

Government of Madras

HOME DEPARTMENT (EDUCATION)

G.O. No. 177, 13th February 1918

Medical inspection

Passing orders on the final report of the — of certain elementary schools maintained by the Corporation of Madras.

N. P.



ORIGINAL

Government of Madras

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READ—the following papers :—

I

G.O. No. 945, Home (Education), dated 7th September 1916.

II

Report on the further medical inspection of the elementary schools under the Corporation of Madras.

In compliance with the order in G.O. No. 945, Home Department (Education), dated 7th September 1916, I carried out, on the dates subjoined, the stethoscopic examination of the chest of the boys attending the twelve elementary schools under the Corporation of Madras.

Mrs. Simonsen, M.B., examined the girls of the said schools at the same time and her report is appended.

Number.	Date of inspection.	Name of schools.	Number on rolls.	Present.	Absent.
1	15th January 1917	Nungambakam	164	152	12
2	16th "	Chetpat	162	112	50
3	17th "	Periamet	100	83	17
4	18th "	Chintadripet	167	121	46
5	19th "	Purasawakam	196	165	31
6	22nd "	Vallabha Agraharam	142	120	22
7	23rd "	Thousand Lights	111	95	16
8	24th "	Mandavalli	149	112	37
9	25th "	Koyatope	139	118	21
10	26th "	Sanjivirayanpet	164	138	26
11	26th "	Korukkupet	166	123	43
12	29th "	Malyappan street	93	81	12
Total			1,753	1,420	333

2. There was a fuller attendance on this occasion than on my first inspection a year ago, in other words, there were one-fifth absent and not one-third of the number shown on the attendance rolls.

The causes of this absence were said to be, fevers, measles, coughs and colds, and the spending of the holidays at Pongal time with friends. I must again lay stress on this absenteeism, as the boys, the larger number of whom were away on the plea of ill-health, were most probably suffering from lung complaints, diseases most rife about this period of the year. Boys suffering from advanced tuberculosis of the lungs, or during the occasional exacerbation of this affection, would naturally stay away from school and hence lessen the number of sickly pupils detected. I should put down about 3 per cent of those absent as suffering from tuberculosis of the lungs.

3. The number of boys examined was 1,420, their ages varied from 5 to 14, the age of 12 years would represent the average of the lot inspected. The Sudras predominated, and in a descending numerical gradation the following castes, Panchamas, Brahmans and Mussalmans were represented.

4. This table shows the number of abnormalities and diseases detected by the stethoscopic examination of the chests of the boys. The most important and most common are given.

Name of schools.	Number.	Slow heart.	Heart disease.	Asthma.	Tuberculosis.
1. Nungumbakam	152	10	5	7	8
2. Chetpat	112	9	1	10	7
3. Periamet	83	7	1	9	2
4. Chintadripet	121	24	1	10	3
5. Purasawakam	165	34	1	12	6
6. Vallabha Agraharam	120	22	2	10	3
6. Thousand Lights	95	18	..	3	2
8. Mandavalli	112	24	3	6	6
9. Koyatope	118	29	..	8	3
10. Sanjivirayanpet	138	19	3	8	..
11. Korukkupet	123	21	..	5	3
12. Malayappan street	81	17	..	8	3
Total ..	1,420	234	17	96	46
		16.47 per cent	1.2 per cent	6.76 per cent	3.24 per cent

The dominant note that struck my ear in undertaking the examination of the chests of the boys, was the sound of the slow beats of the heart in an unusually large proportion of the examinees; 16.47 per cent of the number were so affected. The number of beats varied from 40 to 60 in the minute. Cognisant as I was that, sometimes the heart beats slow in children, I was not prepared to detect the large proportion above indicated. In young persons the heart is supposed to beat fast, say from 80 to 90 a minute, and it is very occasionally that the anomaly of a slow heart is discovered. The only satisfactory account of this unusual phenomenon I have been able to obtain, is from the works of the celebrated Heart Specialist, Sir Clifford Allbutt, who says:—

“It is possible that some of the cases of slow pulse in children are due to *self-abuse*; but by no means all. To find a pulse of 50 or 45 in a little boy or girl used to frighten me no little; I regarded them as the barbarians regarded St. Paul. But as, often enough, nothing happened I gained heart; and am now, if still on my guard, not prophetic of evil.” No wonder that I too was on the side of the barbarians; Sir Clifford Allbutt then continues:—“In some cases worms may be the cause of the retardation; but antidotes for *worms* do not always prove the connection. Gastric catarrh, again, is among the causes; and probably in the child the heart centre, is more susceptible than in later years. The ages of such patients run from four or five to fourteen or fifteen. The child may be languid and out of spirits or dyspeptic, when the state of the pulse is found out, as it were, accidentally. *Irritation of the vagi* is again the probable explanation; indeed, this seems to be the first factor to be thought of in all cases of slow or intermittent pulse, yet it may not be the invariable cause. Slow pulse children are usually of neurotic constitution.”

The boys were healthy and appeared to be of the same physique as the others with a normal heart beat of 80 or 90 a minute. The boys when they came up for examination were excited and most of them did not opine to what use the fearsome-looking binaural stethoscope was to be put to. In the majority the ordeal set the heart galloping and thumping but the 16 per cent of abnormalities maintained the dogged slow beats notwithstanding. The ages varied from small brats of 6 to overgrown lads of 14 years. Caste did not lend a differentiating factor, the Brahman's heart beat was as slow as that of the Panchama. The beats were regular and in a very few instances was any intermittency noted.

I have given Sir Clifford Allbutt's probable causes and will add here my comparatively humble explanation for this apparently disconcerting sign.

My Assistant at the Royapetta hospital, Dr. Ganapathi Ayyar, who accompanied me on my inspections and rendered considerable help in examining the boys, suggested that this slowing of the heart's action was due to the lads taking a heavy meal of cold rice shortly before going to school and that the stomach full of this

unnaturally cold material determined the flow of blood to the abdominal visceral area and at the same time this fullness of the stomach stimulated the vagus nerves, thus bringing about the slowness of the beats of the heart. This explanation appears to be very plausible and is most probably the cause of this unusual heart action. The boys so affected are rather drowsy and lethargic after coming to school and consequently are not in a fit condition to readily imbibe the instruction imparted to them. Most of the boys, with normal beating hearts, had also partaken of this cold meal but their vagus nerves were not stimulated; it was the more susceptible or more neurotic, in other words the more highly strung, that were so influenced. I exclude worms as one of the causes, as nearly all Indian children suffer from these intestinal parasites.

Sir Clifford Allbutt also mentions self-abuse as a factor in this connexion, but it is difficult to ascertain the amount of this reprehensible practice among the boys. That such a practice is of common occurrence among Oriental races no one denies, but it is difficult to detect and almost impossible to eradicate.

