

Government of Madras.

EDUCATIONAL DEPARTMENT.

Recd.

Enclosures

Regd.

1907.

Spare copies

G.O., No. 634, 23rd September 1907.

PP-27

Code of Regulations for European Schools.

Recording, with remark, letter from the Director of Public Instruction submitting the report as to how far the provisions of the — are satisfied.

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Educational
~~Legislative~~ (1907) Department.

ORDINARY PRINTED.

G.O., No. 634

DATED 23-9-07

[Despatch Abstract.]

Code of Regulations for European Schools

Recording ^{with remarks letter from} the ~~report~~ of the L.P.
submitting the report as to how far the
provisions of the — are satisfied.

BACK PAPERS.

G.O.	No.	Department.	Date.	G.O.	No.	Department.	Date.

FURTHER PAPERS.

G.O.	No.	Department.	Date.	G.O.	No.	Department.	Date.

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GOVERNMENT OF MADRAS.

EDUCATIONAL DEPARTMENT.

READ—the following paper :—

Letter—from the Hon'ble Mr. T. T. LOGAN, B.A., Acting Director of Public Instruction.

To—the Secretary to Government, Educational Department.

Dated—Madras, the 18th July 1907.

No.—Ref. on Cur. 4774/06.

With reference to G.O., No. 137, Educational, dated 13th March 1907, requesting to report whether each school which has been classed as a European school satisfies the Code of Regulations for European schools in every detail, I have the honour to state that in the matter of the percentage of non-European pupils all the schools except three satisfied the condition of article 7 (d). The Inspector of European and Training schools reports that at the time of his inspection the percentage was above 15 in the Trinity school, Bellary (21) and in the Railway School, Gooty (23), and that it has been since reduced to less than 15 in the two schools. The percentage is slightly above 15 in the Bishop Corrie's High school, Madras (15.1), but the Inspector is in correspondence with the school authorities on the matter. The excess in the first two cases was not due to the admission of non-European pupils but to the withdrawal of European pupils during the term. This condition will be strictly enforced, and the managers have already been informed, as stated in my letter Ref. on Cur. No. 4774/06, dated 28th February 1907, that any violation of the condition would disentitle the schools for aid under the Code of Regulations for European schools. I may add that this point is being carefully watched in connection with the inspection reports of the schools, and that taking the schools as a whole the number of non-European pupils forms less than 5 per cent. of the total.

2. As regards the other conditions, I have already mentioned in my letter of the 28th February last that the schools do not satisfy the requirements in certain respects. I shall now indicate in more detail in what respects the provisions of the several articles are not fulfilled—

Article 5.—The managers previously recognized as such under the old Grant-in-Aid Code continue as correspondents under the Code of Regulations for European schools. The schools are not in many cases under the management of a governing body, but whenever application for recognition of change of management or correspondent is made under article 33 (a), care is taken to see that a responsible body or person is recognized as such.

Article 7 (e).—It is reported that the railway schools at Katpadi, Gooty and Suramangalam have an average attendance of less than 25. These obviously come under the exception mentioned in the article.

Article 7 (g).—The financial statements of the schools for the past official year are being obtained, and the necessary action will be taken if, in any case, the income from all sources is found sufficient to maintain the school in efficiency.

Article 17 (b).—When making increased allotments of aid under the Code of Regulations for European schools last year, the managers were given to understand that the increase should be applied towards improving the efficiency of the schools. In several cases, the managers have been required to increase the staffs, and I understand that, on the whole, the staffs of the schools are numerically sufficient and are as competent as the present supply of teachers can permit. The defects, if any, in the matter will be noticed in connection with the inspection reports and the managers will be required to remedy them as soon as possible.

Article 22.—With regard to primary and middle schools, instructions have already been issued for the adoption of the curricula prescribed in the Code, and it is reported that they are being followed in many schools. Such of the schools as have not yet adopted the new curricula for any reason, will be required to adopt them from the beginning of the next school year. The Agent and Manager of the Madras Railway Company has applied for a further postponement of the introduction of the curricula into his schools and the matter is under consideration.

Article 23.—No formal sanction has yet been granted nor applied for under this article. A few of the European schools have technical classes attached to them. These classes have been in receipt of aid under the Grant-in-Aid Code, but no grants have been allotted to them under the Code of Regulations for European schools which takes no cognizance of purely technical or industrial schools. These classes may possibly be dealt with under article 23, and in one or two cases in which application for aid has been received enquiries are being made as to the exact relation which exists between the classes and the schools to which they are attached.

Articles 31 (a) to (h).—The defects, if any, under these heads are noted by the inspecting officers in the inspection reports, and so far, no case has come to notice in which the defects were so grave as to warrant withdrawal or reduction of grants. The managers are required to remedy the defects pointed out in the inspection reports as soon as possible and in any case before the next inspection.

Article 31 (i).—There are certain schools primarily intended for poor pupils but which are attended also by pupils whose parents can afford to pay fees. Note (2) to this article provides for the admission, with the previous consent of the Inspector of free scholars, the total number of such admissions not to exceed 15 per cent. of the total strength. The schools in which the number of pupils who are unable to pay any fees is in excess of the above percentage will obviously have to be treated as free schools, the managers being authorized to collect fees at full or reduced rates according to the circumstances of the pupils who are able to pay them.

Article 33 (d).—A form of accounts has been drawn up, and the submission of annual statement of accounts audited by a competent person will be insisted on. It is reported that the correspondent of St. Joseph's Girls' High school, Waltair, objects to the audit of accounts by a person unconnected with the school on the ground that the school is conducted by a religious body. I do not quite understand the force of his objection. It is also reported that the correspondence of St. Philomena's High school, Bellary, expects that the cost of audit will be defrayed by Government. There is nothing in the Code to warrant this impression and so far as I can see such is not the intention.

Article 63.—The work in connection with the execution of agreements is being rapidly pushed on.

