



# SALUJA GOLD INTERNATIONAL SCHOOL

NH-114A, Motileda, Giridih-815312 (Jharkhand)

Email- [reachus@salujagoldschool.com](mailto:reachus@salujagoldschool.com), Contact- 6207900130, 6207900131

CBSE Affiliation No: 3430623

## SCHOOL INFORMATION AT A GLANCE

|   |  |
|---|--|
| Name of Event   | CBSE Pre Subroto Cup Football Tournament (2025-26)                                 |
| Name of the School  | Saluja Gold International School, Giridih  |
| Name of the Principal   | Mrs. Mamta Sharma  |
| Organizing Secretary  | Mr. Dhananjay Rai,(7000689225)   |
| Transport In-charge   | Mr. Chandradev (6207900137)  |
| Name of Event Co-Ordinator  | Mr. Suraj Kumar Lala<br>Ms. Chandramallika Ghose                                   |
| School Website  | <a href="http://www.salujagoldschool.com">www.salujagoldschool.com</a>             |
| School E-mail   | <a href="mailto:Principal@salujagoldschool.com">Principal@salujagoldschool.com</a> |
| <b>Physical Education Teacher Contact no (For technical Support &amp; Documentations)</b> | <b>Mr. Dhananjay Rai (7000689225)</b>  |
| Date of Tournament  | 8th to 13th June 2025  |
| Inauguration Date   | 8th June 2025  |
| Valedictory Date  | 13th June 2025   |
| Last date of entry  | 30th May 2025  |
| Reporting Date  | 7 <sup>th</sup> June 2025  |
| Team Manager's Meeting  | 7th June 2025 from 5:00 pm   |
| Security Money  | 10000/- Per Team (Refundable)  |
| Food arrangement  | School Campus  |
| Accommodation   | School Campus  |

**[ANNEXURE - A]**

**LETTER FOR PARTICIPATION (CONSENT LETTER)**

**To be sent via Email on receiving this letter**

**(ON SCHOOL LETTER HEAD)**

**CONSENT FORM**

I, \_\_\_\_\_, the Team Manager  
of (School Name) \_\_\_\_\_,  
Affiliation Number \_\_\_\_\_ give consent for my Team's participation in  
the CBSE Pre Subroto Cup Football Tournament 2025. We have understood the  
guidelines and acknowledge about the associated risks and agree that the host  
School shall not be responsible for any kind of loss or injury during the event.

Thanking You

Yours faithfully

(Name of the Principal)

Principal

Affiliation Number:

## [ANNEXURE - B]

*This format should be sent on school letter head*

1. Name of School:

2. Address of School:

3. Phone No.:

4. Name of Principal and Phone Number (WhatsApp):

5. Name of Escort/Teacher:(1) \_\_\_\_\_ Phone No.(WhatsApp): \_\_\_\_\_

(2) \_\_\_\_\_ Phone No.(WhatsApp): \_\_\_\_\_

6. Total number of Participants (according to the list attached):Boys: \_\_\_\_\_ Girls: \_\_\_\_\_

## Group Photo with Principal

Group photo should be attested by Principal

Coach/Manager

Principal Sign  
(With School Seal)

## [ANNEXURE - C]

### IDENTITY CARD (FOR EVERY PARTICIPANT)

(To be submitted on arrival at the Registration Counter)

**Affix recent passport size photograph in school uniform**

Tick Mark in respective category:

Girls – U17

Boys – U15

Boys – U17

Name of School: \_\_\_\_\_

Student Reg No. (CBSE SPORTS PORTAL): \_\_\_\_\_

Participant's Name: \_\_\_\_\_

Mother's Name: \_\_\_\_\_

Father's Name: \_\_\_\_\_

Class currently studying in: \_\_\_\_\_

Admission No.: \_\_\_\_\_

Identification Mark: \_\_\_\_\_

Age as on 08-06-2025: Year: \_\_\_\_\_ Months: \_\_\_\_\_ Days: \_\_\_\_\_

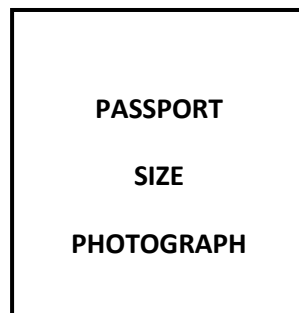
**For bringing transparency concerning the age of the participants in the CBSE sports competition, the coaches and managers are requested to bring and produce the following documents (in original) at the time of registration at the organising school.**

1. Date of Birth Certificate
2. Class X mark sheet (if the participant is in Class XI / XII)
3. Enrolment No. of Class IX/XI (if done)
4. Mark sheet of the previous two Classes
5. Aadhaar Card

