

**INFORMATION OF THE SCHOOL REQUIRED TO BE UPLOADED ON SCHOOL'S WEBSITE**

1. Name of the School with address : **PADMA SESHADRI BALA BHAVAN SENIOR SECONDARY SCHOOL**  
EDEN PARK TOWNSHIP,  
M.R. RADHA MAIN ROAD,  
KANCHEEPURAM DISTRICT – 603103
- (i) E-mail : principalsrs@psbbschools.ac.in  
hmsrs@psbbschools.ac.in  
adminsrs@psbbschools.ac.in
- (ii) Ph. No. : 8939814451, 9962014451
- (iii) Fax No. : NA
2. Year of establishment of school : 2011
3. Whether NOC from State/UT or recommendation of Embassy of India obtained? : YES
4. Is the school recognized, if yes by which authority : CBSE, New Delhi
5. Status of Affiliation
- (i) Affiliation No. : 1930522
- (ii) Affiliation with the Board since : 2014
- (iii) Extension of affiliation upto : 2025
6. Name of Trust/Society/Company Registered under Section 25 of the Company Act, 1956 : Bala Bhavan Educational Trust
- Period upto which Registration of Trust/Society is valid : Permanent
7. List of members of School Managing Committee with tenure and post held : **Annexure I of this document**
8. Name and official address of the Chairperson : Mrs. Sheela Rajendra  
No. 15 Lake First Main Road  
Nungambakkam, Chennai 600034
- (i) E-mail : [dean@psbbschools.ac.in](mailto:dean@psbbschools.ac.in)
- (ii) Phone Number : 044-28172459
- (iii) Fax No. : 044-28173596
9. Name and official address of Correspondent : Mrs. Sheela Rajendra  
16, Thirumalai Pillai Road  
T. Nagar, Chennai 600017
- (i) E-mail : [dean@psbbschools.ac.in](mailto:dean@psbbschools.ac.in)
- (ii) Phone Number : 044-2834 1886
10. Area of School Campus (Siruseri)
- (i) In Acres : 3.522 acres
- (iii) Built up area (sq. mtrs.) : 7386 sq. mts.
- (iv) Area of Playground in sq. ft. : 6216.49 sq. mts.
- (v) Other facilities
- a) Swimming Pool : No
- b) Indoor games : Chess, Carrom
- c) Dance rooms : Yes
- d) Gymnasium : No
- e) Music Rooms : Yes
- f) Hostels : No
- g) Health and Medical Check-up : Yes

11. Details of fee structure:

Class	I Term	II Term	III Term	Whole year
	Rs.	Rs.	Rs.	Rs.
Pre-KG	32195	12320	12320	56835
LKG	30890	11190	11190	53270
UKG	30890	11190	11190	53270
STD-I	33430	12370	12370	58170
STD-II	33430	12370	12370	58170
STD-III	32390	12890	12890	58170
STD-IV & V	31890	12890	12890	57670
STD-VI & VIII	33455	12890	12890	59235
STD-IX	35100	13270	13270	61640
STD-X	35600	13270	13270	62140
STD-XI				
M/P/C/ BIO	36890	13540	13540	63970
M/P/C/ COMP	40190	13540	13540	67270
COMMERCE	36890	13540	13540	63970
STD-XII				
M/P/C/ BIO	37490	13540	13540	64570
M/P/C/ COMP	40790	13540	13540	67870
COMMERCE	37490	13540	13540	64570

12. Transport facility

- (i) Own buses : Yes. But not provided for students transportation from house and back
- (ii) Buses hired on contract basis : No
- (iii) Details of transport charges : NA

13. Particulars of teaching staff : **Annexure II of this document**

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

DESIGNATION	PAY STRUCTURE	LEVEL OF PAY
Principal	59300-187700	25
Headmistress	56900-180500	23
PGT	36400-115700	16
TGT	35900-113500	13
PRT	20600-65500	10
PTI	20600-65500	10
Counsellor	18200-57900	5
Librarian	19500-62000	8
Office Staff	18200-57900	5