Taking all the circumstances into consideration, this abnormality in the number of the heart beats may be ignored, as apparently no ill-effects follow its existence.

5. Under the heading of Heart Disease I have found in the large majority a systolic murmur of the heart, due to rheumatic fever. The cases were not very ill and did not complain of any uneasiness or discomfort on exertion.

6. Asthma occurred in 6.76 per cent of the boys; this affection was due to the presence of enlarged tonsils or adenoids, an usual concomitant. When the children grow older the enlarged tonsils and adenoids would disappear and the asthma would follow suit.

7. Tuberculosis of the lungs was detected in 3.24 per cent, mostly in its incipient condition that is limited to the apices of the lungs. I expected a larger proportion to be suffering from this lung disease but it must be borne in mind, that the boys in a more advanced stage would stay away from school and thus not be included in the number examined. I have no hesitation in stating that children found suffering from tuberculosis of the lungs should not be admitted into the schools, especially so as Indians are much given to spitting and smearing the nasal excretions on any convenient pillar, door or wall.

8. In conclusion, the only point that would call for attention is the commingling of tuberculous boys with the healthy school population; steps should be taken to refuse admission of such unfortunates into the schools.

Mrs. Simonsen's report is interesting and bears out in its general trend the remarks I made in my first report concerning the boys. The girls on the other hand appear to have been cleaner in their person and like girls, all the world over, took more pride in their dress than the casual-minded boy.

MADRAS,
18th February 1917.

DONOVAN, Lieut.-Col., I.M.S.,
Surgeon, Fourth District.

ENCLOSURE

Mrs. Simonsen's report on the medical inspection of the elementary schools under the Corporation of Madras.

In compliance with G.O. No. 945, Home (Education), dated 7th September 1916, I have assisted Lieutenant-Colonel Donovan in the medical inspection of the girl pupils in the Corporation elementary schools. The girls in the under-noted schools were examined:—

In Triplicane Range.

Nungumbakam.
Chetpat.
Periamet.
Chintadripet.
Purasawakkam.

Vallabha Agraharam.
Thousand Lights.
Mandavalli.
Koyatope.

In Georgetown Range.

Sanjivirayanpet.
Malayappan street.

Korukkupet.

The examination of the schools was commenced on 15th January and ended on 30th January.

In the examination of the girls I followed the procedure of Lieutenant-Colonel Donovan noting name of child, age, caste, occupation of parents and residence. I examined in detail condition of clothing, state of nutrition of body, skin of head and body for evidence of dirt or disease (infectious or otherwise), nose and throat, eye and ear, teeth, the chest, both heart and lungs, abdomen for evidence of enlarged liver and spleen or other mal-condition, nervous system and mentality, and noted the presence or absence of spinal or other deformities.

The total number of girls examined by me was 226 as against the number on the rolls 275.

The ages of the girls varied from 5 to 11; average age 8.5. The castes represented were Caste Hindus—non-Brahmans 101; Parayas 80; Brahmans 45.

DETAILS OF INSPECTION OF SCHOOLS QUOTED.

Nungambakam.

Number of girls on rolls 39; number examined 29.

Castes: Brahmans and Sudras. Average age 9.04.

The children with the exception of three or four were well nourished and had clean and sufficient clothing. Seven suffered from infectious conditions of skin including scabies, impetigo contagiosum and ringworm. Other conditions noted were:—pediculi in hair of head and body 5, carious teeth 9, adenoids 3, septic concretion round nose ring 1, enlarged tonsils 8, enlarged tonsils with adenoids 8, enlarged glands in neck due to filthy condition of hair, to inflamed tonsils and in one instance to tuberculosis 4, squint 1, deficient hearing 1, septic discharge from ear 1, lateral curvature of spine 1, dilated heart 1, malaria with enlarged spleen 1, bronchitis 2.

Chelapat.

Number of girls on rolls 33; number examined 28.

Castes: Caste Hindus (non-Brahmans) 5; Parayas 23; average age 8.7 years.

Nutrition good in all save four instances. Clothing clean. Abnormal conditions noted were:—Scabies 6, pediculosis of head or body 12, caries of teeth 6, irregular malformed teeth 1, adenoids 1, enlarged tonsils 3, enlarged tonsils with adenoids 3, enlarged glands of neck 1, pharyngitis 1, septic discharge from ear 2, lateral curvature of spine 1, bronchitis 1, leucodermic patches on face of leproid character 2.

Periamet.

Number of girls on rolls 33; number examined 26.

Castes: Hindus (non-Brahmans) 10, Pariahs 16; average age 8.8 years.

Nutrition of girls good; clothing sufficient, in one or two instances dirty. Abnormal conditions:—scabies 2, impetigo contagiosum 1, pediculosis of head and body 6, caries of teeth 5, adenoids 2, chronic nasal catarrh 1, nasal polypus 1, enlarged tonsils 7, enlarged tonsils with adenoids 2, hypertrophy of uvula 1, septic discharge from ear 1, enlarged liver 1, dilated heart 1, bronchitis 2, asthma 3, syphilis 1, leproid patches on face 1.

Ohintadripet.

Number of girls on rolls 43; number examined 31; average age 8.8.

Castes: Brahmans 5, Hindus (non-Brahmans) 16, Pariahs 10.

Nutrition on the whole good, defective in two instances. Clothing sufficient and fairly clean. Abnormal conditions:—scabies 2, pediculosis of head and body 7, caries of teeth 10, malformation of teeth 2, adenoids 2, enlarged tonsils 4, enlarged tonsils with adenoids 5, enlarged glands of neck 1, internal squint with old ulceration of cornea, no vision of right eye 1, septic discharge from ear with deficient hearing 1, early chorea 1, enlarged spleen 1, lateral curvature of spine 1, congenital heart disease 1, bronchitis 3, leproid patches on face 3.

Purasawakam.

Number of girls on rolls 2; number examined 2; average age 9.

Caste: Brahman.

The children were clean and nicely clothed: nutrition good. Both had enlarged tonsils and adenoids, very marked in one instance. One child also had bronchitis.

Vallabha Agraharam.

Number of girls on rolls 32; number examined 32; average age 8.5.

Castes: Brahmans 14, Sudras 18.

Nutrition fair except in four cases where it was markedly deficient. Clothing sufficient and fairly clean. Abnormal conditions:—scabies 2, impetigo contagiosum 1, ringworm 1, pediculosis of head and body 5, caries of teeth 4, malformation of teeth 5, adenoids 2, enlarged tonsils 9, enlarged tonsils and adenoids 3, enlarged glands of neck 1, squint 1, septic discharge from ear and deficient hearing 1, deficient hearing from wax in ears 1, heart disease 1, bronchitis 3.

