

Sold upon the Table of
referred to the Printer

Ms. Harland



J. W. N.
690

1898.

New South Wales

Legislative Assembly

Education

Regulations under the Public Instruction Act of 1880

Presented to Parliament, pursuant to
Act 43 Vic No. 23 Sec 3

Laid upon the Table and referred to the Printing Committee.

J. W. H.
30. 6. 98

REGULATIONS UNDER THE PUBLIC INSTRUCTION ACT OF 1880.

Department of Public Instruction,
Sydney, 30th June, 1898

His Excellency the Governor, with the advice of the Executive Council, has been pleased to approve of the following Regulations for carrying out the provisions of the Public Instruction Act of 1880 being made in accordance with the 37th section of that Act. These Regulations are intended to supersede those of 1st July, 1893, and of subsequent dates.

J. GARRARD.

APPLICATIONS FOR SCHOOLS.

1. Applications for the establishment of the several classes of schools must be made on the forms prescribed, which may be obtained at the Office of the Department, or from any Inspector.

PUBLIC SCHOOLS.

2. A Public School may be established in any locality where a regular attendance of twenty children between the ages of 6 and 14 years is guaranteed.

Inscription.

3. In the case of every Public School, whether the property be vested in the Minister or not, the words "Public School" only, with, if desired, the year of establishment, shall be put up on the outside of the building in a conspicuous position.

Uses of Public School Buildings.

4. No use shall be made of any Public School building tending to cause contention—such as the holding of political meetings, or bringing into it political documents or petitions for signature—or for private purposes. And no such building shall be used as a place of public worship, or for other sectarian purposes, unless built and kept in repair without aid from the Minister; nor in such case, if objected to in writing by one-fourth of the parents of the children attending the school; nor can schools be used for any special purpose without the consent of the Minister.

5. Unless the sanction of the Minister has been previously obtained, teachers are prohibited from inviting or receiving subscriptions for any purpose from Public School pupils, nor may they allow any advertisements or specimen articles of merchandise to be distributed or exhibited as advertisements on the school premises by teachers, pupils, or other persons.

Fees.

6. The fee payable for each pupil shall be 3d. per week up to four children of one family, and for four, or any larger number from the same family, the total amount of fees shall be 1s. weekly. Such fees shall be paid to the teachers in charge on or before school closing on Friday in each week.

7. The teacher shall demand and receive such fees and shall record the receipt thereof, at the time, in the roll book of the school.

8. All sums received by teachers as school fees must be remitted weekly or monthly to the Cashier of the Department of Public Instruction, for payment into the Consolidated Revenue Fund, together with statement in the prescribed form. At the same time a formal return of fees shall be forwarded to the Accountant of the Department.

Relief from Payment of School Fees.

9. Application to be relieved from payment of school fees shall be made upon the prescribed form, which may be obtained from teachers of schools by the parents or guardians of children.

Standard for Exemption from Attendance.

10. The standard of education required by the 20th section of the Public Instruction Act as a just ground for exempting any child from the obligation to attend school, shall be the following:—

- (1.) Reading—To read the Fourth Book of any authorised series, or, at the option of the Inspector, any other book of equal difficulty.
- (2.) Writing—To write in a neat and legible hand, and without serious errors in spelling, a passage of twelve lines to be dictated slowly from such book.
- (3.) Arithmetic—To work correctly questions of ordinary difficulty in simple and compound rules, reduction, simple proportion, and practice.

SUPERIOR PUBLIC SCHOOLS.

11. Any Public School may be declared a Superior Public School, if, after due inquiry, it shall be found that the attendance thereat is sufficient to enable a class to be formed of not fewer than twenty pupils in one department, who have been educated up to the standard that completes the course prescribed for a fourth class.

12. In addition to more advanced work in the ordinary subjects, lessons in other branches shall be given to the highest class, as under:—

- To Boys.—In Mathematics, Latin, Sciences, and Drawing.
- To Girls.—In French, Drawing, and Sanitary Science.

Instruction may also be given in such other branches as the Minister may from time to time consider expedient.

13. Necessary text-books will be supplied by the Minister.

14. The course of instruction to be carried out in the highest class of a Superior Public School shall be that prescribed for a fifth class in the standard of proficiency; but such subjects may be studied each year as shall be prescribed annually for the Junior or Senior Examinations of the Sydney University.

EVENING PUBLIC SCHOOLS.

Signatures to Petition.

15. Every petition for the establishment of an Evening Public School must be signed, on behalf of not fewer than ten persons, by the parents, guardians, or other residents of the locality in which it is desired to establish such school.

Persons not eligible to be Pupils.

16. No person below the age of 14 years shall be received as a pupil in any Evening Public School without the consent of the Minister or until such person has received a certificate under section 35 of the Public Instruction Act; and no teacher or pupil-teacher employed in any school established or maintained under this Act shall be eligible for admission into such Evening Public School unless authorized by the local Inspector.

Place of holding Evening Public Schools.

17. An Evening Public School may be conducted in any Public School-room, in any class-room attached thereto, or elsewhere in a suitable place.

Furniture and Apparatus.

18. The ordinary school furniture and apparatus of any such Public School may be used in the management of an Evening Public School.

Books.

19. Necessary supplies of reading books will be granted to Evening Public Schools.

Time of Meeting.

20. The pupils of an Evening Public School shall meet for instruction three times weekly at least, and every such meeting shall be of not less than two hours' duration.

Course of Instruction.

21. The course of instruction shall comprise reading, writing, dictation, arithmetic, grammar, and geography, and such other subjects as the Minister may from time to time determine.

Instruction to be Secular.

22. The instruction imparted must be secular, in accordance with section 7 of the Public Instruction Act.

Fees.

23. Every pupil in an Evening Public School shall pay to the teacher weekly, in advance, a fee not exceeding 1s.; but the Minister may relieve any pupil from the payment of school fees where inability to pay is satisfactorily shown.

Fuel and Light.

24. The expense of providing fuel and light must be borne by the teacher.

Registers.

25. A class roll for recording the attendance of pupils, and a lesson register, shall be kept in every Evening Public School.

Returns.

26. Quarterly and annual returns shall be furnished in the same form as in Public Schools.

Inspection and Control.

27. Evening Public Schools shall be subject to the same inspection and control as Public Schools.

HIGH SCHOOLS.

28. Candidates shall be eligible for admission to a High School who have completed one ~~year's~~ ^{year's} attendance in the third class of a Public School, or who can pass a satisfactory examination in the course prescribed for such class in grammar, dictation, and arithmetic; and in either geography or history.

29. Examinations for admission to High Schools as well as for Scholarships and Bursaries shall be held half-yearly, in June and December. Scholarships and Bursaries may be awarded to those who gain the most marks at examination and show the requisite proficiency, as follows:—

SCHOLARSHIPS.

15 (7 to boys and 8 to girls in June; 8 to boys and 7 to girls in December), Sydney High School.
5 Bathurst Girls' High School.
10 (5 to boys and 5 to girls), Maitland High School.

BURSARIES.

10 Bursaries for Metropolitan and Sub-metropolitan children tenable at the Sydney High, Grammar, or Superior Schools.
5 Bursaries (2 to boys and 3 to girls in June; 3 to boys and 2 to girls in December) for country children tenable at the same schools.
2 Bursaries in June and 3 in December, Maitland Girls' High School.
2 Bursaries in June and 3 in December, Bathurst Girls' High School.
5 Bursaries, Maitland Boys' High School.

30. There shall be two groups of subjects for examinations, one for Scholarships and one for Bursaries. They are—

FOR SCHOLARSHIPS.

- (1.) *Grammar*.—To parse the more difficult words in a passage of about six lines. To distinguish the true subjects and the true predicates in sentences. To correct inelegant or ungrammatical expressions. To exemplify the correct usage of picked words.
- (2.) *Dictation*.—To write a passage of about fourteen lines, dictated from some standard author or from an ordinary newspaper, with correct spelling and punctuation.
- (3.) *Arithmetic*.—To solve questions in proportion, vulgar and decimal fractions, and interest.
- (4.) *French (for girls)* }
Latin (for boys) } As prescribed for fifth classes in Public Schools, first half-year.
- (5.) *Euclid (for boys only)*.—Book I, Definitions, &c.; Propositions 1 to 20 inclusive.
- (6.) *Algebra (for boys only)*.—First four rules.

FOR BURSARIES.

- 1.) *Grammar*.—As for Scholarships.
- 2.) *Dictation*.—As for Scholarships.
- 3.) *Arithmetic*.—As for Scholarships.
- 4.) *History*.—Henry VII to Victoria inclusive; History of Australia as taught in Public Schools.
- 5.) *Geography*.—Europe, Asia, America, and Australia, as prescribed for third and fourth classes in Public Schools.
- 6.) *Drawing and Music*.—As prescribed for Third and Fourth Classes in Public Schools.

