

**SCHOOL NAME****BALSAM ACADEMY**

<b>ADDRESS OF SCHOOL</b>	<b>#5/410 A, VANAPADI ROAD, BHARATHI NAGAR EXTENSION, KARAI VILLAGE, WALAJAH TALUK, RANIPET, VELLORE DISTRICT, TAMIL NADU 632403 INDIA</b>
<b>SCHOOL CODE</b>	<b>07172</b>
<b>AFFILIATION CODE</b>	<b>1930274</b>

**BASIC INFORMATION**

<b>1</b>	<b>NAME OF THE PRINCIPAL</b>	<b>Mrs. STARLET SOLOMON VINCENT</b>
<b>2</b>	<b>EMAIL ID OF PRINCIPAL</b>	<a href="mailto:balsamprincipal@gmail.com"><b>balsamprincipal@gmail.com</b></a>
<b>3</b>	<b>RETIREMENT DATE OF PRINCIPAL</b>	<b>11.04.2021</b>
<b>4</b>	<b>SCHOOL CONTACT NUMBER</b>	<b>04172 272611</b>
<b>5</b>	<b>SCHOOL FAX NUMBER</b>	<b>04172 272612</b>
<b>6</b>	<b>SCHOOL EMAIL ID</b>	<a href="mailto:balsamacademy@gmail.com"><b>balsamacademy@gmail.com</b></a>
<b>7</b>	<b>SCHOOL WEBSITE</b>	<a href="http://www.balsamacademy.com"><b>www.balsamacademy.com</b></a>
<b>8</b>	<b>LANDMARK OF SCHOOL</b>	<b>Thirumalai Mission Hospital and CSI church</b>
<b>9</b>	<b>YEAR OF ESTABLISHMENT</b>	<b>2004</b>
<b>10</b>	<b>AFILIATION VALID UNTIL</b>	<b>31.03.2019</b>
<b>11</b>	<b>STATUS OF AFFILIATION</b>	<b>Provisional</b>
<b>12</b>	<b>RECOGNITION LETTER/ NOC ISSUING AUTHORITY</b>	<b>Directorate of School Education, Chennai</b>
<b>13</b>	<b>DATE OF ISSUING RECOGNITION LETTER/ NOC</b>	<b>25.02.2010</b>
<b>14</b>	<b>COPY OF RECOGNITION LETTER/ NO OBJECTION CERTIFICATE</b>	<b>UPLOADED</b>

<b>MANAGEMENT DETAILS</b>		
<b>15</b>	<b>NAME OF THE TRUST/SOCIETY/ COMPANY REGISTERED WITH</b>	<b>BALARAM MEMORIAL TRUST</b>
<b>16</b>	<b>REGISTRATION NUMBER OF TRUST/SOCIETY/COMPANY</b>	<b>149/2004</b>
<b>17</b>	<b>UPLOAD DETAILS OF CHAIRMAN &amp; MEMBERS OF TRUST/SOCIETY</b>	<b>UPLOADED</b>
<b>18</b>	<b>UPLOAD NON-PROPREITY CHARACTER/ NON-PROFIT COMPANY AFFIDAVIT</b>	<b>UPLOADED</b>

#### **UPLOAD PHOTO AND VIDEO**

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

#### **FACULTY DETAILS**

<b>1</b>	<b>TOTAL NUMBER OF TEACHERS (ALL CLASSES)</b>	<b>59</b>
<b>2</b>	<b>NUMBER OF PGTs</b>	<b>3</b>
<b>3</b>	<b>NUMBER OF TGTs</b>	<b>38</b>
<b>4</b>	<b>NUMBER OF PRTs</b>	<b>4</b>
<b>5</b>	<b>NUMBER OF PETs</b>	<b>2</b>
<b>6</b>	<b>OTHER NON-TEACHING STAFF</b>	<b>40</b>
<b>7</b>	<b>NUMBER OF TRAINING ATTENDED BY FACULTY SINCE LAST YEAR</b>	<b>5</b>
<b>8</b>	<b>NUMBER OF TEACHERS WHO ATTENDED MANDATORY TRAINING</b>	<b>31</b>

