

# ACCREDITATION OF CBSE SCHOOLS

## I. HON'BLE HRM's ANNOUNCEMENT

*“Explore possibilities of setting up an independent, accreditation body in the area of school education.”*

## II. INTRODUCTION

From merely 309 schools in 1962, the tally of affiliated schools is close to 10,500 today. The Board enjoys a national status with an international jurisdiction. It has been seen that the schools come in contact with the Board at the time of: Initial Affiliation, Up-gradation or Renewal of Affiliation. Once this is completed, there is hardly any monitoring or quality check. The only indicators of standards are class X & XII Board exam results which are also highlighted by schools individually and differently.

## III. QUALITY ASSURANCE

The National Policies of Education (NPE) have played a major role in the quality assurance development of the Indian education system. With the constitutional amendment of 1976, bringing education into the concurrent list, the Central Government has a meaningful role in ensuring the quality of education. It has to reinforce the national and integrative character of education, maintain quality and standards, and monitor the education requirement of the country as a whole.

## IVA. ACCREDITATION: A PROCESS OF SYSTEMATIC IMPROVEMENT

Accreditation by definition is an affirmation of 'Quality'. It is the means of demonstrating confidence in the schools' purposes, performances, and human and financial resources. The goals are effectiveness, improvement and public assurance. **Unlike popular magazines, this will not involve ranking institutions, but rather, will establish a level of acceptable quality for all accredited institutions while respecting the unique missions of the institutions involved.** Accreditation of schools will indicate that the educational institution has conducted a self-evaluation of all of its programs and hosted a visiting committee to evaluate the institution in terms of its own stated educational goals and the Standards for Accreditation of the Accrediting Agency. It will ensure that the school has met prescribed qualitative standards which have been pre-set by the accrediting agency.

#### **IVB. ACCREDITATION STANDARDS**

The standards applied for accreditation will be qualitative and can be adapted and applied to any of the types of educational institutions affiliated. The Standards for Accreditation will be a research-based set of practices and concepts that provide guidance to schools on all aspects of the education -- academic, civic, and social -- of the young people under their care. The Standards which are considered to be living documents will be reviewed and revised, as necessary. The process of review will include surveys of all member schools, specific consideration of feedback provided by schools that have recently undergone an accreditation visit, an appraisal of recent, relevant educational literature, and in-depth discussions at the Board level. As needed, third parties will be involved to conduct relevant research to undertake the revision of the Standards. The Standards will be reflective of current trends in research on public education without espousing one particular mode of thought.

#### **IVC. ACCREDITED SCHOOLS**

The awarding of accreditation will signify that the school has met Standards at an acceptable level and is willing to both maintain those Standards and to improve its educational program by implementing the recommendations of the visiting committee. Continued accreditation will be dependent upon a school demonstrating ongoing, reflective progress to improve teaching and learning and the support of teaching and learning. An institution found to be deficient in regard to standards will be given time to take corrective action. Once the time allowed for appeal by an institution of adverse action (i.e, denial of accreditation, placement on probation, termination of accreditation) has elapsed, a public announcement of action will be released. In such cases the effective date, the reason(s) for the action taken, and the plans to monitor or work with the school will also be stated.

#### **IVD. ACCREDITATION: CORE PRINCIPLES**

Accreditation of CBSE affiliated Schools will follow the following core principles:

**Self-study** which engages the entire educational community in structured analysis, self-reflection, and planning in response to the standards.

**Peer review** which brings discipline and perspective to the process through the observations and judgments of a visiting committee of peers from other schools and colleges, informed by the self-study and based on the standards.

**Follow-up** which is monitored by an agency of and overseen by a professional staff to ensure that planned and prescribed institutional change is accomplished

and which provides for intervention, as necessary, to respond to information gathered in regular reports from the institution or through complaints from the public concerning a failure to comply with the standards.

**Accreditation attests to** substantial compliance with established qualitative standards, integrity in statements to the public describing the school's program, its commitment to improvement, and sufficiency of resources.

**Accreditation** will not compare or rank schools.

#### **IV. THE VALUE OF ACCREDITATION THROUGH DIFFERENT PERSPECTIVES**

- Value to the Local Citizen
- Value to School Managements
- Value to System Administrators
- Value to Teachers
- Value to Students

#### **V. PROPOSAL**

As a result of literature surveys and consultations with stakeholders and the MHRD, it is proposed that to start with the CBSE may promote development of and regulate the process of accreditation of schools affiliated to it by bringing out necessary amendment in its Affiliation and Examination Bye-laws. All affiliated schools of the CBSE would be required to get themselves accredited within a reasonable period of time, say within a span of 3 to 5 years.