**Note : Photocopies of the above mentioned certificates attested by the Principal are to be submitted at the time of registration.**

Signature of Participant

Signature of Principal & Stamp



## [ANNEXURE - D]

*This format should be sent on school letter head*

1. Name of School:

2. Address of School:

3. Phone No.:

4. Name of Principal and Phone Number (WhatsApp):

5. Name of Escort/Teacher:(1) \_\_\_\_\_ Phone No.(WhatsApp): \_\_\_\_\_

(2) \_\_\_\_\_ Phone No.(WhatsApp): \_\_\_\_\_

6. Total number of Participants (according to the list attached):Boys: \_\_\_\_\_ Girls: \_\_\_\_\_

### TRAVEL PLAN

| Particulars          | Arrival | Departure |
|----------------------|---------|-----------|
| Date                 |         |           |
| Time                 |         |           |
| Station Name         |         |           |
| Train No. &Name /BUS |         |           |

**Principal Sign**  
(With School Seal)

## [ANNEXURE - E]

*This format should be sent on school letter head*

1. Name of School:

2. Address of School:

3. Phone No.:

4. Name of Principal and Phone Number (WhatsApp):

5. Name of Escort/Teacher:(1) \_\_\_\_\_ Phone No.(WhatsApp): \_\_\_\_\_

(2) \_\_\_\_\_ Phone No.(WhatsApp): \_\_\_\_\_

6. Total number of Participants (according to the list attached):Boys: \_\_\_\_\_ Girls: \_\_\_\_\_

### TEAM LIST

| Sl. No | Admission No. | Name of the Participant(BLOCKLETTER) | Class | CBSE Reg. No.<br>(If Student is of class IX to XII) | D.O.B.<br>(DD/MM/YYYY) | UID No. |
|--------|---------------|--------------------------------------|-------|---|------------------------|---------|
| 1      |               |                                      |       |   |                        |         |
| 2      |               |                                      |       |   |                        |         |
| 3      |               |                                      |       |   |                        |         |
| 4      |               |                                      |       |   |                        |         |
| 5      |               |                                      |       |   |                        |         |
| 6      |               |                                      |       |   |                        |         |
| 7      |               |                                      |       |   |                        |         |
| 8      |               |                                      |       |   |                        |         |
| 9      |               |                                      |       |   |                        |         |
| 10     |               |                                      |       |   |                        |         |
| 11     |               |                                      |       |   |                        |         |
| 12     |               |                                      |       |   |                        |         |
| 13     |               |                                      |       |   |                        |         |
| 14     |               |                                      |       |   |                        |         |
| 15     |               |                                      |       |   |                        |         |

#### NOTE: -

1. The players should carry their proper kit.
2. They must carry two pairs of t-shirts and shorts of different colours in case of any clash.
3. It is mandatory to carry the Aadhaar card and school id card at all times to produce whenever needed. It is mandatory to carry the copy of CBSE Registration (LOC of Student of classes IX to XII)

Coach/Manager Sign

Principal Sign

## [ANNEXURE - F]

### GUIDELINES

#### March Past

- Participation in March Past is compulsory.
- Schools are requested to bring their school flags.
- Students should be in proper sports uniform of their school.

#### Important Instructions:-

- Meeting of coaches and managers will be held on 7th June, 2025 at 05:00 pm.
- The team members must be guided by the coaches to follow discipline & code of conduct.
- Use the school property with utmost care. In case of any damage, deduction will be made from security deposit.
- Participating schools are requested to bring duly attested CBSE Entry Proforma of the participants and teacher / manager.
- It is expected from the participating schools to keep the premises clean.

### INSTRUCTIONS FOR TEAMS

#### Reporting date for Registration: 7th June 2025

1. The teams reaching Giridih are requested to inform the time of their departure from the city of origin at least two hours prior to their arrival to the transport committee for arranging the transport.

For Transport requirements do call:-

Mr. Chandradev: 6207900137

2. Students and coaches / teachers in charge shall always be wearing their ID cards. No entry on campus or playing area without ID cards.

3. The payment for food and accommodation will be borne by the teams and the cost of food and accommodation per head per day Rs 500 /- (As per CBSE guidelines). If the team checks out by 11:00 AM then the lodging charge for the day will not be taken. There will be no refund for the balance coupons. Rs. 250 /- will be charged per day for fooding. The amount should be deposited at the Accounts section along with the security deposit of Rs. 10,000 /- (REFUNDABLE).

4. Participating teams are required to maintain discipline inside the premises. Playing inside the rooms is strictly prohibited. Kindly do not touch the materials which are costly and sensitive like Smart Boards, CCTV Camera, Window Glass, Fans, Lights, Almirahs, Projectors, Glass Doors etc.

5. It is a no Tobacco /No smoke/ No Liquor/ No Drugs Zone, if any illegal/ undesired material is found, it will lead to legal consequences.

