

APPENDIX -IX

MANDATORY PUBLIC DISCLOSURE

A : GENERAL INFORMATION :

SL NO.	INFORMATION	DETAILS
1	NAME OF THE SCHOOL	SARASWATI VIDYA VIHAR SENIOR SECONDARY SCHOOL, DAMOH
2	AFFILIATION NO.(IF APPLICABLE)	
3	SCHOOL CODE (IF APPLICABLE)	
4	COMPLETE ADDRESS WITH PIN CODE	KESHAV NAGAR, DAMOH, DIST DAMOH, MP, DAMOH, MADHYA PRADESH - 470661
5	PRINCIPAL NAME	Dr. SWAPNA TIWARI
6	PRINCIPAL QUALIFICATION	M.Sc, PHd, B.Ed
7	SCHOOL EMAIL ID	saraswatividyaviharsrsec@gmail.com
8	CONTACT DETAILS (LANDLINE/MOBILE)	8839114153

B : DOCUMENTS AND INFORMATION:

SL NO.	DOCUMENTS/INFORMATION	LINKS OF UPLOADED DOCUMENTS ON YOUR SCHOOL'S WEBSITE
1	COPIES OF AFFILIATION/UPGRADATION LETTER AND RECENT EXTENSION OF AFFILIATION, IF ANY	
2	COPIES OF SOCIETIES/TRUST/COMPANY REGISTRATION/RENEWAL CERTIFICATE, AS APPLICABLE	https://saraswatividyavihar.com/wp-content/uploads/2025/06/SOCIETY-REGISTRATION.pdf
3	COPY OF NO OBJECTION CERTIFICATE (NOC) ISSUED, IF APPLICABLE, BY THE STATE GOVT./UT	https://saraswatividyavihar.com/wp-content/uploads/2025/06/STATE-NOC.pdf
4	COPIES OF RECOGNITION CERTIFICATE UNDER RTE ACT, 2009, AND IT'S RENEWAL IF APPLICABLE	https://saraswatividyavihar.com/wp-content/uploads/2025/06/Recognition-letter.pdf
5	COPY OF VALID BUILDING SAFETY CERTIFICATE AS PER THE NATIONAL BUILDING CODE	https://saraswatividyavihar.com/wp-content/uploads/2025/06/Building-Certificate.pdf
6	COPY OF VALID FIRE SAFETY CERTIFICATE ISSUED BY THE COMPETENT AUTHORITY	https://saraswatividyavihar.com/wp-content/uploads/2025/06/Fire-noc.pdf
7	COPY OF THE SELF CERTIFICATION SUBMITTED BY THE SCHOOL FOR AFFILIATION/UPGRADATION/EXTENSION OF AFFILIATION	https://saraswatividyavihar.com/wp-content/uploads/2025/06/file-secretary-affidavit-file.pdf
8	COPIES OF VALID WATER, HEALTH AND SANITATION CERTIFICATES	https://saraswatividyavihar.com/wp-content/uploads/2025/06/SAFE-DRINKING-WATER-CERTIFICATE.pdf

NOTE:

THE SCHOOLS NEEDS TO UPLOAD THE SELF ATTESTED COPIES OF ABOVE LISTED DOCUMENTS BY CHAIRMAN/MANAGER/SECRETARY AND PRINCIPAL. IN CASE, IT IS NOTICED AT LATER STAGE THAT UPLOADED DOCUMENTS ARE NOT GENUINE THEN SCHOOL SHALL BE LIABLE FOR ACTION AS PER NORMS.

C : RESULT AND ACADEMICS :

SL NO.	DOCUMENTS/INFORMATION	LINKS OF UPLOADED DOCUMENTS ON YOUR SCHOOL'S WEBSITE
1	FEE STRUCTURE OF THE SCHOOL	https://saraswatividyavihar.com/wp-content/uploads/2025/06/FEES-STRUCTURE.pdf
2	ANNUAL ACADEMIC CALENDAR	https://saraswatividyavihar.com/wp-content/uploads/2025/06/academic-calendar.pdf
3	LIST OF SCHOOL MANAGEMENT COMMITTEE (SMC)	https://saraswatividyavihar.com/wp-content/uploads/2025/06/SMC.pdf
4	LIST OF PARENTS TEACHERS ASSOCIATION (PTA) MEMBERS	https://saraswatividyavihar.com/wp-content/uploads/2025/06/PTA.pdf
5	LAST THREE-YEAR RESULT OF THE BOARD EXAMINATION AS PER APPLICABILITY	

