

SCHOOL INFORMATION

1. Name of the School with Address

Holy Family Convent Senior Secondary School

Shantinagar, P.O. Kurana, Bhopal

Pin - 462036, M.P.

Email: holyfly1@gmail.com

Ph : 0755-2528826, 0755-2528144

Website: www.holyfamilybpl.com,

www.hfcsbhopal.in

2. Year of Establishment of School : 2nd July 1990

3. Whether NOC from state : yes

a. NOC No. - 73-80/96/20 - 5

b. NOC issuing date - 29-08-1996

4. Is the School recognized, if yes by which authority : yes – CBSE

5. Status Affiliation

Permanent/Regular/Provisional - **Provisional**

a. Affiliation No. - **1030103**

b. Affiliation with Board since - **1st April 1990**

c. Extension of Affiliation up to - **31.03.2020**

6. Name of Trust/Society/Company registered – Holy Family Society, Bhopal

under Section 25 of the Company Act 1956 -**Registration Act 44 of 1973**

Period upto which Registration of Trust/Society is valid – **Permanent**

7. List of members of School Managing Committee with their Address/Tenure and Post held

| S. No. | Name | Father's Name | Office | Occupation | Address |
|--------|-------------------|-------------------|----------------|---------------------|---|
| 1 | Sr. Ruby K.K | Mr. Kochu Varied | President | Provincial Superior | Holy Family Society Pavanalaya Shantinagar Khurana. P.O., Bhopal |
| 2 | Sr. Beena C.J. | Mr. C.C. Jacob | Vice President | Teacher |do..... |
| 3 | Sr. Deepa | Mr. K. K Vareed | Secretary | Teacher |do..... |
| 4 | Sr. Melsi C.O. | Mr. C.L. Ouseph | Treasurer | Teacher |do..... |
| 5 | Sr. Rosiline Jose | Mr. Joseph Thomas | Member | Teacher |do..... |

8. Name and official address of the Manager/President/Chairman:

President : Dr. Sr. Ruby Therese

Email : chfshantidhara@gmail.com

Address: CHF Shantidhara Provincial House

Burari P.O. Burari Road, Delhi

Ph no. : 011 27616309

Fax : 011 27617287

9. Area of School Campus:

- a. In acres : 5.5 acres
- b. In sq.mts : 22257 sq mts
- c. Builtup area(sq mts) – 11396 sq mts
- d. Area of Playground in sq mts – 10861 sq mts

Other Facilities

Indoor Games

Dance Room

Music Room

Health & Medical Checkup

Language Lab

Maths Lab

Separate Science Labs

Computer Lab

Multimedia Classrooms

Spacious Grounds for Outdoor Games

Purified Drinking Water

Special Periods & Faculty for Co-curricular Activities

Art & Craft

Sports

Karate

Music & Dance

Moral Values

Counselling

Meditation Room

Sick Room under the supervision of **Staff Nurse**

Educational Tours

Seminars

Garden

Basketball Court

Volleyball Court
 Football Court
 Badminton Court
 Kho-Kho Court
 Personality Development Programmes

10. Details of Fee Structure

| S. No. | CLASS | FEES |
|---------------|---|-------------|
| 1 | NURSERY | 22180 |
| 2 | KGI & KGII | 20180 |
| 3 | I | 24370 |
| 4 | II & III | 22870 |
| 5 | IV & V | 25040 |
| 6 | VI, VII & VIII | 27470 |
| 7 | IX & X | 33880 |
| 8 | XI & XII | |
| | Humanities Comm. + Hindi | 41760 |
| | PCM + Hindi, Comm. + Comp/Maths/P.E. | 43600 |
| | PCB + Hindi/ Maths, PCM + Comp/PE | 44530 |
| | PCB + Comp/P.E | 45450 |

11. Transport Facility

- a. Own Buses : 06
- b. Buses hired on Contract basis : No
- c. Details of Transport Charges : Rs.5 Per Km.

