

MANDATORY DISCLOSURE FORM – 2020 to 21

SCHOOL NAME	BALSAM ACADEMY
ADDRESS OF SCHOOL	#5/410 A, VANAPADI ROAD, BHARATHI NAGAR EXTENSION, KARAI VILLAGE, WALAJAH TALUK, RANIPET, VELLORE DISTRICT, TAMIL NADU 632403, INDIA
SCHOOL CODE	55195
AFFILIATION CODE	1930274

BASIC INFORMATION		
1	NAME OF THE PRINCIPAL	Mrs.SUMAIYA M
2	EMAIL ID OF PRINCIPAL	principal@balsamacademy.org
3	RETIREMENT DATE OF PRINCIPAL	19.01.2043
4	SCHOOL CONTACT NUMBER	04172 272611
5	SCHOOL FAX NUMBER	-
6	SCHOOL EMAIL ID	balsamacademy@gmail.com
7	SCHOOL WEBSITE	www.balsamacademy.org
8	LANDMARK OF SCHOOL	Thirumalai Mission Hospital and CSI church
9	YEAR OF ESTABLISHMENT	2004
10	AFFILIATION VALID UNTIL	31.03.2024
11	STATUS OF AFFILIATION	Provisional
12	RECOGNITION LETTER/ NOC ISSUING AUTHORITY	01.06.2017 to 31.05.2020 Directorate of School Education, Chennai
13	DATE OF ISSUING RECOGNITION LETTER/ NOC	13.02.2019 / 25.02.2010
14	COPY OF RECOGNITION LETTER/ NO OBJECTION CERTIFICATE	UPLOADED
MANAGEMENT DETAILS		
15	NAME OF THE TRUST/SOCIETY/ COMPANY REGISTERED WITH	BALARAM MEMORIAL TRUST
16	REGISTRATION NUMBER OF TRUST/SOCIETY/COMPANY	149/2004
17	UPLOAD DETAILS OF CHAIRMAN & MEMBERS OF TRUST/SOCIETY	UPLOADED
18	UPLOAD NON-PROPREITY CHARACTER/ NON-PROFIT COMPANY AFFIDAVIT	UPLOADED

UPLOAD PHOTO AND VIDEO

1	UPLOAD GEO-TAGGED PHOTOGRAPH OF SCHOOL BUILDING (2 MB)	UPLOADED
2	UPLOAD PHOTOGRAPH OF SCHOOL LIBRARY (1MB)	UPLOADED
3	UPLOAD PHOTOGRAPH OF SCHOOL PLAYGROUND (1MB)	UPLOADED
4	UPLOAD PHOTOGRAPH OF SCHOOL LABS (1MB EACH)	UPLOADED
5	UPLOAD VIDEO CLIP OF SCHOOL (2 MB)	UPLOADED

FACULTY DETAILS

1	TOTAL NUMBER OF TEACHERS (ALL CLASSES)	50
2	NUMBER OF PGTs	0
3	NUMBER OF TGTs	22
4	NUMBER OF PRTs	15
	NUMBER OF NTTs	5
5	NUMBER OF PETs	3
6	OTHER NON-TEACHING STAFF	47
7	NUMBER OF TRAINING ATTENDED BY FACULTY SINCE LAST YEAR	NIL

STUDENT DETAILS

CLASS	TOTAL NUMBER OF SECTIONS	TOTAL NUMBER OF STUDENTS' INTAKE	TOTAL NUMBER OF STUDENTS
CLASS 1	2	6	80
CLASS 2	2	2	81
CLASS 3	3	9	120
CLASS 4	3	3	107
CLASS 5	2	3	77
CLASS 6	2	2	80
CLASS 7	3	3	109
CLASS 8	3	0	98
CLASS 9	2	0	66
CLASS 10	2	0	66
Total			884

ACADEMIC DETAILS

NAME OF SUBJECT OFFERED FOR CLASS 10	SUBJECT CODE
ENGLISH LANGUAGE AND LITERATURE	184
TAMIL	006
HINDI COURSE – B	086
MATHEMATICS	041
SCIENCE	086
SOCIAL SCIENCE	087
NAME AND SUBEJCT CODE OF ALL SUBJECTS OFFERED IN SCHOOL FOR CLASS 12	NOT APPLICABLE