In order to carry out the above, the CBSE will constitute Expert Advisory Committee (EAC). However, accreditation of the schools will be done by the agencies other than the CBSE. It is proposed that there could be multiple accrediting agencies identified by the CBSE. These agencies will further assess and accredit the schools on the criteria and fees decided and approved by the Board. The CBSE will be acting as an appellate body in case a school is not satisfied with its assessment by the identified accrediting agencies.

#### **VI. THE EXPERT ADVISORY COMMITTEE (EAC) OF CBSE**

An EAC will be established in the CBSE to deal with accreditation matters. It will be responsible for inter alia the following functions with respect to accreditation:

1. Review of standards, policies, procedures, and issues regarding accreditation;
2. Recognize accrediting agencies;

3. Liaise with accrediting agencies on behalf of the CBSE;
4. Provide consultative services accreditation;
5. Advocate the importance of accreditation;
6. Conduct research and development; and

## **VII. THE RECOGNITION PROCESS FOR ACCREDITING AGENCIES**

### **1. The Application for Recognition**

Accrediting agencies desiring to be recognized by the CBSE will apply for recognition to demonstrate their compliance with the Criteria for Recognition. An agency's application for recognition will generally consist of a statement of the agency's request of recognition, evidence of the agency's compliance with the criteria for recognition, and supporting documentation.

The agency's application for recognition must include the documents required by the Board. An illustrative list is given below:

- The agency's accreditation standards and procedures
- The agency's policies and procedures
- The agency's most recent externally audited financial statement
- Published lists of accredited schools or programs
- Self-study guidelines
- Guidance aid training materials for visiting team members
- Sample completed self-study reports
- Sample site visit reports
- Sample institution responses to site visit reports
- Sample minutes of decision meetings
- The agency's constitution and by-laws.

### **2. The Criteria for Recognition**

#### **(A) Basic Eligibility Requirements**

Basic eligibility requirements about Accrediting experience and acceptance of agency by others will be developed by the Board. An illustrative requirement is given below:-

(a) An agency seeking initial recognition must demonstrate that it has--

1. Granted accreditation --

- (i) To one or more institutions;
- (ii) In the geographic area for which it seeks recognition; and

2. Conducted accrediting activities, including deciding whether to grant or deny accreditation for at least two years prior to seeking recognition.
3. Standards, policies, procedures, and decisions to grant or deny accreditation and these are widely accepted by Educators and educational institutions, etc.

**(B) Organizational and Administrative Requirements**

1. Purpose and organization.

(a) An accrediting agency must have as a principal purpose the accrediting of schools. It must be an organization of the type approved by the Board.

(b) The agency must have --

1. Adequate administrative staff and financial resources to carry out its accrediting responsibilities;
2. Competent and knowledgeable individuals, qualified by education and experience in their own right and trained by the agency on its standards, policies, and procedures, to conduct its on-site evaluations, establish its policies, and make its accrediting decisions;
3. Academic and administrative personnel on its evaluation, policy, and decision-making bodies;
4. Representatives of the public on all decision-making bodies; and

(c) The agency must maintain complete and accurate records of--

1. Its last two full accreditation reviews of each school, including on-site evaluation team reports, the school's responses to on-site reports, periodic review reports, any reports of special reviews conducted by the agency between regular reviews, and a copy of the school's most recent self-study; and
2. All decisions regarding the accreditation of any school, including all correspondence that is significantly related to those decisions.

**(C) Accreditation standards.**

(a) The agency must demonstrate that it has standards for accreditation that are sufficiently rigorous to ensure that the agency's accreditation standards effectively address the quality of the school in the following (illustrative) areas:

1. Success with respect to student achievement in relation to the institution's mission.
2. Curricula.
3. Faculty.
4. Teaching Learning and Transaction.

5. Leadership & Governance.
6. Assessment and Evaluation Practices.
7. Health & Safety.
8. Innovation.
9. Contribution to Community.
10. Facilities, equipment, and supplies.
11. Fiscal and administrative capacity as appropriate to the specified scale of operations.
12. Student support services.
13. Recruiting and admissions practices, academic calendars, catalogs, and publications.
14. Record of student complaints received by, or available to, the agency.

**(D) Application of standards in reaching an accrediting decision.**

The agency must have effective mechanisms for evaluating a school's compliance with the agency's standards before reaching a decision to accredit the school.

**(E) Required Operating Policies and Procedures**

(a) The agency must maintain and make available to the public, upon request, written materials describing--

1. Each accreditation it grants;
2. The procedures that schools must follow in applying for accreditation;
3. The standards and procedures it uses to determine whether to grant, reaffirm, reinstate, restrict, deny, revoke, terminate, or take any other action related to each type of accreditation that the agency grants;
4. The schools that the agency currently accredits and, for each school, the year the agency will next review or reconsider it for accreditation; and
5. The names, academic and professional qualifications, and relevant employment and organizational affiliations of--

- (i) The members of the agency's policy and decision-making bodies; and
- (ii) The agency's principal administrative staff.