12. List of Particulars of Teaching Staff:

TEACHERS 2017 - 2018

| POST GRADUATE TEACHERS(PGT) | | | | | | |
|------------------------------------|------------------------------|--------------------|------------|------------------------|----------------|---------------------------------|
| Sl. No | Teacher Name | Designation | DOB | Date of Joining | Trained | Date of Confirmation (P) |
| 1 | SR. ROSILINE JOSE | Principal | 01.06.1958 | 1-Jul-03 | Yes | Permanent |
| 2 | BENSY V.K. (SR. CATHERINE) | V. Principal | 26.05.1969 | 1-Jul-12 | Yes | Permanent |
| 3 | BEENA C.J. (SR. BEENA JACOB) | PGT | 14.05.1969 | 13-Jun-16 | Yes | Permanent |
| 4 | LILLY C. I | PGT | 19.12.1967 | 1-Jul-12 | Yes | Permanent |
| 5 | MR. SAJU JOY | PGT | 03.01.1971 | 1-Jul-98 | Yes | Permanent |
| 6 | MR.SANTOSH RAI | PGT | 29.06.1976 | 1-Jul-02 | Yes | Permanent |
| 7 | MRS. SHEEBA J VARGHESE | PGT | 04.09.1976 | 1-Feb-06 | Yes | Permanent |
| 8 | MISS. SHEEBA ASGHAR | PGT | 06.08.1975 | 2-Jul-06 | Yes | Permanent |
| 9 | MRS. SUNITA PANICKER | PGT | 25.02.1977 | 2-Jul-07 | Yes | Permanent |
| 10 | MRS. DEEPTI PATHAK | PGT | 15.12.1977 | 2-Mar-09 | Yes | Permanent |
| 11 | MRS. URMILA PANTHI | PGT | 08.07.1980 | 1-Jul-09 | Yes | Permanent |
| 12 | MR. DILIP PRATAP EKKA | PGT | 13.11.1979 | 1-Jul-09 | Yes | Permanent |
| 13 | MR. HARSH SHARMA | PGT | 18.10.1985 | 1-Jul-12 | Yes | Permanent |
| 14 | MRS. MEENAKSHI SEHGAL | PGT | 13.07.1967 | 1-Jul-92 | Yes | Permanent |
| 15 | ROSY K V (SR. DEEPA) | PGT | 18.05.1959 | 13-Jun-16 | Yes | Permanent |
| 16 | MS. SAUMYA SINGH | PGT | 01.10.1993 | 11-Jun-15 | Yes | Temporary |
| 17 | MS. ELIZABETH BABY | PGT | 25.11.1991 | 12-Jun-17 | Yes | Temporary |
| 18 | MR. ASHISH GURJAR | PGT | 02.10.1982 | 15-June-15 | Yes | Temporary |
| 19 | MERCY (SR. VINAYA) | PGT | 24.03.1970 | 11-Jun-15 | Yes | Permanent |
| 20 | JILCY C.A. (SR. ANGELINE) | PGT | 12.10.1982 | 23-Jun-17 | Yes | Temporary |

| TRAINED GRADUATE TEACHERS(TGT) | | | | | | |
|---------------------------------------|---------------------|--------------------|------------|------------------------|----------------|--------------------------------|
| Sl. No | Teacher Name | Designation | DOB | Date of Joining | Trained | Date of Confirmation(P) |
| 21 | MRS. BHANU MOHNANI | TGT | 30.06.1960 | 4-Jul-94 | Yes | Permanent |
| 22 | MISS. AZMIA HAQUE | TGT | 04.06.1967 | 1-Jul-98 | Yes | Permanent |
| 23 | MRS. POONAM NAIR | TGT | 12.09.1973 | 3-Jul-01 | Yes | Permanent |
| 24 | MRS. SARITA ASNANI | TGT | 06.05.1970 | 4-Oct-04 | Yes | Permanent |
| 25 | MRS. SALEHA KHANAM | TGT | 07.11.1974 | 1-Nov-07 | Yes | Permanent |