No candidate will be permitted to compete for a Sydney Scholarship or Bursary who lives nearer to a country High School than to Sydney; *vice versa*, no Sydney candidate may compete for a country Bursary or Scholarship.

Every applicant for either a Scholarship or a Bursary must state in his application what school he intends to enter.

Bursars electing to attend a High School and all Scholars are expected to attend the High School nearest by a practicable route to their places of residence. In exceptional circumstances, however, the Minister may, on application being made, sanction a departure from this rule. The application should accompany the form notifying intention to compete.

31. Candidates who compete for a Bursary or Scholarship more than once will be eligible for a Bursary or Scholarship only for the period remaining out of three years from the date of their first competition, and no candidate will be permitted to compete after having attended a High School.

32. A Scholarship will be tenable for three years, subject to good reports from teachers, and will entitle a pupil to a free grant of text-books and to free education in a High School. The examination for scholarships will be open to all boys and girls under 14 years of age on the day of examination.

33. A Bursary will be tenable for three years, subject to good reports from teachers, and will entitle a pupil to a free grant of text-books and to free education in a High School, a Superior Public School, or in the Sydney Grammar School. When a pupil holding a Bursary must necessarily board away from home in order to attend one of these schools, an allowance not exceeding £30 a year, in addition to free education and text-books, will be made, but when it is not necessary on account of distance, to board away from home, the allowance will not exceed £10 a year.

34. No pupil will be awarded a Bursary whose parents or guardians are in a position to pay for his education; but, subject to this proviso, the examination for Bursaries will be open to all boys and girls under 14 years of age who have attended a Public School with reasonable regularity for the two years preceding the date of examination.

35. The fee to be charged at a High School shall be £3 3s. per quarter payable in advance.

36. The fees shall in no case be the property of the teachers but shall be forwarded to the Cashier for payment into the Consolidated Revenue Fund.

37. The parents or guardians of candidates for Bursaries or Scholarships must fill in and forward to the Under Secretary the necessary forms of application at least three weeks before the date of examination. Such forms may be obtained at the Department of Public Instruction.

STATE BURSARIES FOR UNIVERSITY EDUCATION.

38. Ten Bursaries, six for boys and four for girls, tenable for three years at the Sydney University, will be awarded annually on the position of candidates at the annual matriculation examination.

39. Candidates must be under 18 years of age at the date of examination, and must have attended a High School, a Public School, or, as State Bursars, the Sydney Grammar School, for the year previous to the examination; and they must produce satisfactory testimonials of character from the head masters of the schools they have attended.

40. They must satisfy the Minister of Public Instruction that their own and their parents' means are unequal to the expense of the University education. To a successful competitor who resides at such distance from the University as to be unable to travel to and fro daily, a full Bursary will be awarded; while to one who resides in the metropolitan or sub-metropolitan inspectorial district, within easy access of the University, part of a Bursary only will be awarded. The candidate's status as to whether he can be deemed eligible for a full Bursary or part of a Bursary will be decided by the Minister before his admission to examination.

41. A Bursary shall entitle pupils to text-books and free education, together with an allowance not exceeding £20 per annum to those who need not board away from home, and not exceeding £50 to those who must necessarily do so; provided that a Bursar who wins and elects to hold a Scholarship or Exhibition offered by the Senate of the University, shall be entitled to receive from the two sources conjointly an allowance of not more than £50 per annum.

42. Every Bursar must matriculate at the University and attend day lectures; and he shall continue to hold the Bursary only on condition that his conduct be good, and that he pass creditably the examination at the end of the first and second years after his matriculation.

43. The parents or guardians of candidates must fill in and forward to the Under Secretary the necessary forms of application for University Bursaries at least three weeks before the date of the matriculation examination. Such forms may be obtained at the Department of Public Instruction.

PROVISIONAL SCHOOLS.

44. A Provisional School may be established in any locality where not fewer than ten, and not more than nineteen, children between the ages of 5 and 14 years can regularly attend such school; provided that no Provisional School shall be established within 4 miles, by the nearest route practicable for children, of any existing Public, Provisional, or Half-time School.

45. The necessary school buildings and furniture for a Provisional School, as well as the requisite books and apparatus, will be provided at the cost of the Department.

46. To ensure the continuance of a Provisional School, the provisions of the Public Instruction Act must be duly observed, and an average attendance of not fewer than ten pupils maintained.

47. School fees shall be paid at the same rate as prescribed for Public Schools, and the sums received shall be paid to the Consolidated Revenue.

48. Provisional Schools must be conducted in every respect as Public Schools, and be subject to all the provisions of the Public Instruction Act and Regulations.

SCHOOLS TAUGHT BY ITINERANT TEACHERS.

(A.) *Half-time Schools.*

49. Wherever twenty children, between the ages of 5 and 14 years, are residing within an estimated radius of 10 miles from a central point, and can be collected in two groups that will give a united average attendance of sixteen children, an Itinerant Teacher may be appointed to visit such places, and the schools so established shall be designated Half-time Schools.

50. Aid will not be granted towards the maintenance of such schools unless suitable school-rooms be provided by the applicants.

51. No schoolroom shall be approved unless it be at least 12 feet in width, be floored and ceiled, be provided with a fireplace, and be properly lighted and ventilated.

52. A full supply of furniture and school books shall be granted as a first stock to all schools newly established, and further grants will be made from time to time, as may be deemed expedient.

53. The same registers are to be kept, and the same returns furnished as in Public Schools.

54. Every teacher must divide his time between the schools under his charge in such a way as to effect the largest amount of good. Where practicable the schools should be taught day about, but if found more suitable other arrangements may be made under the authority of the Inspector having supervision of the schools. The parent or guardian of each child is to be supplied by the teacher with a time-table, showing the hours at which school opens and closes.

55. Half-time Schools shall be classified in the same manner as Public or Provisional Schools, according to the total average attendance of pupils at the stations at which the teacher gives instruction, no child being counted twice.

56. The scale of fees for Half-time Schools shall be, for five days' teaching—

For one child in a family, 3d.

For two children in a family, 6d.

For three children in a family, 9d.

For four or more children in a family, 1s.

The sums received shall be forwarded by the teacher to the Cashier for payment into the Consolidated Revenue.

57. As regards instruction, every Half-time School is to be conducted in all respects as a Public School.

58. Teachers are required to insist on the carrying out of a systematic course of home lessons.

59. Teachers will be held directly responsible to the Inspectors under whose supervision they are placed.

60. At the end of each month a report upon the work done during that period must be furnished by teachers to the Inspector.

(B.) *House-to-house Schools.*

61. In localities where an average attendance of sixteen pupils can be guaranteed in three or more groups, and where suitable rooms for teaching are provided by the residents, an Itinerant Teacher may be appointed to visit such places, and the schools so established shall be designated House-to-house Schools.

62. The mode in which a teacher's time shall be apportioned between the several families visited by him will be determined by the Minister, on information furnished by the Inspector.

63. The subjects of instruction shall be limited to reading, writing, dictation, and arithmetic. It is required that the teacher shall supplement his oral instruction by a systematic course of home lessons.

64. As a condition to payment of salary, he must keep a record of the pupils' attendance in a satisfactory manner, and furnish punctually and accurately such returns as may be required by the Department.

65. Necessary text-books and materials will be supplied on requisition, as in the case of other schools.

66. The school fees payable shall be at the same rate as prescribed for Half-time schools, and the sums received shall be forwarded to the Cashier for payment into the Consolidated Revenue.

GENERAL REGULATIONS.

Grants of School Books, &c.

67. Grants of school books and apparatus shall be made from time to time, as may be deemed expedient, to all schools under supervision of the Minister, in proportion to the average number of children in attendance. A full supply will be granted to schools newly established.

Requisitions for School Materials.

68. Requisitions for supplies should be forwarded at the end of a quarter only.

Character of School Books.

69. Such books only as are supplied or sanctioned by the Minister shall be used in any school for ordinary instruction.

Teachers not to Sell Copy-books or Stationery.

70. Teachers are not allowed to sell copy-books, stationery, sewing, or other materials to pupils, but in country places where prescribed books cannot be purchased, teachers, provided they make no profit by so doing, may obtain such books for their pupils.

Apparatus.

71. The term apparatus shall be held to include maps, diagrams, pictures, blackboards, easels, ball-frames, and Kindergarten appliances.

Registers, &c., to be kept.

72. The undermentioned Registers and Forms shall be kept, according to directions supplied with them, by every teacher: (a) Admission Register, (b) Class Roll, (c) Daily Report Book, (d) Punishment Book, (e) Lesson Register, (f) Time-table, and (g) Programme of Lessons for each Class.