(b) In providing public notice that a school is being considered for accreditation, the agency must provide an opportunity for third-party comment concerning the school's qualifications for accreditation. At the agency's discretion, third-party comment may be received either in writing or at a public hearing, or both.

(d) If a school elects to make a public disclosure of its accreditation status, the agency must ensure that the school discloses that status accurately,

(e) The accrediting agency must provide for the public correction of incorrect or misleading information an accredited school releases about--

1. The accreditation status of the institution or program;
2. The contents of reports of on-site reviews; and
3. The agency's accrediting actions with respect to the school.

(f) The agency may establish any additional operating procedures it deems appropriate. At the agency's discretion, these may include unannounced inspections.

**(F) Other information an agency must provide to the CBSE.**

The agency must submit to the CBSE--

- a. A copy of its annual report;
- b. A copy, updated annually, of its accredited schools;
- c. A summary of the agency's major accrediting activities during the previous year (an annual data summary);
- d. Any proposed change in the agency's policies, procedures, or accreditation standards

**3. The Recognition Process**

**(A) CBSE's review of an agency's application**

(a) Upon receipt of an agency's application for recognition, the CBSE will analyze the agency's application to determine whether the agency satisfies the criteria for recognition, taking into account all available relevant information concerning the compliance of the agency with those criteria and any deficiencies in the agency's performance with respect to the criteria. The analysis will, inter alia, include--

- (1) Site visits, on an announced or unannounced basis, to the agency and, at the EAC's discretion, to some of the schools it accredits;
- (2) Review of the public comments and other third-party information the CBSE receives by the established deadline, as well as any other information the CBSE assembles for purposes of evaluating the agency; and
- (3) Review of complaints or legal actions involving the agency.

(b) The CBSE's evaluation may also include a review of information directly related to schools accredited by the agency relative to their compliance with the agency's standards, the effectiveness of the standards, and the agency's application of those standards.

(c) When the CBSE completes its evaluation of the agency, the CBSE will--

- (1) Prepare a written analysis of the agency, which includes a recognition recommendation;
- (2) Send the analysis and all supporting documentation, including all third-party comments the CBSE received by the established deadline, to the agency; and
- (3) Invite the agency to provide a written response to the CBSE's analysis and third-party comments.

(d) The CBSE will review any response to the CBSE's analysis that the agency submits. If necessary, the CBSE will prepare an addendum to the analysis and will provide the agency with a copy.

(e) Before the Expert Advisory Committee meeting, the CBSE will provide the Expert Advisory Committee with the following information:

- (1) The agency's application for recognition and supporting documentation.
- (2) The CBSE's analysis of the agency.
- (3) Any written third-party comments the CBSE received about the agency.
- (4) Any agency response to either the CBSE analysis or third-party comments.
- (5) Any addendum to the CBSE analysis.
- (6) Any other information the CBSE relied on in developing its analysis.

(f) The CBSE will publish a notice of the meeting inviting interested parties, including those who submitted third-party comments concerning the agency's compliance with the criteria for recognition, to make oral presentations before the Committee.

**(B) The review of an agency's application by the Expert Advisory Committee**

- (a) The Expert Advisory Committee will consider an agency's application for recognition and will also invite the CBSE, the agency, and other interested parties to make oral presentations at the meeting.
- (b) The Advisory Committee will recommend that the Chairman, CBSE either approve recognition for a specified period or deny recognition or that the Chairman defer a decision for a certain period on the agency's application for recognition.

**(C) Appeal against a recommendation of the Expert Advisory Committee**

(a) The agency may appeal the Expert Advisory Committee's recommendation in writing to the Chairman, CBSE no later than 30 days after the EAC's recommendation.



**(D) The Chairman, CBSE's decision on a recognition**

The Chairman, CBSE will make the final decision regarding recognition of an agency based on the entire record of the agency's application, including the following:

- (a) The Expert Advisory Committee's recommendation.
- (b) The CBSE's analysis and recommendation, if any.
- (c) The agency's application and supporting documentation.
- (d) All written third-party comments forwarded by CBSE to the Advisory Committee for consideration at the meeting.
- (e) Any agency response to the CBSE analysis and third-party comments.
- (f) Any addendum to the CBSE analysis.
- (g) All oral presentations at the Expert Advisory Committee meeting.
- (h) Any materials submitted by the parties, within the established timeframes, in an appeal.

**(E) Appeal against the Chairman CBSE's final recognition decision**

An agency may appeal the Chairman's decision in the Courts as applicable under Affiliation Bye- Laws of the Board.

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