Articles 64 to 66.—The certification of teachers is also being attended to. Instructions on certain points in connection with the subject have recently been issued in this Office Proceedings, Dis. No. 4185/07, dated 5th July 1907, a copy of which is submitted herewith.

Article 85.—I understand that the requirements of this article have been generally overlooked. The particulars required in this article are, however, almost the same as those required to be entered in the time-table mentioned in article 31 (f); but, as the log book will be more or less a permanent record for preservation unlike the time-table, it is desirable that the particulars should find a place in the log book, and the inspecting officers will, therefore, be instructed to insist on the compliance with article 85.

Article 86.—As the schools have not yet been under the Code of Regulations for European schools for a full school year, the nominal lists of the kind mentioned in this article have not been obtained. A form of inspection report for European schools will be drawn up and provision will be made therein for the entry of the particulars required in the nominal list.

3. I beg to state that the provisions of all the other articles which impose obligations on managers are reported to be satisfied.

ENCLOSURES.

Proceedings of the Director of Public Instruction, Dis. No. 4185/07, dated 5th July 1907.

READ—the following papers:—

Letter—from the Inspectress of Girls' Schools, Central Circle.
To—the Director of Public Instruction.
Dated—the 26th January 1907.
No.—524.

Requesting instructions on certain points in connection with the certification of teachers in European schools.

Letter—from the Inspector of European and Training Schools.
To—the Director of Public Instruction.
Dated—the 8th April 1907.
No.—275-D.

Letter—from the Inspectress of Girls' Schools, Northern Circle.
To—the Director of Public Instruction.
Dated—the 16th March 1907.
No.—1182.

Letter—from the Inspectress of Girls' Schools, Central Circle.
To—the Director of Public Instruction.
Dated—the 13th March 1907.
No.—1602.

Letter—from the Inspectress of Girls' Schools, Southern Circle.
To—the Director of Public Instruction.
Dated—the 12th March 1907.
No.—1442.

The questions raised by the Inspectress of Girls' Schools, Central Circle, in her letter No. 524, dated 26th January 1907, read above are—

(1) Whether, with regard to article 64 (a) of the Code of Regulations for European schools, a list may be called for from all the managers of European schools showing the names, qualifications and the period of service of the teachers employed in their schools.

(2) Whether the recommendation of the Inspector may be made after the inspection of the school during the current year.

(3) Whether, with regard to article 64 (c), the manager should be informed of the names of the teachers who are considered as candidates for teachers' certificates as soon as the list referred to in paragraph 1 is received.

(4) Whether the Inspectress should visit all the European schools for granting all the certificates or should act on the reports of the Assistant and Sub-Assistant Inspectresses in some cases.

(5) Whether all the certificates under chapter VI will be granted only by the Director on the report of the Inspectress and not in any case by the Inspectress.

(6) Whether, under article 65 (b), those who have passed the late Lower Secondary or Middle School examination may, after the procedure referred to in paragraph (a) be recommended for Primary School Teachers' certificates, those who have passed the Matriculation or some other equivalent examination be recommended for Middle School Teachers' certificates and those who have passed the F.A. examination may be recommended for High School Teachers' certificates.

(7) Whether a special register should be maintained recording the results of inspection of the classes taught by the teachers referred to in article 64 (c).

2. The questions are answered *seriatim* as follows:—

(1) The Director does not think it necessary to call for the list suggested.

(2) A list of teachers recommended for the grant of a certificate under article 64 (a) should be submitted to the Director at the end of the current year as the result of the opinion formed by the inspecting officers in the course of the year's inspection work. On receipt of the inspecting officers' recommendation, a list of teachers certified by the department as fit to teach up to certain classes in certain subjects in European schools will be published as suggested by the

Inspector, and an extract from the list signed by an inspecting officer or correspondent would serve as a certificate for a teacher going to another Province. The Inspector of European and Training Schools is requested to be good enough to suggest a form in which the list may be published.

(3) A list of all teachers in European schools who had less than five years' service in recognized European schools on the 31st December 1906 should be obtained. All these teachers will be regarded as *ipso facto* candidates for the certificate under article 64 (c).

The rules relating to probationary teachers suggested by the Inspector in his letter No. D./890, dated 20th November 1906, and approved by the Director are printed as an appendix to these Proceedings. The correspondents should be informed that the production of notes of lessons by probationers [rule (4)] and of records of meetings of the staff will be expected at the next and each succeeding annual inspection [rule (3)] and that they should submit, soon after the receipt of the order, the scheme of work mentioned in rule (1).

(4) All European schools should be under the personal inspection of the Inspector or of the Inspectresses.

(5) The departmental certificates will be granted by the Director. The Inspector of European and Training Schools is requested to be good enough to suggest specimen forms of certificates of different grades under article 65.

(6) The Inspectress' question is answered in the affirmative. Graduates will of course be eligible for High school certificates.

(7) A confidential register should be maintained in which the opinion formed by the inspecting officer on the value of work done by each probationary teacher and on his teaching capacity should be recorded.

T. T. LOGAN,
Ag. Director of Public Instruction.

To the Inspector of European and Training Schools, } (with spare copies for correspondents of European schools).
 „ Inspectresses of Girls' Schools,

APPENDIX.

Rules relating to Probationary Teachers.

1. That on an untrained teacher joining his first school, the manager or head teacher should draw up for him a scheme of work in the school, a copy of which should be submitted to the Inspector, such scheme to provide for the teacher a reasonable variety of teaching both as regards subjects and standards.

2. That at the end of each six months, a confidential report on the teacher should be submitted to the Inspector noting strong and weak points on the teacher's work.

3. With a view particularly to the improvement of untrained teachers, meetings of the staff should be held periodically for the discussion of educational questions and the holding of such exercises as criticism lessons.

