ABSTRACT

School Education – Right of Children to Free and Compulsory Education Act 2009 – 25% Reservation for students belonging to Disadvantaged Group / Weaker Section in all Private Non-Minority unaided schools including CBSE / ICSE – Guidelines – Orders issued.

School Education (X2) Department

G.O. (Ms) No.60

Dated 01.04.2013
Thiruvalluvar Aandu 2044
Panguni 19

Read:-

(1) G.O. (Ms) No.271, School Education (X2) Department, dated 25.10.2012.
(2) From the Director of Matriculation Schools and State Chief Nodal Officer, Chennai-6 Rc. No.5210/A1/2013, dated .03.2013.

ORDER:

As per section 12 (1) (c) of the Right of Children to Free and Compulsory Education Act 2009 and as per rule 8 & 9 of the Tamil Nadu Right of Children to Free and Compulsory Education Rules, 2011, it is mandatory to reserve 25% of seats for Admission at entry level class to the children belonging to Disadvantaged Group / Weaker Sections following the norms of neighbourhood schooling. According to this provision, children belonging to the above groups whose residence is within 1 km or 3 km for Primary & Upper Primary classes respectively from the school in which the children to be admitted are eligible for 25% reservation.

2. In the G.O. 1st read above, the Director of Matriculation Schools as the Chief State Nodal Officer alongwith five member were appointed to monitor the effective implementation of the Right of Children to Free and Compulsory Education Act, 2009.

3. The Chief State Nodal Officer / Director of Matriculation Schools has proposed certain instructions for implementing 25% reservation for Disadvantaged Groups / weaker section under the Right of Children to Free and Compulsory Education Act, 2009.

(P.T.O.)
4. After careful consideration of the proposal of the Director of Matriculation Schools, the Government issue the following Guidelines for effective implementation of 25% reservation for Disadvantaged Groups / weaker section as per the Right of Children to Free and Compulsory Education Act, 2009.

(i) 1. Every School shall prepare the details of Entry level class and intake capacity.

2. The 25% of intake capacity shall be calculated.

3. The 25% intake seats shall be filled following the procedure laid down here. The schools shall be informed to reserve these seats and the same may be displayed in the Notice Board of the school.

4. An Application Form designed by the Department is circulated to all schools to process this in a uniform manner.

5. The date of issue of application / submission of application form as fixed by the Department shall be displayed in the notice board in all schools.

6. Eligible application as per norms shall be identified after scrutiny.

7. A suitable redressal mechanism shall be evolved for appeal against applications declared ineligible.

8. Random selection method shall be applied, if the eligible applications are more than the intake capacity. The list of selected children shall be displayed in the Notice Board. Schools shall be instructed to submit Return statement in the specified format to the inspecting Officer concerned.

9. To monitor the children attendance, a term wise statement of attendance shall be called for from the school.

10. The children admitted under 25% Reservation shall not be discriminated in any form from other children as contemplated in the Act.

(ii) The above task should be carried out as per the schedule Annexed.

(iii) In this regard, formats as for receiving / collecting data from the schools are Annexed.

(iv) Since the said process of admission has to be completed by end of May, the time frame as mentioned in the Annexure has to be strictly adhered to towards expediting the process of admission.

(P.T.O.)
5. The Director of School Education, the Director of Matriculation Schools and the Director of Elementary Education are requested to communicate the instructions to all schools under their jurisdiction and implement this order in true letter and spirit. They are also requested to monitor the above guidelines for implementation of the Right of Children to Free and Compulsory Education Rules, 2011.

(BY ORDER OF THE GOVERNOR)

D. Sabitha,
Principal Secretary to Government.

To
The Director of School Education,
Chennai-6.
The Director of Elementary Education,
Chennai-6.
The Chief State Nodal Officer /
Director of Matriculation Schools, Chennai-6.

//FORWARDED BY ORDER//

Section Officer.
Steps for Implementation of 25% Reservation for admission to Children belonging to Disadvantaged Group/Weaker Section in Private Non-minority Un-Aided Schools under RTE Act, 2009

<table>
<thead>
<tr>
<th>Sl. No.</th>
<th>Events (2)</th>
<th>Tentative Date (3)</th>
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<tbody>
<tr>
<td>1.</td>
<td>Every School shall prepare the details of Entry level class and intake capacity</td>
<td>2&lt;sup&gt;nd&lt;/sup&gt; April of every year</td>
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<td>2.</td>
<td>The 25% of intake as per notification No.G.O.Ms.No.9 School Education (C2) Department dated. 18.01.2011 to be entered in a separate Register, and submit to the District Committee prescribed in Form I</td>
<td>2&lt;sup&gt;nd&lt;/sup&gt; April of every year</td>
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<td>3.</td>
<td>This 25% of intake seats shall be displayed at the School Notice Board.</td>
<td>2&lt;sup&gt;nd&lt;/sup&gt; April of every year</td>
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<td>4.</td>
<td>Application Form for Admission of Children under 25% Reservation in Private Schools except un aided minority un aided schools, shall be as prescribed in Form – II</td>
<td>2&lt;sup&gt;nd&lt;/sup&gt; May of every Year</td>
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<td>5.</td>
<td>Every Private School except Un-aided Minority School shall notify calling for Application Forms under 25% Reservation</td>
<td>2&lt;sup&gt;nd&lt;/sup&gt; May of every Year</td>
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<td>6.</td>
<td>Date of issue of Application Forms</td>
<td>3&lt;sup&gt;rd&lt;/sup&gt; May to 9&lt;sup&gt;th&lt;/sup&gt; May of every Year</td>
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<td>7.</td>
<td>Submission of filled in Application Forms</td>
<td>By 5.00 p.m On or before 9&lt;sup&gt;th&lt;/sup&gt; May every year</td>
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<td>8.</td>
<td>The parents shall receive a Registration Slip from School while submitting Application Form as prescribed in Form – III.</td>
<td>By 5.00 p.m on 11&lt;sup&gt;th&lt;/sup&gt; May for every year</td>
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<td>9.</td>
<td>Names of Eligible applicants shall be displayed. Names of Ineligible applicants shall also be displayed separately with reason of rejection.</td>
<td>By 5.00 p.m on 11&lt;sup&gt;th&lt;/sup&gt; May for every year</td>
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<th>If the eligible applicants are more than 25% of intake, random selection method shall be applied with numbered tokens of eligible applicants. Parents who are interested may participate in the random selection.</th>
<th>At 10.30 am of 14th May of every year.</th>
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<tr>
<td>11.</td>
<td>Names of Selected applicants, with application numbers shall be displayed immediately in the Notice Board with a waiting list of 10% out of the 25%.</td>
<td>2 p.m on 14th May, every year</td>
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<tr>
<td>12.</td>
<td>The Schools shall submit Return Statement to the concerned district level authority after completion of admission process as prescribed in Form-IV</td>
<td>On or before 20th May of every year</td>
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(Note: Where the dates mentioned in Column (3) happened to be a Government Holiday, the following working day shall be taken into account).

**Registers to be maintained:-**
1. Total No of Students admitted in Entry Level Class.
2. Total No. of application issued under 25% (with Name list).
3. List of students selected under 25% (admission category).
4. Reimbursement claimed register.

Sd/-xxxxx  
Principal Secretary to Government.

//True copy//

Section Officer.