15. Mode of payment of salary

- (i) Name of the Bank through which salary is drawing : INDIAN OVERSEAS BANK, NAVALUR  
(ii) Through single Cheque transfer advice : Yes  
(iii) Individual Cheque : NA  
(iv) Cash : NA

16. Library facilities

Size of the Library in sq. ft. : 38.7 \* 37.06

Sl. No	PARTICULARS	TOTAL
1	No of Periodicals	5
2	No Of Dailies	5
3	No Of Magazines	41
4	No Of Reference Books	1168
5	Gift Books	4304
6	Others	3598

17. GRIEVANCE / REDRESSAL COMMITTEE

- : (1) Mrs. Vijayalakshmi Raman - Principal  
(2) Mrs Kamala Krishnan - Headmistress  
(3) Mrs Shinu Mary Varghese - PGT English  
(4) Ms. Bhairavi Prakash - Mental Health Advisor

(i) E-mail

reachoutpsbbsrs@gmail.com

(ii) Phone Number

8939814451 / 9962014451

(iii) Fax Number

: NA

18. COMMITTEE (UNDER POSCO)

1. Principal – Mrs. Vijayalakshmi Raman
2. Headmistress – Mrs. Kamala Krishnan
3. Teacher Representataives –
  - a) Mrs. Deepa Srinivas
  - b) Mrs. Anitha .A
  - c) Mr. Kanthamani
  - d) Mrs. Leena Joshi
4. Non-teaching staff – Mrs. Padmavathy S
5. Parent representatives -
  - a) Dr. M. Chokkalingam
  - b) Mrs. Challa Venkata Rama Maruti Sirisha Kumari
6. Student representatives –
  - a) Ashwajit Singh (Std. XII A1)
  - b) R Preethi Manasa (Std XII B1)
  - c) Tharuneswar .J (Std. XIIA1)
  - d) Lakshita Santhanakrishnan (Std. XIIA1)
7. Mental Health Advisor - Mrs. Rajarajeswari S

19. Section wise enrolment of school for the current session

<b>Class</b>	<b>Section</b>	<b>Enrolment</b>
Pre K.G.	4	70
L.K.G.	4	70
U.K.G.	4	84
I	4	100
II	4	109
III	4	102
IV	3	107
V	4	104
VI	3	91
VII	4	107
VIII	4	99
IX	2	83
X	2	75
XI	2	30
XII	2	30

20. Academic session period : April to March
21. Vacation period : Half of April and May
22. Admission period : January to March

**ANNEXURE I**  
**MANAGEMENT COMMITTEE 2021 – 2022**

<b>S NO</b>	<b>NAME</b>	<b>DESIGNATION</b>	<b>TENURE</b>
1	Mrs. Sheela Rajendra	Chairperson	2019 - 2022
2	Mrs. Vijayalakshmi Raman	Member, Secretary	2019 - 2022
3	Mrs. Kamala Krishnan	Member	2019 - 2022
4	Mrs. Anitha. S	Member	2019 - 2022
5	Mrs. Shinu Varghese	Member	2019 - 2022
6	Mrs. Geetha Mahadevan	Member	2019 - 2022
7	Mrs. Syna Binoy	Member	2019 - 2022
8	Mrs. Bhavani Bhaskar	Member	2019 - 2022
9	Mrs. S. Vasanthi	Member	2019 - 2022
10	Mrs. Rukmini Sreedharan	Member	2019 - 2022
11	Mrs. Geetha Govindarajan	Member	2019 - 2022
12	Mrs. Durga Chandrasekar	Member	2019 - 2022
13	Mr. Y .G. Rajendraa	Member	2019 - 2022
14	Mrs. Vijayalakshmi Mahalingam	Member	2019 - 2022
15	Mr. G. Mogan	Member	2019 - 2022