| | | | | | | |
|----|-------------------------------|-----|------------|-----------|-----|-----------|
| 26 | MRS. HINA NAZ | TGT | 15.05.1979 | 1-Jul-09 | Yes | Permanent |
| 27 | MRS. RITA MATHUR | TGT | 08.08.1969 | 1-Jul-06 | Yes | Permanent |
| 28 | MISS. REENA PARWANI | TGT | 18.03.1987 | 1-Jul-10 | Yes | Permanent |
| 29 | MRS. MRINALINI JAIN | TGT | 24.07.1973 | 16-Aug-10 | Yes | Permanent |
| 30 | MRS. OMANA PILLAI | TGT | 30.05.1968 | 7-Jan-04 | Yes | Permanent |
| 31 | MR. ANIL KUMAR PANICKER | TGT | 05.02.1969 | 3-Apr-00 | Yes | Permanent |
| 32 | MRS. SONIA KUKREJA | TGT | 02.11.1976 | 1-Jul-11 | Yes | Permanent |
| 33 | MRS. FARAH KHAN | TGT | 26.11.1976 | 1-Jul-11 | Yes | Permanent |
| 34 | MRS. SEEMA SYLVESTER | TGT | 19.01.1969 | 1-Jul-11 | Yes | Permanent |
| 35 | MRS. JYOTSNA BHARGAVA | TGT | 25.08.1978 | 2-Jul-12 | Yes | Permanent |
| 36 | MRS. RIDDHI JAIN | TGT | 13.01.1984 | 2-Jul-12 | Yes | Permanent |
| 37 | MRS. JOYES XAVIOUR | TGT | 11.01.1990 | 2-Oct-13 | Yes | Temporary |
| 38 | MELSI C.O. (SR. MERCEINA) | TGT | 15.05.1967 | 11-Jun-15 | Yes | Permanent |
| 39 | ANNA P X (SR. ANN MARIA) | TGT | 01.04.1972 | 11-Jun-15 | Yes | Permanent |
| 40 | MRS. MINILEENA JOHN | TGT | 27.09.1983 | 13-Jun-16 | Yes | Temporary |
| 41 | MS. SHEFALI SONI | TGT | 13.10.1992 | 01-Feb-17 | Yes | Temporary |
| 42 | JINI P. T. (SR. DIVYA THOMAS) | TGT | 12.04.1973 | 01-Jul-16 | Yes | Permanent |
| 43 | MRS. NEEU MEGHANI | TGT | 19.12.1984 | 12-Jun-17 | Yes | Temporary |
| 44 | MRS. PRAJAKTA DANDORE | TGT | 04.11.1975 | 19-Jun-17 | Yes | Temporary |

PRIMARY TEACHERS(PRT)

| Sl. No | Teacher Name | Designation | DOB | Date of Joining | Trained | Date of Confirmation (P) |
|--------|----------------------|-------------|-------------|-----------------|---------|--------------------------|
| 45 | MRS. ANJALI HARNE | PRT | 24.05.1964 | 1-Jul-96 | Yes | Permanent |
| 46 | MRS. SIMRAN GUWALANI | PRT | 18.07.1973 | 3-Jul-95 | Yes | Permanent |
| 47 | MRS. SADHANA VERMA | PRT | 02.07.1970 | 1-Jul-06 | Yes | Permanent |
| 48 | MRS. ASHA PANICKER | PRT | 23.04.1973 | 1-Jul-02 | Yes | Permanent |
| 49 | MRS. JITISHA JETHANI | PRT | 05.07.1972 | 2-Jul-07 | Yes | Permanent |
| 50 | MRS. RAJI K.S | PRT | 15.05.1979 | 2-Jul-07 | Yes | Permanent |
| 51 | MRS. GULNAZ AASHI | PRT | 04.12.1974 | 1-Jul-98 | Yes | Permanent |
| 52 | MRS. ANUPAMA SINGH | PRT | 07.07.1969 | 1-Jul-08 | Yes | Permanent |
| 53 | MRS. KAJAL MANGTANI | PRT | 15.11.1974 | 1-Jul-08 | Yes | Permanent |
| 54 | MRS. JAYASREE NAIR | PRT | 11.08.1983 | 15-Oct-08 | Yes | Permanent |
| 55 | MRS. RITU SHARMA | PRT | 31.10. 1980 | 1-Apr-09 | Yes | Permanent |
| 56 | MRS. HARSHA | PRT | 17.11.1970 | 1-Apr-09 | Yes | Permanent |