#### **STUDENT DETAILS**

<b>CLASS</b>	<b>TOTAL NUMBER OF SECTIONS</b>	<b>TOTAL NUMBER OF STUDENTS' INTAKE</b>	<b>TOTAL NUMBER OF STUDENTS</b>
<b>CLASS 1</b>	<b>3</b>	<b>6</b>	<b>114</b>
<b>CLASS 2</b>	<b>3</b>	<b>9</b>	<b>110</b>
<b>CLASS 3</b>	<b>2</b>	<b>4</b>	<b>84</b>
<b>CLASS 4</b>	<b>2</b>	<b>10</b>	<b>84</b>
<b>CLASS 5</b>	<b>3</b>	<b>17</b>	<b>126</b>

<b>CLASS 6</b>	<b>3</b>	<b>10</b>	<b>117</b>
<b>CLASS 7</b>	<b>2</b>	<b>3</b>	<b>79</b>
<b>CLASS 8</b>	<b>2</b>	<b>5</b>	<b>75</b>
<b>CLASS 9</b>	<b>2</b>	<b>0</b>	<b>50</b>
<b>CLASS 10</b>	<b>2</b>	<b>0</b>	<b>47</b>

#### ACADEMIC DETAILS

<b>NAME OF SUBJECT OFFERED FOR CLASS 10</b>	<b>SUBJECT CODE</b>
<b>COMMUNICATIVE ENGLISH</b>	<b>101</b>
<b>TAMIL</b>	<b>006</b>
<b>MATHEMATICS</b>	<b>041</b>
<b>SCIENCE</b>	<b>086</b>
<b>SOCIAL SCIENCE</b>	<b>087</b>
<b>NAME AND SUBEJCT CODE OF ALL SUBJECTS OFFERED IN SCHOOL FOR CLASS 12</b>	<b>NOT APPLICABLE</b>

#### INFRASTRUCTURE DETAILS

<b>PHYSICAL INFRASTRUCTURE DETAILS</b>		
<b>1</b>	<b>NUMBER OF SITES OF SCHOOL</b>	<b>1</b>
<b>2</b>	<b>TOTAL AREA OF SCHOOL IN SQUARE METRES</b>	<b>8254</b>
<b>3</b>	<b>NUMBER OF BUILDING BLOCKS OF SCHOOL</b>	<b>4</b>
<b>4</b>	<b>NUMBER OF PLAYGROUNDS IN SCHOOL</b>	<b>1</b>
<b>5</b>	<b>TOTAL AREA OF PLAYGROUND IN SQUARE METRES</b>	<b>4600</b>
<b>6</b>	<b>TOTAL NUMBER OF ROOMS</b>	<b>46</b>
<b>7</b>	<b>TOTAL NUMBER OF SMALL-SIZED ROOMS</b>	<b>2</b>
<b>8</b>	<b>TOTAL NUMBER OF MEDIUM SIZED ROOMS</b>	<b>32</b>
<b>9</b>	<b>TOTAL NUMBER OF LARGE SIZED ROOM</b>	<b>12</b>
<b>10</b>	<b>NUMBER OF AUDITORIUMS</b>	<b>1</b>
<b>11</b>	<b>TOTAL NUMBER OF ACTIVTIY ROOMS</b>	<b>1</b>
<b>12</b>	<b>TOTAL NUMBER OF LIBRARIES</b>	<b>2</b>
<b>13</b>	<b>TOTAL NUMBER OF LABORATORIES</b>	<b>6</b>
<b>14</b>	<b>TOTAL NUMBER OF FEMALE RESTROOMS</b>	<b>0</b>
<b>15</b>	<b>TOTAL NUMBER OF MALE RESTROOMS</b>	<b>0</b>
<b>16</b>	<b>TOTAL NUMBER OF TOILETS</b>	<b>59</b>
<b>17</b>	<b>NUMBER OF TOILETS FOR GIRLS</b>	<b>14</b>
<b>18</b>	<b>NUMBER OF TOILETS FOR BOYS</b>	<b>45</b>
<b>19</b>	<b>NUMBER OF TOILETS FOR DIFFERENTLY ABLED</b>	<b>1</b>
<b>20</b>	<b>TOTAL NUMBER OF WASHROOMS FOR FEMALE STAFF</b>	<b>1</b>
<b>21</b>	<b>TOTAL NUMBER OF WASHROOMS FOR MALE STAFF</b>	<b>1</b>

