

SCHOOL INFORMATION 2022-2023

- Name of the school with address: St. Anne's Convent School,
as per Affiliation letter Sector 32-C, Chandigarh
- i) E-mail info@sacschd.in
- ii) Ph. No. 0172 2603278
- 1) Year of establishment of the school: 1977
- 2) Whether NOC from State/UT or Yes
Recommendation of Embassy of India obtained? N/A
- 3) Is the school is recognized, if Yes
yes by which Authority Education Department, Chandigarh , U.T
- 4) Status of affiliation:
Permanent/Regular/Provisional Provisional
(i) Affiliation No. 2630021
(ii) Affiliation with the Board since 1985
(iii) Extension of affiliation up to March 2024
- 5) Name of Trust/Society/Company Simla - Chandigarh Educational Society
Registered under the Societies Registration ACT of 1860
- 6) Period up to which registration of Trust/Society is valid. Permanent

1) List of members of School Managing Committee with their Address and post held.

Rt. Rev. Dr. Ignatius Loyola Mascernhas	Bishop's House, Christ the King Cathedral, Sector 19-A, Chandigarh	President
Rev. Fr. Dominic Bosco	Christ the King Cathedral, Sector 19-A, Chandigarh	Member
Rev. Fr. Ambrose D'Souza	Christ the King Cathedral, Sec. 19.A, Chandigarh	Manager
Rev. Fr. Fr. Robert Fernandez	Christ the King Cathedral, Sector 19-A, Chandigarh	Member
Rev. Sr. Jessy Thadathil Augustine	St. Anne's Convent, Sector 32, Chandigarh	Secretary
Rev. Sr. Agnela	St. Anne's Convent , Sector 32, Chandigarh	Member
Rev. Sr. Arti	Principal , Sacred Heart Convent School, Sec. 26, Chandigarh	Educationist
Rev. Sr. Vaneetha	Principal, Infant Jesus Convent School Phase XI Mohali	Educationist
Sr. Regina Mary L	Catholic Church Sector 19 A Chandigarh	Teacher
Mr. Gurdit Singh Saini	House No. 2240 Sector 45 C Chandigarh	Parent Rep.
Mr. Navneet Kumar Gupta	House No 1288 Sector 42 B Chandigarh	Parent Rep.
Mr. Sham Lal	House No. 3949, Sector 22 D Chandigarh	Parent Rep.

Mr. Hardass Singla	# 764, Sector 52, Vil. Kajheri, Chandigarh, 160036.	Parent Rep.
Mrs. Hannah Augusta	3031, Sector 28-D, Chandigarh	Teacher
Mrs. Rijo T.J	House No 111 Phase 3B1 Mohali	Teacher

- 9) Name and official address of the Manager/President/Chairman/Correspondent
- Rev. Fr. Ambrose D'Souza, Manager,
St. Anne's Convent School,
Catholic Church, Sector 19.A,
Chandigarh
160019.
frambrosed3@gmail.com
- (i) E- mail
- (ii) Ph. No. 0172 2773777, 0172 2775777

- 10) Area of school campus
- (i) In acres: 8.19
- (ii) In Sq.mts 33148.78
- iii) Built up area (Sq.Mtrs) 6717.86
- iv) Area of play ground in sq.mtrs 13420
- v) Other facilities
- i) Swimming pool Nil
- ii) Indoor games Yes
- iii) Dance Rooms Yes
- iv) Gymnasium Nil
- v) Music rooms Yes
- vi) Hostels Nil
- vii) Health and Medical check –up. Yes

- 11) Details of fee structure: 2022-2023

- i) Nursery (LKG-UKG)

Admission only at the time of 1 st Admission in the school	Annual Fee	T. Fee Per month	Development Fee
₹30000/-	₹6300	₹ 3045	Nil

- ii) I-III

Admission only at the time of 1 st Admission in the school	Annual Fee	T. Fee Per month	Development Fee
₹.30000/-	₹7800	₹ 3050	₹ 2160 Per annum

