, Maths, EVS, S.St. Period:-36	Class Tr.
Mrs. Monika Wadhawan Assistant Tr.	306269	Regular	13.08.1999	Trained	Hindi, English, Maths, EVS, S.St. Period:-36	Books Incharge, Admissio n Incharge, Class Tr.
Mr. S.D. Kumar Gopala Assistant Tr.	305990	Regular	30.04.1998	Trained	Hindi, English, Maths, EVS, S.St. Period:-36	Class Tr.
Mr. Moolchand Assistant Tr.	305881	Regular	07.02.1998	Trained	Hindi, English, Maths, EVS, S.St. Period:-36	Class Tr.

Miss Sakshi Assistant Tr.	314825	Regular	09.03.2016	Trained	Hindi, English, Maths, EVS, S.St. Period:-36	Class Tr.
Mr. Inder Pal Singh Attri	306647	Regular	28.01.2000	Trained	Hindi, English, Maths, EVS, S.St. Period:-36	
Mrs. Nidhi Babbar TGT -Drawing Tr.	310509	Contract	01.08.2009	Trained	Drawing Period:-12	Class Tr., IT Incharge
Miss Shikha TGT ó Dom.Sc.	312847	Guest Faculty	15.07.2013	Trained	Home Science Period:-12	Eco-Club Team member, Co- curricular activities
Mr. Anil PET	312993	Guest Faculty	16.07.2013	Trained	PET Period:-18	Co- curricular activities
Mrs. Sapna Nursery Tr.	312811	Guest Faculty	12.07.2013	Trained	Nursery Tr.	

\*= (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 three storeyed building provides an exemplary ambience for different kinds of activities.

The building accommodates spacious and well ventilated classrooms, library with collection of more than 1500 books, and state of the art fully equipped latest separate Art & Craft, science, computer, maths,resource room, home science, work experience labs for students.

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

a) Activity:- Best out of waste



b) Activity:- Tree Plantation



c) Activity:- Rally on cleanliness, anti-dengue



d) Activity:- Drama Workshop



e) Crafts Workshop



f) Self Defense Training



g) Parents Workshop



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

a) Drawing Competition organised at school level by Eco-Club



b) Various Crafts activities like jute making, pottery, face mask making organised by CCRT



4. Information about HM :- NA

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

4. Information about Nearest Police Station

S. No.	Approx. Distance from School	Address of Nearest Police station	Land Line Number
1.	4-5 Km.	Tilak Marg Thana, Tilak Marg, New Delhi	011-23382100

5. 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	G.F.	Vice-Principal's Office	17*17*11	3	2	4	4	
2.	2	G.F.	Music Room	17*17*11	3	1	4	4	
3.	3	G.F.	Computer Room	17*17*11	4	1	3	4	
4.	4	G.F.	Clerical Office	10*10*11	2	1	2	2	
5.	5	G.F.	Class II (Hindi Medium)	17*17*11	3	1	4	4	
6.	6	G.F.	Class III (Hindi Medium)	17*17*11	3	2	4	4	
7.	7	G.F.	Class I (Hindi Medium)	17*17*11	3	2	4	4	
8.	8	G.F.	Class Nursery (Hindi Medium)	17*17*11	3	2	4	4	
9.	9	G.F.	Class Nursery (Hindi Medium)	17*17*11	3	2	4	4	
10.	10	F.F.	Examination Room	10*10*11	2	1	2	2	
11.	11	F.F.	Class VI (Hindi Medium)	17*17*11	3	1	4	4	
12.	12	F.F.	Class IX (Hindi Medium)	17*17*11	3	2	4	4	
13.	13	F.F.	Class VIII	17*17*11	3	2	4	4	

			(Hindi Medium)						
14.	14	F.F.	Class VII (Hindi Medium)	17*17*11	3	2	4	4	
15.	15	F.F.	Class IV (Hindi Medium)	17*17*11	3	2	4	4	
16.	16	F.F.	Staff Room	17*17*11	3	2	4	4	
17.	17	F.F.	Class X (Hindi Medium)	17*17*11	3	1	4	4	
18.	18	F.F.	Class V (Hindi Medium)	17*17*11	3	2	4	4	
19.	19	S.F.	PET Room	10*10*11	2	1	2	4	
20.	20	S.F.	Activity cum T.V. Room	17*17*11	3	1	4	4	
21.	21	S.F.	Home Science Lab	17*17*11	3	2	4	4	
22.	22	S.F.	Science Lab	17*17*11	3	2	4	4	
23.	23	S.F.	Work Ex. Room	17*17*11	3	2	4	4	
24.	24	S.F.	Library	17*17*11	3	2	4	4	
25.	25	S.F.	Store Room	17*17*11	3	2	4	4	
26.	26	S.F.	Maths Lab	17*17*11	3	1	4	4	
27.	27	S.F.	Drawing Room	17*17*11	3	2	4	4	
28.	28	S.F.	Stitching Learning Centre	10*10*11	2	1	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

6. Whether the school has Ramp for Physically Challenged . (Yes/No) NO

7. Information about Toile Blocks

Toilet Block No.	Floor	Used By Male / Female	Used By Staff/ Students	No. of W. Cø	No. of Urinals
4	G.F.	3-Male, 1-Female	4-Students	1-western, 5-Indian	NIL
4	F.F.	3-Male, 1-Female	3-Students, 1-Staff	6-Indian	NIL
4	S.F.	3-Male, 1-Female	3-Students, 1-Staff	6-Indian	NIL

8. Information about Drinking Water Facilities

Total No. of taps	Total No. of functional taps	No. of Water Coolers	No. of RO etc.
40	40	2	2

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	15	Mrs. Saroj Lata	Drawing Competition, Rally on Swatch Bharat, Tree Plantation, Crafts Workshop
2.	Azad House	4	Mrs. Monika	Assembly regarding Gender Sensitization
3.	Patel House	4	Mrs. Meenu Aswani	Rally on Tree Plantation and Save Enviroment,
4.	Kalam House	4	Mrs. Geeta Mago	Self Defense Program
5.	Subhash House	4	Miss Sakshi	Function performed on the occasion of Independence

				Day, Rakhi Making Competition
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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	
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		