Returns.

73. Quarterly, half-yearly, and annual returns shall be furnished from every school. Each quarterly return must be neatly made out in duplicate, one copy to be retained by the teacher as a record, and the other to be furnished to the Inspector on the last Saturday preceding the Midwinter and Christmas vacations, and in other cases on the last Saturday in the months of March and September. The annual return must be forwarded, with the quarterly return, immediately after the close of the December quarter. The half-yearly return must be forwarded at the end of the June and December quarters.

Commencement of duty.

74. When a teacher is appointed to a school he must report to the Inspector of the District the date of arrival at his post and the date of commencing duty.

Resignation of a Teacher.

75. A teacher is required to give not less than one month's notice of his intended resignation, which shall take effect on the last day of the month indicated. Before receiving salary for the last month he must hand over to a person duly authorised all school property belonging to the Minister, and make out, in duplicate, an inventory of the same; one copy to be forwarded to the Inspector, the other to be left with the school records.

Duties of Teachers.

76. The duties of teachers shall be :

- To observe faithfully all regulations affecting him or his school.
- To carry out the suggestions of Inspectors.
- To teach according to the course of secular instruction.
- To maintain the discipline prescribed in the Regulations.
- To keep the school records neatly, and to furnish returns punctually.
- To see that the undermentioned documents are kept posted in a conspicuous place in the school-room, namely :—(a) The Regulations ; (b) Notice to Visitors ; (c) Course of Secular Instruction ; (d) Time-table ; (e) Programme of Lessons ; (f) Scale of Fees ; (g) Proclamation as to obligatory attendance ; (h) List of Public School Board.
- To take charge of the school buildings and all property belonging to the Minister, and to be responsible for keeping the school premises in good order and tenantable repair—reasonable wear and tear excepted—and to see that they are not used for any other than school purposes without the Minister's permission.

Classification of Schools.

77. Primary schools established or maintained under this Act shall be classed as follows :—

First-class Schools.

All schools in which the average daily attendance is not less than 600, and in which the standard of proficiency prescribed for that class of school is fully reached.

Second-class Schools.

All schools in which the average daily attendance is not less than 400 children nor more than 600, and in which the standard of proficiency prescribed for that class of school is fully reached.

Third-class Schools.

All schools in which the average daily attendance is not less than 300 nor more than 400, and in which the standard of proficiency prescribed for that class of school is fully reached.

Fourth-class Schools.

All schools in which the average daily attendance is not less than 200 nor more than 300, and in which the standard of proficiency prescribed for that class of school is fully reached.

Fifth-class Schools.

All schools in which the average daily attendance is not less than 100 nor more than 200 children, and in which the standard of proficiency prescribed for that class of school is fully reached. X

Sixth-class Schools.

All schools in which the average daily attendance is not less than fifty nor more than 100 children, and in which the standard of proficiency prescribed for that class of school is fully reached.

Seventh-class Schools.

All schools in which the average daily attendance is not less than forty nor more than fifty, and in which the standard of proficiency prescribed for that class of school is fully reached.

Eighth-class Schools.

All schools in which the average daily attendance is not less than thirty nor more than forty children, and in which the standard of proficiency prescribed for that class of school is fully reached.

Ninth-class Schools.

All schools in which the average daily attendance is not less than twenty nor more than thirty children, and in which the standard of proficiency prescribed for that class of school is fully reached.

Tenth-class Schools.

All public schools in which the average daily attendance does not reach twenty.

Condition of retention in Class.

78. Where a school fails to meet the conditions above specified, the Minister may remove such school to a lower class.

Work-mistresses.

79. The time devoted to their duties by work-mistresses shall be as follows :—

	Days a week.
In First-class schools with an attendance of 250 girls	5
In First-class schools with an attendance of fewer than 250 girls	4
In Second-class schools	4

80. Each work-mistress shall be required to keep a record, showing the names of the pupils, as well as the dates of commencing and completing each piece of work. The record is to be preserved for the information of the Inspector and of the Directress of Needlework.

81. The regular teachers of such classes as may be receiving instruction in needlework will be expected to assist the work-mistress in the performance of her duties.

*TRAINING SCHOOLS.**Classes of Candidates.*

82. The Minister may authorise to be received into the Training Schools, annually, three classes of candidates, namely, *Scholarship Candidates*—Thirty pupil-teachers whose term of service has expired, and who have obtained the highest marks among those passing the entrance examination; *Half-Scholarship Candidates*—Twenty pupil-teachers whose term of service has expired, and who have obtained, after the first thirty, the next highest marks among those passing the entrance examination, and are prepared to pay half the cost of their maintenance while in training; *Non-Scholarship Candidates*—Other pupil-teachers who have passed the entrance examination and are prepared to pay the whole cost of their maintenance while in training.

Conditions of Admission.

83. Before admission, every candidate must make a declaration that he intends, in good faith, to follow the profession of a teacher in schools under the Minister, and that he will accept a situation in any district to which he may be appointed. He must also procure a guarantee from two responsible persons that the whole expense of his training defrayed by the State will be refunded, if, from any cause whatever, he shall not enter the service of the Minister, or shall leave it in less than three years from the date of his first appointment.

Terms of Training.

84. Entrance examinations shall be held yearly in December ; and the periods of training will be one year, two years, or three years, as may be found expedient.

Allowances during Training.

85. The following allowances may be made to students who satisfy the aforementioned conditions and pass successfully the prescribed examinations :—To scholarship students, £6 per month ; to half-scholarship students, £3 per month. Where the school is prepared to receive students into residence, board and lodging will be provided free, and an allowance of £1 and 10s. per month respectively will be made.

Practical Training.

86. The students shall be trained in the practical management of schools by attendance at the Practising Schools or at such other schools as the Minister may direct.

Examinations.

87. Oral examinations of the students shall be held periodically to test their attention and progress ; and written examinations shall take place yearly, in December, when provisional classifications will be awarded according to attainments and teaching skill to students who have completed their course. No certificate shall be confirmed until the Inspector's Report shows that the student is successful in the management of a school.

GOVERNMENT OF SCHOOLS.

Public School Boards.

88. The Minister reserves to himself the power of controlling, through his officers, the internal management of schools ; but, for other purposes, he will avail himself of the assistance of Public School Boards, wherever suitable persons are found to fill the office.

89. Every Public School Board, at the first meeting thereof, shall elect from the members a Chairman, whose duty it will be to correspond with the Minister on behalf of the Board ; and the Board may in like manner appoint such other honorary officers, being members of the Board, as the Board may deem expedient.

90. A Public School Board may, by resolution passed at a duly constituted meeting thereof, appoint any member or members to perform the duty, prescribed by the 19th section of the Public Instruction Act, of visiting any of the schools placed under the supervision of the Board ; and it shall be the duty of the member or members so appointed to report the results of any such visitation to the Board, who will, if necessary, report to the Minister.

91. The grounds upon which any Public School Board shall exercise the power conferred on it by the section beforementioned to suspend a teacher for misconduct, shall be the following :—Unfitness on the part of such teacher to perform his duties from intemperance, immoral conduct, gross neglect of duty, or continued absence from duty without leave.

92. Public School Boards shall, before leaving the school under visitation, report to the Minister any case in which a teacher is suspended by them, and apprise the Inspector having charge of such school by letter.

93. Public School Boards are expected to use every endeavour to induce parents to send their children regularly to school, and to report the names of any parents or guardians who refuse or fail to educate their children.

94. When the course laid down in Regulations under the 13th section of the Public Instruction Act for relieving parents and guardians from payment of school fees by the Minister is not convenient, application may be made by parents or guardians to the Public School Board of the district ; and, if satisfied as to the inability of the applicants to pay school fees, such Public School Board may issue a certificate of exemption from payment thereof for a period not exceeding three months, and shall thereupon report the case to the Minister.

95. In addition to the powers conferred on such Boards by the Public Instruction Act, the Minister entrusts to them the following duties :—(a) To take care that the school buildings are not used for any improper purpose. (b) To see that a sufficient quantity of suitable furniture and apparatus is provided. (c) To take precautions for excluding from the school, during its ordinary business, all books not sanctioned by the Minister. (d) To inspect periodically the School Registers and Records. (e) To see that the school is open on all the usual school days, and that the teacher is present at his work. (f) To observe whether the teacher discharges his duties, to report his conduct to the Minister when he is in fault, and to protect him from vexatious complaints.

Inspectors of Schools.

96. Inspectors and other persons deputed by the Minister to visit any school shall be furnished with proper credentials. Every teacher is required to treat such persons with deference ; to carry out their suggestions for the improvement of the school ; and to obey their instructions in all matters relating to the Public Instruction Act and the Regulations.