INFRASTRUCTURE DETAILS

PHYSICAL INFRASTRUCTURE DETAILS		
1	NUMBER OF SITES OF SCHOOL	1
2	TOTAL AREA OF SCHOOL IN SQUARE METRES	8248
3	NUMBER OF BUILDING BLOCKS OF SCHOOL	4
4	NUMBER OF PLAYGROUNDS IN SCHOOL	1
5	TOTAL AREA OF PLAYGROUND IN SQUARE METRES	4548
6	TOTAL NUMBER OF ROOMS	46
7	TOTAL NUMBER OF SMALL-SIZED ROOMS	2
8	TOTAL NUMBER OF MEDIUM SIZED ROOMS	32
9	TOTAL NUMBER OF LARGE SIZED ROOM	12
10	NUMBER OF AUDITORIUMS	1
11	TOTAL NUMBER OF ACTIVITIY ROOMS	1
12	TOTAL NUMBER OF LIBRARIES	2
13	TOTAL NUMBER OF LABORATORIES	4
14	TOTAL NUMBER OF FEMALE RESTROOMS	0
15	TOTAL NUMBER OF MALE RESTROOMS	0
16	TOTAL NUMBER OF TOILETS	76
17	NUMBER OF TOILETS FOR GIRLS	23
18	NUMBER OF TOILETS FOR BOYS	52
19	NUMBER OF TOILETS FOR DIFFERENTLY ABLED	1
20	TOTAL NUMBER OF WASHROOMS FOR FEMALE STAFF	1
21	TOTAL NUMBER OF WASHROOMS FOR MALE STAFF	1
22	TOTAL NUMBER OF LIFTS/ELEVATORS	1
23	TOTAL NUMBER OF DIGITAL CLASSROOMS	30
24	TOTAL NUMBER OF COMPUTERS (IN ALL)	50
25	TOTAL NUMBER OF STUDENT CANTEEN	0
26	TOTAL NUMBER OF STAFF CANTEEN	0

FACILITIES DETAILS

1	NUMBER OF WATER PURIFIERS/RO AVAILABLE IN SCHOOL	3
2	DOES THE SCHOOL HAVE SPORTS FACILITY?	YES
3	DOES THE SCHOOL HAVE A GYMNASIUM?	NO
4	DOES THE SCHOOL HAVE A SWIMMING POOL?	NO
5	TOTAL NUMBER OF COMPUTERS (ALL COMPUTER LABS COMBINED)	50
6	IS THE SCHOOL WI-FI ENABLED?	YES
7	DOES THE SCHOOL HAVE A WEB SERVER?	NO
8	DOES THE SCHOOL COMPOUND HAVE A BOUNDARY WALL?	YES
9	DOES THE SCHOOL HAVE A STRONG ROOM?	NO
10	DOES THE SCHOOL HAVE A CLINIC FACILITY?	YES
11	DOES THE SCHOOL HAVE OUTDOOR SPORTS FACILITY?	YES
12	DOES THE SCHOOL HAVE INDOOR GAMES FACILITY?	YES
13	DOES THE SCHOOL HAVE MUSIC/DANCE FACILITY?	YES
14	DEOS THE SCHOOL HAVE HOSTEL FACILITY?	NO
15	DOES THE SCHOOL HAVE FIRE EXTINGUISHERS?	YES
16	DOES THE SCHOOL HAVE WATER SPRINKLERS?	NO
17	DOES THE SCHOOL HAVE FIRE ALARMS?	YES
18	PROVISION OF WEB BASED LEARNING PROGRAMS?	YES
19	DOES THE SCHOOL HAVE CCTV CAMERAS INSTALLED IN THE AREAS OF SECURITY CONCERN WITHIN SCHOOL PREMISES?	YES
20	IS THE SCHOOL EXAMINATION CENTER OF CBSE?	NO
21	WHETHER SUFFICIENT GUARDS ARE EMPLOYED FOR SAFETY?	YES

