

**GOVERNMENT OF PUDUCHERRY  
DIRECTORATE OF SCHOOL EDUCATION**

No.22264/DSE/EE/P-10/UN-03/2025-26

Puducherry, dated: **01.12.2025**

**CERTIFICATE OF RECOGNITION OF A PRIVATE SCHOOL**

The Director of School Education, Puducherry is pleased to grant provisional permission / recognition to the following private school as detailed below:

i)	Name and address of the school	:	<b>ENPEE INTERNATIONAL HIGH SCHOOL, Enpee Enclave, Puthakudy Village, Vadamattam Main Road, Nedungadu, Karaikal.</b>
ii)	Name of the Educational Agency	:	Maraicayar Trust, ENPEE International School, LKB House, Eswari Nagar, Medical College Road, Tanjavur, Tamilnadu.
iii)	Classes to which renewal of provisional recognition is granted	:	<b>LKG to TENTH std.,</b>
iv)	Classes to which provisional permission / recognition is granted	:	<b>* * *</b>
v)	Academic year	:	<b>2025 – 2026</b>
vi)	<b>Remarks:-</b> (a) Water taps need to be increased more in numbers. (b) Rainwater harvesting should be installed. (c) The number of library books should be increased by another 200 books. (d) The <b>Endowment and Reserve funds should be increased by Rs.15,000/- &amp; Rs.5,67,000/-</b> respectively per Rules. (e) Two PST's, Librarian and Special (Drawing / Music) trained teachers should be appointed in addition to the existing staff strength. (f) Plan Approval (KPA) should be submitted to the Inspecting Officer concerned. (g) The Fee structure of the said school should be displayed in the Notice Board of the school. (h) The salary and the D.A., should be paid to the teaching and non-teaching staff, as per the Labour Dept., G.O.Ms. No.40/LAB/AIL/G/2013 dt.18.10.2013. (i) School Disaster Management Plan (SDMP) and School Safety Disaster Awareness Training Programme should be conducted, as per the instructions contained in the Circular No.7318 dt.09.03.2018, issued by the Joint Director (S.E), DSE, Puducherry.		

2. The management of the said school is informed that all the conditions as stipulated in the ANNEXURE to this Certificate and those prescribed in the Pondicherry School Education Rules, 1996 should be fulfilled failing which further continuance of recognition is liable to be rejected.

//By Order//

Encl: Annexure



**(C. GAVOURY)**

DEPUTY DIRECTOR (ELEMENTARY EDUCATION)

THRO' PROPER CHANNEL

**To  
The Manager,  
ENPEE INTERNATIONAL HIGH SCHOOL,  
Enpee Enclave, Puthakudy Village,  
Vadamattam Main Road, Nedungadu, Karaikal.**

Copy to:

1. The Chief Educational Officer, Karaikal. | With a request to ensure that the Management of the said school adheres and rectifies the defects stated above, without fail.

20. The managing committee shall close down a school with the prior approval of the Director of School Education. Such school shall immediately hand over all the school records to the Inspecting Officer concerned.
21. After the financial year is over the accounts of the school are to be audited by a Chartered Accountant and a certificate signed by the auditor to the effect should be sent to this Directorate within a month after the completion of the audit.
22. Every recognized private school shall display the Number and Date of the Recognition Order and the class upto which recognition is granted in the Name Board and Notice- Board.
23. Every recognized private school should adhere to the normal working hours and the authorized holidays, as approved by the Director of School Education from time to time.
24. The Heads of schools should maintain the student strength not exceeding 40 for the classes from I to V and 35 for the classes from VI to VIII in each section.
25. The managements should issue detailed Cash Bills whenever Text Books, Stationeries, Uniform Materials, etc., are sold by them to the pupils.
26. The practice of large scale detention of students in Standard IX to achieve the goal of 100% pass in the Public Examination is banned. Compulsory issuance of Transfer Certificate to such students is also banned. The promotion policy/norms fixed by Director of School Education shall be strictly adhered to.
27. Text Books of Standard-X should not be taken up in Standard-IX.
28. The Heads of Schools should establish and manage Parent Teacher Associations as per the guidelines issued by this Directorate.
29. Rainwater harvesting structure should be established in the School building.
30. The students should be medically got examined to identify illness if any and the Health record of the students should be maintained.
31. Any form of corporal punishment is totally banned in the educational institutions in the U.T. of Puducherry.
32. No class shall be conducted in thatched or other flammable roof sheds.
33. Classes upto Third Standard must be conducted in the Ground Floor only.
34. The schools should have sufficient fire fighting equipments and water storage facilities.
35. There should be atleast one entry gate and one exit gate in all schools.
36. The entrance/exit gates, the staircase and the verandahs/internal pathways of the schools should be sufficiently broad.
37. The teachers and students should be given proper training to meet any emergent situation. Training in fire fighting and rescue operations should be imparted to the volunteers of NCC., NSS., and CSS.
38. The Heads of the Schools should submit the application for Renewal of Recognition/Permission to start the next higher standard to the Inspecting Officer concerned on or before 30<sup>th</sup> November every year.
39. The Heads of Institutions shall be personally responsible for the compliance of the directions issued vide G.O. Ms. No.80 dated 26.07.2004.
40. The management shall comply with the instructions issued from time to time by the Director of School Education, in the interest of School Education.

//By Order//



(C. GAVOURY)

DEPUTY DIRECTOR (ELEMENTARY EDUCATION)

PRINCIPAL

Directorate of School Education, Puducherry.

ENPEE INTERNATIONAL SCHOOL  
AFFILIATION No: 2930089  
Vadamattam Main Road  
Karaikal - 609 609



ENPEE INTERNATIONAL SCHOOL  
Vadamattam Main Road,  
KOTTUCHERRY,  
KARAIKAL - 609 609