

DAISY DALES SR. SEC. SCHOOL**EAST OF KAILASH, NEW DELHI****SCHEME OF ADMISSION FOR PRE-SCHOOL****ACADEMIC YEAR 2019-2020****1. ELIGIBILITY :**

S. No.	Class	Age Limit
1	PRE-SCHOOL	03+ years as on March 31, 2019

2. NUMBER OF SEATS:

S. No.	Particulars	Number of Seats	Criteria
1	Total number of seats available in Pre-School	80	
2	Number of seats available for EWS/Disadvantage Group and Disabled children	20	25%
3	Open Seats	60	According to Point System

3. ADMISSION SCHEDULE:

S. No.	Particulars	Time Schedule
1	Uploading the criteria and their points in the module of the DOE Website	14.12.2018 (Friday)
2	Commencement of admission process	15.12.2018 (Saturday)
3	Last date of submission of application forms in school	07.01.2019 (Monday)
4	Uploading details of children who applied to the school for admission under open seats	21.01.2019 (Monday)

5	Uploading marks as per Point System given to each of the children who applied for admission under open seats	28.01.2019 (Monday)
6	Display of <u>FIRST LIST</u> of select candidates (including waiting list) along with marks allotted under point system	04.02.2019 (Monday)
7	Resolution of queries of parents of First List by verbal interaction	05.02.2019 - 12.02.2019
8	Display of <u>SECOND LIST</u> of select candidates (including waiting list) along with marks allotted under point system	21.02.2019 (Thursday)
9	Resolution of queries of parents by verbal interaction	22.02.2019 - 28.02.2019
10	Subsequent list of admission, if any	15.03.2019 (Friday)
11	Closure of admission process	31.03.2019 (Sunday)

4. Photocopies of documents required to be submitted along with the Registration Form are:

- i. Photograph of the child, Father and Mother (Two, Passport size)
- ii. Birth Certificate
- iii. Aadhar Card of the Child and Parent
- iv. Proof of Residence
- v. Medical Fitness Certificate (PHYSICAL AND MENTAL FITNESS)
- vi. Proof of Sibling (Photocopy of ID Card of Sibling/Receipt of last Fee paid)

5. ADMISSION COMMITTEE:

Admission Committee of the School shall consist of:

- i. Principal : Mrs. Dali Mandal
- ii. Headmistress : Ms. Aditi Ashis Nandy
- iii. Parent – Member : Mr. Sanjay Jha
- iv. Parent – Member : Mr. Vikas Sharma

It is also decided that the following Teacher / Assistant shall also be associated with the committee to interact with the parents / guardians regarding registration and admissions and to collect and verify the documents attached with the Registration and admission forms , as per the norms.

- i. Ms. Nisha Bedi : Teacher
- j. Ms. Pooja : Librarian

PARAMETERS FOR MERIT LIST FOR PRE-SCHOOL 2019-2020

Criteria for preparation of merit list for admission would be on points system detailed below

S. No.	Particulars	Points
1	Neighbourhood (0-6 KM)	50
2	Neighbourhood (Above 6 KM)	30
3	Sibling	10
4	Alumni	10
TOTAL POINTS		100