



RATHI PUBLIC SCHOOL

For a better Future

Ref.No.....

Date-.....

Subject: Submission of Required Information Regarding School Management Committee (SMC)

This is to certify that **RATHI PUBLIC SCHOOL** is providing all required information and documents related to the **School Management Committee (SMC) and Society Objectives** as prescribed by the department/CBSE. The details of the SMC, along with supporting documents, are **attached herewith** for your kind perusal and necessary action.

Satwede:
Principal
RATHI PUBLIC SCHOOL
JALESAR
SIGN.

RATHI EDUCATIONAL SOCIETY
[Signature]
CHAIRMAN
Chairman

Jalesar Sikandrarao Road, Village Lakhmipur, Jalesar - 207302 (Etah)
Contact Info- info@rathipublicschool.in, 9634094004

FORMATION OF SCHOOL MANAGEMENT COMMITTEE (SMC)

In compliance with the rules and regulations of the Central Board of Secondary Education (CBSE) and the Right to Education Act, 2009, the School Management Committee (SMC) has been constituted for the academic session.

1. Objectives of the School Management Committee

- To ensure the smooth and effective functioning of the school.
- To maintain high academic standards and promote holistic development.
- To monitor school infrastructure, safety, discipline, and welfare measures.
- To support the implementation of CBSE policies and departmental instructions.
- To maintain transparency in school administration and financial management.

2. Composition of the SMC

The School Management Committee includes the following members:

- Chairperson:- MR. UDIT RATHI
- Member Secretary/Principal :- MRS. SONAL CHATURVEDI
- Teacher Representatives :- 1. MR. NAMAN MAHESHWARI 2. MRS. RADHIKA THAKUR
- Parent Representatives :- 1. MRS. PREETI YADAV 2. MRS. SAMEEKSHA SHARMA
- Management Representatives :- 1. MR. VAIBHAV RATHI 2. MR. ANKUR RATHI
- Local Authority/Community Representatives :- 1. MRS. SHASHI RATHI 2. MRS. NEERA RATHI
- Other members :- 1. MR. RAJEEV RATHI 2. MR. LOKENDRA RATHI 3. LAKHAN RATHI
4. MRS. LEENA RATHI

3. Roles and Responsibilities of the SMC

- Approving academic and development plans of the school.
- Monitoring the functioning of the school and student learning outcomes.
- Overseeing proper use of school funds and resources.
- Ensuring safety, security, health, and hygiene facilities.
- Supporting co-curricular, sports, and cultural development.
- Maintaining SMC meeting records and resolutions.


4. Roles, Duties, and Powers of the Principal (As per CBSE Guidelines)

The Principal, being the Member Secretary of the SMC and the Head of the Institution, holds the following roles and powers:

A. Administrative Roles

- Act as the overall in-charge of academic, administrative, and operational functioning of the school.

RATHI EDUCATIONAL SOCIETY


CHAIRMAN

- Ensure implementation of CBSE rules, bylaws, circulars, and examination guidelines.
- Ensure discipline among staff and students as per CBSE norms.
- Maintain all statutory school records, including attendance registers, admission & withdrawal registers, safety documents, audit reports, SMC minutes, etc.

B. Academic Roles

- Ensure timely completion of curriculum as per CBSE syllabus.
- Monitor lesson planning, teaching quality, assessment patterns, and student performance.
- Implement Continuous Professional Development (CPD) for teachers.
- Promote innovative teaching methods, digital learning, and NEP-aligned practices.

C. Financial & Administrative Powers

- Oversee proper utilization of school funds, fees, and grants as per rules.
- Ensure transparency in financial matters including budgets, audits, and accounts.
- Approve routine expenditures and recommend major financial decisions to the SMC/Management.

D. Safety & Compliance

- Ensure school compliance with CBSE norms related to:
 - Fire safety
 - Building safety
 - Health & hygiene
 - First-aid & medical room
 - Transportation safety
 - CCTV surveillance
- Conduct periodic safety audits and drills.

E. Student Welfare & Development

- Promote a safe, inclusive, and child-friendly environment.
- Prevent corporal punishment, discrimination, and bullying.
- Oversee counseling services and special education needs.

F. Examination Duties

- Function as the Centre Superintendent for CBSE Board Exams.
- Ensure confidentiality, fairness, and transparency during examinations.
- Ensure smooth conduct of school internal assessments and CBSE practical exams.

G. Liaison & Communication

- Act as the official link between the school and CBSE/Department of Education.
- Communicate SMC decisions to staff, students, and parents.
- Convene SMC meetings and maintain minutes.

5. SMC Meeting Schedule

The SMC shall meet at least four times in an academic year. All proceedings shall be recorded in the SMC Register and signed by authorized members.

RATHI EDUCATIONAL SOCIETY

Odisha Rathi
CHAIRMAN

5. Objectives of Society

- The objective of the society is to promote and spread education, establish schools and various educational institutions at different places for educational development, operate them properly, and make appropriate efforts for the social, moral, intellectual, academic, character, literary, creative, and artistic development of students.
- The objective of the society is to ensure continuous development of education by establishing institutions from primary to junior high school, high school, and intermediate level, and as required, colleges and Sanskrit colleges; and to provide free computer software and hardware technical education as well as free computer and other knowledge.
- The objective of the society is to provide free education and proper arrangements for scholarships for destitute, orphaned, and disabled children, and to provide free facilities such as hostels, libraries, reading rooms, playgrounds, and gyms for the benefit of the children.
- The objective of the society is to provide free education and training related to widely used languages and literature such as Hindi, Sanskrit, English, Urdu, Persian, as well as scientific, technical, and training-related education.
- The objective of the society is to make children self-reliant and independent by providing them free education and training, and to help them become competent citizens and contribute to the development of the nation.
- Within its scope of work, the society aims to implement schemes run by the central and state governments, social welfare departments, and education departments, and establish contact with the concerned departments to obtain assistance.
- The objective of the society is to organize cultural programs, seminars, health camps, awareness camps, art exhibitions, and to conduct adult education, non-formal education programs, child-labor eradication programs, and prohibition programs from time to time.
- With the cooperation of central and state governments, corporations, boards, and related departments, the objective is to provide easy training to people for their welfare and to make them self-reliant and independent—such as tailoring, embroidery, weaving, handicrafts, architecture, craftwork, carpet weaving, dyeing, painting, typing, shorthand, and computer training free of cost—and to create awareness among them.
- The objective of the society is to run free programs for the all-round development of women and children in urban and rural backward areas and slum settlements, such as cleanliness programs, literacy programs, family planning, maternal and child nutrition, women and child development programs, child immunization programs, etc., and to raise awareness by organizing camps from time to time and providing information about government schemes.
- To maintain environmental balance and reduce pollution by conducting tree plantation drives and setting up nurseries.
- To work for the welfare of the needy such as the blind, leprosy patients, speech- and hearing-impaired persons, the disabled, helpless elderly people, and to establish free child shelters, orphanages, and old-age homes.
- Certificates for courses/degrees conducted by boards/universities established by the State Government/Government of India shall neither be issued nor shall such courses be conducted without the permission of the State Government/Government of India. **All the above objectives are non-profit in nature.**

RATHI EDUCATION SOCIETY
Aditya
CHAIRMAN