4. Probationary teachers shall produce at the time of annual inspection of the school full notes initialled and dated by the head teacher of not less than 30 lessons given by them in the school in the course of the previous year or in case they have only been employed for part of the year, a proportionate number of notes of lessons.

Order—No. 634, Educational, dated 23rd September 1907.

Recorded.

2. The provisions of rule 33 (d) of the Code of Regulations for European schools, regarding the audit of the accounts of these institutions by a competent and trustworthy person unconnected therewith, should be strictly observed. The cost of such audit should be borne from the funds of the respective institutions.

(True Extract.)

H. D. TAYLOR,
Ag. Secretary to Government.

To the Director of Public Instruction.

EDUCATIONAL DEPARTMENT.

NOTES CONNECTED WITH G.O., No. 634, EDUCATIONAL,
DATED 23RD SEPTEMBER 1907.

[SUBJECT.—*Report as to how far the provisions of the Code of Regulations for European schools are satisfied.*]

From the Director of Public Instruction, dated 18th July 1907, No. 4774.

Please see G.O., No. 137, Educational, dated 13th March 1907, and the notes therewith.

2. The Government said in that order that, as the Code of Regulations for European schools gave very special concessions, the conditions of grant should be most strictly enforced in the matter especially of the proportion of European scholars and that any institutions which did not satisfy those conditions must be dealt with under the ordinary Grant-in-Aid Code.

The Government also requested the Director of Public Instruction to report, not later than the 30th of June 1907, whether each school which had been classed as a European school satisfied the Code in every detail.

3. The Director of Public Instruction submits his report in the current letter. He states that in the matter of the percentage of non-European pupils all the schools except three satisfied the condition of article 7 (d) * of the Code. The three schools are—

- (1) The Trinity College, Bellary, with 21 per cent. of non-Europeans.
- (2) The Railway school, Gooty, with 23 per cent. of non-Europeans.
- (3) The Bishop Corrie's High school, Madras, with 15.1 per cent. of non-Europeans.

In the first two schools the high percentage was not due to the admission of non-European pupils but to the withdrawal of European pupils during the term, and it is stated that the percentage has since been reduced to less than 15. As regards Bishop Corrie's High school, the matter is said to be under correspondence.

The Director further states that this condition will be strictly enforced, that it is being carefully watched in connection with the inspection reports of the schools, and that managers have all been informed that any violation of the condition will disentitle the schools for aid under the European Code. The Director notes that taking all the European schools as a whole, the number of non-European pupils forms less than 5 per cent. of the total; but the point appears to be that in no individual school should the proportion exceed 15 per cent.

Article 7 (d) of the Code.

4. The other main conditions which the schools do not satisfy are dealt with below.

5. *Governing body*.—Article 5 of the Code of Regulations says—

“Every school to which aid is given shall be under the management of a governing body, hereinafter called the managers, who shall be responsible for the maintenance and control of the school, and for the fulfilment of all the conditions upon which the grant is made.”

“The managers of a school must appoint a correspondent with the department, who must in every case be approved by the department.”

The Director of Public Instruction states that in many cases the schools are not under a governing body; but that whenever application for recognition or change of management is made, care is taken to see that a responsible body or person is recognized as such. At present the managers recognized under the old Grant-in-Aid Code continue as correspondents.

6. *Average daily attendance*.—Article 7 (e) of the Code says that no grant is made

“to any school with an average daily attendance of less than 25 European scholars except in places where there is only a small European population, or where in the opinion of the department such a school is necessary.”

The average daily attendance of the Railway schools at Katpadi, Gooty and Suramangalam is reported to be less than 25; but these schools, the Director of Public Instruction says, come under the exception mentioned in the article, that is, they are situated in places where there is only a small European population.

7. *The school staff*.—Article 17 (b) lays down that in grading a school, the

department shall take into consideration “the competence of the school staff to teach up to that standard and its sufficiency for the number of classes in the school. As a general rule, the staff will be regarded as insufficient if any teacher is required to instruct more than 30 scholars or more than two classes at one and the same time.”

In several cases, the Director of Public Instruction says that he has required the managers to increase the staffs and that he understands that, on the whole, the staffs of the schools are numerically sufficient and are as competent as the present supply of teachers can permit.

8. *Courses of study*.—Article 22 requires that the subjects of instruction in aided

schools shall be in accordance with the schedule given in the Code.

The Director of Public Instruction states that in many of the primary and middle schools the curricula prescribed in the Code are being followed and that such of them as have not yet adopted the new curricula for any reason will be required to adopt them from the beginning of the next school year. In the Madras Railway schools, the continuance of the old curriculum has been allowed pending the working out of a new curriculum—*vide* G.O., No. 462, Educational, dated 19th July 1907. The

Government of India have replied to the reference made by this Government on the subject of the curriculum for European schools and this matter is separately under consideration.

Letter No. 421, Educational, dated 8th June 1907.
The file has gone to the Director of Public Instruction u.o. for remarks.

9. *Conditions of aid*.—These conditions are given in article 31 (a) to (i) of the Code—pages 6 and 7.

The defects, if any, under these heads are noted by the Inspecting officers in the inspection reports and it is stated that so far, no case has come to the notice of the Director in which the defects were so grave as to warrant withdrawal or reduction of grants.

10. *School accounts*.—Article 33 (d) runs—

“Accounts of income and expenditure shall be kept by the managers in a form prescribed by the department, regularly audited by a competent person not in any way connected with the school, and submitted to the department annually.”

The Director states that a form of accounts has been drawn up and that the audit of the accounts by competent persons will be insisted on. He, however, observes that the correspondent of St. Joseph's Girls' High school, Waltair, objects to the

A curious argument! Are the accounts of a religious body so intricate that they can only be understood by the people who keep them?

H. D. TAYLOR.

Certainly: if Government give aid they have a right to see that it is spent properly. It is for the school to pay for the audit which it ought to welcome.