Duties of Inspectors.

97. Inspectors are to enforce observance of the provisions of the Public Instruction Act and of the Regulations ; but their decisions shall be subject to appeal to the Minister. They are to examine into the condition of schools, and to inquire into all matters which it may be expedient to report to the Minister. They are authorised to determine all questions of school management, and to take the teaching of a class or of a school into their own hands for a time, to show the teacher how defective methods may be improved.

Annual Inspections.

98. Once at least in the year, every school in each Inspector's district shall be visited by him and the pupils be examined as to their proficiency in the several branches of instruction as authoritatively prescribed. He shall, within six days of such inspection, send a report thereupon to the Minister, together with such observations on the state of the school generally as shall appear to him to be called for.

Conduct of Inspectors.

99. In their intercourse with teachers, Inspectors should be guided by feelings of respect for the teacher's office, and of sympathy with his labours. They should exhibit towards teachers every possible courtesy, treating them at all times with the consideration and kindness which the difficulties of their position demand.

Observation Book.

100. The Inspector's remarks upon the state of a school visited by him shall, at the close of the examination, be entered in the Observation Book of the school, which, as a record, is to be carefully preserved. Entries therein must not be erased or altered.

SCHOOL ROUTINE AND DISCIPLINE.

Punctuality.

101. With a view to the proper training of their pupils, teachers must conduct the operations of their schools with punctuality and regularity.

Cleanliness.

102. Habits of neatness and cleanliness are to be encouraged among the pupils, not only by precept, but by the personal example of the teachers, and, if necessary, may be enforced. Teachers are also responsible for keeping the schoolrooms and furniture clean and arranged in an orderly manner.

Order and Conduct.

103. Teachers are to instil into the minds of their pupils the necessity for orderly and modest behaviour, as well as for obedience to teachers and to the rules of the school. Pupils should also be trained to exhibit respect for the property of others, whether public or private; to regard the feelings of their fellows; to be honest and truthful, attentive under instruction, and conscientious in the discharge of every duty.

Government of Pupils.

104. In the government of pupils a teacher must avoid all degrading punishments. His discipline should be mild but firm, his manner kindly, his demeanour cheerful, and his language marked on all occasions by strict propriety. While overlooking no offences, his aim should be to prevent the necessity for punishment by effecting the improvement of the offender.

Corporal Punishment.

105. Corporal punishment may be inflicted, but by the principal teacher only, or by an assistant, with his approval. It should be restricted to *extreme cases*; and the teacher must keep a record of the time and place of punishment, its amount, and the nature of the offence. [See also Clause 17 of Instructions to Teachers.]

Expulsion of Pupils.

106. No pupil shall be expelled from any school except by the authority of the Minister.

Suspension.

107. A pupil may, nevertheless, for gross insolence, persistent disobedience, profanity, or immoral conduct, be, by the teacher, forthwith removed from the school; provided that, in every such case, the matter shall be reported without delay to the Minister; and, until its settlement by him, the pupil shall not be readmitted. Where a pupil is thus suspended, the parents should be at once informed of the facts.

Playground Supervision.

108. The conduct of pupils in the playground must be carefully supervised by the teacher; and he must see that, in proceeding to school and returning from it, their behaviour is orderly. While pupils are on the school premises, teachers are responsible for seeing that they do not suffer from exposure to heat or rain, and in performing this duty may for the purposes of shade, shelter, or lunch, use any weather-shed, classroom, or schoolroom.

Religious Views of Pupils or of Parents.

109. Nothing must ever be said or done by any teacher, in a pupil's bearing or presence, calculated to offend the religious views of that pupil, or of any other in the school, or of the parents of any pupil.

Daily Routine.

110. In all schools maintained or aided by the Minister, the daily routine shall be that specified hereunder: Provided that, by permission of the Minister, the time of assembling may be half an hour earlier than that specified; in which case, the several times stated will be earlier in the same proportion. In country schools the midday recess may, with the sanction of the Minister, be reduced to one hour. In order that gates and doors may be unlocked and suitable preparations made for the work of the day, teachers of all ranks must be at their schools in the morning at least half an hour before the time specified for beginning lessons.

Morning.

- At 9. All teachers to be present. All school materials to be prepared for lessons.
- At 9-25. Pupils to be arranged in ranks, inspected as to cleanliness, and marched into school.
- At 9-30. Lessons (for special religious instruction) to commence; as noted in the time-table prescribed by Rule 111.
- At 11. Recess to be spent in the playground by pupils and teachers.
- At 11-15. Lessons to be resumed according to the time-table.
- At 12-25. Class-roll to be called and marked.
- At 12-30. The school to be dismissed for midday recess.

Afternoon.

- From 12-30 to 1-55. Recess for dinner and recreation, under the superintendence of the teachers.
- At 1-55. Pupils to be arranged, inspected, and marched into school.
- At 2. Lessons to recommence as noted in the time-table.
- At 3-55. The roll to be called and marked.
- At 4. The school to be dismissed.

Time-table.

111. The time-table to be observed in the schools is the following, except that in cases within the proviso to the preceding Regulation, the time in each instance will be half an hour earlier than specified:—

- From 9-30 to 10-30. Special religious instruction; or, where no religious teacher is in attendance, ordinary instruction.
- From 10-30 to 12-30. Ordinary instruction.
- From 12-30 to 2. Recess for dinner and reassembling.
- From 2 to 4. Ordinary instruction.

Special Religious Instruction.

112. Where the time specified for special religious instruction is inconvenient, some other hour may be fixed by mutual agreement between the Public School Board, the teacher, and the person giving such instruction.

Vacations and Holidays.

113. The vacations sanctioned by the Minister are—four weeks at Christmas, one week at Easter, and a fortnight at Midwinter. The holidays allowed, other than those occurring in vacation, are—the Anniversary of the Colony, of the Queen's Birthday, and of the Prince of Wales' Birthday; and Good Friday.

Teachers are to enter on their time-tables these vacations and holidays.

Closing Schools.

114. No school is to be closed upon any school-day without the written direction of the Minister or other person duly authorised by him on that behalf. When a teacher obtains authority to absent himself from school, he should notify the fact to the Public School Board of the district in which the school is situated.

Infectious Diseases.

115. The attendance of a pupil suffering from any contagious, offensive, or infectious disease, may be temporarily suspended by the teacher under rules approved by the Minister.

INSTRUCTION IN SCHOOLS.

Course of Instruction.

116. The Course of Secular Instruction, as the term is defined in the Public Instruction Act, shall be as given in Appendix A.

Special Religious Instruction.

117. No pupil is to be required to receive special religious instruction if the parents or guardians of such pupil object to such religious instruction being given.

General Religious Instruction.

118. Where any parent or guardian objects to a pupil receiving the general religious instruction prescribed in the course of instruction, notification to this effect shall be made to the teacher *in writing*, who shall thereupon exempt such pupil.

Denominational Books.

119. The teacher in all schools under the superintendence of the Minister, shall see that the religious books employed in the classes for special religious instruction are confined to the time and place of such instruction, and not left in the way of children whose parents may object to them.

Methods of Teaching.

120. Every teacher shall make himself acquainted with improved methods of teaching, and practise them in his school; and, as the efficiency of teachers will be judged by the attainments, as well as by the moral improvement of their pupils, not only the mode of instruction, but *results* should be kept in view.

Teaching power to be justly distributed.

121. Teachers shall provide for the equitable distribution of their time through all the classes, so that the instruction of no pupil be neglected.

Persons visiting Schools.

122. Visitors shall have access to every school maintained or aided by the Minister, during the hours of secular instruction--not to take part in the business or to interrupt it, but simply to observe how it is conducted.

Duties of Teachers to Visitors.

123. Every teacher shall receive courteously visitors seeking to inspect his school, and afford them access to the schoolroom, and liberty to observe what books are in the hands of the children or on the desks, what tablets are on the walls, and what is the method of teaching; but teachers shall not permit any person to interrupt the business of the school by asking questions of the children, examining classes, calling for papers, or in any way diverting attention from the usual business.

Official Visits.

124. The restriction expressed in the preceding Rule will not interfere with the visits of members of School Boards, nor with the provision in Section 17 of the Public Instruction Act whereby access is afforded to religious teachers for the purpose of communicating special religious instruction.

Visitors' Book.

125. Every teacher shall have the "Visitors' Book" lying upon his desk, in which visitors may enter their names, and, if they think proper, any remarks. Teachers are by no means to erase or alter any remark so made.

INSTRUCTIONS TO TEACHERS.