- iv) IV-VIII

Admission only at	Annual Fee	T. Fee Per month	Development
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the time of 1 st Admission in the school			Fee
₹. 30000	₹8880	₹3310	₹2160 Per annum

v) IX –X

Admission only at the time of 1 st Admission in the school	Annual Fee	T. Fee Per month	Development Fee
₹. 30000	₹9000	₹3310	₹ 2160 Per annum

vi) XI-XII :

I –XII Non-Medial

XI-XII Commerce

Admission

Only at the time of 1 st in the school	₹30000	₹ 30000
Annual Charges Per annum	₹5880	₹ 5880
Exam Fee Per annum	₹ 900	₹ 900
Science Fee Per annum	₹2700	Nil
Tuition fee Per month	₹3740	₹ 3740
Development Fee per annum	₹ 5580	₹ 5580

12) Transport facilities

- i) Own Buses N/A
ii) Buses hired on contract basis: Pvt. Buses running for the school on contract.
iii) Details of transport charges

Routes	Classes	Fee
Behlana, R. Darbar, Hallo Majra, Sector 31,33,47,48	Class I to X LKG/UKG/XI/XII	2000 2150
Chandigarh	Class I to X LKG/UKG/XI/XII	2050 2275
Sarangpur, Kh. Jassu, Kh. Lahora, N. Gaon, Dhanas	Class I to X LKG/UKG/XI/XII	2200 2450
Mohali	Class I to X LKG/UKG/XI/XII	2250 2450
Mohali 85,86,99,105,106	Class I to X LKG/UKG/XI/XII	2700
Manimajra	Class I to X LKG/UKG/XI/XII	2100 2300
Zirakpur, Baltana, Dhakoli, Panchkula	Class I to X LKG/UKG/XI/XII	2500 2700
Dera Bassi, Kharar	Class I to X LKG/UKG/XI/XII	3000

One Time Charges for insurance/other Taxes/ GPS etc., ₹1500/- per annum		
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13) **Particulars of staff 2022-2023.**

All Faculty members and staff are trained as per requirements of CBSE.

Name	Designation	Qualification	Date of Appointment	Probation/ Confirmed
Sr. Jessy Thadathil Augustine	Principal	M.A, B.Ed.	01/07/2022	Confirmed
Mr. N.King Kennedy	PET	C.P.Ed. Scouts Training	08/04/1987	Confirmed
Mrs. Rosy Massy	PRT	B.A B.Ed	04/04/1989	Confirmed
Mrs. Vandna Mehta	PRT	B.A B.Ed	04/04/1995	Confirmed
Mrs. Vandna Mathew	TGT	B.A. B.Ed. M. A English	02/04/1997	Confirmed
Mrs. Linda D'Silva	PGT	M.Sc. B.Ed	15/04/1998	Confirmed
Mrs. Neel Kamal Sofat	PRT	B.A B.Ed. M.A M.Ed	06/07/1998	Confirmed
Mrs. Sneh Lata	TGT Computer Science	B.A Honours, Dip in Comp applications, B.E.D PGDCA MCA	05/04/1999	Confirmed
Mrs. Anuradha Jain	PRT	B.Sc B.Ed. M.Sc. M.Ed. M	05/07/1999	Confirmed
Mrs. Neelma Jasmine Krishan	TGT	B.A B.Ed. M. A English	01/04/2000	Confirmed
Mrs. Divya Chathle	PRT	B.A B.Ed.	01/04/2000	Confirmed
Mrs. Bindu Marwaha	PRT	B.A B.Ed. M.A Dance , M.A English	04/07/2001	Confirmed
Mrs. Hannah Augusta	TGT Computer Science Activity Coordinator	B.Sc. M.Sc Computer Science B.Ed.	04/04/2002	Confirmed
Mrs. Ruchi Sharma	PRT	B.Com B.Ed.	03/04/2002	Confirmed
Ms. Sonia Vijn	PRT	B.A B.Ed	03/04/2002	Confirmed
Mrs. Sudha Aggarwal	PRT	B. A Hindi Honours B.Ed. M.A Hindi	04/04/2002	Confirmed
Mrs. Anne Cynthia Pawar	PRT	B.A B.Ed.	01/04/2003	Confirmed
Mrs. Anita Bala	TGT	B.A B.Ed. M.A Hindi	01/04/2003	Confirmed
Mrs. Chetna	TGT	B.Sc. B.Ed. M.Sc. Physics	01/04/2003	Confirmed
Mr. Vikas Rai	PGT	B.P.Ed, M.P.Ed	01/04/2004	Confirmed
Mrs. Teressa	PRT	B.A ,TTC	01/05/2004	Confirmed
Mrs. Kusum Lata	TGT	B.A.B.Ed. M.A Hindi M.Ed	01/04/2005	Confirmed
Mrs. Kashma Sharma	TGT	B.A B.Ed M.A Hindi PDPET	01/04/2005	Confirmed
Mrs. Priti Chawla	Computer Tr. (TGT)	M.C.A 3 years from + Computer (ADSE)	01/05/2005	Confirmed
Mr. Bijan Nath	Music Tr (PRT)	Visharat in Vocal and Instrumental & Classical	02/05/2005	Confirmed
Mrs. Neera Sharma	TGT	M.A B.Ed	01/10/2005	Confirmed