| | | | | | | |
|----|------------------------|-----|------------|-----------|-----|-----------|
| | MEHTANI | | | | | |
| 57 | MRS. SYED ABIDA TAHSIN | PRT | 07.09.1974 | 01-Jul-09 | Yes | Permanent |
| 58 | MRS. ANITHA PILLAI | PRT | 12.05.1982 | 01-Jul-09 | Yes | Permanent |
| 59 | MRS. IRUM KHAN | PRT | 24.12.1982 | 01-Jul-09 | Yes | Permanent |
| 60 | MRS. UMA AGRAWAL | PRT | 24.03.1985 | 01-Jul-09 | Yes | Permanent |
| 61 | MRS. ZEENAT MOIN KHAN | PRT | 16.09.1975 | 01-Jul-09 | Yes | Permanent |
| 62 | MRS. RAJNI YADAV | PRT | 25.06.1985 | 01-Jul-09 | Yes | Permanent |
| 63 | MRS. NAELA NASEEM | PRT | 14.10.1977 | 01-Jul-10 | Yes | Permanent |
| 64 | Mrs. DEEPTY CLINCH | PRT | 30.09.1977 | 01-Jul-10 | Yes | Permanent |
| 65 | MISS. SARITA KAROLE | PRT | 01.01.1990 | 01-Jul-10 | Yes | Permanent |
| 66 | MRS. JYOTI MOTWANI | PRT | 15.11.1975 | 02-Jul-12 | Yes | Permanent |
| 67 | MRS. SHABANA KATOCH | PRT | 19.01.1974 | 03-Apr-13 | Yes | Permanent |
| 68 | MRS. RANU SAKALLEY | PRT | 05.12.1978 | 17-Jun-13 | Yes | Permanent |
| 69 | MRS. FIZA PARVEEN | PRT | 19.09.1990 | 11-Jun-14 | Yes | Temporary |
| 70 | MS. RINY ROY | PRT | 23.03.1990 | 01-Apr-15 | Yes | Temporary |
| 71 | MRS. PARVEEN LATA | PRT | 18.08.1978 | 13-Jun-16 | Yes | Temporary |
| 72 | MRS. JYOTI THAKUR | PRT | 19.12.1982 | 13-Jun-16 | Yes | Temporary |
| 73 | MS. RINKY SAMBHANI | PRT | 29.04.1991 | 13-Jun-16 | Yes | Temporary |
| 74 | MRS. SHACHI TRIPATHI | PRT | 26.06.1986 | 15-Nov-16 | Yes | Temporary |
| 75 | MRS. RAMA WADHWANI | PRT | 26.05.1991 | 12-Jun-17 | Yes | Temporary |
| 76 | MS. ARPITA TIWARI | PRT | 14.06.1992 | 12-Jun-17 | Yes | Temporary |
| 77 | MS. AAZEEN KHAN | PRT | 27.03.1992 | 12-Jun-17 | Yes | Temporary |