The following instructions, issued for the information and guidance of principal teachers of schools and of mistresses of Girls' and Infants' Departments, are also to be acted upon, as far as they may apply, by teachers generally. These instructions have equal force with the preceding regulations:—

I. INSTRUCTIONS RELATING TO PRINCIPAL TEACHERS ONLY.

The principal teacher will keep a Teachers' Time Book, and will see that all teachers enter therein the time of their arrival and departure from school.

2. He will report to the inspector all teachers absent from duty without leave, and any who are habitually unpunctual.

3. He will visit the other school departments once a day at least, to ascertain that the teachers are at their posts and observing the time-tables. He will see that all documents required by the regulations are exhibited in their proper places. It is not intended that he shall arbitrarily interfere with the teaching, the discipline, or the internal management of the other departments; nor is he at liberty to remove children therefrom to his own department without the sanction of the Inspector; but he is empowered to decide questions relating to the general order and routine of the entire school, subject to appeal to higher authority.

4. He will, with the concurrence and aid of the heads of departments, arrange for the regular cleaning of the schoolrooms, will see that the closets and all external premises are kept clean, and that the fences and gates are uninjured by the pupils. He will report promptly any damage done to the school buildings, as also any necessity for attention to the closets. If the water for the use of the pupils should become bad, the Inspector should be informed to that effect; and, in dry seasons, care is to be taken to prevent any persons, other than the pupils or the teacher's family, from obtaining water from the school tanks or wells.

5. He will see that horses are not allowed under any circumstances to run in the playground during school hours. Subject to the principal teacher's approval, the parents of pupils riding to school are at liberty to fence off, at their own expense, a small portion of the playground as a stockyard.

6. He will receive all letters addressed to teachers at the school, and deliver them to the owners as soon as convenient. At the same time he will impress upon teachers that having private letters addressed to them at the school is an inconvenient arrangement, justified only by urgent circumstances. Letters intended for pupils, and non-official letters addressed to pupil-teachers, should be forwarded to the parents of the persons concerned.

7. Persons visiting the school, or calling upon teachers, should in the first instance be brought to the principal teacher.

8. He will receive and investigate complaints from parents and others. It is expected that he will attentively consider such complaints, that he will endeavour to ascertain whether they are well founded, and that he will afford the redress which their nature may require or suggest. In cases of importance a full statement of the facts should be furnished for the Minister's information.

9. The principal teacher will register all children applying for admission to the school, and will determine the department for which they are fit.

10. Under the heading in the annual return, "Number of Scholars on the Records," pupils who have left, but who have subsequently been re-enrolled in the same school during the year, should only be counted once. A school with two or more departments is to furnish but *one* annual return, in which children transferred from one department to another during the year are only to be counted once.

II. INSTRUCTIONS RELATING ALIKE TO PRINCIPAL TEACHERS AND MISTRESSES OF DEPARTMENTS.

11. He will give vigilant attention to the ventilation and temperature of the rooms, and will especially avoid an excessive degree of heat. At each recess the doors and windows should be opened so as to secure an effectual change of air. Windows should be opened, where practicable, by lowering them from the top; and children must not be allowed to sit in a strong current of air.

12. He will note the methods employed and the discipline maintained by the several teachers under his immediate supervision, and will have power to interfere whenever he may consider either to be defective; but this should be done in such a manner as not to derogate from a subordinate's authority and influence over his pupils. Fault should not be found with a teacher within the hearing of his class.

13. He will arrange his classes, if four or more, in sections, each section to contain two or three classes; and will place in charge of each section an assistant teacher, who, when the staff admits, will be aided by a pupil-teacher.

14. For all purposes of classification and examination, the actual attendance of a pupil in days shall determine his half-year in class, such half-year to consist of 110 days.

15. When a subordinate teacher relinquishes the charge of a class or section, it should be examined by the head of the Department. A record of the condition of the class or section, as elicited by such examination, should be entered in the lesson register, and be attested by the signatures of all the persons concerned.

16. A similar course should be followed with respect to the materials used by the class or section in charge of the outgoing teacher.

17. He will carefully preserve in the school all completed records and duplicate returns, for the use of future teachers.

18. Beyond marking the rolls and entering the names of new pupils, teachers are not to engage in clerical work during the time set apart for instruction.

19. Corporal punishment must not be inflicted except by the head of the school, or department, or—under his direction and responsibility—by an assistant teacher. Pupil-teachers are, under no circumstances, to be allowed to inflict corporal punishment. Careful attention must be paid to the Regulation which provides that corporal punishment "should be restricted to *extreme cases*." *Failure or inability to learn is not to be regarded as an extreme case*; and corporal punishment is not to be recognised as a proper aid to teaching. The boxing of pupils' ears and the tapping of children on the head are strictly forbidden, as is also the corporal punishment of female pupils 12 years of age and over; and no corporal punishment may be inflicted for neglect to prepare home lessons. *All cases of corporal punishment are to be recorded, at the time the punishment is inflicted, in the punishment book supplied to all schools by the Department.*

20. Home Lessons:—

(a.) No home lessons or written exercises of any kind shall be given to children attending infants schools or first classes in other schools.

(b.) Children in the second class shall have no written exercises of any kind; but they may be required to prepare lessons on reading, spelling, or tables, provided such work take up not more than half an hour each evening.

(c.) Children in the third class may be given home lessons four evenings in the week, the subjects being left to the discretion of the teacher; but each night's lessons must not take more than one hour to complete.

(d.) In the case of fourth and fifth classes it is left to the discretion of the teacher to give such home lessons as he may consider necessary.

21. Pupils shall not be detained in school for study or for punishment during any part of the forenoon recess.

22. The teacher shall make the necessary arrangements for the proper oversight of the playground during recesses. It is competent for the head of a school or of a department, the staff of which contains more than one teacher, to so arrange that each half of the staff shall be relieved of playground supervision during an equal portion of the recess for dinner. Principal teachers and mistresses of departments must undertake playground duty equally with the other teachers.

23. He will construct programmes of lessons for classes in his department taught by pupil-teachers, and will decide upon the suitability of those framed by assistant teachers. His signature is to be attached to these documents, in evidence that they have been examined by him and have received his approval.

24. He will devote a portion of his time weekly to the instruction of each class in his department.

25. He will examine each class in his department at least once a month, and will record the results, note the defects, and enter suggestions for their remedy in a book kept for the purpose. Such entries should be signed by himself and the teacher of the class.

26. He will be responsible for the progress of all children in his department, and for the condition of the department in all other matters, excepting those points of organization for which he cannot reasonably be held accountable.

27. He will devote at least one hour daily to the instruction of pupil-teachers, and will see that *all* the prescribed subjects are duly studied by them. Suitable programmes are to be prepared, and a register is to be kept showing (a) the time of commencing the daily lesson, and the time at which it was concluded, (b) the exercise or home-lesson appointed for the day. It must be clearly understood that mistresses of departments are to perform a fair share of the work of instructing pupil-teachers.

28. In making application for increased assistance, he will give attention to the following rules, by which the numerical strength of teaching staffs is regulated.

In a mixed school, or in a separate Boys' or Girls' Department, having an average attendance of—

- 50 pupils, the staff may consist of Teacher and Pupil-teacher.
- 70 pupils, the staff may consist of Teacher and Assistant.
- 80 to 110 pupils, the staff may consist of Teacher and 2 Pupil-teachers.
- 110 to 140 pupils, the staff may consist of Teacher, Assistant, and Pupil-teacher.
- 140 to 180 pupils, the staff may consist of Teacher, Assistant, and 2 Pupil-teachers.
- 180 to 220 pupils, the staff may consist of Teacher, Assistant, and 3 Pupil-teachers.
- 220 to 270 pupils, the staff may consist of Teacher, 2 Assistants, and 2 Pupil-teachers.
- 270 to 310 pupils, the staff may consist of Teacher, 2 Assistants, and 3 Pupil-teachers.
- 310 to 350 pupils, the staff may consist of Teacher, 2 Assistants, and 4 Pupil-teachers.
- 350 to 400 pupils, the staff may consist of Teacher, 3 Assistants, and 4 Pupil-teachers.
- 400 to 450 pupils, the staff may consist of Teacher, 3 Assistants, and 5 Pupil-teachers.
- 450 to 500 pupils, the staff may consist of Teacher, 3 Assistants, and 6 Pupil-teachers.

