

Mandatory Discloser: 2013-14



KC Public School

Nawanshahr

Karyam Road, SBS Nagar Nawanshahr Doaba, Punjab-144514

1	CBSE Affiliation / File No.1630264	1630264/KCPS/104
1-a	Status ,Date & Period of Last Approval	Affiliation type(Permanent/Regular/Provision): Provision Latest Approval Date :31-Mar-2018 For the Period of : 2018
1-b	Year of Establishment Of School	15 Apr,2000
1-c	Weather NOC from State/UT	NOC No. NOC Issuing Date:

2 About Institution

2-a	Name of the Institution	KC Public School
2-b	Address of the Institution	Karyam Road, SBS Nagar Nawanshahr Doaba, Punjab-144514
	Address Line-1	Same as above
	Address Line-2	Same as above
	City & Pin Code	Nawanshahr-144514
	State / UT	Punjab
2-c	Longitude and Latitude	
2-d	Phone Number With STD Code	01823-504220
2-e	Fax Number With STD Code	01823-229078
2-f	Office Hours at the Institution	Summer 08:30 a.m to 02:30 p.m Winter 09:00 a.m to 03:00 p.m.
2-g	Academic Hours at the Institution	Summer
2-h	Email ID	kcjian@rediffmail.com
2-i	Website	http://kcpsnawanshahr.com
2-j	Nearest Railway Station(Dist. in KM)	1 Km (Nawanshahr Doaba Junction)
2-k	Nearest Airport (Dist. In KM)	100 km (Chandigarh)

3 Institution Type & Category

3-a	Type of the Institution	Public School
3-b	Category (1) of the Institution	
3-c	Category(2) of the Institution	Provisional Affiliation

4 About Running Organization

4-a	Name of the Organization running the Institution	KC Group of Institutions
4-b	Type of the Organization	KC Social Welfare Trust (Private)
4-c	Address of the Organization	KC Group of Institutions, Karyam Road Nawanshahr
4-d	Registered with	State Government
4-e	Registration Date	
4-f	Website of the Organization	www.kcinstitutes.com

5 Affiliation To

5-a	Name of the affiliating Board	Central Board of Secondary Education
5-b	Address	CBSE New Delhi (CBSE Affil. No. 1630264)
5-c	Website	www.cbse.nic.in
5-d	Latest Affiliation Period	31-Mar-2013 to 31-Mar -2018 (05 Years)

6 Principal

6-a	Name	Dr. Munish Mohan Sharma
6-b	Exact Designation	Principal
6-c	Phone Number with STD Code	01823-504218,01823-504219
6-d	Fax Number with STD Code	01823-229078
6-e	Email	kcpian@rediffmail.com
6-f	Highest Degree	Ph. D English, M. Phil (Education)
6-g	Specialization	English

7 Governing Board Members

7-a	S. No.	Name	Qualification	Occupation	Address	Designation	Tenure
	1	Sh. Prem Pal Gandhi	M.A	Business	Bhatti Colony Chandigarh Road Nawanshahr	Chairman	
	2	Sh. Hitesh Gandhi	B Com	Business	Bhatti Colony Chandigarh Road Nawanshahr	Vice Chairman	
	3	Smt. Kamal Gandhi		Housewife	Bhatti Colony Chandigarh Road Nawanshahr	Member	
	4	Mrs. Shaveta Gandhi	PGDCA,		Bhatti Colony Chandigarh Road Nawanshahr	Member	
	5	Brig. H. S Bhandal	M A, M Ed	CEO, KCGI	KCGI, Karyam Road Nawanshahr	CEO, KCGI Member	09 Years
	6	Dr. Munish M. Sharma	M A (Eng) M Phil, P.hd	Principal, KC Public School	KC Public School, Karyam Road Nawanshahr	Principal Member	03 Years

7-b Name and Official address of Manager/President/Chairman
Chairman
Address: Chandigarh Road, Nawanshahr
E-Mail:
Phone No.01823-223578 (o) 01823-220578 (R)
Fax No.