Thousand Lights.

Number of girls on rolls 22; number examined 19; average age 8.

Castes: Hindus (non-Brahmans) 4, Pariahs 15.

Condition of children good; defective nutrition noted in one only. Abnormal conditions:—pediculosis of head or body 2, caries of teeth 4, malformation of teeth 2, adenoids 1, enlarged tonsils 4, enlargement of liver and spleen 1, lateral curvature of spine 3, syphilis 1, bronchitis 1.

Mandavalli.

Number of girls on rolls 12; number examined 11; average age 8 years.

Castes: Hindus (non-Brahmans) 8, Brahmans 3.

Children in good general condition; clothing clean and sufficient. Abnormal conditions:—pediculosis of head or body 4, caries of teeth 1, malformation of teeth 1, enlarged tonsils 5, enlarged tonsils and adenoids 3, enlarged glands of neck 1, septic discharge from ear 1, lateral curvature of spine 1, bronchitis 3, leproid patches on face 2.

Koyatope.

Number of girls on rolls 21; number examined 20; average age 7.

Castes: Brahmans 11, Hindus (non-Brahmans) 8, Pariahs 1.

The clothing and nutrition of the girls except in one instance was good. Abnormal conditions:—scabies 2, pediculosis of head and body 2, caries of teeth 1, enlarged tonsils 5, enlarged tonsils and adenoids 2, septic discharge from ear 1, enlargement of liver and spleen 1, lateral curvature of spine 2, malformation of skull 1, leproid patches on face 3, bronchitis 3, bronchitis and asthma 1, bronchitis and suspected tuberculosis 2.

Sanjivirayanpet.

Number of girls on rolls 5; number examined 5; average age 9.

Caste: Hindus (non-Brahmans) 5.

Clothing sufficient and fairly clean. Nutrition good. Abnormal conditions:—pediculosis of head and body 2, malformation of teeth 2, enlarged tonsils 1, enlarged glands 1, lateral curvature of spine 1, bronchitis 1.

Mallayappan Street.

Number of girls on rolls 19; number examined 13; average age 8.7.

All Pariahs.

The clothing of two was dirty. Nutrition good. Abnormal conditions:—impetigo contagiosum 2, pediculosis of head and body 6, caries of teeth 4, enlarged tonsils 5, lateral curvature of spine 4, bronchitis 4, syphilis 1, leproid patches on face 2.

Korukupet.

Number of girls on rolls 15 ; number examined 10 ; average age 6·7.

Castes : Brahman 1, Hindus (non-Brahmans) 9.

Clothing fairly good and clean. Nutrition fair. Abnormal conditions :— pediculosis of head and body 1, caries of teeth 1, enlarged tonsils 2, enlarged tonsils and adenoids 2, enlarged glands of neck 1, hypertrophy of uvula 1, septic discharge from ear 1, bronchitis 3.

General remarks.

I was agreeably surprised to find marked evidence of cleanliness and pride in nice clothing among the girls, especially was this marked in Thousand Lights school where the children were mainly drawn from the Pariah class. The bodily nutrition of the children in all the schools was on an average very good compared with the nutrition of the children in English and other Indian (Mission) schools which I have inspected.

Scabies or itch usually so prevalent was conspicuous by its paucity—of pediculosis there was a fair amount. One ludicrous feature is the practice among certain castes and very prevalent among Pariahs of covering the face, arms and legs with white powder. The darker and more pediculous the child the more freely does it appear to be applied. This practice is detrimental to health as the powder clogs the pores, thus hindering natural action of the skin.

I further noted in special the great number of cases of enlarged tonsils and adenoids. In many cases there was such hypertrophy that I felt it incumbent on me to ask the schoolmaster to inform the parents and ask them to have the condition medically or surgically treated.

I was also struck with the large amount of cases of spinal curvature, for the most part slight; well marked in four or five instances. This would be rectified entirely in the slight cases and to a great extent in the more severe by the erection of a horizontal bar in each of the girls' playgrounds on which those affected would be encouraged to swing daily.

The majority of the chest ailments, e.g., bronchitis, occurred in those children in whom enlarged tonsils, adenoids and spinal curvature were found. This is no mere coincidence. A child affected with enlarged tonsils and adenoids is very much more predisposed to catarrhal conditions of the air passages than one not so affected and the malformation of the chest skeleton induced by lateral curvature of the spine predisposes to chest ailments. There was marked evidence of lack of eye disease amongst the children. In very few cases was there enlargement of spleen and liver and then to no great extent. There was no evidence of any infectious disease, only of contagious affections such as scabies, impetigo contagiosum and ringworm.

The mentality of all the schools, as far as I could judge, was fair. Many of the girls appeared nervous, but this I attributed to the fact that they were being examined.

In one case only was there evidence of an unstable nervous system.

III

From—the Hon'ble Surgeon-General W. B. BANNERMAN, C.S.I., K.H.P., M.D.,
D.Sc., I.M.S., Surgeon-General with the Government of Madras.

To—the Secretary to Government, Home (Education) Department (through the
Director of Public Instruction).

Dated—the 21st March 1917.

No.—100/327.

Forwarded.

2. These reports are valuable and illuminating and well worthy the attention of the Educational Department.

3. Absenteeism is still high, about one-fifth in both boys and girls. Attention is invited to Colonel Donovan's opinion that tuberculosis has something to do with this.

4. It is for consideration whether the time has not now come to segregate tuberculous children in special schools.

5. Dr. Simonsen finds that leproid patches are as common among girls as among boys, i.e., 5·75 per cent which is almost the same as the figure Colonel Donovan reported among boys, i.e., 5·91 per cent.

6. Enlarged tonsils and adenoids are extremely prevalent among the girls. As these diseases are easily dealt with by surgical means, it would appear advisable to instruct schoolmasters to send these sufferers to one of the hospitals for treatment.

7. These reports emphasize the necessity for a regular medical examination of children in Madras schools.

8. The honorarium bills of Lieut.-Col. C. Donovan, I.M.S., and Dr. N. D. H. Simonsen, are also forwarded.

IV

Reference on Cur. No. 6660/14, dated 11th April 1917.

Submitted to Government.

2. The honorarium bill of Lieut.-Col. Donovan for Rs. 500 and that of Dr. N. D. H. Simonsen for Rs. 200 were returned to them countersigned for encashment before 31st March 1917 (vide G.O. No. R. 123, Financial, dated 29th March 1917).

J. H. STONE,
Director of Public Instruction.

Order—No. 177, Home (Education), dated 13th February 1918.

