BAL BHARATI SR. SEC. SCHOOL

MOTADHAK, KOTDWARA-246149 (UTTRAKHAND)

(www.balbharatikotdwar.com, e-mail: balbharatischool@yahoo.in)

(10+2 School Affiliated to CBSE Delhi, Affi. No. 3530100 Regional Code No. 81135)

Norms Followed for Fixing Fee

Bal Bharati Sr Sec School adheres to the following principles while fixing and revising fees:

1. **Transparency**: All fees and charges shall be clearly communicated to parents before the start of the academic session.
2. **Reasonableness**: Fees shall be commensurate with the facilities provided and not exploitative in nature.
3. **Non-Profit Orientation**: The school shall operate on a no-profit, no-loss basis; any surplus shall be reinvested for the welfare and development of the school.
4. **Compliance**: Fees shall be fixed in accordance with CBSE Affiliation Bye-laws, the Right to Education Act, and applicable state laws on fee regulation.
5. **No Capitation Fee**: The school shall not collect any capitation fees, donations, or unapproved charges.

Fee Fixation Committee

The School Managing Committee (SMC) shall constitute a **Fee Fixation Committee** comprising, the Principal (Chairperson), Two SMC members, Two parent representative (one male and one female each), Two senior teaching staff and One non-teaching staff member (finance/administration)

Procedure for Fixing Fees

1. Fee Fixation Committee shall review the fee structure annually, considering: Inflation and cost escalation, Staff salaries and benefits, Infrastructure maintenance and development, new initiatives or academic enhancements and Recommendations from audits and parent feedback.
2. The Fee Fixation Committee shall prepare a detailed fee proposal with justifications and submit it to the SMC for approval.
3. Once approved, the fee structure shall be published on the school website, displayed on the school notice board and be communicated to parents at least **60 days** before implementation.

Components of Fees

The school fee structure shall clearly distinguish between:

1. **Admission Fee:** Once only at the time of New Admission in School.
2. **Tuition Fee**: For academic instruction and activities.
3. **Development Fee**: Not exceeding 15% of the tuition fee, earmarked for infrastructure improvement.
4. **Annual Charges**: For library, sports, laboratory, and other academic facilities.
5. **Transport Fee**: Based on distance and operational costs.
6. **Optional Fees**: For additional services (e.g., excursions), with parental consent.

Restrictions

1. No mid-year fee hikes unless mandated by extraordinary circumstances and approved by the SMC with due notice to parents.
2. No compulsory charges for optional services.
3. No collection of donations or unapproved funds in any form.

Auditing and Accountability

The school shall maintain transparent accounts showing utilization of fees collected. Annual audits shall be conducted, and a summary of the audit report shall be shared with the SMC. The school shall file an annual affidavit with CBSE confirming compliance with fee regulations.

Grievance Redressal

Parents may submit grievances regarding fee-related issues to the Principal in writing. The Fee Fixation Committee shall review and respond to grievances within **30 days**.

Amendments

This policy may be amended by the School Managing Committee in compliance with updated CBSE guidelines, state laws, or based on stakeholder feedback.

Effective Date

This policy shall come into effect from New Academic Session and shall remain in force until amended by the SMC.

Manager
Bal Bharati Sr. Sec. School
Motadhak- Kotdwara (UK)

Principal
Bal Bharati Sr. Sec. School,
Motadhak-Kotdwara (U.K.)