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Army Welfare Education Society (AWES)
Adjutant General's Branch
Integrated Headquarters of
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B/45712/03 /AWES

9c May 2015

HQ South Western Command
PIN-908546
C/o 56 APO

**ESTABLISHMENT OF LAKE VIEW PRIMARY SCHOOL, TALBEHAT
MILITARY STATION AS ARMY PUBLIC SCHOOL**

1. Ref HQ South Western Command letter No 46423/2/AWES dt 03 Mar 15.
2. The Competent authority at Army HQ has approved adoption of existing Lake View Primary School, Talbehat Military Station as Army Public School, Talbehat wef 01 Jul 2015 in terms of Para 3.10 Scales of Accommodation for Defence Services 2009.
3. Army Public School, Talbehat will be managed as per guidelines contained in AWES Rules 2011 and Policies/Circulars issued by HQ AWES from time to time.
4. Attention is drawn to Circular No 07/SCHOOLS/2006 (Copy encl) regarding guidelines for upgrading and financing Regimental Schools as Army Public Schools. Certain important issues meriting attention are as under :-
 - (a) Army Public School, Talbehat will initially be permitted to grow upto class VIII only. Upgradation beyond class VIII would be dependent upon school's financial viability, stability, availability of qualified teachers and students. Further upgradation if any will be approved by the competent authority after a visit by a rep of AWES.
 - (b) The School Administration and Management Committee be composed in accordance with Articles 27, 43 to 45 of AWES Rules 2011.
 - (c) Principal be selected as per guidelines given in Circular No 01/SCHOOLS/2013 dated 09 Jul 2013 (Copy encl). Principal should have requisite qualifications to head a class X school, as laid down by CBSE.
 - (d) The teachers be selected as per QR laid by CBSE and in accordance with guide lines contained in Circular No 08/SCHOOLS/2006. The TGT & PRTs will initially be employed on contractual basis for three years, if meeting the laid down CBSE/AWES criteria to include CSB/CTET/TET. Alternatively, they be appointed as "ADHOC" on consolidated salary.
 - (e) Administrative and Security Staff will be outsourced. If inescapable, minimum Administrative staff may be employed on contractual basis/adhoc on approval of Patron.

- (f) Methodology of retaining/disposal of existing staff on pay roll of existing Lake View Primary School, Talbehat, needs to be worked out very carefully. **Suitable notices would have to be issued to Principal, teachers and Adm staff on pay roll of existing Lake View Primary School, Talbehat for terminating their services as per terms and conditions in the appointment letter/agreement. The existing school should be treated as closed for all purposes.**
- (g) The process of selecting Principal and teachers must be done with great care and completed by 31 Aug 15. **Services of the existing teachers and administrative staff should be terminated before the school comes under Chairman Executive Committee.** Existing competent teachers meeting the CBSE educational qualifications may be considered for appointment on Contractual/adhoc basis after a gap of minimum of seven days from the date of termination of service. **They should be advised to appear and qualify Combined Selection Board Exam and CTET/TET as and when conducted by AWES/CBSE/State.** The terms and conditions for their employment should accordingly be formulated.
- (h) **The School should be recognized by the Dir of UP Edn Department, and authority to be fwd to this HQ by 30 Sep 15. The school should apply for affiliation to CBSE through HQ AWES as & when applicable as per CBSE Affiliation Bye Laws.** Application for CBSE affiliation to be fwd by 30 May of the preceding year. Action must start to create necessary facilities/infrastructure required to be fulfilled to facilitate affiliation from CBSE.
- (j) The pay and allowances of staff should preferably be as per Article 124 of AWES-Rules 2011/as per financial health of the School.
- (k) The minimum fee structure of students should be as per Article 281 as amended from time to time. As per note 2 of ibid Article, School Administration and Managing Committee may adopt a higher fee structure at their discretion to make the school financially self sustaining.
- (l) The financial management of the school should be planned as per guidelines contained in **letter No B/45741/AWES dated 31 Aug 2006.**
- (m) The Account Books should be maintained as per guidelines issued vide this office **Circular No 02/SCHOOLS/2006 dated 22 Feb 2006(Copy encl).**
- (n) Once the School comes under the aegis of AWES thereafter vacancies allotted for teachers training at FDRC be fully utilized.
- (o) All possible efforts be made to make the School TAL enabled.
- (p) For optimum utilization of the infrastructure and boost the revenue income **addl % of civ students may be admitted ie 20%.** Sanction for increased civ percentage be obtained from AG Branch, Army HQ.

(q) Accn for the School be re-appropriated or constructed through AMWP in terms of Para 3.10 of Scales of Accommodation for Defence Services, 2009 as & when considered.

(r) As a special case sanction of the competent authority is accorded to merge the Pre Primary School of the stn with Lake View Primary School, Talbehat so that strength and financial health could be increased/improved.

Financial Planning

5. As per revised policy, it will not be feasible for Army HQ to give Corpus or any financial support to the School. Fmn may consider allotting 15-20% of welfare fund to the School to put the school on sound financial footing.

6. Appendix B to Circular No 07/SCHOOLS/2006 duly completed be forwarded by 30 Sep 15.

7. No liability of any kind will be carried forward/accepted by AWES in terms of finance administrative, legal or concerning teachers/staff. All liabilities of previous management will be their responsibility.

8. A copy of Rules & Regulation for AWES 2011 edition (Red Book) is enclosed.

(A Datta)
Col (Retd)
Director Schools
For Adjutant General

Encls. As above

Copy to -

HQ 373 Arty Bde (A)

Lake View Primary School
Talbehat Military Station

Internal

Dir Project / SL&F

Ranjana
Principal
Army Public School
Talbehat (U.P.)