Mrs. Rachna Sood	TGT	B.Sc. B.Ed, M.Sc Chemistry M.A English	01/09/2005	Confirmed
Mrs. Monika	TGT	B.A B.Ed. G.MT M.A History	01/12/2005	Confirmed
Mrs. Renu Akhtar	PRT	B.A B.Ed. M.A Hindi and English Dip in Education Adm. Dip in French	03/07/2006	Confirmed
Mr. Rajesh Kumar Gupta	ART Tr. (TGT)	B.F.A	01/11/2006	Confirmed
Mrs. Ramandeep Kaushal	TGT	B.A B.Ed M.A Pol Sc. Gyani Honours in Punjabi	02/04/2007	Confirmed
Mrs. Meenakshi Joshi	PRT	B.A B.Ed. M.A Hindi PDPET	02/04/2007	Confirmed
Mrs. Poonam Sidana	TGT	B.A B.Ed. M.A Hindi	02/07/2007	Confirmed
Mrs. Sarika Kapila	Student Counselor	M.A Psychology B.Ed. Dip in Guidance and Counselling Dip in Child Care Education	05/08/2008	Confirmed
Mrs. Renu Dhiman	TGT	B.Sc. B.Ed. M.Sc Biology	01/09/2008	Confirmed
Mr. Deepak	ART TR (PRT)	M.F.A	03/10/2008	Confirmed
Mrs. Seema Pathania	TGT	M.Sc. B.Ed. Dip in Statics	02/04/2009	Confirmed
Ms. Geeta Rani	PRT	B.A B.Ed. M.A Hindi PDPET	15/04/2009	Confirmed
Dr. Basundhara	TGT	B.Sc. B.Ed. M.Sc. Chemistry M A Education PHD PDPET	01/07/2009	Confirmed
Mrs. Poonam Kukreja	TGT	B.Sc. B.Ed. M.Sc. Maths MBA	08/07/2009	Confirmed
Mrs. Babita Gupta	PGT	B.A B.Ed. M.A English M.Phil M.Sc. IT	15/07/2009	Confirmed
Ms. Jyoti Varma	TGT	B.A B.Ed. M.A	05/04/2010	Confirmed
Mrs. Guncha Nanda	TGT	B.A B.Ed.M.A English	05/04/2010	Confirmed
Mrs. Simmi Puri	TGT	B.A B.Ed. M.A English	05/04/2010	Confirmed
Mrs. Pooja Puri	PRT	B.A B.Ed. NTT	09/04/2010	Confirmed
Mrs. Seema Sharma	PTI (PRT)	B.A B.PEd. M.P Ed.M.A Pub Ad.	05/07/2010	Confirmed
Mrs. Parvathy O M	Computer Tr. (PRT)	B.Sc Computer Sc. MCA	06/07/2010	Confirmed
Mr. Vijay Kumar	TGT	B.Sc. B.Ed	02/08/2010	Confirmed
Mrs. Kuldeep Kaur	TGT	B.Sc. B.Ed. M.Sc. Chemistry	02/08/2010	Confirmed
Mrs. Sukhdeep Kaur	PRT	B.A B.Ed. M.A PDPET	02/08/2010	Confirmed
Mr. Vanit Kumar	PGT	M.A B.Ed. M.Phil	25/04/2011	Confirmed
Mrs. Jaspreet Kaur	PGT	M.A M.Ed. M.Phil	25/04/2011	Confirmed
Mrs. Mukta Kinger	PGT	M.Sc Physics B.Ed.	25/04/2011	Confirmed
Mrs. Shivani Kakkar	PGT	M.Sc. B.Ed.	25/04/2011	Confirmed
Mrs. Shalini Syal	TGT	M.Sc. Zoology, M.A English B.Ed	02/05/2011	Confirmed