PRE PRIMARY TEACHERS(PPRT)

| Sl. No | Teacher Name | Designation | DOB | Date of Joining | Trained | Date of Confirmation (P) |
|--------|------------------------|-------------|------------|-----------------|---------|--------------------------|
| 78 | MRS. BINCY K PHILIP | PPRT | 30.11.1979 | 02-Jul-04 | Yes | Permanent |
| 79 | MRS. ASHA DADLANI | PPRT | 14.04.1964 | 10-Dec-08 | Yes | Permanent |
| 80 | MRS. RAJSHREE DANGRE | PPRT | 28.04.1983 | 17-Oct-08 | Yes | Permanent |
| 81 | MRS SHABNAM JAHAN | PPRT | 10.02.1978 | 01-Jul-11 | Yes | Permanent |
| 82 | MRS.HEER PAHLAJANI | PPRT | 13.02.1984 | 21-Mar-13 | Yes | Permanent |
| 83 | MRS. DHANISHA HIMTHANI | PPRT | 16.04.1979 | 11-Jun-14 | Yes | Temporary |
| 84 | MS. SHWETA SHEWANI | PPRT | 11.11.1994 | 15-Jun-15 | Yes | Temporary |
| 85 | MS. SHRUTI GANGLANI | PPRT | 13.11.1994 | 24-Aug-15 | Yes | Temporary |
| 86 | MRS. USHA SISODIYA | PPRT | 15.05.1988 | 15-Jun-16 | Yes | Temporary |
| 87 | MRS. JYOTI HOTWANI | PPRT | 19.10.1988 | 12-Jun-17 | Yes | Temporary |
| 88 | MRS. FARHEEN KHAN | PPRT | 01.11.1987 | 12-Jun-17 | Yes | Temporary |
| 89 | MS. PRIYA AGRAWAL | PPRT | 09.04.1992 | 12-Jun-17 | Yes | Temporary |

13. Details of Salary being paid by the School to teaching/non teaching staff:

| Designation | Scale of Pay (6 th Pay) | Grade Pay | % of DA | HRA | EPF Contribution |
|--------------------|---------------------------------------|-----------|---------|-----|---------------------|
| PGT | 9300-34800 | 4800 | 71% | Nil | 1800 |
| TGT | 9300-34800 | 4200 | 71% | Nil | 1800 |
| PRT | 5200-20200 | 2800 | 71% | Nil | 1800 |
| PPRT/OFFICE STAFF | 5200-20200 | 2400 | 71% | Nil | 1800 |
| COUNSELLOR | 9300-34800 | 4200 | 71% | Nil | 1800 |
| NON TEACHING STAFF | 5200-20200 | 1900 | 71% | Nil | 1800 |

14. Mode of Payment of Salary:

- Name of the Bank through which Salary is drawing : State Bank of India, Bairagarh
- Through Single Cheque transfer advice: Yes
- Individual Cheque : No
- Cash : No

15. Library Facilities

- Size of the Library in sq. feet – 1500 sq. feet
- No. of Periodicals: **21**
- No. of Dialies : **05**
- No. of reference books class wise : **4500**
- No. of Magazines : **18**
- Others : **05**

16. Name of the grievance / redressal officer with

Email, ph no., etc: **MELSI C.O. (Sr. Mercina) 8223861515**

17. Members of Sexual harassment Committee:

LILLY C. I (SR.LEENA JOSEPH), JINI P. T.(Sr. Divya Thomas)

18. Section wise enrolment of students for the current Session(2017-18):

| CLASS | BOYS | GIRLS | TOTAL |
|--------------|-----------|-----------|------------|
| Nursery A | 23 | 29 | 52 |
| Nursery B | 31 | 21 | 52 |
| Nursery C | 34 | 17 | 51 |
| TOTAL | 88 | 67 | 155 |