22	DOES THE SCHOOL HAVE RAMPS FOR THE DIFFERENTLY ABLED?	YES
23	UPLOAD BUILDING SAFETY CERTIFICATE (1 MB)	UPLOADED
TRANSPORT FACILITY DETAILS		
1	TOTAL NUMBER OF BUSES OWNED BY THE SCHOOL	8
2	TOTAL NUMBER OF BUSES HIRED BY THE SCHOOL	0
3	TOTAL NUMBER OF VANS/MINI BUSES/MATADORS	1
4	NUMBER OF BUS ATTENDANTS FOR BUS DUTY	8
5	TOTAL NUMBER OF DRIVERS	8
6	NAME OF TRANSPORT COORDINATOR	U.KISHORE KUMAR
7	CONTACT NUMBER OF TRANSPORT COORDINATOR	7397775879
8	UPLOAD TRANSPORT SAFETY CERTIFICATE IF AVAILABLE (1 MB)	UPLOADED
LOCATION DETAILS		
1	NAME OF NEAREST NATIONALIZED BANK WITH STRONG ROOM FACILITY	SBI RANIPET
2	DISTANCE FROM THE BANK (IN KILOMETRES)	2 KILOMETRES
3	NAME OF NEAREST BUS STATION	RANIPET BUS STATION
4	DISTANCE FROM BUS STATION (IN KILOMETRES)	2
5	NAME OF NEAREST RAILWAY STATION	WALAJAH ROAD
6	DISTANCE FROM RAILWAY STATION (IN KILOMETRES)	6
7	NAME OF NEAREST AIRPORT	ARIGNAR ANNA INTERNATIONAL AIRPORT, CHENNAI
8	DISTANCE FROM THE AIRPORT (IN KILOMETRES)	120
9	NAME OF NEAREST HOSPITAL	THIRUMALAI MISSION HOSPITAL
10	DISTANCE FROM THE HOSPITAL (IN KILOMETRES)	0.5
11	NAME OF NEAREST POLICE STATION	RANIPET POLICE STATION

12	DISTANCE FROM THE POLICE STATION (IN KILOMETRES)	2
13	NAME OF THE NEAREST METRO STATION (IN KILOMETRES)	CHENNAI
14	DISTANCE FROM THE METRO STATION (IN KILOMETRES)	120

OTHER VITAL INFORMATION

1	BOARD EXAM PASS PERCENTAGE OF LAST THREE YEARS (CLASS 10)	100%
2	BOARD EXAM PASS PERCENTAGE OF LAST THREE YEARS (CLASS 12)	NOT APPLICABLE
3	PARENT TEACHERS ASSOCIATION AS PER NORMS	YES
4	AVAILABILITY OF WELLNESS/ACTIVITY TEACHER	YES
5	NAME OF GRIEVANCE/COMPLAINT REDRESSAL OFFICER	Ms.T.K.Meenakshi
6	CONTACT NUMBER OF GRIEVANCE/ COMPLAINT REDRESSAL OFFICER	04172-271611/12
7	E-MAIL ID OF GRIEVANCE/COMPLAINT REDRESSAL OFFICER	grievance@balsamacademy.org
8	NAME OF HEAD OF SEXUAL HARASSMENT COMMITTEE	Mrs. SUMAIYA. M
9	CONTACT NUMBER OF HEAD OF SEXUAL HARASSMENT COMMITTEE	7397775873
10	E-MAIL ID OF HEAD OF SEXUAL HARASSMENT COMMITTEE	principal@balsamacademy.org
11	NAME OF CONTACT PERSON IN CASE OF EMERGENCY	B.HEMAKUMARI
12	CONTACT NUMBER OF PERSON IN CASE OF EMERGENCY	7397775874
13	EMAIL ID OF PERSON IN CASE OF EMERGENCY	viceprincipal@balsamacademy.org
14	NUMBER OF DOCTORS IN SCHOOL CLINIC	NIL
15	NUMBER OF NURSES IN SCHOOL CLINIC	1
16	NUMBER OF BEDS IN SCHOOL CLINIC	1
17	INVOLVEMENT OF SCHOOL IN CBSE ACTIVITIES	ACTIVE