8 Academic Advisory Body

8-a	S. No.	Name	Qualification	Occupation	Address	Designation	Tenure
	1	Brig. H.S Bhandal	MA, MED	CEO, KCGI	KCGI, Nawanshahr	CEO	09Years
	2	Dr. Munish M. Sharma	MA(Eng), M Phil, P.hd	Principal, KCPS	KC Public School Nawanshahr	Principal	03 Years
	3	Dr. Rekha	MA, M Ed	Off. Principal, KCCE		Off. Principal	05 Years
	4	Mr. Dines Balu	M A, Med	Principal, GSSS, Nawanshahr	Kulam Road , Nawanshahr	Parent	20

5	Mr. Hoshiar Singh	M P Ed , NIS Fencing	Teacher	KC School Hostel Nawanshahr	PGT-PTI	10 Years
6	Mr. Surinder Kumar	M Sc, B Ed, M Phill	Teacher	Railway Road Nawanshahr	PGT-Physics	12 Years
7	Mr. Rajeev Kumar	B Sc, B Ed	Teacher	Railway Road Nawanshahr	PRT-Maths	16 Years
8	Mr. P. Parshant Bali	M A, B Ed	Teacher	Vill-Karyam Nawanshahr	TGT-Hindi	23 Years

9 Student feedback mechanism

- 9- Student feedback mechanism on Parent Teacher Meeting.
a Institutional Governance/Faculty Performance Principal Meeting with class monitors & class students.

10 Grievance Redressal Mechanism

- 10-a Grievance Redressal Mechanism for faculty, staff and students **Staff Meeting, PTMs & Principal meeting with class monitors & students**

11 Classes Conducted at Institution

11-a	Class / Standard	Pre Nursery to XII
11-b	Level	Sen. Secondary School
11-c	Approval Date	22-02-2002
11-d	Approval by the CBSE	01-04-2003
11-e	Avg. Teacher Pupil Ratio	30:01
11-f	Actual Admission (Current Session)	160
11-g	Actual Admission (Previous Session)	183

12 Classes Overview Session (Previous Session) Class Wise

Class	Total	App.	Passed	Fail	Pass %	Passed with Disti.	Passed with first class
Nur	40	38	38	0	100	29	37
KG	53	53	53	0	100	34	52
I	63	62	62	0	100	16	57
II	72	72	72	0	100	30	68
III	44	44	44	0	100	15	40
IV	66	66	66	0	100	11	46
V	64	64	64	0	100	10	42
VI	80	80	80	0	100	43	55
VII	84	83	83	0	100	47	61
VIII	77	77	77	0	100	28	40
IX	90	90	90	0	100	20	34
X	82	82	82	0	100	12	40
XI-Sc	62	62	61	1	98.4	12	22
XI-Co	55	55	46	9	83.63	9	16
XII-Sc	42	42	42	0	100	6	14
XII-Co	41	41	41	0	100	11	16