C. A. SOUTER—12-8-07.

H. D. TAYLOR.

Director of Public Instruction's views seem to be correct.

11. *Maintenance of a log-book*.—Article 85 says—

“At the commencement of each calendar year, the name of every teacher who is to form part of the school staff for the year, and the distribution of the work among them, shall be entered in the log-book signed by the principal teacher. Any subsequent change in the staff, or in the distribution of the work, shall be recorded in the log-book.”

The Director states that the requirements of this article have been generally overlooked and that the inspecting officers will be instructed to insist on their compliance.

12. The Director of Public Instruction also states that the requirements of articles 7 (g), 23, 31 (i), 63, 64 to 66 and 86 are being enforced by inspecting officers, and observes that the provisions of all the other articles which impose obligation on the managers are reported to be satisfied.

T.K.—15-8-07.

The main conditions of aid which should be satisfied by the European schools seem to be those laid down in article 7 of the Code of Regulations for European schools, and these conditions, the chief of which is the proportion of European scholars, seem to be generally satisfied. From the Director's letter it is observed that the

It must be satisfied in the case of each school. Regulations are being enforced by the inspecting officers. The Code which came into force on 1st April 1906 has just been in force for over a year and the Director may be requested to see that the provisions of the Code are strictly enforced in the case of all these schools. The present report of the Director of Public Instruction may be “Recorded”.

K. RANGASWAMI AIYANGAR—16-8-07.

Submitted that no action is needed on the report which may be recorded. The Director of Public Instruction is evidently watching these schools carefully and may be trusted to exercise a wise discretion.

C. A. SOUTER—17-8-07.

The Director of Public Instruction's remarks as to rule 33 (d) appear to require specific orders.

The report may be recorded with the remark that the provisions of rule 33 (d) regarding the audit of the accounts of each institution by a competent and trustworthy person unconnected therewith must be strictly observed, the cost of such audit being borne by the funds of the institution.

H. D. TAYLOR—19-8-07.

If the school pays the auditor will he not be apt to be subservient to the Managers? Should not the Auditor of Local Fund Accounts do the audit?

G. S. F[ORBES]—20-8-07.

Please put up a list of European schools. A large proportion of these schools are Railway schools, and the accounts might be audited by the Auditor of the Railway concerned.

Other schools are situated at Bangalore which is outside the range of the Local Fund Inspecting staff.

I do not think that there is a single European school which is under the management of a local body. In Madras the Local Fund Inspecting staff might do the work—one or two Managing bodies have, I think, applied—but desire the work to be done free of cost. The Accountant-General, however, has been left to fix the fee in these cases? At district head-quarters such as Vizagapatam or Coimbatore, or in Municipalities the audit staff might do the work without extra touring.

H. D. TAYLOR—21-8-07.

A list of European schools receiving aid under the Code of Regulations for European schools will be found on pages 2 to 4 of G.O., No. 761, Educational, dated 23rd November 1906. This list does not include the European schools at Bangalore, which do not receive any aid from the local Government, as they are not situated within the Madras Presidency. It is observed that only 13 of the 77 schools shown in the list are Railway schools. In the case of these Railway schools, the accounts may be audited by the Railway Auditors, as suggested by the Secretary. There is no European school under the management of a local body (Local Board or Municipal Council). All the European schools are private institutions and there appears to be no reason why the Local Fund Inspecting staff or other Government agency should be required to audit the accounts of these institutions without payment by the managers of the institutions. In G.O., No. 160, Educational dated 21st March 1907, the Government declined to call upon the Accountant-General to undertake the audit of the accounts of the Civil Orphan Asylums, free of charge, but stated that, should the Directorate of the institution so desire, the Accountant-General would be authorized to audit the accounts subject to the payment of a fee to be subsequently determined. In G.O., No. 74, Educational, dated 12th February 1907, the Government have, on the application of the Honorary Secretary, Doveton Protestant College, Madras, authorized the Accountant-General to audit the accounts of the above-named college and of the Doveton Girls' High school, Madras, on payment of a fee which it was expected would probably not exceed Rs. 100 per annum. It is therefore for consideration whether the accounts of the European schools should be audited free of cost.

2. The note to article 33 (d) of the Code for European schools says that "the condition as to audit by an independent person need not be insisted on in the case of small schools or schools in out-of-the-way places". There is no information as to how many of the existing European schools come under this category. The Director of Public Instruction may be asked to state the schools which will, in accordance with the above note, be exempt from liability to appoint an independent auditor. On receipt of this information the Accountant-General may be asked to state whether he can undertake the audit of the remaining schools, which the Director of Public Instruction may be asked to specify.

K. RANGASWAMI AIYANGAR—23-8-07.

C. A. SOUTER—24-8-07.

I don't think it necessary to call for any further information. The Government may always *permit* the Accountant-General to audit the accounts of any institution on the Manager's request, and on payment of fee.

In the case of Railway schools the Railway Auditor's certificate may be accepted. In other cases, except in cases of petty institutions, an *independent* auditor should be employed *by* the institution. The Director of Public Instruction may be given discretion to decide the cases in which a special auditor is not required. I do not think that the auditor is likely to be subservient to the Managers, if the nomination has to be approved by the Director of Public Instruction. This condition may be added.

H. D. TAYLOR—25-8-07.

But surely an auditor employed by the institution is not an "independent auditor"? Ask the Accountant-General what India means?

G. S. F[ORBES]—28-8-07.

H. D. TAYLOR—29-8-07.

To the Accountant-General for remarks.

The term "independent person" used in the note to article 33 (d) of the Code of Regulations for European schools must, I think, mean "a person not in any way connected with the school". I do not think that the fact that an audit fee is paid by the school would bring the auditor within the scope of the term a person connected with the school. If such were the case no audit, except an honorary audit, would be an independent audit, for all audits are paid by the authorities whose accounts are audited.