Mrs. Deepika Bhandari	TGT	B.A B.Ed.M.A English	02/05/2011	Confirmed
Mrs. Indu Goel	Craft (TGT)	M.B.A Dip in Craft	02/05/2011	Confirmed
Mr. Raman Jinta	PET	M.A Physical Edn	01/07/2011	Confirmed
Mrs. Rajni Bhambri	TGT	B.A B.Ed. M.A	02/04/2012	Confirmed
Mrs. Anita Bhamotra	TGT	B.Sc. B.Ed. M.Sc	02/04/2012	Confirmed
Mrs. Poonam Bist	TGT	B.A B.Ed. M.A	02/04/2012	Confirmed
Mrs. Pooja Rana	Dance (PRT)	M.A Dance	02/04/2012	Confirmed
Mrs. Arvinder Kaur Bajwa	TGT	M.Com B.Ed	07/04/2014	Confirmed
Mrs. Puja Jain	TGT	B.A B.Ed	10/07/2012	Confirmed
Mrs. Gurjeet Kaur Sohal	PGT	M.Sc. Chemistry B.Ed.	02/04/2013	Confirmed
Mrs. Anju Bala Sharma	PRT	M.A Hindi B.Ed.PDPET	02/04/2013	Confirmed
Mrs Rachel Sampson	PRT	M.A B.Ed. PDPET	04/07/2013	Confirmed
Mrs. Rijo T.J	PRT	M.Sc. M.Phil B.Ed. M.Ed. PDPET	07/04/2014	Confirmed
Mrs. Saikata Dutta	TGT	B.Sc. B.Ed M.Sc Geog.Dip in Education Mgt Dip in Remote Sensing GIS	06/04/2015	Confirmed
Ms. Divya Mehta	PRT	B.A B.Ed. M.Ed. PDPET	06/04/2015	Confirmed
Mrs. Deepika	PRT	B.Com B.Ed. PGDCA PDPET	06/04/2015	Confirmed
Mrs. Merlymol Antony	PRT	B.Sc. B.Ed. PDPET	06/04/2015	Confirmed
Mrs. Amaninder Kaur	TGT	M.Sc. B.Ed. M.Ed.	01/04/2016	Confirmed
Mrs. Sobia George	PRT	B.A B.Ed M.A English PDPET	01/04/2016	Confirmed
Mrs. Gracy Bento	PRT	B.Sc. B.Ed. PDPET	01/04/2016	Confirmed
Ms. Ruchi	TGT	B.A B.Ed. M.A English	07/04/2017	Confirmed
Mrs. Sutanter Mehta	TGT	B.A B.Ed. M.A Giyani O.T Punjabi	02/04/2018	Confirmed
Mrs. Reema Guleria	PRT	B.A B.Ed M A	01/04/2019	Confirmed
Mrs. Asha Saini	PRT	B.Sc. B.Ed. M.Sc	02/04/2019	Confirmed
Ms. Priti Devi	PGT Biology (Part Time)	B.Sc. M.Sc Biology, M.Ed.	16/05/2018	Part Time Contract
Mrs. Nidhi Taneja Sharma	TGT	M.A B.Ed	01/05/2020	Confirmed
Mrs. Archana Malik	PRT	M.A B.Ed.	01/04/2022	Probation
Mrs. Priyanka	PRT	M.Sc. B.Ed.	01/04/2022	Probation
Mrs. Shelly	PRT	M.A B.Ed	01/04/2022	Probation
Mrs. Princy Seth	PRT	E.T.T B.A B.Ed.	01/04/2022	Probation
Ms. Chaitanya	PRT (Craft)	B.F.A M.F.A	10/04/2022	Probation
Sr. Regina Mary L	PRT	M.A B.Ed.	01/07/2022	Probation
Mrs. Sandeep Kaur	PTI(Primary)	B.P.Ed. M.P.Ed	01/08/2022	Probation
Mrs. Rajni Khandpur	Nursery Tr.	B.Sc Home Sc. B.Ed.	01/04/2000	Confirmed
Mrs. Rojarani Vincent	Nursery Tr.	B. A NTT	01/04/2003	Confirmed
Mrs. Harpreet Kaur	Nursery Tr.	M.A B.Ed	02/04/2009	Confirmed
Mrs. Rajni Budhiraja	Nursery Tr.	B.Sc B.Ed. NTT	02/04/2011	Confirmed
Mrs. Neeta Goel	Nursery Tr.	B.A B.Ed M A	02/04/2012	Confirmed
Mrs. Rita Adalkha	Nursery Tr.	B.A B.Ed	02/04/2012	Confirmed
Mrs.Anjula Thakur	Nursery Tr.	M.A B.Ed	07/04/2014	Confirmed