In every separate Infants' Department having an average attendance of—

- 100 to 120 pupils, the staff may consist of Teacher and 2 Pupil-teachers.
- 120 to 160 pupils, the staff may consist of Teacher, Assistant, and Pupil-teacher.
- 160 to 200 pupils, the staff may consist of Teacher, Assistant, and 2 Pupil-teachers.
- 200 to 240 pupils, the staff may consist of Teacher, Assistant, and 3 Pupil-teachers.
- 240 to 300 pupils, the staff may consist of Teacher, 2 Assistants, and 3 Pupil-teachers.
- 300 to 340 pupils, the staff may consist of Teacher, 2 Assistants, and 4 Pupil-teachers.
- 340 to 380 pupils, the staff may consist of Teacher, 2 Assistants, and 5 Pupil-teachers.
- 380 to 440 pupils, the staff may consist of Teacher, 3 Assistants, and 5 Pupil-teachers.
- 440 to 480 pupils, the staff may consist of Teacher, 3 Assistants, and 6 Pupil-teachers.
- 480 to 550 pupils, the staff may consist of Teacher, 3 Assistants, and 7 Pupil-teachers.

29. In forwarding applications for leave of absence the principal teacher or mistress of a department, will state thereon the arrangements proposed for the performance of the duties of those applying; will express an opinion as to whether such arrangements are satisfactory; and will state what previous leave has been granted, and on what terms, during the past twelve months. Applications for sick leave for three or more days should be accompanied by medical certificates.

30. All correspondence and returns (except those relating to fees) should be sent to the inspector under whose immediate supervision the school is placed. Salary abstracts should be sent direct to the accountant.

31. In their correspondence, teachers must state at the head of their communication the name of their school *with the post-town*; and, after their signature, the position they hold in the school. In the case of female teachers, Mrs. or Miss, as the case may be, should be written in brackets before their name.

32. Teachers of all ranks are required to abstain from participation in any public meetings or other gatherings on party, political, or sectarian topics, and generally to refrain from all action in such matters calculated to give offence to any section of the community or to impair their own usefulness as teachers; they must also abstain from public controversy upon the merits of the system of education now in force, and from acting as local preachers, lay readers, or local correspondents of newspapers.

33. It is incumbent on teachers to attend to directions given them by inspectors, and all departmental orders issued to them must be strictly observed. Should a teacher at any time feel aggrieved, he may appeal to the Minister for redress, but such appeal must be made in a proper and respectful manner. Pending an appeal, no teacher will be justified in disobeying orders, nor in the course of an appeal shall he knowingly make unfounded charges or improperly introduce subjects foreign to the matter of appeal.

34. No sectarian or denominational publications of any kind shall be used in school, nor shall any denominational or sectarian doctrines be inculcated.

35. It shall be the duty of all teachers to impress on the minds of their pupils the principles of morality, truth, justice, and patriotism; to teach them to avoid idleness, profanity, and falsehood; to instruct them in the principles of a free Government; and to train them up to a true comprehension of the rights, duties, and dignity of citizenship.

APPENDIX A.

THE COURSE OF SECULAR INSTRUCTION AND THE STANDARDS OF PROFICIENCY FOR THE SEVERAL CLASSES IN SCHOOLS SHALL BE AS FOLLOWS:—

FOR INFANTS' SCHOOLS.

First Half-year of Enrolment.

* *Reading*—To read Primer, Part I (one-third of the whole).

Writing—To write on slates—i, u, n, m, v, r, w.

Arithmetic—To count and read up to 10; to know ball-frame exercises in addition, and addition of other concrete quantities as far as 10.

First course of easy Kindergarten exercises in singing, drill, drawing, object lessons, form and colour to be given in combination with the pupils in their second half-year.

Scripture—Narratives and moral lessons.

Second Half-year of Enrolment.

Reading—To read Primer, Part I, to the end.

Writing—To write on slates all the letters of the alphabet, with easy combinations.

Arithmetic—To count and read as far as 20; addition in single column, to 20; to add and subtract mentally numbers not involving results higher than 20.

Kindergarten exercises as in first half-year.

Scripture—Narratives and moral lessons.

Third Half-year of Enrolment.

Reading—Primer, Part II, to the end.

Writing—To write on slates from copies.

Dictation—Words from lessons read.

Arithmetic—To read and notate as far as 100; addition to three places—three lines; mental arithmetic up to 30; tables to "4 times."

Second course of easy Kindergarten exercises in subjects prescribed for first and second half-years.

Scripture—Narratives and moral lessons.

Fourth Half-year of Enrolment.

Reading—Reader I, to the end.

Writing—On slates from copies.

Dictation—From lessons read, 8 lines.

Arithmetic—To read and notate up to 1,000; addition, 4 places, 4 lines; mental operations in addition and subtraction; multiplication tables to "7 times."

Kindergarten Exercises—As in third half-year.

Scripture—Narratives and moral lessons.

* The Primers and Readers named in these standards are the "New Australian School Series" —William Brooks & Co., Publishers.

Values of Subjects taught in Infants' Schools.

Reading	200
Writing	100
Arithmetic	100
Dictation	100
Kindergarten Lessons	100
Scripture	30

NOTE.—The enrolment of each pupil in the several classes of an Infants' School must show the time of such pupil in the school and not in the class.

FOR PRIMARY SCHOOLS AND FOR BOYS' AND GIRLS' DEPARTMENTS.

FIRST CLASS.

First Half-year of Enrolment.

Reading—Primer I, to Lesson XXV.

Writing—To write on slates, from the blackboard, the following letters, with their combinations, in words of four letters—i, u, n, m, o, a, c, e, v, w, r, t, d, l, b, h, j, f, y, g, p, q.

Arithmetic—To count and read any number as far as 20; to add in single columns numbers not involving a higher result than 20; to notate as far as 20; to add and subtract, mentally, numbers not involving results higher than 20.

Drawing, Object Lessons, Needlework, Singing, Scripture, and Drill—Instruction in these subjects to be given in combination with pupils in their third half-year.

Second Half-year of Enrolment.

Reading—Primers I and II, to the end.

Writing—To write on slates from copies.

Dictation—Words from lessons read.

Arithmetic—To read and notate easy numbers as far as 100; to work sums in addition—three lines; to add, mentally, numbers involving results not higher than 30; multiplication tables to "4 times."

Drawing, Object Lessons, Needlework, Singing, Scripture, and Drill—Instruction in these subjects to be given in combination with pupils in their third half-year.

Third Half-year of Enrolment.

Reading—Reader I, to the end.

Writing—On slates from copies.

Dictation—From lessons read.

Arithmetic—To read and notate numbers as far as 1,000; to work sums in addition to 4 places, 4 lines; to perform easy mental operations in addition and subtraction; multiplication tables to "7 times."

Drawing—Straight lines and straight line forms.

**Object Lessons*—Simple subjects of interest to children of this age.

**Singing*—Simple melodies by ear.

**Scripture*—Narratives and moral lessons.

Drill—Inspection drill, simple exercises.

Needlework—Hem and top-sew together strips with coloured cotton, and plain hems.

Values of Subjects taught to First Class.

Reading	200
Writing	100
Dictation	100
Arithmetic (Notation, 20; Slate-work, 60; Mental Operations, 20)	100
Singing	30
Scripture	30
Object Lessons	30
Drawing	30
Drill	30
Needlework	30

SECOND CLASS.

First Half-year of Enrolment.

Reading—Reader II, (First half). In all classes above the first, an intelligent grasp of the meaning of what is read is expected from pupils.

Writing—In copy books.

Dictation—Eight lines from lessons read.

Arithmetic—Notation as far as six places, three lines; subtraction; multiplication by two digits; mental arithmetic—more difficult operations in addition and subtraction; multiplication tables to "12 times."

Singing—Simple melodies by ear; easy exercises on the modulator; strong tones.

**Scripture*—Oral lessons from Old Testament, No. 1.

Drawing—Freehand drawing on slates, of simple right-lined and curved figures.

**Object Lessons*—Familiar objects.

Drill (for boys)—"Infantry Drill, 1896;" Sections 3 to 9, 11, 13, 14, and 17, pages 4 to 13, 16 and 17, omitting Section 7.

Drill (for girls)—Sections 2, 3, 5, 6, 9, 11, 13, 14, and 17, formation of class, position of attention, dressing with intervals, turnings by numbers (right and left), pace and time, position in marching, the quick march, the halt, marking time, free exercises and body flexions (six exercises).

Needlework—Hem and top-sew a 9-inch sampler of jaconet with coloured cotton, and feather-stitch all round. Initial or name in satin-stitch.

Second Half-year of Enrolment.

Reading—Reader II, to the end.

Writing—In copy-books.

Dictation—Eight lines from lessons read.

Arithmetic—Notation to 9 places, 3 lines; multiplication in full; short division; mental arithmetic—exercises in simple rules; tables—money.

Singing—As for first half-year.

**Scripture*—As for first half-year.

Drawing—Freehand drawing on slates, of simple right-lined and curved figures.

**Object Lessons*—As for previous half-year.

* In small schools, the First and Second Classes may be combined for Object Lessons and Scripture, and should receive in each subject not less than one half-hour lesson per week; the inspection to be conducted on the lessons actually given.