W. DOBBIE—12-9-07.

EDUCATIONAL DEPARTMENT.

Where are these institutions to get persons who will exercise an independent audit, which the Government can trust?

G. S. F[ORBES]—15-9-07.

In Madras, there are chartered Accountants. In the Mufassal I believe that audit work of this nature is frequently undertaken by Local Bank Agents or by Accountants of business firms. Please draft as at A on page 3.

H. D. TAYLOR—17-9-07.

The draft placed below is for approval.

K. RANGASWAMI AIYANGAR—17-9-07.

C. A. SOUTER—17-9-07.

H. D. TAYLOR—18-9-07.

Very well : we shall see how it turns out.

G. S. F[ORBES]—20-9-07.

Issue.

H. D. TAYLOR—23-9-07.

[G.O., No. 634, Educational, dated 23rd September 1907.]

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EDUCATIONAL DEPARTMENT.

CURRENT FILE.

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EDUCATIONAL DEPARTMENT.



Received 22 JUL 1907, Registered 22 JUL 1907.

Subject.

Submitting report as to how far the provisions of the Code of Regulations for European Schools are satisfied.

ENCLOSURES.

No.

Spare copies

Ref on Current No. 4 7 7 4/06

Station Madras, Dated the 18th July 1907.

From (Name) The Hon'ble Mr. T. T. Logan, B.A.,

(Designation) Ag: Director of Public Instruction,
Madras.

To the Secretary to the Government of Madras,
Educational Department

Sir,

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Article 17/b/ When making increased allotments of aid under the Code of Regulations for European Schools last year, the managers were given to understand that the increase should be applied towards improving the efficiency of the schools. In several cases, the managers have been required

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to increase the staffs, and I understand that on the whole, the staffs of the schools are numerically sufficient and are as competent as the present supply of teachers can permit. The defects, if any, in the matter will be noticed in connection with the inspection reports and the managers will be required to remedy them as soon as possible.

Article 22. With regard to primary and middle schools instructions have already been issued for the adoption of the curricula prescribed in the Code, and it is reported that they are being followed in many schools. Such of the schools as have not yet adopted the new curricula for any reason, will be required to adopt them from the beginning of the next *School* year. The Agent and Manager of the Madras Railway Company has applied for a further postponement of the introduction of the curricula into his schools and the matter is under consideration.

Article 23. No formal sanction has yet been granted nor applied for under this article. A few of the European schools have technical classes attached to them. These classes have been in receipt of aid under the Grant-in-Aid Code, but no grants have been allotted to them under the Code of Regulations for European Schools which takes no cognizance of purely technical or industrial schools. These classes may possibly be dealt with under article 23, and in one or two cases in which application for aid has been received enquiries are being made as to the exact relation which exists between the classes and the schools to which they are attached.

Articles 31(a) to (h). The defects, if any, under these heads are noted by the inspecting officers in the inspection reports, and so far, no case has come to notice in which the defects were so grave as to warrant withdrawal or reduction of grants. The managers are required to remedy the defects pointed out in the inspection reports as soon as possible and in any case before the next inspection.

Article 31(i) There are certain schools primarily intended for poor pupils but which are attended also by pupils whose parents can afford to pay fees. Note /2/ to

*This has been
sanctioned
vide G.O. no. 462
dated 19-7-57.
A*

4

this article provides for the admission, with the previous consent of the Inspector, of free scholars, the total number of such admissions not to exceed 15% of the total strength. The schools in which the number of pupils who are unable to pay any fees is in excess of the above percentage will obviously have to be treated as free schools, the managers being authorized to collect fees at full or reduced rates according to the circumstances of the pupils who are able to pay them.

Article 33(d). A form of accounts has been drawn up, and the submission of annual statement of accounts audited by a competent person will be insisted on. It is reported that the Correspondent of St. Joseph's Girls' High School, Waltair objects to the audit of accounts by a person unconnected with the school on the ground that the school is conducted by a religious body. I do not quite understand the force of his objection. It is also reported that the Correspondent of St. Philomena's High School, Bellary expects that the cost of audit will be defrayed by Government. There is nothing in the Code to warrant this impression, and so far as I can see such is not the intention.

Article 63. The work in connection with the execution of agreements is being rapidly pushed on.

Articles 64 to 66. The certification of teachers is also being attended to. Instructions on certain points in connection with the subject have recently been issued in this office Proceedings Dis No. 4185/07 dated 5th July 1907, a copy of which is submitted herewith.

Article 85. I understand that the requirements of this article have been generally overlooked. The particulars required in this article are, however, almost the same as those required to be entered in the time-table mentioned in article 31/f/; but, as the log book will be more or less a permanent record for preservation unlike the time-table, it is desirable that the particulars should find a place in the log book, and the inspecting officers will therefore be instructed to insist on the compliance with article 85.

Article 86. As the schools have not yet been under the Code of Regulations for European Schools for a full

5 12 58
school year, the nominal lists of the kind mentioned in this article have not been obtained. A form of inspection report for European schools will be drawn up and provision will be made therein for the entry of the particulars required in the nominal list.

3 I beg to state that the provisions of all the other articles which impose obligations on managers are reported to be satisfied.

I have the honour to be,

Sir,

Your most obedient servant,

Eumida Lemast

For Director of Public Instruction.

R.S.
18.7.7 N.V.S.



Proceedings of the Director of Public Instruction.

Dis. No. 4185/07, 5th July 1907.

Despatched

Enclosures

Received

} 1907.

Spare copies

Subject :

Certification of teachers in European schools.—Replying to certain queries raised in connection with the —.

Encl 1 to Am 1241/07

Dis. No. 4185/07.

PROCEEDINGS OF THE DIRECTOR OF PUBLIC INSTRUCTION, dated 5th July 1907.

Certification of Teachers in European Schools.