13-A Teaching Staff

S. NO.	NAME	QUALIFICATION	DATE OF BIRTH	DATE OF APPOINTMEN	DESIG.	WORK EXPER	TRAINED / UNTRAINED
1	Hoshiar Singh	M P Ed, NIS Fencing	19-Nov-1979	02-Sep-2002	PGTs	10	Trained
2	Surinder Kumar	MSc, B Ed, M Phill	30-June-1974	10-Oct-2011	PGTs	12	Trained
3	Ritu Batra	M Com, M Phil	18-Jan-1980	15-Jul-2010	PGTs	7	Untrained
4	Harish Kumar	M sc, B Ed	21-Apr-1983	01-Sep-2008	PGTs	5	Trained
5	Nirmal	B Com, Inter	10-Feb-1977	16-Jul-2012	PGTs	01	Untrained
6	Ashwani Kumar	MA Eng, M Phil	7-Oct-1981	22-Jul-2013	PGTs	06	Trained
7	Shaveta	MSc, B Ed	26-Jun-1984	21-Mar-2012	PGTs	1	Trained
8	Pradeep Kumar	MSc, B Ed	25-Nov-1984	04-May-2013	PGTs	3	Trained
9	P. Prashant Bali	MA, B Ed	15-Mar-1966	06-Apr-2001	TGTs	23	Trained
10	Anuradha	MA, B Ed	2-Sep-1987	22-Dec-2012	TGTs	1	Trained
11	Jaswinder Kaur	M Sc, B Ed	03-Oct-1974	11-Oct-2012	TGTs	5	Trained
12	Sukhwinder Singh	MA, B Ed	01-Nov-1978	08-Mar-2013	TGTs	9	Trained
13	Sukhdeep Kaur	MSc, B Ed	18-Dec-1987	08-Apr-2013	TGTs	1	Trained
14	Sudarshan Singh	MA, B Ed	11-Sep-1985	29-Mar-2013	TGTs	1	Trained
15	Rajni Bala	M Com, ETT	25-Nov-1987	27-Apr-2011	PRTs	4	Trained
16	Poonam	MA, B Ed	20-May-1968	17-Oct-2000	PRTs	22	Trained
17	Sandeep Kaur	MSc ,B Ed	10-Nov-1989	20-Jul-2013	PRTs		Trained
18	Alka Singh	MA, BEd	06-May-1966	18-Apr-2000	PRTs	16	Trained
19	Rajeev Kumar	BSc, B Ed	20-Oct-1976	15-Jan-2002	PRTs	16	Trained
20	Rajneesh Kumar	BSc, BEd	11-Dec-1975	19-Apr-2006	PRTs	9	Trained
21	Harjinder Singh	MA, BEd	09-Feb-1981	07-May-2008	PRTs	6	Trained
22	Munisha Rani	M PEd, D YEd	01-June-1979	17-Nov-2008	PTI	7	Trained
23	Kiran Sobti	BA,B Ed	21-Nov-1966	02-Aug-2004	PRTs	15	Trained

24	Malti Devgan	BA,B Ed	21-Oct-1965	26-Apr-2006	PRTs	21	Trained
25	Ashu Sharma	MA, NTT	27-Feb-1969	01-Apr-2011	PRTs	12	Trained
26	Sarbjit Kaur	MA, B Ed	04-Jan-1981	29-Apr-2011	PRTs	5	Trained
27	Jaswinder Kaur	BA,B Ed	10-Sep-1969	24-Apr-2012	PRTs	18	Trained
28	Sukhjinder Kaur	BA,BEd	03-Mar-1976	01-Apr-2011	PRTs	3	Trained
29	Sunita Rani	BSc, BEd	08-Sep-1988	24-Apr-2012	PRTs	2	Trained
30	Ruchika Verma	M Com	20-June-1982	01-Apr-2011	PRTs	3	Untrained
31	Sandeep Walia	M. Lib	15-June-1978	12-Apr-2007	Librarian	6	Trained
32	Babu Ram	PM/DM Course	28-Aug-1957	09-Jul-2005	PRTs	35	Trained
33	Isha Sehgal	M A, B Ed	19-Jan-84	12-Aug-2013	PRTs		Trained
34	Meena Tiwari	MA, B Ed	14-Jul-1964	17-Jul-2012	PRTs	12	Trained
35	Anita Kumari	MA, B Ed, NTT	20-Mar-1977	01-Apr-2013	PRTs	3	Trained
36	Harpreet Kaur	M Sc, B Ed	18-Nov-1985	23-Aug-2012	PRTs	1	Trained
37	Alka Sobti	BA, B Ed	20-May-1972	12-Mar-2013	PRTs	12	Trained
38	Gursharan Kaur	MCA	07-Apr-1988	09-Apr-2013	PRTs	1	Trained
39	Davinderjit Kaur	MA, B Ed	02-Jul-1975	01-May-2013	PRTs	4	Trained
40	Kuldeep Singh	Dip in Act, BA, B Ed	10-Jun-1985	29-Mar-2013	PRTs	1	Trained
41	Taruna Bajaj	ETT	11-Sep-1984	10-Sep-1984	Nur Teac		Trained