Needlework—Make a plain pillow-slip, pinafore, handkerchief, or similar useful article; seams to be top-sewed and felled-finished with tapes.

Drill (for boys)—Sections 9 to 22, pages 11 to 20, omitting Sections 12 and 20; also Section 46, No. 14, page 40, omitting the latter part, "Knees, bending and stretching," "on the hands down," &c.; (for girls) same as first half-year, together with changing step while marking time and marching, Section 19.

Value of Subjects taught to Second Class.

Reading	200
Writing	100
Dictation	100
Arithmetic (Notation, 20; Slate work, 130; Mental, 50)	200
Object Lessons	60
Singing	50
Scripture	30
Drawing	30
Drill	60
Needlework	60

THIRD CLASS.

First Half-year of Enrolment.

Reading—Reader III, (First-half).

Repetition from memory of twenty lines of poetry.

Writing—In copy-books.

Dictation—Eight lines from lessons read.

Arithmetic—Notation to nine places, long division, addition, subtraction, and multiplication of money; mental arithmetic—easy exercises; tables—weights and measures.

§ **Geography**—To know the school locality and the cardinal points; to be able to show on a map of the World, the continents, oceans, and the larger or more important islands, seas, bays, and straits.

Grammar—To define the noun, pronoun, adjective, and verb, and to distinguish each in easy sentences.

* **Singing**—Tonic Sol-fa notation: scale exercises; easy time exercises; two and three pulse measures; simple songs and rounds.

† **History**—Not fewer than twelve simple stories or biographies given orally covering the period from the Roman to the Norman conquest, e.g. the Ancient Britons, the Roman conquest, the introduction of Christianity, the Danish and Saxon settlements, Alfred the Great, Canute, Harold.

Drawing—Simple geometrical figures, to be drawn with rulers and freehand drawing of regular forms and curved figures.

Scripture—New Testament, No. 1; moral lessons.

Object Lessons—Lessons on animals and plants, with special reference to agriculture; on the human frame, and laws of health; on elementary physiology; and on important manufactures.

Drill (for boys)—"Infantry Drill, 1896," Sections 7, 12, 19, 20, 23 to 26, and 42, pages 8, 14, 18, 21 to 23, and 32; also Section 46, No. 17, pages 52, 53, and 54; Exercises 1st, 2nd, and 3rd with or without dumb-bells.

Drill (for girls)—Same as second classes, together with balance step without advancing; formation of two ranks (Section 35); dressing; marching to front and rear (Section 37); file marching and wheeling in file.

Needlework—A plain chemise, gathered at neck into a stitched band, ornamented with feather-stitching; or similar useful article which can be completed by stitches already taught.

Second Half-year of Enrolment.

Reading—Reader III, to the end.

Repetition from memory of thirty lines of poetry.

Writing—In copy-books.

Dictation—Twelve lines from the reading lessons.

** **Arithmetic**—All the compound rules; mental arithmetic exercises in reduction, buying, selling, measurements, weights.

Grammar—To distinguish all the parts of speech in easy sentences. **Composition**—To write a letter of not less than twelve lines.

§ **Geography**—Simple oral lessons on the Australian Colonies, Tasmania, and New Zealand. As memory work it will be sufficient to know the names and to show the positions of two or three of the chief towns and important rivers in each Colony.

Object Lessons—As for previous half-year.

† **History**—Not fewer than twelve simple stories or biographies given orally, covering the period from William I to Richard I, e.g., the Norman conquest, the Feudal system, Matilda and Stephen, Becket, the Crusades.

Singing—As for previous half-year.

Drawing—As for previous half-year, with more difficult exercises.

Scripture Lessons—As for previous half-year.

Drill (for boys)—"Infantry Drill, 1896," Sections 27 to 33 and section 42, pages 24 to 29 and page 32; also section 46, No. 17, pages 54 and 55; exercises 4th, 5th, 6th, and 7th, with or without dumb-bells.

Drill (for girls)—As for first half-year.

Needlework—A linen sampler, with threads drawn, showing the various stitches used in needlework, namely, top-sewing, stitching, herring-boning, various feather-stitching, eyelet and button-holes, small square of darning, loops; name done in satin-stitch.

Third Half-year of Enrolment.

Reading—Reader IV (first half).

Repetition from memory of forty lines of poetry.

Writing—In copy-books.

Dictation—Twelve lines from the reading lessons.

Arithmetic—Reduction; miscellaneous exercises in simple and compound rules; mental arithmetic—easy questions in buying and selling, and in household and business accounts.

Grammar—Parsing of easy sentences; accident: analysis of simple sentences; composition.

§ **Geography**—Simple oral lessons on Europe. As memory work it will be sufficient to know the names and to show the positions of a few of the chief towns, rivers, and mountain ranges (if any) in each country.

Object Lessons—As for first half-year.

History—Not fewer than twelve simple stories or biographies, given orally, covering the period from John to Richard II, e.g., Magna Charta, Simon de Montfort, House of Commons, Llewellyn, Wallace, Bruce, Bannockburn, Crecy, Black Prince, Wat Tyler.

* Note 1.—In Schools below the Sixth Class, the standard in singing for Second Class shall also be that for Third Class.

** Note 2.—Tables to be confined to (1) money; (2) long measure: yards, feet, inches; (3) weight: tons, cwts., qrs., lbs.; (4) capacity: gallons, quarts, pints; (5) time: days, hours, minutes, seconds.

† Note 3.—Beyond the names of the sovereigns and the dates of their accession, no dates or genealogical tables will be required from pupils of third class, and the examination will not go outside the lessons given. See note 2, on page 13.

§ See note 1. on page 13.

- Singing*—Tonic Sol-fa|| scale exercises; time exercises in four-pulse measure, introducing half-pulse, hold-mark, and rest; two-part songs and rounds.
- Drawing*—As for second half-year, with more difficult exercises.
- Scripture Lessons*—New Testament, No. 1.
- Drill (for boys)*—"Infantry Drill, 1896," sections 34 to 39 and section 42, pages 29 to 32, and manual exercises; also section 46, No. 16, pages 44, 45 and 46; 1st, 2nd and 3rd practices.
- Drill (for girls)*—As for second half-year, together with balance step (advancing) and dumb-bells, six exercises.
- Needlework*—1. Sampler as in last half-year.
2. A pair of drawers, tucked, finished with button-holes in band; or similar useful article.

Fourth Half-year of Enrolment.

- Reading*—Reader IV, to the end.
Repetition from memory of forty lines of poetry.
- Writing*—In copy books.
- Dictation*—Twelve lines from the reading lessons.
- Arithmetic*—Miscellaneous exercises in back rules; household accounts; bills of parcels; simple proportion and practice (money only). Mental arithmetic—miscellaneous exercises.
- Grammar*—Parsing and analysis of easy sentences, with a knowledge of the rules of syntax; composition.
- Geography*—Asia and America, as in the case of Europe in third half-year.
- Object Lessons*—As for first half-year.
- History*—Not fewer than twelve simple stories or biographies given orally, covering the period Henry IV to Elizabeth, e.g., Agincourt, Wars of the Roses, Warwick, Wolsey, Mary of Scotland, the Armada: History of Australia to 1808.
- Singing*—As for third half-year.
- Drawing*—As for third half-year, with more difficult exercises.
- Scripture Lessons*—New Testament, No. 1.
- Needlework*—1. Running and felling seams with tucks run and gathered into band, in chemise or similar useful article; name or initial in satin-stitch.
2. Darning in stocking-web material.
3. Button-holes in cloth.
- Drill (for boys)*—"Infantry Drill, 1896," sections 40 to 45 with arms, pages 31 to 34; also section 46, No. 16, pages 47 and 48, 4th practice.
- Drill (for girls)*—As for third half-year.

Values of Subjects taught to Third Class.

	Marks.
Reading (Reading, 80; Poetry, 40; Meanings, &c., 30)	150
Writing (in copy books, 100; from Dictation, 50)	150
Dictation (for spelling)	100
Arithmetic (Slate work, 100; Mental, 50)	150
Grammar (Accidence, &c., 50; Composition, 50)	100
Geography	60
Object Lessons	60
History	60
Music	60
Drawing	60
Scripture Lessons	60
Drill	60
Needlework	60

FOURTH CLASS.

First Half-year of Enrolment.