22	TOTAL NUMBER OF LIBRARIES	2
23	TOTAL NUMBER OF LABORATORIES	6
24	TOTAL NUMBER OF LIFTS/ELEVATORS	0
25	TOTAL NUMBER OF DIGITAL CLASSROOMS	30
26	TOTAL NUMBER OF COMPUTERS (IN ALL)	50
27	TOTAL NUMBER OF STUDENT CANTEEN	0
28	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?	YES
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	ARE SUFFICIENT NUMBER OF GUARDS EMPLOYED FOR SAFETY?	YES
24	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	2
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	ARINGNAR 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	B.RAJAMANI
6	CONTACT NUMBER OF GRIEVANCE/COMPLAINT REDRESSAL OFFICER	7397775874
7	E-MAIL ID OF GRIEVANCE/COMPLAINT REDRESSAL OFFICER	grievancecellbalsam@gmail.com
8	NAME OF HEAD OF SEXUAL HARASSMENT COMMITTEE	MRS.STARLET SOLOMON VINCENT
9	CONTACT NUMBER OF HEAD OF SEXUAL HARASSMENT COMMITTEE	7397775873
10	E-MAIL ID OF HEAD OF SEXUAL HARASSMENT COMMITTEE	balsamprincipal@gmail.com

11	NAME OF CONTACT PERSON IN CASE OF EMERGENCY	P.DAMODIRAN
12	CONTACT NUMBER OF PERSON IN CASE OF EMERGENCY	9789248484
13	EMAIL ID OF PERSON IN CASE OF EMERGENCY	balsamacademy@gmail.com
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	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

#### FEE STRUCTURE OF SCHOOL FOR THE YEAR 2018-19

CLASS	TUITION FEE	DEVELOPMENT FEE
PRIMARY	35712	4500
MIDDLE	40993	4500
SECONDARY	44935	4500

## 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.

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

S.NO	NAME OF THE TEACHER	DESIGNATION	QUALIFICATION	EXPERIENCE	PAY SCALE
1	Ms.STARLET SOLOMON VINCENT	PRINCIPAL	M.A., B.Ed	27	36000-90000
2	Mr. P.DAMODIRAN	VICE-PRINCIPAL	B.Sc., B.Ed	4	18000-45000
3	Ms.SANGHAMITRA BANERJEE	ACADEMIC COORDINATOR	B.TECH, PGDET, MA(EDU), B.ED	8	22000-55000
4	Mr. H.V.YATHEESHA	PGT	M.A., B.Ed, BCT	14	25000-62500
5	Mr.PRABAKARAN.B.	PGT	M.Sc, M.Ed, D.Ed	12	20000-50000
6	Ms. R.SUJATHA	TGT	M.A., B.Ed, M.Phil	15	12100-30250
7	Ms. B.HEMAKUMARI	TGT	M.Sc., B.Ed, MBA	11	13900-34750
8	Ms. A.HAJIRA PARVEEN	TGT	M.A., B.Ed	10	14500-36250
9	Ms.USHARANI.P	TGT	M.A., M.Ed	10	8700-21750
10	Ms. S.JAYASUDHA	TGT	B.Lit, M.A.,B.Ed	13	9300-23250
11	Ms.P.BHARATHI	TGT	B.Sc., B.Ed	13	13900-34750
12	Ms. K.SUDHA	TGT	M.Com.,B.Ed, M.Phil, BA	7	8100-20250
13	Ms. N.G.JAMUNA	TGT	B.Sc., B.Ed, MA, DCA	13	9300-23250
14	Ms.R.DEVI	TGT	B.Sc., B.Ed, MA	11	8100-20250
15	Ms. N.D.NALINI SHOBHA	TGT	B.Com, M.A.,B.Ed	13	9300-23250
16	Ms. V.SANGEETHA	TGT	M.A.,B.Ed	12	8100-20250
17	Ms..J.NITHYALAKSHMI	TGT	B.Sc., B.Ed	5	9300-23250
18	Ms. A.ARUL JANSI	TGT	M.A.,B.Ed	9	8100-20250
19	Ms. S.KALPANA	TGT	M.Sc., B.Ed	5	8100-20250
20	Ms. D.JAYASHREE	TGT	M.A.,B.Ed	11	10100-25250
21	Ms. V.VANAJA	TGT	M.Com, M.A.,BA	18	8700-21750