13-B Details of salary being paid to Teaching/ Non-Teaching Staff

S. NO.	DESIGNATION	SCALE OF PAY	GRADE PAY	% D.A.	H. R. A. %	EPF CONTRIBUTION %
1.	(eg like - PGT)	6500-2000-105000		55	7.5	12
2.	(eg like - TGT)	5500-175-9000		55	7.5	12
3	(eg like- PRT)	4500-125-7000		55	7.5	12
4.	Office Assisted	6484 consolidated				12
5.	Etc-(Peon)	4268 consolidated				12

13-C Mode of payment of salary

Name of Bank through which salary is drawing	PNB
Through single cheque transfer advice	Yes
Individual Cheque	No
Cash	No

14 Admission

14-a	Entrance Test / Admission Criteria	As per Central Board of Secondary Education (CBSE), New Delhi
	Entrance Test	Admission policy as given below

14-b	REGISTRATION & ADMISSION STEPS																			
	1	Registration of candidate																		
	2	Entrance Exam (if qualified)																		
	3	Admission of candidate after qualifying Entrance Exam.																		
	DOCUMENTS REQUIRED FOR ADMISSION																			
	For Day-Boarders:																			
	1.	D.O.B																		
	2.	Medical History																		
	3.	Transfer Certificate (if required)																		
	4.	Character certificate.																		
	5.	Two photographs (Passport size)																		
	6.	Pass certificate of previous class.																		
	7	Written consent from parents																		
	For Hostlers:																			
	1.	D.O.B																		
	2.	Medical History																		
	3.	Transfer Certificate																		
	4.	Character certificate																		
	5.	Two photographs (Passport size)																		
	6	Passport size photographs																		
	7	Written consent from parent																		
	PAYMENT INSTRUCTIONS																			
	1	The fee at the time of admission may be paid in cash for full year																		
	2	Fee is to be paid as per following schedule in school office:																		
	3																			
		<table border="1"> <thead> <tr> <th></th> <th>Components</th> <th>Due Date (Without Late Fee)</th> </tr> </thead> <tbody> <tr> <td>1st Installment April</td> <td>Admission & Tuition Fee</td> <td>Up to 10th April</td> </tr> <tr> <td>2nd Installment May & June</td> <td>Tuition Fee</td> <td>Up to 10th May</td> </tr> <tr> <td>3rd Installment July, Aug & Sep</td> <td>Tuition Fee</td> <td>Up to 10th July</td> </tr> <tr> <td>4rd Installment Oct, Nov & Dec</td> <td>Tuition Fee</td> <td>Up to 10th October</td> </tr> <tr> <td>5th Installment Ja, Feb & Mar</td> <td>Tuition Fee</td> <td>Up to 10th January</td> </tr> </tbody> </table>		Components	Due Date (Without Late Fee)	1 st Installment April	Admission & Tuition Fee	Up to 10 th April	2 nd Installment May & June	Tuition Fee	Up to 10 th May	3 rd Installment July, Aug & Sep	Tuition Fee	Up to 10 th July	4 rd Installment Oct, Nov & Dec	Tuition Fee	Up to 10 th October	5 th Installment Ja, Feb & Mar	Tuition Fee	Up to 10 th January
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3 rd Installment July, Aug & Sep	Tuition Fee	Up to 10 th July																		
4 rd Installment Oct, Nov & Dec	Tuition Fee	Up to 10 th October																		
5 th Installment Ja, Feb & Mar	Tuition Fee	Up to 10 th January																		