- Reading*—Reader V (first half).
Repetition from memory of fifty lines of poetry.
- Writing*—In copy-books.
- Dictation*—Twelve consecutive lines from lessons read.
- Arithmetic*—Compound proportion; vulgar and decimal fractions; mental arithmetic—miscellaneous examples.
- Grammar*—Parsing passages of ordinary difficulty; practical instruction in accidence and syntax; analysis; composition.
- *†*Geography*—New South Wales; physical features and chief towns; mapping.
- Object Lessons*—Lessons on animal and plant life, and on the chemical and physical principles involved in agriculture; more advanced lessons on third-class subjects, with light, heat, and air, in relation to health; also lessons on elementary physical science. It is not intended that all these should be taken in one half-year, but a series in one group may be taken.
- ‡*History*—Not fewer than twelve simple stories or biographies given orally, covering the period from James I to Anne, e.g., Gunpowder Plot, Raleigh, Petition of Rights, Civil War, Cromwell, Monk, William of Orange, Marlborough, Act of Settlement, History of Australia from 1808 to 1837.
- Singing*—Staff notation, treble clef; $\frac{2}{4}$ and $\frac{3}{4}$ time; time exercises, introducing minim and crotchet, with rests; two-part songs and rounds; structure of the major diatonic scale.
- Drawing*—Freehand drawing—foliage, flowers, ornament, vase forms, &c., in outline, and either simple geometrical figures with instruments, including scale drawing or model drawing of rectilinear objects.
- Scripture Lessons*—The whole series (Fourth Class and Fifth Class may be taken together).
- Euclid*—Definitions of, Book I.
- Drill (for boys)*—"Infantry Drill, 1896," Sections 60 to 64, pages 76 to 79, and manual and firing exercises and physical drill.
- Drill (for girls)*—Same as Third Classes, together with balance step (retiring), and wands (six exercises).
- Needlework*—1. Sampler with greater skill than before.
2. A petticoat with tucks run, gathered and stroked into band; or similar useful article.
3. Darning and button-holes, as in last half-year.

* NOTE 1.—*Geography*.—In Third and Fourth Classes no "heights" or "lengths" will be required at examinations.

† NOTE 2.—In all classes, to enable an Inspector to examine within the range of lessons actually given in Geography and History, definite information should be entered in the Register of Lessons, as to the scope of each lesson.

‡ NOTE 3.—In Class four, beyond those mentioned for Class three, only a few noted dates, such as 1215, 1688, 1815, &c., will be required at examinations.

NOTE 4.—Where there are not ten pupils to form a Fourth Class, the standard prescribed for the first half-year in the Fourth Class shall be that for the fifth half-year in the Third Class.

NOTE 5.—The work prescribed in Object Lessons, Scripture, and Drawing, is for the whole period pupils remain in the Third Class. The examination will be on the subjects taught.

NOTE 6.—When the standard of plain needlework prescribed for the Third Class has been completed, ornamental work, or knitting, or both, may be introduced.

‡ Or at the discretion of the teacher, staff notation of corresponding difficulty.

Second Half-year of Enrolment.

Reading—Reader V.

Repetition from memory of fifty lines of poetry.

Writing—As for first half-year.

Dictation—Twelve consecutive lines from books read.

Arithmetic—As for first half-year, with simple interest and the mensuration of surfaces.

Grammar—As for first half-year.

§Geography—Africa, in outline; latitude and longitude, day and night; zones.

Object Lessons—As for first half-year.

†History—Twelve simple stories or biographies given orally, covering the period from George I to the present time, e.g., Robert Walpole, Clive, Chatham, American Independence, French Revolution, Nelson, First Reform Bill, &c.; History of Australia from 1837 to 1855.

Singing—As for first half-year, adding quavers and dotted notes.

Drawing—As for first half-year.

Scripture Lessons—The whole series.

Euclid—Book I, to Proposition 12.

Drill (for boys)—“Infantry Drill, 1896,” Sections 65 to 71, pages 80 to 82, and manual and firing exercises and physical drill.

Drill (for girls)—As for first half-year.

Needlework—1. A plain night-shirt, showing top sewing, stitching, button-holes, and gathers, and finished with gussets; or a night-dress tucked and trimmed, or any similar article.
2. Patching in calico and flannel.
3. This class will be expected to set their own sewing, with the advice of the Workmistress; and pupils over 14 years of age should be able to cut out and fit garments specified in Third Class.

Value of Subjects taught to Fourth Class.

	Marks.
Reading (Reading, 80; Poetry, 40; Meanings, &c., 30)	150
Writing (in Copy-books, 100; from Dictation, 50)	150
Dictation (for Spelling)	100
Arithmetic (Slate Work, 100; Mental, 50)	150
Grammar (Accidence, &c., 50; Composition, 50)	100
Geography	60
Object Lessons	60
History	60
Music	60
Drawing	60
Scripture	60
Euclid	60
Drill	60
Needlework	60

NOTE.—When there are not ten pupils to form a Fifth Class, the standard prescribed for the first half-year in Fifth Class shall be that for the third half-year of the Fourth Class.

FIFTH CLASS.

First Half-year of Enrolment.

Reading—The Text-book prescribed for the University Junior Examination or any other book sanctioned by the Minister.

Writing—In copy-books.

Dictation—Passages of ordinary prose, fifteen consecutive lines.

Arithmetic—Compound interest, profit and loss, as treated in any standard text-book, such as Lock's; Mensuration—area of regular surfaces; the metric system.

Grammar—Accidence and Syntax, as treated in Lennie's Grammar; ordinary parsing; simple analysis; and composition.

Geography—Commercial routes; products of different countries; forms of government; important manufacturing and mining centres.

†History—William III to George II inclusive, as treated in any ordinary text-book, such as Ransome's; History of Australia from 1855 to 1872.

Science—Not fewer than twenty lessons on scientific subjects. A series on one or more separate branches, e.g., botany, chemistry, electricity, physiography, &c., will be accepted.

Cooking—For girls.

Euclid—Book I.

Algebra—The four simple rules, as treated in any standard text-book, such as Charles Smith's.

*Latin (for boys)—Abbott's "Via Latina" to Exercise 21, page 29.

*French (for girls)—Macmillan's Progressive French Course, No. 1, Lessons 1 to 14, and Mrs. Boyd's "Causeries Familiales," Chapters I to V inclusive.

Drawing—As for class four, with increased difficulty.

Music—Staff notation; time signatures fully; key signatures; marks of expression; common musical terms; three-part songs.

Scripture Lessons—The whole series. (The Class may be taken with Fourth Class in this subject).

Drill (for boys)—

Drill (for girls)—

Needlework—1. Patching in print, flannel, and cloth.

2. A linen sampler as in Third and Fourth Classes; also a child's dress made of washing material.

3. The pupils will be required to cut out and fix their own sewing; also any garment named in former classes.

Second Half-year of Enrolment.

Reading—

Writing—

Dictation—

Arithmetic—Miscellaneous exercises in back rules, as treated in any standard text-book, such as Lock's.

Grammar—As for previous half-year.

Geography—British Empire.

†History—George III to the present time; History of Australia from 1872 to 1898.

* In mixed schools the teacher may confine himself to either Latin or French.

† At examinations only a few well-known dates will be required.

‡ See note on page 13.

NOTE.—In lieu of the Grammar, Geography, History, or Science prescribed above, a teacher may take up these subjects as prescribed for the Senior or Junior Examinations at the University.

Science—Twenty additional lectures.

Music—

Scripture Lessons— } As for first half-year.

Drawing—

Euclid—Books I and II, with easy Exercises.

Algebra—Simple Equations and Factors, &c.

Latin (for boys)—Abbott's "Via Latina," to page 53, with the first conjugation and the verb *sum*.

French (for girls)—Macmillan's Progressive French Course No. 1, Lessons 15 to 28, and Mrs. Boyd's "Causeries Familières," chapters VI to IX inclusive, with the four regular conjugations.

Needlework—As for first half-year.

Drill (for boys)—As for Fourth Class.

Drill (for girls)—As for Fourth Class.

Values of Subjects taught to Fifth Class.

											Marks
Reading—Prescribed text-book	100
Writing	100
Dictation	100
Arithmetic	100
Grammar	100
Geography	60
History	60
Science...	60
Geometry	100
Algebra	100
Latin	100
French...	100
Drawing	60
Music	60
Scripture	60
Drill	60
Needlework	60

NOTE 1.—Where pupils remain in Fifth Class beyond one year, higher results in Mathematics and Languages will be required.

NOTE 2.—*Music*—In separate boys' and girls' departments the sexes may be combined for singing lessons at the discretion of the teachers; but the teachers of the respective departments will be held responsible for instruction in the theory of music.

NOTE 3.—*Drill*—In all schools under one teacher, the standard for the second-class shall be the highest required for any class.

NOTE 4.—*Writing*—All writing will be rejected as a failure if there is no attempt made to imitate the copies set.

NOTE 5.—*Arithmetic*—Pupils of girls' schools will not be expected to work discount, stocks, or cube root.