In G.O. No. 22, Educational, dated the 7th January 1916, the Government approved the proposal of the Surgeon-General to entrust to Lieut.-Col. C. Donovan, I.M.S., the work of supervising the medical inspection of the elementary schools opened by the Corporation of Madras. Eleven out of the twelve elementary schools maintained by the Corporation were accordingly inspected by Lieut.-Col. Donovan and his assistant in February 1916 and his report was submitted to Government in June 1916. The report was found to be incomplete as no stethoscopic examination of the chests of the boys had been made and the girls were altogether excluded from inspection. The Government therefore directed in G.O. No. 945, Home (Education), dated the 7th September 1916, that the medical examination of the pupils in all the twelve schools should be completed and called for a further report as to the results of the inspection. The medical examination of the girls in the elementary schools was entrusted to Dr. Hendrie Simonsen. The further report called for has now been received.

2. The schools inspected by the medical officers are situated at the under-mentioned places—

1. Nungambakum.	5. Purasawakam.	9. Koyatope.
2. Chetput.	6. Vallabha Agraharam.	10. Sanjivarayanpet
3. Periamet.	7. Thousand Lights.	11. Korukupet.
4. Chintadripet.	8. Mandavalli.	12. Malayappan street.

The defects noticed in the general condition of the schools, which are set out in G.O. No. 945, Home (Education), dated the 7th September 1916, are briefly enumerated below—

- (i) The use of unfiltered water for drinking purposes in almost all schools ;
- (ii) the dirty and meagre clothing of the teachers and pupils in general ;
- (iii) the insufficiency of the sites used as play-grounds in the schools at Vallabha Agraharam, Periamet, Chetput, Sanjivarayanpet and Purasawakam ;
- (iv) the insanitary condition of the site and surroundings of the schools at Koyatope, Chetput and Thousand Lights, and the existence of a burning-ground in the vicinity of the school at Nungambakum ; and
- (v) the inadequacy of the arrangements made for lighting and ventilation in the school at Chetput, and the insufficiency of space and consequent hindrance to ventilation in the school at Periamet.

The Government trust that the defects above mentioned will receive the early attention of the Corporation of Madras and the Director of Public Instruction.

3. The reports disclose the fact that 3.24 per cent of the number of pupils attending the schools are suffering from tuberculosis. The Government will be glad to know whether in the interests of children suffering the disease the Director of Public Instruction and the Corporation consider the establishment of open air schools in the city for such children as practicable.

4. If the full value of any further experimental steps in the matter of medical inspections is to be secured, it is desirable that such inspections should in future be conducted on identical lines. The results obtained in such cases should be comparable and be capable of being easily tabulated and should also give some index to the relative conditions of schools of different classes. The Director of Public Instruction is requested to draw up, as early as possible, in consultation with the medical officers who have conducted medical inspections, instructions detailing the various points and characteristics to be noted and reported upon in the examination of individual children, for the guidance of medical officers who may in future undertake such examinations in colleges or schools. The draft instructions should be submitted to Government for approval.

(True extract)

R. RAMACHANDRA RAO,
Secretary to Government.

To the Director of Public Instruction.
" Surgeon-General.
" Local and Municipal Department.

NOTES CONNECTED WITH G.O. No. 177, HOME (EDUCATION),
DATED 13TH FEBRUARY 1918

[SUBJECT.—*Report on the medical inspection of the elementary schools maintained by the Corporation of Madras.*]

Previous papers :			
G.O. 514,	Educational,	30th Aug. 1910	G.O. 1104, Educational, 22nd Sep. 1914
" 316	"	26th May 1911	" 123-A. " 9th Feb. 1915
" 70	"	29th Jan. 1913	" 22 " 7th Jan. 1916
" 394	"	1st May "	" 945-A. " 7th Sep. "
" 332	"	7th July "	Letter 76, L. & M. (Medical), 27th " "
" 1224,	Public,	1st Oct. "	G.O. 124. Home (Education), 1st Feb. 1917
" 238,	Educational,	26th Feb. 1914	" 503 " 23rd Apr. "

From the Director of Public Instruction, Ref. on Cur. No. 6660/14, dated
11th April 1917.

HOME (EDUCATION) DEPARTMENT.

Please see paragraph 2 of G.O. No. 945, Home (Education), dated the 7th September 1916, in which orders were issued in regard to the completion of the medical examination of the boys and for the carrying out of the medical examination of the girl pupils in the Corporation elementary schools. The reports on these examinations have now been received.

2. The results of the stethoscopic examination of the chests of the boys are summarized in the statement in the current file. Lieut.-Col. Donovan considers that the abnormality noticed in the number of heart beats may be ignored as apparently no ill-effects follow its existence. He does not advocate any special measures in regard to cases of 'heart disease' and 'asthma' among the boys. About 3.24 per cent of the number of boys examined were found to suffer from tuberculosis of the lungs. Lieut.-Col. Donovan is of opinion that a large number of absentees were most probably suffering from lung complaints and that about 3 per cent of those absent may be put down as suffering from tuberculosis. He suggests that steps should be taken to refuse admission to such unfortunates into the schools. The Surgeon-General raises the question whether the time has not now come to segregate tuberculous children in special schools. The question is not a new one. Attention is solicited to the undermentioned papers:—

(1) Director of Public Instruction's letter No. 8500, dated the 23rd February 1911, on page 3 of G.O. No. 316, Educational, dated the 26th May 1911.

(2) Mr. Paddison's note on page 4 and Sir Murray Hammick's note on pages 5 and 6 of notes to G.O. No. 316, Educational, dated the 26th May 1911.

(3) Notes in the Educational Department on pages 5 and 6 of G.O. No. 1224, Public, dated the 1st October 1913.

(4) Summaries of Chapters XVI and XX of Dr. Lankester's report on tuberculosis on pages 10 and 13 of G.O. No. 76, Medical, dated the 27th September 1916, and the notes on pages 13, 14 and 18 of notes to the Government Order.

(5) Last sentence of paragraph 19 of letter No. 76, Medical, dated the 27th September 1916.

It will be seen that in 1911 Sir Murray Hammick was opposed to the idea of the medical examination and segregation of tuberculous children in schools on the following grounds:—

(i) The medical examination and segregation of pupils suffering from tuberculosis would be extremely unpopular and create serious misunderstanding which it would be very difficult to overcome (page 5 of notes to G.O. No. 316, Educational, dated 25th May 1911).

(ii) Any such examination would prove a vast undertaking for which the Government had no proper staff.

(iii) The examination would in very many cases be very superficial and faulty and would lead to no good result.

(iv) There are no qualified teachers to take charge of special classes for tuberculous children.