15 Student Admitted in Current Session(2013-2014)

Class	Section				Total	Gender	
	K	C	P	S		Boys	Girls
Pre Nursery	04				04	04	00
Nursery	33				33	17	16
KG	07	05			12	09	03
I	05	01			06	02	04
II	03	04			07	02	05
III	03	04			07	04	03
IV	04	00			04	02	00
V	01	02			03	03	00
VI	05	00			05	03	02
VII	02	02			04	03	01
VIII	05	01			06	04	02
IX	09	04			13	08	05
X	01	03			04	03	01
XI	17	13	07	10	47	24	23
XII	02	01	02		05	01	04
TOTAL	101	40	09	10	160		

16 Transport Service and Transport details

16-a	Transport Facility
i.)	Own Buses Yes
ii.)	Buses hired on contact basis Yes
iii.)	Details of transport charges (Min Amount) to (Maxi Amount) Charges are stop wise Min : 450 & Max: Subject to distance from school

17 Fees / Income Resources

17-a Fee Structure of Day Scholar Students for the Session 2013-14

Fee Head	Pre-Nursery	Nursery	LKG	UKG
Admission Fee (Once) New	1000	1000	1000	
Security (Refundable)	No	No	No	
Tuition Fee (One Qtr.)	1500	3000	3000	
Development Fund (Once)	2000	2000	2000	
Smart Class	200	200	200	
Computer Fee				
Annual Charges	6500	6500	6500	
Total				

Fee Head	Classes from I to VI - Day Scholar					
	I	II	III	IV	V	VI
Admission Fee (Once) New	1000	1000	1000	1000	1000	1000
Security (Refundable)						
Tuition Fee (One Qtr.)	3000	3000	3000	3300	3300	3300
Development Fund (Once)	2000	2000	2000	2000	2000	2000
Smart Class	200	200	200	200	200	200
Computer Fee	100	100	100	100	100	100
Annual Charges	6500	6500	6500	6500	6500	6500
Total						

Fee Head	Classes from VII to XII – Day Scholar					
	VII	VIII	IX	X	XI	XII
Admission Fee (Once) New Security (Refundable)	1000	1000	1000	1000	3000	3000
Tuition Fee (One Qtr.)	3300	3300	3300	3300	6000	6000
Development Fund (Once)	2000	2000	2000	2000	2000	2000
Smart Class	200	200	200	200	200	200
Computer Fee	100	100	100	100		
Annual Charges	6500	6500	6500	6500	7000	7000
Total						

17-b Fee Structure of Hostel Students for the Session 2013-14

Fee Head	Classes from I to VI – Boarder					
	I	II	III	IV	V	VI
Admission Fee (Once) New Security (Refundable)		2000	2000	2000	2000	2000
Hostel Charges+ including all charges		100000	100000	100000	100000	100000
Total		1,02000	1,02000	1,02000	1,02000	1,02000

Fee Head	Classes from VII to XII – Boarder					
	VII	VIII	IX	X	XI	XII
Admission Fee (Once) New Security (Refundable)	2000	2000	2000	2000	2000	2000
Hostel Charges+ including all charges	100000	100000	100000	100000	100000	100000
Total	1,02000	1,02000	1,02000	1,02000	1,02000	1,02000

18 Number of Fee Waivers/Scholarship offered

18-a	Free Education.
18-b	Concessional Education

19 Infrastructural Information

	i	In Acres	10 Acre
	ii	In Sq. Mtrts.	40469 Sq Mtrts
	iii	Built up Area (Sq. Mtrts)	33810 Sq ft
	iv	Area of Playground (Sq. Mtrts)	24281 Sq Mtrts
19-a	Classroom		35
19-b	Tutorial Rooms / Halls		01
19-c	Laboratory Details		
		S.No	Name of Lab
			Number Of Labs
		1	Physics
		2	Bio
		3	Chemistry
		4	Mathematics
			1
			1
			1
			1

19-d Computer Lab

S.No	Particulars	Number Of
1	Labs	2
2	Computer Terminal	50
3	LAN/WAN	LAN
4	Printers / Peripheral(s)	10
5	Internet Accessibility	Wi-Fi Enabled Campus

19-e Library

(A) Total Area of the Library- 200 Sq.M.

