



Government of Jammu & Kashmir
DIRECTORATE OF SCHOOL EDUCATION, JAMMU

Subject:-Composition of Management Committees of Private Schools.

Circular

Permission and extension in permission to run and manage Private Schools, from nursery to 12th class, in the state of Jammu and Kashmir is governed by the provisions of the J&K School Education Act 2002 and rules framed thereunder vide SRO 123 of 2010, as amended from time to time. Under rule 3 of the said rules Director School Education of the respective Division is the competent authority to approve composition of Management Committee of a private school from nursery to 12th standard. The Management Committee of a private school is the main body to run and manage the day to day affairs of the school and is responsible for the implementation of the rules and guidelines governing the permission/recognition/affiliation of the school. The principal of the school acts as member secretary and also manager of the school and is responsible for the proper implementation of the rules, guidelines and decisions of the committee.

Director school Education Jammu being competent authority to approve the composition of Management Committee of private schools working in Jammu Division approves the management committee life of which is for three years or it is co terminus with the permission/affiliation of the school whichever is earlier. The cases of management committee approval are received in the Directorate through respective Chief Education Officers and the proposal contains:-

1. Proposed Management Committee on the set format.
2. Copy of permission/affiliation of the school.
3. Copy of previous management committee
4. Copy of last minutes.
5. Copy of enrolment statement.
6. Copy of staff statement.
7. Copy of bye-laws.
8. Copy of fee structure for the last three years.
9. Copy of ten members of parents association.
10. An undertaking affirming that proposed Management committee does not consist of single family, no govt employee and no illiterate is included in the M.C.
11. Newspaper cutting showing publication of management committee members as per format calling objections from the general public, if any.
12. Written consent of committee members.
13. Certificate that 1/3 members are changed. (in case of reconstitution).

All the sponsors/ Principals of the private schools are therefore impressed upon to ensure that Management Committee of their schools is duly approved by this office and meets at least once in a quarter and record of its proceedings is properly maintained. Composition of CBSE affiliated schools is already given in chapter 8 of the affiliation regulations while state's permitted Pvt schools M.C must consist of 8 to 12 members and should include parents, teachers, women, members of SC/ST and local social workers as well. Management Committee alongwith their contact No's should be conspicuously displayed in the school premises. Any lapse in this regard can attract action legal against the defaulters.

Anuradha Gupta
10/6/19

(Anuradha Gupta) KAS

ch Director School Education
20/5/19 Jammu *AM*

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Copy to

1. Commissioner/Secretary to the Govt School Education Department Civil Secretariat, J&K Srinagar for information.
2. Joint Director.....(all Ranges)
3. Joint Director Information Jammu with the request to publish the circular in the leading local dailies for wide publicity.
4. Chief Education Officer.....(all) for information and n/a
5. Notice Board/In charge website