Read letter from the Inspectress of Girls' Schools, Central Circle, No. 524, dated 26th January 1907, requesting instructions on certain points in connection with the certification of teachers in European schools.

Read also the following papers :—

Letter from the Inspector of European and Training Schools, No. D/275, dated 8th April 1907.

Letter from the Inspectress of Girls' Schools, Northern Circle, No. 1182/07, dated 16th March 1907.

Letter from the Inspectress of Girls' Schools, Central Circle, No. 1602, dated 13th March 1907.

Letter from the Inspectress of Girls' Schools, Southern Circle, No. 1442, dated 12th March 1907.

The questions raised by the Inspectress of Girls' Schools, Central Circle, in her letter No. 524, dated 26th January 1907, read above are—

(1) Whether, with regard to article 64 (a) of the Code of Regulations for European schools, a list may be called for from all the managers of European schools showing the names, qualifications and the period of service of the teachers employed in their schools.

(2) Whether the recommendation of the Inspector may be made after the inspection of the school during the current year.

(3) Whether, with regard to article 64 (c), the manager should be informed of the names of the teachers who are considered as candidates for teachers' certificates as soon as the list referred to in paragraph 1 is received.

(4) Whether the Inspectress should visit all the European schools for granting all the certificates or should act on the reports of the Assistant and Sub-Assistant Inspectresses in some cases.

(5) Whether all the certificates under chapter VI will be granted only by the Director on the report of the Inspectress and not in any case by the Inspectress.

(6) Whether, under article 65 (b), those who have passed the late Lower Secondary or Middle School examination may, after the procedure referred to in paragraph (a) be recommended for Primary school Teachers' certificates, those who have passed the Matriculation or some other equivalent examination be recommended for Middle School Teachers' certificates and those who have passed the F.A. examination may be recommended for High School Teachers' certificates.

(7) Whether a special register should be maintained recording the results of inspection of the classes taught by the teachers referred to in article 64 (c).

2. The questions are answered *seriatim* as follows :—

(1) The Director does not think it necessary to call for the list suggested.

(2) A list of teachers recommended for the grant of a certificate under article 64 (a) should be submitted to the Director at the end of the current year as the result of the opinion formed by the inspecting officers in the course of the year's inspection work. On receipt of the inspecting officers' recommendation, a list of teachers certified by the department as fit to teach up to certain classes in certain subjects in European schools will be published as suggested by the Inspector, and an extract from the list signed by an inspecting officer or correspondent would serve as a certificate for a teacher going to another Province. The Inspector of European and Training Schools is requested to be good enough to suggest a form in which the list may be published.

(3) A list of all teachers in European schools who had less than five years' service in recognized European schools on the 31st December 1906 should be obtained. All these teachers will be regarded as *de facto* candidates for the certificate under article 64 (c).

The rules relating to probationary teachers suggested by the Inspector in his letter No. D/390, dated 20th November 1906, and approved by the Director are printed as an appendix to these Proceedings. The correspondents should be informed that the production of notes of lessons by probationers [rule (4)] and of records of meetings of the staff will be expected at the next and each succeeding annual inspection [rule (3)] and that they should submit, soon after the receipt of the order, the scheme of work mentioned in rule (1).

(4) All European schools should be under the personal inspection of the Inspector or of the Inspectresses.

(5) The departmental certificates will be granted by the Director. The Inspector of European and Training Schools is requested to be good enough to suggest specimen forms of certificates of different grades under article 65.

(6) The Inspectress' question is answered in the affirmative. Graduates will of course be eligible for High school certificates.

(7) A confidential register should be maintained in which the opinion formed by the inspecting officer on the value of work done by each probationary teacher and on his teaching capacity should be recorded.

Sd/- J. J. Logan (Secretary). Secy. to the Director
By order of the Director

For Director of Public Instruction.

To the Inspector of European and Training Schools, } with spare copies for correspondents
" Inspectresses of Girls' Schools, } of European schools.

9

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APPENDIX.

Rules relating to Probationary Teachers.

1. That on an untrained teacher joining his first school, the manager or head teacher should draw up for him a scheme of work in the school, a copy of which should be submitted to the Inspector, such scheme to provide for the teacher a reasonable variety of teaching both as regards subjects and standards.
2. That at the end of each six months, a confidential report on the teacher should be submitted to the Inspector noting strong and weak points on the teacher's work.
3. With a view particularly to the improvement of untrained teachers, meetings of the staff should be held periodically for the discussion of educational questions and the holding of such exercises as criticism lessons.
4. Probationary teachers shall produce at the time of annual inspection of the school full notes initialled and dated by the head teacher, of not less than 30 lessons given by them in the school in the course of the previous year or in case they have only been employed for part of the year, a proportionate number of notes of lessons.

15 18

Educational Department.

C. No. 1741, from the Director of Public Instruction, No.4774, d/18-7-07.

Subject.

Reporting how far the provisions of the Code of Regulations for European schools are satisfied.

E.

Please see G.O. No.137, Edl., dated 13th March 1907, and the notes therewith.

2. The Government said in that order that, as the Code of Regulations for European Schools gave very special concessions, the conditions of grant should be most strictly enforced in the matter especially of the proportion of Europeans ^{Scholars} and that any institutions which did not satisfy those conditions must be dealt with under the ordinary Grant-in-Aid Code.

^{Govt} They also requested the D.P.I. to report, not later than the 30th of June 1907, whether each school which had been classed as a European school satisfied the Code in every detail.

3. The D.P.I. submits his report in the current letter. He states that in the matter of the percentage of non-European ^{pupils} all the schools except three satisfied the condition of Article 7(d) of the Code. The three schools are--

- (1) The Trinity College, Bellary, with 21 per cent. of non-Europeans,
- (2) The Railway School, Gooty, with 23 per cent. of non-Europeans, and
- (3) The Bishop Corrie's High School, Madras, with 15.1 per cent. of non-Europeans.