(B) Seating Capacity of the library- 150 students

(C) Reprographic Facility (Yes/No)- _____

(D) Working hours of the Library: 06 Hours
 Week Days : _____ 06 Days
 Sundays / Holidays : _____ Closed

(E) Usage Data of the Library
 (in terms of the books issued to the faculty and Students) –

Teaching Staff manage the library committee and /or supervise library work by recommends the books to be purchased and proper distribution of the Library books inculcating the habit of reading among the students.

Megazines:

- a) Employment News
- b) Science Reporter
- c) Business Today
- d) Economics Times

Newspapers :

S.No	English	Punjabi	Hindi
01	The Tribune	Jagbani	Punjab Kesri
02	Hindustan Times	Ajit	Amar Ujala
03	Times of India		Tribune
04			Dainik Bhaskar
05			Danik Jagran

S.No	Categories of Books	Count of Books
01	Story Books	1012
02	Prose	50
03	Poetry	55
04	Grammar	50
05	Novels	290
06	Plays	128
07	Psychology	10
08	Economics	50
09	Social-Studies (Sociology)	40
10	Current-Affairs	100
11	Book on Divinity	
12	Moral Books	42
13	Textual Books	
14	Reference Books	530
15	General Knowledge	505
	Total	2862

Periodicals :

S.No	English	Punjabi	Hindi
01	Competition Success	Review	
02	India Today		
03	Herald of Health		
04	Junior Science refers		
05	Sr. Sci. refresher		
06	GK Partiyogita Darpan		
07	Sport star		

19-f Auditorium / Seminar Halls 1

Number of small and large halls : 01
 Capacity :350 Students

19-g	Café/Canteen	1	(A) Total Area: 100 sqm (B) Capacity : 150																					
19-h	Indoor Sports Facilities	yes	Yes (Table Tennis, Carom board, Badminton)																					
19-i	Outdoor Sports Facilities	yes	Yes (Football, Cricket, Volleyball, Handball ,Kho-Kho, Badminton, Athletics, Basket ball, Lawn Tennis)																					
19-j	Gymnasium Facilities	yes	Available No																					
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19-n	Medical & other Health Related Facilities at Hostel		Available Full time doctors for daily checkups 24 hours medical and health related facility. Own Ambulance.																					

20 Academic Calendar

20-a	Examination :																				
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1	First Unit Test – August/May	First week of August/May 3 week																			
2	First Term Examination - September	September 3 week																			
3	Second Unit Test – January/Nov	Nov/Jan																			
3-a	Pre-Board Examination – January/Feb	Dec, Jan, Feb																			
4	Annual Examination – March	First week of March																			
20-b	School Terms / SEMESTERS		Semester I- Sep Semester II-March Every Year																		
20-c	Vacations / Holidays		Summer-June, July Winter- Last week of Dec to First week of Jan																		
		<table border="1"> <thead> <tr> <th>S. No</th> <th>Particular</th> <th>Details</th> </tr> </thead> <tbody> <tr> <td>1</td> <td>Summer Holidays</td> <td>35 days second week of June to second week of July</td> </tr> <tr> <td>2</td> <td>Winter Break</td> <td>10 days last week of Dec to first week of Jan</td> </tr> </tbody> </table>	S. No	Particular	Details	1	Summer Holidays	35 days second week of June to second week of July	2	Winter Break	10 days last week of Dec to first week of Jan										
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21 Student Activity

21-A	NCC	No
21-C	Educational Tour	Last year students visited NASA. This year planning to go to Europe Tour

22 Achievement by students Every year students are selected for reputed medical college and eng. colleges.