18	DOES THE SCHOOL HAVE EPF FACILITY FOR STAFF	YES
19	SALARY PAID TO STAFF THROUGH	BANK TRANSFER
20	WHETHER ACCOUNTS ARE BEING REGULARLY AUDITED?	YES
21	DO THE TEACHERS AND STAFF GET THEIR SALARY WITHIN FIRST WEEK OF THE MONTH?	YES
22	DO THE TEACHERS GET PROPER GRADE LIKE PGT/TGT AS PER THE CLASSES THEY ARE ENTITLED TO TEACH?	YES
23	EPF REGISTRATION NUMBER	TN/VL/74809
24	NAME OF THE BANK WITH WHICH THE SCHOOL HAS SALARY ACCOUNT	STATE BANK OF INDIA, RANIPET
25	ACADEMIC SESSION OF SCHOOL (<i>MONTH DETAILS</i>)	APRIL – MARCH
26	VACATION PERIOD OF SCHOOL (<i>MONTH DETAILS</i>)	MAY
27	UPLOAD AUDITED BALANCE SHEET OF LAST YEAR	UPLOADED
28	UPLOAD INCOME AND EXPENDITURE STATEMENT	UPLOADED
29	UPLOAD STAFF STATEMENT	UPLOADED
30	UPLOAD INFORMATION UPDATE AFFIDAVIT	UPLOADED
31	UPLOAD ACADEMIC CALENDAR	UPLOADED

TUITION FEE FOR THE YEAR 2020 - 21

CLASS	TUITION FEE
LKG and UKG	35,121
Grade I & II	37,722
Grade III to IV	40,324
Grade VI to VII	44,226
Grade VIII & IX	46,827
Grade X	52,030

BEST PRACTICES OF SCHOOL:

Clear Vision and Mission - School wide; Effective Processes and Leadership; Quality Instruction and Grading Practices; Professional Learning Community; Cultural Competence and Culturally Responsive Teaching; Family and Community Engagement in School.

NAME, DESIGNATION, QUALIFICATION, EXPERIENCE AND PAY SCALES OF PRINCIPAL AND TEACHERS OF DIFFERENT GRADES – ANNEXURE 5

* Appropriate Pay is offered based on their experience.

S.NO	NAME OF THE STAFF	DESIGNATION	QUALIFICATION	DATE OF JOINING
1	Mrs. SUMAIYA.M	PRINCIPAL	M.Sc., M.B.A., B.Ed.,	10.04.2020
2	Mrs. HEMAKUMARI.B	TGT, VICE PRINCIPAL	M.Sc., B.Ed.,	01.06.2011
3	Mr. YATHEESHA.H.V	TGT	M.A., B.Ed.,	01.03.2018
4	Mrs. SUJATHA.R	TGT	M.A., B.Ed.,	01.06.2008
5	Mrs. BHARATHI.P	TGT	B.Sc., B.Ed.,	01.06.2010
6	Mr. VIGNESHWARAN. T	TGT	M.A., B.Ed.,	01.09.2020
7	Mr. PRABAKARAN.B	TGT	M.Sc., M.Ed.,	24.05.2018
8	Mr. ZAKIR SHARIFF. A	TGT	M.Sc., B.Ed.,	22.10.2018
9	Mrs. KAVERI PRIYA.K.R.	TGT	M.Sc., B.Ed.,	02.04.2015
10	Mrs. JAYASUDHA.S	TGT	M.A., B.Ed.,	01.06.2009
11	Mrs. NALINI SHOBA. N.D.	PRT	M.A.,B.Ed.,	01.06.2012
12	Ms. KALPANA.S	PRT	M.Sc., B.Ed.,	11.06.2014
13	Mrs. ARUL JANSI.A	PRT	M.A., B.Ed.,	02.05.2014
14	Mrs. JAYASHREE.D	PRT	M.A., B.Ed.,	15.10.2014
15	Mrs. KOMAL GROVER.S	TGT	B.A., B.Ed.,	01.04.2015
16	Mrs. REVATHI.S	PRT	B.Lit., B.Ed.,	01.04.2015