Page 1 of C. F.

* that the number of non-Europeans shd not exceed 15 percent of the total number-

16 28

In the first two schools the high percentage was not due to the admission of non-European pupils but to the withdrawal of European pupils during the term and it is stated that the percentage has since been reduced to less than 15. As regards Bishop Corrie's High school, the matter is said to be under correspondence.

The Director further states that this condition will be strictly enforced, that it is being carefully watched in connection with the inspection reports of the schools, and that managers have all been informed that any violation of the condition will disentitle the schools for aid under the European Code. The Director notes that taking all the European schools as a whole, the number of non-European pupils forms less than 5 per cent. of the total; but the point appears to be that in no individual school should the proportion exceed 15 per cent.

4. The other main conditions which the schools do not satisfy are dealt with below.

5. Governing Body.--Article 5 of the Code of Regulations says--

"Every school to which aid is given shall be under the management of a governing body, hereinafter called the managers, who shall be responsible for the maintenance and control of the school, and for the fulfilment of all the conditions upon which the grant is made."
The managers of a school must appoint a correspondent with the Department, who must in every case be approved by the Department."

The D.P.I. states that in many cases the schools are not under a governing body; but that whenever application for recognition of change of management is made, care is taken to see that a responsible body or person is recognized as such. At present the managers recognized under the old Grant-in-Aid Code continue as correspondents.

6. Average daily attendance.--Article 7(e) of the Code says that no grant is made "to any school with

Page 2 of C.F.

Art. 7(d) of the code

Page 1 of the code

Page 2 of the code

"an average daily attendance of less than 25 European scholars except in places where there is only a small European population, or where in the opinion of the Department such a school is necessary."

The average daily attendance of the Railway schools at Katpadi, Gooty and Suramangalam is ^{reported to be} less than 25; but these schools, the D.P.I. says, come under the exception mentioned in the Article, that is, ^{they are} situated in places where there is only a small European population.

Lays down that

7. The School staff.—~~Article~~ Article 17(b) in grading a school, the Department shall take into consideration the competence of the school staff to teach up to that standard and its sufficiency for the number of classes in the school. As a general rule, the staff will be regarded as insufficient if any teacher is required to instruct more than 30 scholars or more than two classes at one and the same time."

^{that} In several cases, the D.P.I. says, he has required the managers to increase the staffs and that he understands that, on the whole, the staffs of the schools are numerically sufficient and are as competent as the present supply of teachers can permit.

8. Courses of Study.—Article 22 requires that the subjects of instruction in aided schools shall be in accordance with the schedule given in the Code.

The D.P.I. states that in many of the primary and middle schools the curricula prescribed in the Code are being followed and that such of them as have not yet adopted the new curricula for any reason will be required to adopt them from the beginning of the next school year. In the Madras Railway schools, the continuance of the old curriculum

has

Page 2 of C.F.

Pages 3 & 4 of the Code

Pages 2 & 3 of C.F.

Page 4 of the Code

Page 3 of C.F.

18 48

has been allowed pending the working out of a new curriculum - vide G.O. No.462, Edl., dated 19th July 1907. The Government of India have replied to the reference made by this Government on the subject of the curriculum for European schools and this matter is ~~under~~ ^{under} separate consideration.

9. Conditions of aid.---These conditions are given in Article 31(a) to (i) of the Code - pages 6 and 7.

The defects, if any, under these heads are noted by the Inspecting Officers in the inspection reports ~~it is stated that~~ and so far, no case has come to the notice of the Director in which the defects were so grave as to warrant withdrawal or reduction of grants.

10. School accounts.---Article 33(d) runs

"Accounts of income and expenditure shall be kept by the managers in a form prescribed by the Department, regularly audited by a competent person not in any way connected with the school, and submitted to the Department annually".

The Director states that a form of accounts has been drawn up and that the audit of the accounts by competent persons will be insisted on. ~~He~~ ^{however observes} that the correspondent of St. Joseph's Girls' High School, Waltair, objects to the audit of the accounts by a person unconnected with the school on the ground that the school is conducted by a religious body, and that the correspondent of St. Philomena's High School, Bellary, expects that the cost of the audit will be defrayed by Government.

As regards the former case, the Director states that he does not quite understand the force of the objection raised and as to the latter he considers that such is not the intention. The D.P.'s

views seem to be correct -

A

Letter no 421 Educn
8th June 1907 D

The file has gone to the D.P.'s for remarks -

Page 3 of C.F.

Page 7 of the Code

Page 4 of C.F.

A curious argument! Are the accounts of a religious body so intricate that they can only be understood by the person who keeps them? No

Certainly: if Govt give aid they have a right to see that it is spent properly. It is for the school to pay for the audit which it ought to welcome.

17.5.7

Art 654 806-07
23-9-07.

Page 15 of the Code

Page 4 of C.F.

Page 5 of C.F.

It must be satisfied
in the case of
each school

8/7
Vide G.O. no 220 Edl
26-3-06 y

5.

19 58

11. Maintenance of a log-book.--Article 85 says

"At the commencement of each calendar year, the name of every teacher who is to form part of the school staff for the year, and the distribution of the work among them, shall be entered in the log-book signed by the principal teacher. Any subsequent change in the staff, or in the distribution of the work, shall be recorded in the log-book."

The Director states that the requirements of this Article have been generally overlooked and that the inspecting officers will be instructed to insist on their compliance.

12. The D.P.I. also states that the requirements of Articles 7(g), 23, 31(i), 63, 64 to 66, and 86 are being enforced by inspecting officers, and observes that the provisions of all the other Articles which impose obligation on the managers are reported to be satisfied.

T.K.
15-8-07.