| CLASS | BOYS | GIRLS | TOTAL |
|--------------|-------------|--------------|--------------|
| KG I A | 24 | 18 | 42 |
| KG I B | 23 | 20 | 43 |
| KG I C | 23 | 20 | 43 |
| KG I D | 24 | 19 | 43 |
| TOTAL | 94 | 77 | 171 |
| | | | |
| CLASS | BOYS | GIRLS | TOTAL |
| KG II A | 25 | 24 | 49 |
| KG II B | 26 | 23 | 49 |
| KG II C | 24 | 25 | 49 |
| KG II D | 27 | 21 | 48 |
| TOTAL | 102 | 93 | 195 |
| | | | |
| CLASS | BOYS | GIRLS | TOTAL |
| Class I A | 29 | 26 | 55 |
| Class I B | 26 | 27 | 53 |
| Class I C | 25 | 26 | 51 |
| Class I D | 19 | 35 | 54 |
| TOTAL | 99 | 114 | 213 |
| | | | |
| CLASS | BOYS | GIRLS | TOTAL |
| Class II A | 23 | 28 | 51 |
| Class II B | 21 | 29 | 50 |
| Class II C | 23 | 27 | 50 |
| Class II D | 22 | 29 | 51 |
| TOTAL | 89 | 113 | 201 |
| | | | |
| CLASS | BOYS | GIRLS | TOTAL |
| Class III A | 26 | 28 | 54 |
| Class III B | 24 | 28 | 52 |
| Class III C | 24 | 29 | 53 |
| Class III D | 29 | 25 | 54 |
| TOTAL | 103 | 110 | 213 |
| | | | |
| CLASS | BOYS | GIRLS | TOTAL |
| Class IV A | 23 | 29 | 52 |
| Class IV B | 25 | 27 | 52 |
| Class IV C | 23 | 28 | 51 |
| Class IV D | 24 | 26 | 50 |
| TOTAL | 95 | 110 | 205 |

| CLASS | BOYS | GIRLS | TOTAL |
|--------------|-------------|--------------|--------------|
| Class V A | 24 | 21 | 45 |
| Class V B | 24 | 19 | 43 |
| Class V C | 23 | 21 | 44 |
| Class V D | 23 | 21 | 44 |
| TOTAL | 94 | 82 | 176 |
| | | | |
| CLASS | BOYS | GIRLS | TOTAL |
| Class VI A | 28 | 22 | 50 |
| Class VI B | 28 | 20 | 48 |
| Class VI C | 30 | 21 | 51 |
| Class VI D | 28 | 20 | 48 |
| TOTAL | 114 | 83 | 197 |
| | | | |
| CLASS | BOYS | GIRLS | TOTAL |
| Class VII A | 29 | 20 | 49 |
| Class VII B | 29 | 20 | 49 |
| Class VII C | 26 | 21 | 47 |
| Class VII D | 27 | 21 | 48 |
| TOTAL | 111 | 82 | 193 |
| | | | |
| CLASS | BOYS | GIRLS | TOTAL |
| Class VIII A | 25 | 27 | 52 |
| Class VIII B | 26 | 26 | 52 |
| Class VIII C | 28 | 26 | 54 |
| Class VIII D | 27 | 28 | 55 |
| TOTAL | 106 | 107 | 213 |
| | | | |
| CLASS | BOYS | GIRLS | TOTAL |
| Class IX A | 28 | 26 | 54 |
| Class IX B | 29 | 27 | 56 |
| Class IX C | 29 | 27 | 56 |
| Class IX D | 29 | 26 | 55 |
| TOTAL | 115 | 106 | 221 |
| | | | |
| CLASS | BOYS | GIRLS | TOTAL |
| Class X A | 25 | 27 | 52 |
| Class X B | 27 | 24 | 51 |
| Class X C | 25 | 30 | 55 |
| TOTAL | 77 | 81 | 158 |
| | | | |

| CLASS | BOYS | GIRLS | TOTAL |
|--------------|-------------|--------------|--------------|
| Class XI A | 27 | 26 | 53 |
| Class XI B | 17 | 24 | 41 |
| Class XI C | 16 | 30 | 46 |
| TOTAL | 60 | 80 | 140 |
| | | | |
| CLASS | BOYS | GIRLS | TOTAL |
| Class XII A | 13 | 21 | 34 |
| Class XII B | 19 | 23 | 42 |
| Class XII C | 20 | 23 | 43 |
| TOTAL | 52 | 67 | 119 |

19. Academic Session Period: From April to March

20. Vacation Period: From May to June

21. Admission Period : From December to January