17	Mrs. SUDHA.P	PRT	M.Com, B.Ed.,	01.06.2015
18	Ms. SUGANYA.S	PRT	M.A., B.Ed.,	01.06.2015
19	Mrs. LALITHA.S	TGT	M.A., B.Ed.,	01.09.2015
20	Mrs. SARITHA.P	TGT	B.Sc., B.Ed.,	01.12.2015
21	Mrs. USHARANI.P	TGT	M.A., M.Ed.,	18.05.2017
22	Mrs. FATHIMA.G	TGT	M.Sc., B.Ed.,	25.05.2018
23	Mrs. VIJAYALAKSHMI.P	TGT	M.A., B.Ed.,	04.02.2019
24	Mrs. ARIFA. M	TGT	M.A., B.Ed.,	08.07.2020
25	Mrs. SUDHA.M	PRT	M.A., B.Ed.,	02.05.2019
26	Mrs. DEVI.P	PRT	B.Sc., B.Ed.,	03.05.2019
27	Mrs. NITHYALAKSHMI.J	TGT	B.Sc., B.Ed.,	12.06.2013
28	Ms. MERCY PRADEEPA. P	TGT	B.Sc., B.Ed.,	01.04.2020
29	Ms. ACHARYA BHARTI RAJU	TGT	B.Com., D.El.Ed.,	27.04.2020
30	Mrs. PRASOONA. B	TGT	M.A., D.T.Ed.,	01.04.2020
31	Ms. LATHA.M	NTT	D.T.Ed.,	06.04.2015
32	Mrs. PRABHA JOSHUA	NTT	D.El.Ed.,	02.05.2019
33	Mrs. SUDHA.K	NTT	M.Com., B.Ed.,	06.05.2019
34	Mrs. KRUTHIKA. A	NTT	M.Sc., B.Ed.,	15.04.2020
35	Mrs. PRIYANGA. G	NTT	B.E., D.El.Ed.,	01.04.2020
36	Mrs. SHALINI. S	PRT	B.A., B.Ed.,	02.01.2020
37	Mrs. SHANMUGAPRIYA.S	PRT	B.Sc., B.Ed.,	02.04.2018
38	Mrs. PAVITHRA. G	PRT	B.A., D.El.Ed.,	01.08.2020

39	Ms. DIVYA. G	TGT	B.E., B.Ed.,	01.05.2020
40	Mrs. NADHIYA. S	PRT	B.Tech., M.B.A., B.Ed.,	02.04.2020
41	Mr. DINESH KUMAAR.R	TGT	M.E.	01.04.2019
42	Mr. SURESH. P	PRT	M.C.A.,	08.10.2020
43	Ms. JASINTHA RANI.R	PRT	B.C.A.	27.05.2019
44	Mr. KABILDEV.T	P.E.T.	B.P.Ed.,	10.06.2016
45	Mr. SURESH KUMAR. S	P.E.T	B.Sc., B.P.Ed.,	01.05.2020
46	Mr. DHARSAN.M	P.E.T.	M.B.A., (Sports Management)	02.05.2019
47	Mr. THIRUMURUGAN.S	YOGA INSTRUCTOR	M.A., in Yoga and Health Education.,	10.04.2019
48	Mr. KARUNAKARAN.V	MUSIC-VOCAL	Diploma in Music	11.04.2018
49	Ms. JAYASREE.M	LIBRARIAN	B.L.I.S.	07.04.2011
50	Mr. VIKRAM.S	FINE ARTS TRAINER	B.F.A., T.T.C.,	03.06.2019
51	Mrs. SARASWATHI.E	CRAFT INSTRUCTOR	Dip in Tailoring, Soft Toys Making	14.06.2013
52	Ms. SNEHA ALICE SHAJI	COUNSELLOR	M.A., M.Phil.,	14.09.2020