D : STAFF (TEACHING) :

SL NO.	INFORMATION	DETAILS
1	PRINCIPAL	Dr. SWAPNA TIWARI
2	TOTAL NO. OF TEACHERS	23
	PGT	0
	TGT	6
	PRT	8
3	TEACHERS SECTION RATIO	1.5
4	DETAILS OF SPECIAL EDUCATOR	Ms. Laxmi Raikwar B.Sc. (Biology), D.el.ed, B.Ed SPL.ED(HI) (SE-DE), Hindi literature.
5	DETAILS OF COUNSELLOR AND WELLNESS TEACHER	Ms. Bindia Chugh M.A.(Psychology), PG Diploma in Rehabilitation Psychology

RESULT CLASS: X

SL NO.	YEAR	NO. OF REGISTERED STUDENTS	NO. OF STUDENTS PASSED	PASS PERCENTAGE	REMARKS
1					NA

RESULT CLASS: XII

SL NO.	YEAR	NO. OF REGISTERED STUDENTS	NO. OF STUDENTS PASSED	PASS PERCENTAGE	REMARKS
1					NA

E : SCHOOL INFRASTRUCTURE:

SL NO.	INFORMATION	DETAILS
1	TOTAL CAMPUS AREA OF THE SCHOOL (IN SQ MTR)	6000
2	NO. AND SIZE OF THE CLASS ROOMS (IN SQ MTR)	13 & 47
3	NO. AND SIZE OF LABORATORIES INCLUDING COMPUTER LABS (IN SQ MTR)	3 & 164
4	INTERNET FACILITY	YES
5	NO. OF GIRLS TOILETS	10
6	NO. OF BOYS TOILETS	10
7	LINK OF YOUTUBE VIDEO OF THE INSPECTION OF SCHOOL COVERING THE INFRASTRUCTURE OF THE SCHOOL	

F : TEACHER DETAILS:

SL NO.	TEACHER NAME	DESIGNATION	QUALIFICATION
1	Dr. Swapna Tiwari	PRINCIPAL	M.Sc. PhD, B.Ed
2	Mr. Yadvendra Singh Lodhi	LIBRARIAN	M.A. English literature, B.Lib. B Ed.
3	Ms. Bindia Chugh	COUNSELLOR	M.A.(Psychology), PG Diploma in Rehabilitation Psychology
4	Ms. Laxmi Raikwar	SPECIAL EDUCATOR	B.Sc. (Biology), D.el.ed, B.Ed SPL.ED(HI) (SE-DE), Hindi litrature.
5	Mr. Gangadhar Behera	PTI	BPES, 12th, 10th
6	Mrs. Guljeet Chhabra	TGT	M.Sc. (Physics) B.Ed.
7	Mr. Ankit Jain	TGT	M.A. B.Ed, UGC NET qualified
8	Mrs. Sheetal Chourasia	TGT	M.A.(Sanskrit) ,B.Ed
9	Ms. Kirti Patel	TGT	B.com, M.A.(English Lit.) B.ed, PGDCA
10	Mr. Vivek Prajapati	TGT	B.Sc-B.Ed. M.Sc. (Maths)
11	Ms. Kamine Mishra	TGT	BCA, M.Sc.(Computer Science), B.ed
12	Mrs. Shraddha Sharma	PRT	M.Sc. (Maths), B.Ed
13	Ms. Chiya Yadav	PRT	B.com, B.Ed
14	Mrs. Sarashti Soni	PRT	B.A., D.el.ed , Music (Prabhaker)
15	Ms. Palak Kesharwani	PRT	M.A. English literature, B Ed.
16	Ms. Shivali Mishra	PRT	M.Sc. (Maths), NCC, BPED(running),
17	Ms. Anushree Sen	PRT ACTIVITY	M.sc, CCRT Cert
18	Mr. Kaustubh Muley	PRT ACTIVITY	M.A. (Classical Music)
19	Ms. Bharti Chourasiya	PRT ACTIVITY	M.A. (Sanskrit)
20	Mrs. Pooja Choubey	PPRT	B.com, DCA, D.el.ed
21	Ms. Ankita Khori	PPRT	B.Sc. D.el.ed
22	Mrs. Snehlata Yadav	PPRT	BA
23	Mrs. Deepmala Soni	PPRT	M.A, B.ed