6. All participants are advised to carry their own lock, key for safety with their travel bag. The team shall be responsible for their belongings and are advised not to carry costly items with them.

7. Team Managers and coaches are supposed to stay with their teams. Team Coach/Manager will be held responsible for any damage/ breakage of any item inside the school premises.

8. Team should report at the Playground at least an hour before the start of the match.
9. The departing teams are requested to inform four hours prior from their departure to the Accounts Department for clearance of their accounts and for arranging the transport. The team officials are requested to complete all the formalities and clear all the payments before their departure.
10. Avail the lunch / dinner etc. as per the timings without making the delay by producing the Coupons.
11. Teams should use the washrooms available on their floor only. Entry in other than the allotted blocks is prohibited.
12. At the time of registration and during the match, only authorized coaches / teachers from the concerned school will be entertained. Any unauthorized person will not be entertained.
13. It is not obligatory on the part of organizing school to provide food/ transport facility to the teams making their own stay arrangements. Also, it is the responsibility of school/ teams staying outside the campus to collect information regarding matches.
14. Spontaneous changes, instructions regarding matches and other information will be shared on WhatsApp group to be made for participating teams after registration.

## **BOARDING/LODGING & GENERAL DISCIPLINE**

- ☐ Accommodation and arrangement for food will be made inside the Organizing School campus. An amount of **Rs.500/- (Five hundred only)** per head per day is to be paid towards the same and food coupons to be collected accordingly.  
**Mode of Payment–Cash/Online.**
- ☐ On arrival at the organizing school the team needs to report to the Principal/Organizing Secretary.
- ☐ It is mandatory for all the teams and officials to participate in the Opening Ceremony . They must bring the School flag for the ceremony.
- ☐ The team member may please be instructed to observe discipline, code of conduct and use of the school property with at most vigilance.
- ☐ The team will be responsible for their belongings and are advised not to carry any expensive item with them. Heavy cash, jewelry, valuable electronic gadgets, cell phones and other valuable articles are not allowed in the school premises for the students/players.
- ☐ If school property is damaged by the participating team members, the damage cost will be incurred by them only. If it cannot be traced who has done the damage, then all the participants staying there will have to pay for the same.
- ☐ Smoking and drinking is strictly prohibited inside the school campus.
- ☐ Tuck Shop will also be organized inside the campus on payable basis.
- ☐ Eatables from Outside and Non Veg will not be permitted inside the school campus.
- ☐ All meals will be served in school dining hall only.



☐ The Team Managers & Coaches of outside teams shall be required to stay with their teams only, and will not be provided separate accommodation.

☐ Teams shall be provided with bedding (mattresses, bed sheets and pillows). However, teams must carry their own mosquito repellents etc.

☐ The teams willing to leave before the Closing Ceremony for any reason should inform the host school in writing, 24 hours in advance of its departure time shall be eligible for the refund of the payment deposited against meals and accommodation.

☐ The Team In-charge will be responsible for the conduct of his/her player/team on and off the field.

☐ The players, coaches and managers are expected to strictly adhere to the Rules and Regulations and Spirit of the Game and maintain a healthy sporting atmosphere during the event. Any unfair and unwarranted behavior and indiscipline on the part of any player/official/team will lead to the team's disqualification from the event and the team may be asked to leave immediately. Also, the matter will be reported to the concerned Head of School, Dy. Director Sports C.B.S.E.

☐ No Unauthorized Outing: No player/team is allowed to go out of the school campus without permission, on failing which a strict disciplinary action will be taken against the team. However, in exigencies Team In-charge may seek permission for the same from the Principal of Saluja Gold International School.

## [ANNEXURE - G]

(To be submitted by C.M.O. of your district or any M.B.B.S. doctor with his seal, signature and registration number)

Date: .....

### MEDICAL FITNESS CERTIFICATE

This is certified that all students and the accompanying staff of our school FOOTBALL Team (as per attached team list) will be participating in the CBSE Pre Subroto Cup Football Tournament 2025 to be hosted by SALUJA GOLD INTERNATIONAL SCHOOL, GIRIDIH from **8th – 13th June 2025** are Medically Fit to participate in above- mentioned event. It has been certified by Chief Medical Officer/R.M.O. or any M.B.B.S. doctor.

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**Signature of Team Manager**

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**Signature of Team Coach**

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**Signature & Seal**

**Medical Officer / RMO**

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**Signature & Seal**

**Principal/Head of School**

Regn. No. ....

Encls: As Above.

**PLAYER'S NAME**

| Sl. No. | Name of player | Class |
|---------|----------------|-------|
|         |                |       |
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Doctor's Sign  
(with seal)

Principal's sign  
(with seal)