Mrs. Deepa Nambiar	Nursery Tr.	MBA B.Ed NTT	09/04/2014	Confirmed
Mrs. Diksha Beshtoo Machhan	Nursery Tr.	B.Tech M.Sc.I.T ECCE NTT B.Ed.	01/04/2022	Probation
Mrs. Namita Beri	Nursery Tr.	M.A B.E.d PDPET	01/07/2022	Probation
Mrs. Sonia	Librarian	B.Lib B.A M.Lib	01/08/2001	Confirmed
Mrs. Parmjeet Kaur	Asstt. Librarian	Dip in Lib Sci. B.Lib M.Lib PGDLAN D.EL.ED	01/04/2018	Confirmed
Ms. Gursharan Kaur	Special Educator	B.A B.Ed. in Special Education M.A Sociology M.A Education	12/10/2015	Confirmed
Dr. Veerpal Kaur	Doctor	BHMS	01/11/2015	Confirmed

Administrative/Non- Teaching Staff

Sr. Agnella	Treasurer	B.A	01/07/2021	Confirmed
Mrs. Lizy Kennedy	Office Supdtt.	+ 2 Commerce Vocational B.A	15/04/1991	Confirmed
Mr. A. Vincent Selvaraj	Supervisor	B.A	17/04/2001	Confirmed
Mr. Sukhjeet Singh	System Administrator	B.A /MC SA	02/04/2013	Confirmed
Ms. Indramuni Minj	Office Assistant	Post Matric Secretarial Practice	02/08/2010	Confirmed
Ms. Sophia	Receptionist	Post Matric	02/04/2007	Confirmed
Mrs. Mercy George	Library Asstt.	Matric	02/04/2007	Confirmed
Mrs. Pushpa Tirky	Lab Attendant	Post Matric	02/04/2007	Confirmed
Mrs. Jessy Fernandes	Office Asstt. Cum Lab Attendant	B.A Secretarial Practice	02/04/2012	Confirmed