## **ANNEXURE II**

### **DETAILS OF TEACHING STAFF**

<b>S. No.</b>	<b>Name</b>	<b>Designation</b>	<b>Grade</b>	<b>Date of Birth</b>	<b>Date of Appointment</b>	<b>Trained/Untrained</b>	<b>Probation/Confirmed</b>
1	Mrs. Sheela Rajendra	Dean&Director, Correspondent	Principal	15-04-1961	01-05-1992	Trained	Confirmed
2	Mrs. Vijayalakshmi Raman	Principal	Principal	28-08-1960	02-06-1995	Trained	Confirmed
3	Mrs. Kamala Krishnan	Headmistress	Headmistress	27-03-1956	14-06-1989	Trained	Confirmed
4	Mrs. Srudhi.U	PGT	PGT	14-12-1987	01-06-2012	Trained	Confirmed
5	Mrs. Shinu Varghese	PGT	PGT	18-04-1972	04-06-2014	Trained	Confirmed
6	Mrs. J Hemalatha	PGT	PGT	22-09-1979	01-06-2017	Trained	Confirmed
7	Mrs. Deepa Srinivas	PGT	PGT	23-10-1965	04-06-2018	Trained	Confirmed
8	Mrs. Karpagam	PGT	PGT	13-12-1980	17-06-2019	Trained	Probation
9	Mr. B.T. Sampath	PGT	PGT	25-05-1969	22-06-2018	Trained	Contract
10	Mrs. Sudha Kannan	PGT	PGT	07-02-1962	14-06-2020	Trained	Contract
11	Mrs. Jayashree Balaji	TGT	TGT	10-09-1981	04-06-2015	Trained	Probation
12	Mrs. S.N.Kavitha	TGT	TGT	31-05-1977	01-06-2011	Trained	Confirmed
13	Mrs. Leena Joshi	TGT	TGT	05-08-1969	15-06-2016	Trained	Confirmed
14	Mrs. V. Rajalakshmi	TGT	TGT	16-03-1968	02-08-2017	Trained	Confirmed
15	Mrs. Anindita Das	TGT	TGT	07-10-1972	03-06-2019	Trained	Temporary
16	Mrs. Vinita Singh	TGT	TGT	20-02-1984	02-06-2016	Trained	Confirmed
17	Mrs. D. Sudhaa	TGT	TGT	10-09-1979	01-06-2012	Trained	Confirmed
18	Mrs. Indumati Bhamidipati	TGT	TGT	08-09-1974	03-06-2019	Trained	Temporary
19	Mrs. Amita Kaheer	TGT	TGT	21-02-1969	05-06-2002	Trained	Confirmed
20	Mrs. S. Krithika	TGT	TGT	25-10-1983	01-07-2017	Trained	Confirmed
21	Mrs. Sudha Thakur	TGT	TGT	21-06-1974	01-06-2011	Trained	Confirmed
22	Mrs. Preethika	TGT	TGT	04-08-1981	23-11-2017	Trained	Probation
23	Mrs. Mubeena	TGT	TGT	24-07-1982	04-06-2015	Trained	Confirmed
24	Mrs. Priya Sanjay Babu	PRT	PRT	09-07-1979	28-09-2015	Trained	Confirmed
25	Mrs. Deepti Gupta	PRT	PRT	22-06-1984	02-06-2016	Trained	Confirmed
26	Mrs. Anitha. A	TGT	TGT	08-10-1978	02-06-2016	Trained	Confirmed
27	Mrs. Meenakshi Bhutani	PRT	PRT	07-09-1974	30-06-2016	Trained	Confirmed
28	Mrs. R. Iswaryalakshmi	TGT	TGT	12-12-1983	06-06-2016	Trained	Confirmed
29	Mrs. Akila Janani M	PRT	PRT	14-03-1985	24-07-2020	Trained	Probation
30	Mrs. Shobana.C	PRT	PRT	07-06-1989	01-11-2017	Trained	Confirmed
31	Mrs. Rakhee Ravindranath	PRT	PRT	11-12-1982	02-06-2016	Trained	Confirmed
32	Mrs. V. Aarthi	PRT	PRT	17-05-1986	24-06-2020	Trained	Probation
33	Mrs. Radhika Anish	PRT	PRT	09-10-1986	27-07-2020	Untrained	Probation
34	Mrs. Tanu Khurana	PRT	PRT	11-10-1978	02-05-2020	Trained	Probation
35	Mrs. Latha Chandrasekhar	PRT	PRT	16-11-1964	02-09-2002	Trained	Confirmed
36	Mrs. Sujatha Gomathisankar	PRT	PRT	30-01-1975	24-07-2020	Untrained	Probation
37	Mrs. D. Menaka	PRT	PRT	03-07-1984	01-06-2017	Trained	Probation
38	Mrs. M. Jayashree	PRT	PRT	12-04-1985	09-10-2017	Untrained	Temporary
39	Mrs. Bino Subramaniam	PRT	PRT	07-08-1979	01-06-2017	Trained	Confirmed
40	Mrs. T. S. Kamala	PRT	PRT	17-11-1989	04-06-2018	Untrained	Probation
41	Mrs. Srividya. S	PRT	PRT	09-05-1982	08-06-2015	Trained	Part Time
42	Mrs. Kirtheeka Ananthasubramanian	PRT	PRT	22-05-1982	24-07-2020	Untrained	Probation
43	Ms. Vatchala	TGT	TGT	09-06-1984	03-06-2013	Trained	Confirmed
44	Mr. Karthik	TGT	TGT	20-06-1990	04-06-2018	Trained	Probation
45	Mrs. S. Lakshmi	PRT	PRT	21-04-1973	03-06-2019	Trained	Temporary
46	Ms. Sunita Krishnamurthy	PRT	PRT	30-11-1971	01-06-2011	Trained	Confirmed