The Hon'ble Sir Alexander Cardew is, however, in favour of the establishment of open air schools for tuberculous children (page 18 of notes to letter No. 76, Medical, dated 27th September 1916). It will be seen from the statement in the current file that the number of such children in any locality is not so large as to justify the establishment of a separate school for that locality. The Surgeon-General in his letter No. 95-T./T. 232, dated the 10th July 1916, advocated the establishment of an experimental open air school in Madras city as a demonstration (page 13 of Letter No. 76, Medical, dated 27th September 1916). It is doubtful whether young and weakly children can be induced to go long distances from their homes to attend such a school. Besides the establishment of such a school is primarily the concern of the Corporation. It will also be necessary for the Corporation to engage the services of a Medical Inspector to conduct the periodical examination of pupils in elementary schools to determine whether any of them should be made to attend the special school for tuberculous children. If the Corporation decides to move in the matter, the Government may perhaps, as in Bombay, agree to bear a portion of the estimated expenditure (vide summary on page 13 of Letter No. 76, Medical, dated the 27th September 1916). But in any case the students who are suffering from the disease should, as recommended, be excluded from the schools to avoid contagion.

3. The results of the medical examination of the boys conducted in February 1916 will be found summarized in paragraph 18 of Lieut.-Col. Donovan's report on pages 6-9 of G.O. No. 945, Home (Education), dated the 7th September 1916. The principal suggestions made therein are—

(1) The improvement of the site and surroundings of the schools at Koyatope, Chetpat and Nungambaukam.

(2) The improvement of the arrangements for lighting and ventilation in the schools at Periamet and Chetpat.

(3) The provision of filtered water for drinking purposes.

(4) The improvement of play grounds by the planting of fast-growing trees to afford some shade.

(5) The inculcation and practice of cleanliness by teachers in schools.

(6) The administration of quinine by headmasters to children suffering from malaria.

As noted on page 2 of notes to G.O. No. 945, Home (Education), dated the 7th September 1916, these are matters which may be left to the Director of Public Instruction and the Corporation of Madras to deal with.

4. The results of the examination of girls are almost the same as those of boys except in regard to the fact that the girls are reported to have been cleaner in their person. The Surgeon-General points out that enlarged tonsils and adenoids are extremely prevalent among the girls, and suggests that it would be advisable to instruct schoolmasters to send these sufferers to one of the hospitals for treatment. It is doubtful whether any such instructions will prove useful in the end. Lieut.-Col. Donovan however states that enlarged tonsils and adenoids are due to the unhealthy, ill-ventilated and evil-smelling state of the dwelling houses and surroundings of the poor children and that the complaints generally disappear as the children

grow older. In view of these opinions, no special instructions appear to be necessary (paragraph 18 (b), page 7 of G.O. No. 945, Home (Education), dated the 7th September 1916).

5. Barring the suggestion made by Mrs. Simonsen in regard to the treatment of cases of spinal curvature among girls, the reports do not contain any other useful suggestions in regard to the special arrangements to be made in the *class room* or in the *play field* for the education and development of children who are mentally or physically defective.

6. Attention is solicited to the concluding portion of His Excellency's note, dated the 6th August 1916, on page 3 of Notes with G.O. No. 945, Home (Education), dated the 7th September 1916, in regard to the drawing up of provisional instructions for the medical inspection of schools. The lines on which such inspection should be conducted are sufficiently indicated in the reports now before the Government. Lieut. Col. Donovan also considers that to make the examinations more thorough, the height, weight and chest measurements of the pupils should be taken and that the private parts should also be examined (paragraph 19, page 9 of G.O. No. 945, Home (Education), dated 7th September 1916). Attention is also solicited to paragraph 2 of the Director of Public Instruction's letter on page 2 of G.O. No. 1104, Educational, dated the 22nd September 1914, and to the Surgeon-General's letter on page 3 of G.O. No. 22, Educational, dated the 7th January 1916. It is for consideration whether the Director of Public Instruction should be asked to draw up in consultation with the Surgeon-General detailed instructions for the conduct of such inspections.

7. The Surgeon-General states that the reports emphasize the need for a regular medical examination of children in Madras schools. The Government have already decided in paragraph 6 of G.O. No. 945, Home (Education), dated the 7th September 1916, that the question of instituting the medical supervision of schools generally on a thorough scale should be deferred till normal financial conditions are restored. Attention is solicited to Mr. Francis' note, dated the 10th August 1914, on page 2 of Notes to G.O. No. 1104, Educational, dated the 22nd September 1914, as to the value of such inspections.

8. The reports which are interesting may perhaps be communicated to the Director of Public Instruction and to the Corporation of Madras for their consideration and for such action as may be considered necessary. The Government may adhere to the view expressed in paragraph 6 of G.O. No. 945, Home (Education), dated the 7th September 1916, in regard to the institution of medical inspection of schools generally.

9. In view of the interest evinced by the public in the subject, the reports together with G.O. No. 945, Home (Education), dated the 7th September 1916, may be placed on the Editors' Table. The words 'among oriental races' in the report may, however, be omitted as they are apt to create unnecessary ill-feeling.

N.K.—6-5-17.

C. RAMANUJA ACHARIYAR—13-5-17.

The papers inclusive of G.O. No. 945, dated 7th September last, may be placed on 'Editors' Table.'

Regarding the specific improvements suggested the reports may be forwarded to the Corporation of Madras and the Director of Public Instruction for necessary action. About the points raised in the medical reports—

(1) *Heart condition*.—A re-examination of the heart in the afternoon would have easily shown if the 'cold rice' theory be correct. No remedial action is considered necessary.

(2) *Enlarged tonsils*.—In view of the numerous diseases this lead to, I think the schoolmasters may be advised to have these treated. They yield soon when early treatment is commenced.

(3) *Segregation of tuberculous children.*—This is a serious matter. The remedy is difficult. There will not be enough children in a locality to justify a separate open air school.

There is another point to be considered which I advance however with hesitation as I am not a medical man. Very frequently medical men mistake abnormal lung sounds—especially of the apex—for incipient tuberculosis. I know of some cases; so mention the fact here. It will be hard if any child by mistake is deprived of education. I wonder in how many of the cases regarded as tuberculous there is evidence in addition to the lung sounds.

Perhaps the only feasible suggestion at present is to have open air schools for all children in the lower classes—vide for example the Puri school described in page 10 of papers with Letter No. 76, Medical, dated 27th September 1916.

(4) *Repeating the medical inspections.*—No action seems to be possible till financial conditions improve. Subsequent inspections will reveal the same defects. The papers show we can really do nothing now to cure the evils noticed.

Prepare draft.

R. RAMACHANDRA RAO—30-5-17.

A draft order is submitted for approval.

S.A.—31-5-17.

N.K.—5-6-17.