Support Staff

Name	Date of Appointment	Probation/ Confirmed
Mrs. Salomi Topno	01/08/1989	Confirmed
Mr. Bir Singh	02.11.1992	Confirmed
Mrs. Marry John	10/05/1993	Confirmed
Mrs. Rani	01/04/1999	Confirmed
Mrs. Chinnappa	10/04/2000	Confirmed
Mr. T. Mathias	01/07/2001	Confirmed
Mrs. Raj Samuel	09/04/2002	Confirmed
Mrs. Arputhamary	15/04/2002	Confirmed
Mr. Dharma Bhakta	02/05/2005	Confirmed
Mr. Basudev Dass	02/05/2005	Confirmed

Mr.Madan Lal	01/12/2011	Confirmed
Mrs. Sagayamary	07/07/2003	Confirmed
Mrs. Vimla Kandulna	07/07/2008	Confirmed
Mr. Jaitun Minj	01/08/2009	Confirmed
Mrs. Cicilia Murmu	01/04/2018	Probation
Mrs. Naresh Kumar	01/11/2019	Probation
Mr. Boby	01/06/2018	Probation
Mr. Amar Ohi	01/11/2020	Probation
Mr. Ajeet Ddungdung	01/04/2022	Probation
Mrs. Kripa Khess	01/07/2022	Probation
Mr.A.Sayhaya Dass	01/05/2022	Contract

14 Details of salary being paid by the school to teaching staff/non- teaching staff.

Designation	Scale of Pay	Grade Pay	D.A%	HRA %	CCA	EPF Contribution
Principal	18650	6600	200%	10%	100	12%
Vice- Principal	10830	3600	200%	10%	100	12%
PGT	12090	4200	200%	10%	100	12%
TGT	10830	3600	200%	10%	100	12%
PRT	8470	3000	200%	10%	100	12%
Accountant/Office Supdt/Supervisor/System Administrator	8470	3000	200%	10%	100	12%
Office Asstt	6240	2000	200%	10%	100	12%
Lib Asstt and Lab Attendant	5300	1400	200%	10%	100	12%
Driver	5300	1400	200%	10%	100	12%
Class IV Employees	4900	1300	200%	10%	100	12%

15) Mode of payment of Salary

- i) Name of the bank through which salary is drawing The Catholic Syrian Bank, SCO 114-115 Sector 34, Chandigarh.
- ii) Mode of Transfer: Directly transferred from School A/C to Staff's Savings A/C through standing instruction.

16) Library Facilities

- (i) Size of the Library in Sq.ft 98.50 Sq mts
- (ii) No of periodicals 20
- (iii) No of Dailies 04
- (iv)No. f Reference books class-wise 3592. 65/ per class
- (v) Others 15128

- 17) Name of the Grievance/redressal Officer: Sr. Jessy Thadathil Augustine
 (i) E-mail, jessythadamumi@gmail.com
 (ii) Ph. No. 0172 2603278
- 18) Members of Sexual Harassment Committee: 1) Sr. Jessy Thadathil Augustine
 2) Mr. N King Kennedy
 3) Mrs. Poonam Bist
 4) Mrs. Shalini Syal
 5) Mr. H.D Singla
- 19) Section wise enrolment of school for the current session:

Class	No. of Section	Strength
L.K.G	5	227
U.K.G	5	232
I	5	236
II	5	227
III	5	235
IV	5	243
V	5	224
VI	5	237
VII	5	244
VIII	5	240
IX	6	246
X	6	232
XI (Commerce)	1	52
XI (Non- Medical)	1	46
XI Medical	1	22
XII (Commerce)	1	48
XII (Non-Medical/Medical)	1	42
Medical	1	33

- 20) Academic Session period: from April 2021 to March 2022
 (04.04.2022 to 31.03.2023)
- 21) Vacation period
 Summer: from May, 28, 2022 to July, 03, 2022
 Autumn: from October 22 to 30th October, 2022
 Winter: from December 23, 2022 to January, 04,2023.
- 22) Admission period
 L.K.G.: - 2nd Week of January
 Other Classes: Subject to the availability of seats/T.C.
 position.

PRINCIPAL
 SR. JESSY THADATHIL AUGUSTINE