22	Ms. S.REVATHI	TGT	B.Lit, ,B.Ed	3	6600-16500
23	Ms. K.R.KAVERI PRIYA	TGT	M.Sc., B.Ed	5	9300-23250
24	Ms. S.SUGANYA	TGT	M.A.,B.Ed	3	7000-17500
25	Ms. P.SUDHA	TGT	M.Com, B.Ed, DOA	6	7200-18000
26	Ms. S.LALITHA	TGT	M.A.,B.Ed	10	7200-18000
27	Ms. P.SARITHA	TGT	B.Sc., B.Ed, DCA	11	8100-20250
28	Ms. B.RAJAMANI	TGT	M.Sc., B.Ed	5	8100-20250
29	Ms. N.A.BARGAVI	TGT	M.A.,B.Ed	12	8100-20250
30	Ms..M.ALMAS	TGT	M.Sc., B.Ed	1	5100-12750
31	Ms.A.AMEERUNISHA	TGT	B.Sc.,B.Ed	1	5100-12750
32	Ms. CHANDRIKA.K.	TGT	M.A.B.Ed	4	6600-16500
33	Ms.S.RABECCAL	TGT	M.Sc, B.Ed	4	6600 - 16500
34	Ms.FATHIMA.G	TGT	M.Sc, M.Phil, B.Ed	6	12000-30000
35	Ms.LAVANYA.J.	TGT	M.A., B.Ed	9	6600- 16500
36	Ms.SHARMILA.S	TGT	M.A, MBA, B.Ed	6	8000-20000
37	Ms.ANUJA P. UNNI	TGT	B.A., B.Ed	2	12000-30000
38	Ms. A.KASTURI BAI	PRT	M.A.,D.T.Ed	9	7000-17500
39	Ms. G.PAVITHRA	PRT	B.A., D.T.Ed	4	9300-23250
40	Ms. KOMAL GROVER	TGT	B.A.,B.Ed, ECCE, NTT	4	6600-16500
41	Ms. M.LATHA	PRT	D.T.Ed, M.A	3	6600-16500
42	Ms.BACKIYALAKSHMI.M.	PRT	D.T.Ed, B.A	2	4800-12000
43	Ms. N.DEVI	TGT	M.Sc - IT	10	7200-18000
44	Ms. S.DHARANI	TGT	M.Sc -SW	3	6600-16500
45	Ms. T.K.MEENAKSHI	TGT	B.Sc., B.Ed	13	7500-18750
46	Ms.THIVYA	PODS Trainer	B.E	1.8	7200-18000
47	Ms.S.SHANMUGAPRIYA	STEM Coordinator	B.Sc	0.2	5100-12750
48	Ms.SUBHASHINI.M.	PODS Trainer	MCA	1	5600-14000
49	Ms.JAYANTHI.S.	Work Education	M.Sc, M.Phil	13	9300-23250
50	Mr.S.JAYAKUMAR	Music - Instrumental	H.Sc, ITI, Gr-V- TRINITY DIPLOMA	17	5500-13750
51	Ms.M.JAYASREE	LIBRARIAN	B.A.,DECE, BPP, B.L.I.S	12	9100-22750

52	Mr.K.J.KUMAR	ASST LIBRARIAN	M.Com, B.L.I.S	6	7500-18750
53	Mr.KARUNAKARAN.V	Music - Vocal	Diploma in Music	6	8000-20000
54	Mr.T.KABILDEV	P.E.T	B.A, HPEd, B.P.Ed	18	9700-24250
55	Ms.K.R.VIDYASREE	P.E.T	B.Sc, B.P.Ed, MBA Sports	4	9700-24250
56	Ms.E.SARASWATHI	Craft	SSLC, Dip in Tailoring, Soft Toys	5	6600-16500
57	Ms.D.ANAND	FINE ARTS TRAINER	BFA	5	4000-10000
58	Ms.THENMOZHI.V	Lab Assistant	H.Sc, Technical (Agriculture), Diploma Tailoring	10	5100-12750
59	Mr.RAJIV PRIYADARSHAN.R	Dance	B.E, Urban Choreography	2	5600-14000