C. RAMANUJA ACHARIYAR—10-6-17.

His Excellency and circulate.

R.R.—11-6-17.

OFFICE OF THE DIRECTOR OF PUBLIC INSTRUCTION.

The defects in the general condition of the schools can be remedied by the Corporation in so far as they can be remedied.

Cleanliness of teachers can be insisted on by inspecting officers, this is already a recognized duty of such officers, but they might probably discharge it with more zeal than they do. Cleanliness moreover is not very easily attainable for the poor man. As regards the children if they were only allowed to come to school clean I imagine very few would come at all.

As regards adenoids and enlarged tonsils it would not do to send these for surgical treatment without parents' consent, which would, I imagine, hardly ever be given.

As regards detailed instructions for medical examination of pupils, I see no objection to such being drawn up except that it might be better to wait for some experience of the conditions to be found in other types of schools.

Much stress is laid on the report on tuberculosis. I don't know why Col. Donovan should think absenteeism is caused by, this more than by, e.g., malaria. The only remedial measure that seems to me at all practicable is exclusion of tuberculous teachers and children from schools. This could only be done as the result of continuous and systematic medical inspection. As a corollary it would be possible to set up a special school for such children, but it would have to be a boarding school.

It seems to me that the first thing to be done is to obtain the views of the Corporation on the report.

J. H. STONE—15-11-17.

HOME (EDUCATION) DEPARTMENT.

Please circulate.

P[ENTLAND]—15-11-17.

Have any steps been taken in the direction of the suggestion of my note of 6th August 1916 on page 3 of G.O. No. 945, Home (Education)?

P[ENTLAND]—15-11-17.

With reference to His Excellency's note above, attention is solicited to paragraph 6 of the office note on page 3 ante and to the portion marked A in the Director of Public Instruction's note on page 4 ante. No detailed instructions have yet been drawn up.

N.K.—17-11-17.

C. RAMANUJA ACHARIYAR—18-11-17.

A further examination was ordered in G.O. No. 945. The results of this examination are being dealt with in this file. On issue of Government order on this file, the point noticed above will be considered. It is obvious that without these further results instructions cannot be issued.

The Director of Public Instruction's note is dated 15th November and appears to have been handed direct to His Excellency. He puts in a plea for postponing the framing of instructions. His objection will be considered later on on return of file.

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P. R[AJAGOPALA ACHARIYAR]—20-11-17.

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The provision of open air schools is a very important point. May the Director of Public Instruction be directed in paragraph 4 to furnish a special report indicating what steps he would suggest might be taken in this direction? I don't think that the question of type-designs for primary schools (including incomplete secondary schools) was left in quite a final state last year.

A. G. C[ARDEW]—6-1-18.

Under instructions from His Excellency I submit a revised Government order. I could not do so before His Excellency left for Delhi for which I beg to be excused.

2. Since drafting the Government order we have received a communication from India asking us to give publicity to these reports. Further G.O. No. 945, dated 7th September 1916, has been already communicated to the Corporation. The present reports are merely supplementary.

3. Some provision is made in the budget for medical inspection of schools.

4. From private talks I had with some of the municipal commissioners of Madras, I believe that they will move the Corporation to sanction annual inspections.

5. May I revise the draft Government order further?

R.R.—1-2-18.

Demi-official—from T. E. MOIR, Esq., C.I.E., I.C.S., [Private Secretary to His Excellency the Governor.

To—the Hon'ble Diwan Bahadur R. RAMACHANDRA RAO Avargal, Secretary to Government, Home (Education) Department.

Dated—Madras, the 11th February 1918.

In returning these files I am to intimate the conclusions which have been arrived at on further consideration of the question of medical inspection of schools and colleges.

The Government order instructing mufassal municipalities to take steps for the periodical inspection of pupils in schools in municipal areas is to be held in abeyance, but the Director of Public Instruction is to make proposals for carrying out experimental inspections in a number of mufassal schools and colleges in addition to those which are to be undertaken in the Madras City. As regards the Madras City the inspections will include two high schools and two colleges. At the desire of the Finance Committee provision has, His Excellency understands, been made in the budget for such inspections and from this provision the necessary fees can be paid. Before these inspections are undertaken, the Director of Public Instruction will now take steps to draft instructions as to lines on which medical inspections should be carried out.

As regards the reports of Colonel Donovan and Mrs. Simonsen, they are not to be published at present, but the draft Government order relating to them is approved.

As regards teachers taking part in games, the conclusion is that no practical means can be devised for obliging teachers to do so and no action is to be taken in that direction at present.

I am to ask the Home Secretary to take the necessary action on these files.

Urgent.

R. RAMACHANDRA RAO—11-2-18.

Copies of the Private Secretary to His Excellency the Governor's demi-official above have been added to the connected files and action is being taken on them.

2. For orders whether the order in this file which has been approved by His Excellency may issue.

S.A.—11-2-18.

N.K.—12-2-18.

C. RAMANUJA ACHARIYAR—12-2-18.

Issue draft order.

2. Further *action to be taken. Urgent.

R.R.—13-2-18.

*(a) Preparation of instructions.

(b) Two high schools and two colleges in Madras City. There is already a separate file.

(c) Selection of colleges in the mufassal.

Perhaps an additional demi-official to the Director of Public Instruction will clear up the situation.

R.R.—13-2-18.

[G.O. No. 177, Home (Education), dated 13th February 1918.]

Medical inspection final 15/1/18 certain
Passing order on the report of the — of the elementary
schools maintained by the Corporation of Madras
Home (Education) Department.

Read again G.O.No.945, Home (Edn.), dated the 7th September 1916.

Read also--

C.No.1779 A, from the Director of Public Instruction, No.6660/14,
dated the 11th April 1917. (9 in issue copies)
(Print in full for record)

ORDER:-- no. 1778 13.2.18.
Press.

In G.O.No.22, Educational, dated the 7th January 1916, the Government approved the proposal of the Surgeon-General to entrust to Lieutenant Colonel C. Donovan, I.M.S., the work of supervising the medical inspection of the elementary schools opened by the Corporation of Madras. Eleven out of the twelve elementary schools maintained by the Corporation were accordingly inspected by Lieutenant Colonel Donovan and his assistant in February 1916 and his report was submitted to Government in June 1916. The report was found to be incomplete as no stethoscopic examination of the chests of the boys had been made and the girls were altogether excluded from inspection. The Government therefore directed in G.O.No.945, Home (Education), dated the 7th September 1916, that the medical examination of the pupils in all the twelve schools should be completed and called for a further report as to the results of the inspection. The medical examination of the girls in the elementary schools was entrusted to Dr. Hendrie

Simonsen. The further report called for has now been received.