47	Mrs. Sharon Hephzibah Solomon	PRT	PRT	05-11-1996	24-07-2020	Trained	Probation
48	Mrs. Savitha Padmanaban	PRT	PRT	08-05-1964	11-06-1995	Trained	Contract
49	Mrs. Anuradha. S	PRT	PRT	19-12-1976	02-06-2014	Trained	Confirmed
50	Mrs. Vasanthi Gowda	NTT	NTT	15-06-1986	15-06-2015	Trained	Confirmed
51	Mrs. Vaishnavi	NTT	NTT	10-10-1994	27-06-2019	Untrained	Temporary
52	Mrs. Alamelu C	NTT	NTT	13-01-1990	10-07-2017	Untrained	Part Time
53	Mrs. Meenakshi. A	NTT	NTT	21-09-1976	02-06-2014	Trained	Part Time
54	Mrs. Anandhi. G	NTT	NTT	27-06-1977	11-06-2014	Trained	Part Time
55	Mrs. Archana. K	NTT	NTT	10-04-1986	06-06-2016	Trained	Part Time
56	Mrs. Poonima Karthik	NTT	NTT	28-05-1984	01-06-2017	Untrained	Part Time
57	Mrs. Shilpa	NTT	NTT	07-04-1981	04-06-2018	Untrained	Part Time
58	Mrs. Varsha Rawat	Dance Teacher	PRT	25-11-1988	06-12-2012	Trained	Confirmed
59	Mrs. J. Sudha	Music Teacher	PRT	30-08-1976	14-10-2013	Trained	Confirmed
60	Mr. Y. Mani	Art Teacher	PRT	10-01-1991	03-07-2017	Trained	Confirmed
61	Mr. M. Sathyaraja	Music Teacher	PRT	14-07-1976	03-06-2019	Trained	Temporary
62	Mr. Kanthamani	PET	PET	23-11-1970	04-06-2015	Trained	Confirmed
63	Mrs. Sujitha Paulose	PET	PET	10-04-1985	02-06-2016	Trained	Confirmed
64	Mr. Sridhar. K	Librarian	-	14-05-1978	17-08-2016	Trained	Confirmed
65	Mrs. Chandrika Srinivasan	Superannuation	Superannuation	10-01-1955	10-06-2013	Trained	Superannuation

### DETAILS OF ADMIN DEPT STAFF

SL. NO.	Name of the staff	Designation	Date of Birth	Joining date	Probation / Confirmed
1	Mrs. Kala	Office Assistant	10-11-1988	03-10-2018	Probation
2	Mrs. Hariniy R	Office Assistant	27-03-1988	01-06-2018	Probation
3	Mrs. Padmavathy S	Office Assistant	21-09-1977	01-06-2017	Confirmed
4	Mrs. T. Pushpa	Campus Supervisor	04-03-1978	28-05-2012	Confirmed