The main conditions of aid which should be satisfied by the European schools seem to be those laid down in Article 7 of the Code of Regulations for European Schools, and these conditions, the chief of which is the proportion of European scholars, seem to be generally satisfied. From the Director's letter it is observed that the requirements laid down by the Code of Regulations are being enforced by the inspecting officers. The Code which came into force on 1st April 1906 has just been in force for over a year and the Director may be requested to see that the provisions of the Code are strictly enforced in the case of all these schools. The present report of the D.P.I. may be "Recorded".

K.R.
16-8-07.

Secretary.

Submitted that no action is needed on the report which may be recorded. The D.P.I. is evidently watching these schools carefully and may be trusted to exercise a wise discretion.

C.A.S.
17-8-07.

p.c. cl.

If D.P.I. remarks as to rule 33(d) appear to

require specific action.

The report may be recorded with the remark that the provisions of rule 33(d) regarding the audit of the accounts of each Institution by a competent person unconnected therewith must be strictly observed, the cost of such audit being borne by the funds of the Institution.

! & trustworthy

G.H.

17.8.07

If the school pays the auditor will he not be apt to be subservient to the managers? Should the auditor of the funds audit the accounts?

G.H.
20

Please put up a list of European schools. A large proportion of these schools are Railway schools, and ~~the~~ the account might be audited by the aid of the Railway concerned

6th school are situated at Bangalore which is outside the range of the L. I. Inspecting staff.

I do not think that there is a well European School which is under the Management of a Local Body. I Madras the L. I. Inspecting staff might do the work - one or two Language bodies have I think, applied - but since the work to be done free of cost. The A. G. however has been left to find the fee in these cases. At present I am uncertain as to whether a Committee, or a L. I. the aid of staff might do the work without extra costing.

402
21-5-07

B

A list of European schools receiving aid under the Code of Regulations for European schools will be found on pages 2 to 4 of G.O. No. 761 Est. dated 23rd November 1906. This list does not include the European schools at Bangalore, which do not receive any aid from the Local Govt, as they are not situated within the Madras Presidency. It is observed that only thirteen of the 77 schools shown in the list are Railway schools. In the case of

of these Railway Schools, the accounts may be audited by the Railway auditors, as suggested by the Secretary. There is no European School under the management of a local body (local board or municipal Council). All the European Schools are private institutions and there appears to be no reason why the Lt. Inspecting Staff or other Govt. agency should be required to audit the accounts of these institutions, without payment by the managers of the institutions. In G.O. No. 160 Est., dated 21st March 1907, the Govt. declined to call upon the Accountant General to undertake the audit of the accounts of the Civil Orphan Asylums free of charge but stated that, should the Directorate of the institution, ^{so desire,} the Accountant General would be authorized to audit the accounts subject to the payment of a fee to be subsequently determined. In G.O. No. 74 Est. dated 12th February 1907, the Govt. have, on the application of the Honorary Secretary, Doreton Protestant College, Madras, authorized the Accountant General to audit the accounts of the abovenamed College and of the Protestant Doreton Girls' High School, Madras, on payment of

Slip 5

Slip 1

of a fee which it was expected would probably not exceed Rs 100 per annum. It is therefore for consideration whether the accounts of the European schools should be audited free of cost. ~~and whether~~

Page 7 of the Code

2. The note to Article 33(d) of the Code for European schools says that "the Condition as to audit by an independent person need not be insisted on in the Case of small schools or schools in 'out of the way places'. There is no information as to how many of the existing European schools come under this Category. The D.P.T. may be asked to state the schools which will, in accordance with the above note, be exempt from liability to appoint an independent auditor. On receipt of this information the Accountant-General may be asked to state whether he can undertake the audit of the remaining schools, which the D.P.T. may be asked to specify.

20
23.8.07

Sec
Asst
24.8.7.

I don't think it necessary to call for any further information. The Govt. may also permit

The A.G. to audit the accounts of any Institution or the Manager's request, and on payment of fee.

In the case of Railway Schools the R. auditor's certificate may be accepted in other cases, except in case of petty institutions, and independent auditor should be employed by the Institution. The D.P.D. may be given discretion to decide the cases in which a special auditor is not required. I don't think that the Auditor is likely to be subservient to the Manager, if the nomination has to be approved of D.P.D.

This condition may be added
 HK2
 25-8-07

W.M. But surely an auditor employed by the Instⁿ is not an "independent Auditor"? Ask the A.G. what India means?

STF 28

A.G. no. 1741-1
 29-8-07



Sh. D.

29/8/07

The term "independent person" used in the note to Article 33(d) of the Code of Regulations for European Schools must I think mean "a person

person not in any way connected with the School".
I do not think that the fact that an audit fee is
paid by the School would bring the Auditor within
the scope of the term a person connected with the
School. If such were the case no audit, except
an honorary audit, would be an independent audit,
for all audits are paid by the authorities whose
accounts are audited.



Acpts. H. O. No. 73
12-9-07

12-9-1907

L. D.
12-9-07
A. G.

HM

102
12-9-07

Where are these men to get
persons who will exercise
an independent audit, shall
the pt. can trust?

8775

In Madras there are Chartered Accountants.

In the Argonne I believe that audit work of
this nature is frequently undertaken by Local Bank
Agents, or by Accountants of business
firms. Please draft as at "A" on page 6.

102
12-9-07



12 26 128

The draft placed below is for approval.

10
17.9.07

Lee
Ces
17.9.7.

AM

100
18.9.07

Very well - we shall
see how it turns out

87707

Looney
23.9.07

The provisions of the
 of the Code of Regulations for
 European schools, regarding the
 audit of the accounts of these
 institutions by a competent
 and trustworthy person who
 connected therewith, should
 strictly observe. The cost of
 such audit should be borne
 from the funds of the respective
 institutions.

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AGAIN G.O., No. 190 DATED

CURRENT No.

1741 A

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G P
 Inst 1-128

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 27/4/07

A
 Notes A

NOTES.

18/12/28 *ru*

11.1.43 *I*