2. The schools inspected by the medical officers are situated at the undermentioned places:--

1. Nungambakum
2. Chetput
3. Periamet
4. Chintadripet
5. Purasawakam
6. Vallabha Agraharam
7. Thousand Lights
8. Mandavalli
9. Koyatope
10. Sanjivarayanpet
11. Korukupet
12. Malayappan Street.

The defects noticed in the general condition of the schools which are set out in G.O.No.945, Home (Education), dated the 7th September 1916, are briefly enumerated below:--

- (i) the use of unfiltered water for drinking purposes in almost all schools;
- (ii) the dirty and meagre clothing of the teachers and pupils in general;
- (iii) the insufficiency of the sites used as playgrounds in the schools at Vallabha Agraharam, Periamet, Chetput, Sanjivarayanpet and Purasawakam;
- (iv) the insanitary condition of the site

and

and surroundings of the schools at Koyatope, Chetput and Thousand Lights, and the existence of a burning ground in the vicinity of the school at Nungambakum; and

- (v) the inadequacy of the arrangements made for lighting and ventilation in the school at Chetput, and the insufficiency of space and consequent hindrance to ventilation in the school at Periamet.

The Government trust that the defects abovementioned will receive the early attention of the Corporation of Madras and the Director of Public Instruction.

3. The reports disclose the fact that 3.24 per cent. of the number of pupils attending the schools are suffering from tuberculosis. The Government will be glad to know whether in the interests of children suffering ~~from~~ the disease the Director of Public Instruction and the Corporation consider the establishment of open air schools in the City for such children as practicable.

4. If the full value of any further experimental steps in the matter of medical inspections is to be secured, it is desirable that such inspections should in future be conducted on identical lines. The results obtained in such cases should be comparable and be capable of being

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easily tabulated and should also give some index to the relative conditions of schools of different classes. The Director of Public Instruction is requested to draw ^{up} as early as possible, in consultation with the medical officers who have conducted medical inspections, instructions detailing the various points and characteristics to be noted and reported upon in the examination of individual children, for the guidance of medical officers who may in future undertake such examinations in colleges or schools. The draft instructions should be submitted to Government for approval.

13/2/18

submitted by call book
13/2/18

To the D. P.I.

" Surgeon-General.

" L. & M. Department.

Not for ET.

Please see quarry within
For approval
16.2.18
20/2/18
NOTES CONNECTED WITH G.O. No. 177, HOME (EDUCATION), DATED 13th FEBRUARY 1918

[SUBJECT.—Report on the medical inspection of the elementary schools maintained by the Corporation of Madras.]

Previous papers:

G.O. 514,	Educational,	30th Aug. 1910	G.O. 1104,	Educational,	22nd Sep. 1914
" 316	"	26th May 1911	" 123-A,	"	9th Feb. 1915
" 70	"	29th Jan. 1913	" 22,	"	7th Jan. 1916
" 394	"	1st May "	" 945-A,	"	7th Sep. "
" 633	"	7th July "	Letter 76, L. & M. (Medical),	27th "	"
" 1224,	Public,	1st Oct. "	G.O. 124, Home (Education),	1st Feb. 1917	"
" 238,	Educational,	26th Feb. 1914	" 503,	"	23rd Apr. "

From the Director of Public Instruction, Ref. on Cur. No. 6660/14, dated 11th April 1917.

HOME (EDUCATION) DEPARTMENT.

Please see paragraph 2 of G.O. No. 945, Home (Education), dated the 7th September 1916, in which orders were issued in regard to the completion of the medical examination of the boys and for the carrying out of the medical examination of the girl pupils in the Corporation elementary schools. The reports on these examinations have now been received.

2. The results of the stethoscopic examination of the chests of the boys are summarized in the statement on page 2 of current file. Lieut.-Col. Donovan considers that the abnormality noticed in the number of heart beats may be ignored as apparently no ill-effects follow its existence. He does not advocate any special measures in regard to cases of 'heart disease' and 'asthma' among the boys. About 3.24 per cent of the number of boys examined were found to suffer from tuberculosis of the lungs. Lieut.-Col. Donovan is of opinion that a large number of absentees were most probably suffering from lung complaints and that about 3 per cent of those absent may be put down as suffering from tuberculosis. He suggests that steps should be taken to refuse admission to such unfortunates into the schools. The Surgeon-General raises the question whether the time has not now come to segregate tuberculous children in special schools. The question is not a new one. Attention is solicited to the undermentioned papers:—

(1) Director of Public Instruction's letter No. 8500, dated the 23rd February 1911, on page 3 of G.O. No. 316, Educational, dated the 26th May 1911.

(2) Mr. Paddison's note on page 4 and Sir Murray Hammick's note on pages 5 and 6 of notes to G.O. No. 316, Educational, dated the 26th May 1911.

(3) Notes in the Educational Department on pages 5 and 6 of G.O. No. 1224, Public, dated the 1st October 1913.

(4) Summaries of Chapters XVI and XX of Dr. Lankester's report on tuberculosis on pages 10 and 13 of G.O. No. 76, Medical, dated the 27th September 1916, and the notes on pages 13, 14 and 18 of notes to the Government Order.

(5) Last sentence of paragraph 19 of letter No. 76, Medical, dated the 27th September 1916.

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It will be seen that in 1911 Sir Murray Hammick was opposed to the idea of the medical examination and segregation of tuberculous children in schools on the following grounds:—

(i) The medical examination and segregation of pupils suffering from tuberculosis would be extremely unpopular and create serious misunderstanding which it would be very difficult to overcome (page 5 of notes to G.O. No. 316, Educational, dated 25th May 1911).

(ii) Any such examination would prove a vast undertaking for which the Government had no proper staff.

(iii) The examination would in very many cases be very superficial and faulty and would lead to no good result.

(iv) There are no qualified teachers to take charge of special classes for tuberculous children.

The Hon'ble Sir Alexander Cardew is, however, in favour of the establishment of open air schools for tuberculous children (page 18 of notes to letter No. 76, Medical, dated 27th September 1916). It will be seen from the statement on page 4 of current file that the number of such children in any locality is not so large as to justify the establishment of a separate school for that locality. The Surgeon-General in his letter No. 95-T./T. 232, dated the 10th July 1916 advocated the establishment of an experimental open air school in Madras city as a demonstration (page 13 of G.O. No. 76, Medical, dated 27th September 1916). It is doubtful whether young and weakly children can be induced to go long distances from their homes to attend such a school. Besides the establishment of such a school is primarily the concern of the Corporation. It will also be necessary for the Corporation to engage the services of a Medical Inspector to conduct the periodical examination of pupils in elementary schools to determine whether any of them should be made to attend the special school for tuberculous children. If the Corporation decides to move in the matter, the Government may perhaps, as in Bombay, agree to bear a portion of the estimated expenditure (vide summary on page 13 of G.O. No. 76, Medical, dated the 27th September 1916). But in any case the students who are suffering from the disease should, as recommended, be excluded from the schools to avoid contagion.

