

## **CERTIFICATE OF RECOGNITION**

(See sub-rule (4) of rule 12)

Gram: pt-  
e-mail: dmschennai2010@gmail.com

Phone: 044- 28270169  
Fax : 044- 28270169

**OFFICE OF THE DIRECTORATE OF PRIVATE SCHOOLS**  
**College Road, Nungambakkam, Chennai-600 006, Tamil Nadu.**

K.Dis No.06190/ D1 / 2025 Dated: .02.2026

To

The Correspondent,  
**SANA MODEL SCHOOL,**  
**4/122, GOPARASANALLUR,**  
**KATTUPAKKAM, POONAMALLEE,**  
**CHENNAI DISTRICT – 600 056.**

Sir / Madam,

- Sub : Recognition Certificate for the School under sub-rule (4) of rule 12 of the Tamil Nadu Right of Children to Free and Compulsory Education Rules, 2011 – regarding
- Ref 1. Tamil Nadu Recognized Private Schools (Regulation) Act 2018 and Rules 2023
2. Right of Children to Free and Compulsory Education Act- 2009
3. Tamil Nadu Right of Children to Free and Compulsory Education Rules - 2011 and amendment as per GO (MS) No.144/SE (GE) Dept dated, 18.09.2014.
4. Tamil Nadu Tamil Learning Act (13/2006) 2006 and amendment made as per GO (MS) No.145/SE (GE) Department dated, 18.9.2014.
5. The Tamil Nadu Schools (Regulation of Collection of Fee) Act 2009 and Rules 2009.
6. Letter from the Correspondent, **SANA MODEL SCHOOL, CHENNAI** District dated 16.04.2025
7. Letter from **THIRUVALLUR** District Educational Officer (Private Schools), R.C.No.0266/A3/2025 Dated 15.06.2025.

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With reference to the application dated 16.04.2025 and subsequent recommendations of District Educational Officer (Private Schools) **THIRUVALLUR** and school inspection on 27.04.2025 in this regard, I hereby convey the grant of Recognition to **SANA MODEL SCHOOL, 4/122, GOPARASANALLUR, KATTUPAKKAM, POONAMALLEE, CHENNAI DISTRICT – 600 056, TAMIL NADU** for the class **LKG to XII** Standard for the period up to **31.03.2028** in compliance to Rule 12 of Right of Children to Free and Compulsory Education Act, 2009 and Rules 2011 and maintain the standards and norms as specified in section 19 of the Right of Children to Free and Compulsory Education Act, 2009.

The Recognition Code Number allotted to the School is **004-28-S-0035-0328**

**The above recognition is subject to the following conditions:-**

1. The temporary recognition accorded to the school is valid up to **31.03.2028** and is to be renewed at the end of three years.
2. The grant of recognition is available initially for classes **LKG to XII** Standard and to be extended for **Secondary/ Senior Secondary** classes subsequently in due course of time.
3. The School shall abide by the provisions of the Right of Children to Free and Compulsory Education Act, 2009 and the Tamil Nadu Right of Children to Free and Compulsory Education Rules, 2011. The School shall maintain the standards and norms as specified in section 19 of the Right of Children to Free and Compulsory Education Act, 2009.
4. The School shall not collect any capitation fee and subject the child or parent or guardian to any screening procedure.
5. The School shall not deny admission to any child :-
  - (a) For lack of age proof if such admission is sought subsequent to the extended period prescribed for admission.
  - (b) On the ground of religion, caste or race, place of birth or any of them.
6. The school shall ensure that :-
  - (a) No child admitted shall be held back in any class or expelled from school till the completion of elementary education in a school.
  - (b) No child shall be subjected to physical punishment or mental harassment.
  - (c) No child is required to pass any board examination till the completion of elementary education
  - (d) Inclusion of students with disabilities/ special need as per provision of the Persons with Disabilities Act, 2016.
7. The School shall follow the syllabus on the basis of curriculum laid down by appropriate authority
8. No unrecognized classes shall run within the premises of the school or in any other place in the name of School.

9. The School is run by a society registered under the Tamil Nadu Societies Registration Act, 1975 (Tamil Nadu Act 27 of 1975), or a public trust constituted under any law for the time being in force
10. The accounts should be audited and certified by a Chartered Accountant. A copy of the Statement of Accounts should be sent every year to the competent authority.
11. The school is not run for profit to any individual, group or association of individuals or any other persons
12. The recognition Code Number shall be quoted for any correspondence with the competent authority
13. The School shall furnish such reports and information as may be required by the competent authority from time to time and shall comply with such instructions of the State Government or the competent authority as may be issued to secure the continued fulfillment of the condition of recognition
14. Tamil language shall be taught as a subject in standards I to X as notified under sub clause (iv) of clause (e) of section 2 of the Tamil Nadu Tamil Learning Act, 2006 (Tamil Nadu Act 13 of 2006 as ordered in the reference 4 cited.
15. The School shall abide by the provisions of the Tamil Nadu Private Schools (Regulation) Act 2018 and Tamil Nadu Private Schools (Regulation) Rules 2023 and relevant Acts and rules that are in force from time to time.
16. Infrastructure including sanitary facilities shall be maintained as per the requirement of Tamil Nadu Combined Development and Building Rules, 2019 and related amendment, if any
17. The certificate of recognition issued shall be subject to the rectification of deficiencies if any as pointed out by competent authorities at any stage/time.
18. The management shall rectify the deficiencies pointed out in infrastructure or administration by the competent authorities
19. The management shall apply for renewal of recognition three months before the expiry of this order to this Directorate through the District Educational Officer (Private Schools) of the district concerned.
20. The management shall follow the directions issued by the Government/Department from time to time keeping in view of the safety and security of the children and the overall administration of the school.

21. The recognition shall be withdrawn if any contravention of the provisions of the Act, Rules or the conditions of recognition are found and proved.
22. The Management shall follow the directions issued by the School Education Department, Government of Tamil Nadu from time to time keeping in view of the safety and security of the children and the overall administration of the school.
23. The school management shall have full responsibility for any court case that may arise. This order may be used only for the purpose of seeking affiliation to **Central Board of Secondary Education** as requested by the management and the management is not entitled to seek affiliation to any other Board without obtaining No Objection Certificate from the School Education Department, Government of Tamil Nadu.
24. It is instructed to construct additional classrooms and provide laboratory facility before applying for the grand of permission for additional sections namely 9 & 10
25. Since the school is located in more than one survey number, there shall be no other educational institution in these survey numbers.
26. Drinking water facility, Toilet Facility and Class room should be provided in accordance with student strength.
27. The classrooms and laboratory should be as per the building plan approval. Any alteration in existing classrooms or creation of additional classrooms should be done with the proper approval of the concerned Authorities.
28. The Number of persons accommodated in the school building should not exceed the number sanctioned in the D- Licence.

*J. K. Srinivasan* 18/12/26  
**DIRECTOR OF PRIVATE SCHOOLS**

- Copy to:
1. The Secretary,  
Central Board of Secondary Education,  
Shiksha Kendra,  
No.2, Community Centre,  
Preet Vihar,  
Delhi-110 092.
  2. The Chief Educational Officer,  
**THIRUVALLUR** District.
  3. The District Educational Officer (Private Schools),  
**THIRUVALLUR** District.