3. The results of the medical examination of the boys conducted in February 1916 will be found summarized in paragraph 18 of Lieut.-Col. Donovan's report on pages 6--9 of G.O. No. 945, Home (Education), dated the 7th September 1916. The principal suggestions made therein are—

(1) The improvement of the site and surroundings of the schools at Koyatope, Chetpat and Nungambaukam.

(2) The improvement of the arrangements for lighting and ventilation in the schools at Periamet and Chetpat.

(3) The provision of filtered water for drinking purposes.

(4) The improvement of play grounds by the planting of fast-growing trees to afford some shade.

(5) The inculcation and practice of cleanliness by teachers in schools.

(6) The administration of quinine by headmasters to children suffering from malaria.

As noted on page 2 of notes to G.O. No. 945, Home (Education), dated the 7th September 1916, these are matters which may be left to the Director of Public Instruction and the Corporation of Madras to deal with.

4. The results of the examination of girls are almost the same as those of boys except in regard to the fact that the girls are reported to have been cleaner in their person. The Surgeon-General points out that enlarged tonsils and adenoids are extremely prevalent among the girls, and suggests that it would be advisable to instruct schoolmasters to send these sufferers to one of the hospitals for treatment. It

is doubtful whether any such instructions will prove useful in the end. Lieut.-Col. Donovan however states that enlarged tonsils and adenoids are due to the unhealthy, ill-ventilated and evil-smelling state of the dwelling houses and surroundings of the poor children and that the complaints generally disappear as the children grow older. In view of these opinions, no special instructions appear to be necessary (paragraph 18 (b), page 7 of G.O. No. 945, Home (Education), dated the 7th September 1916).

5. Barring the suggestion made by Mrs. Simonsen in regard to the treatment of cases of spinal curvature among girls, the reports do not contain any other useful suggestions in regard to the special arrangements to be made in the *class room* or in the *play field* for the education and development of children who are mentally or physically defective.

6. Attention is solicited to the concluding portion of His Excellency's note, dated the 6th August 1916, on page 3 of notes with G.O. No. 945, Home (Education), dated the 7th September 1916, in regard to the drawing up of provisional instructions for the medical inspection of schools. The lines on which such inspection should be conducted are sufficiently indicated in the reports now before the Government. Lieut. Col. Donovan also considers that to make the examinations more thorough, the height, weight and chest measurements of the pupils should be taken and that the private parts should also be examined (paragraph 19, page 9 of G.O. No. 945, Home (Education), dated 7th September 1916). Attention is also solicited to paragraph 2 of the Director of Public Instruction's letter on page 2 of G.O. No. 1104, Educational, dated the 22nd September 1914, and to the Surgeon-General's letter on page 3 of G.O. No. 22, Educational, dated the 7th January 1916. It is for consideration whether the Director of Public Instruction should be asked to draw up in consultation with the Surgeon-General detailed instructions for the conduct of such inspections.

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8. The reports which are interesting may perhaps be communicated to the Director of Public Instruction and to the Corporation of Madras for their consideration and for such action as may be considered necessary. The Government may adhere to the view expressed in paragraph 6 of G.O. No. 945, Home (Education), dated the 7th September 1916, in regard to the institution of medical inspection of schools generally.

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4. NOTES TO G.O. No. 177, HOME (EDUCATION), 13TH FEBRUARY 1918

(1) *Heart condition*.—A re-examination of the heart in the afternoon would have easily shown if the 'cold rice' theory be correct. No remedial action is considered necessary.

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Prepare draft.

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A draft order is submitted for approval.

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of papers with letter no 76 medical 27.9.16

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6 NOTES TO G.O. No. 177, HOME (EDUCATION), 13TH FEBRUARY 1918

As regards the reports of Colonel Donovan and Mrs. Simonsen, they are not to be published at present but the draft Government Order relating to them is approved.

As regards teachers taking part in games, the conclusion is that no practical means can be devised for obliging teachers to do so and no action is to be taken in that direction at present.

I am to ask the Home Secretary to take the necessary action on these files.

Urgent.

R. RAMACHANDR/ RAO.—11-2-18.

Copies of the Private Secretary to His Excellency the Governor's demi-official above have been added to the connected files and action is being taken on them.

2. For orders whether the order in this file which has been approved by His Excellency may issue.

S.A.—11-2-18.

N.K.—12-2-18.

C. RAMANUJA ACHARIYAR.—12-2-18.

Issue draft order.

2. Further *action to be taken. Urgent.

R.R.—13-2-18.

*(a) Preparation of instructions.

(b) Two high schools and two colleges in Madras City. There is already a separate file.

(c) Selection of colleges in the mufassal.

Perhaps an additional demi-official to the Director of Public Instructions will clear up the situation.

R.R.—13-2-18.

[G.O. No. 177, Home (Education), dated 13th February 1918.]

ORDINARY.

PRESS SLIP.

PREFERENCE.

URGENT (a).

Seott. II-38-2-15.

Home (Edy) DEPARTMENT.

Current No., dated 191

G.O. No. 177, dated 13. 2. 1918.

Number of MS. pages sent

(b)	Correspondence.....	18
(b ¹)	Notes.....	15

INSTRUCTIONS FOR THE SECRETARIAT.

(a) If a paper is marked to be printed urgently, the Superintendent of the section concerned should sign the Press slip. The Superintendent should exercise a careful discretion in the matter.

(b) Each letter, memorandum, or order, or set of orders, in the file of correspondence should be headed in succession with the Roman numeral I, II, III, etc., the number being written in red ink or blue chalk above the item. The particular papers to be printed in the special issue-copies should be indicated by the Roman numeral (I, II, etc.) by which that item has been headed in the correspondence file. All matter, including marginal remarks or references, to be printed should be written in ink and matter which should not be printed should be encircled. Initials and signatures that are not quite legible should be re-written distinctly.

(b¹) For rules regarding printing of notes, see rule 315 of the office Manual.

(c) The number of copies and the details of distribution should be filled in by the Superintendent or Referencer concerned.

(d) In the absence of special instructions to the Press to keep matter standing for a specified period, ordinary papers of 8 pages and under will be kept standing for one week, and larger papers for two weeks only. The type of notes and of all confidential papers is distributed immediately after striking.

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(e) The names of the Secretary and Members should be printed in full when they occur on the right hand side, only the first time when they appear on the left side, the initials alone being printed later.

Brief subject.....

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