

Law (1921) Department.

Education

Ordinary SERIES.

G.O. No. 1209

DATED 26th August 1921

[Despatch Abstract.]

Lawrence Memorial school Ootacamund. Report for 1920-21 -- Recorded.

BACK PAPERS.

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

FURTHER PAPERS.

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

Law(Education) DEPARTMENT.

Received 191 . Registered *En 242 B* 191 .

Subject.

Submitting the annual Report of the Committee of the Lawrence Memorial School, Ootacamund, on the working of the school during the year 1920-21.

ENCLOSURES

No. *Booseuc*

24/8

Spare copies

Ref. on Cur. No. 7168 of 1921

Station *M a d r a s*, Dated *17* August 191 .

From (Name) *R. Littlehales Esq. M. A. M. I. C.*

(Designation) *Director of Public Instruction,*

M a d r a s

To The Secretary to the Government of Madras,

Law(Education) Department.

Sir,

I have the honour to submit herewith three copies of the Report of the Committee of the Lawrence Memorial School, Ootacamund, on the working of the school during the year 1920-21 together with a copy of my Pros. *RC* *16-8-21* No. 7168/21 *del* reviewing it as well as the reports of the inspection of the boys and girls branches of the school conducted by the Inspector of European Schools in May last.

I have the honour to be,
Sir,
Your most obedient servant.

R. Littlehales
for Director of Public Instruction.

SAR.

25029
PROCEEDINGS OF THE DIRECTOR OF PUBLIC INSTRUCTION
No. 7168/213 Madras Dated -----

From the Inspector of European schools, Madras C.O.
dated 31-5-21, submitting inspection reports on Lawrence Memorial school, Ooty, Boys and girls branches for
Also Annual report on the school for 1920-21.

Recorded.

The results of the High and Middle school Examination
1920 were creditable, 4 boys and 4 girls passed out of
5 and 4 examined for the High school Examination while
Middle school Examination 8 boys and 6 girls passed out
15 and 7 examined.

3. The Director notes with satisfaction that the staff
been strengthened.
4. The general condition and tone of the schools continue
to be satisfactory.

R. S. S. S.
(for Director of Public Instruction)

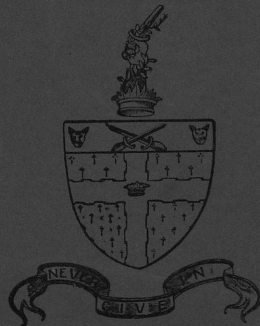
To

- The Inspector of European schools
- " Principal and Secretary, Lawrence Memorial school, Ooty
- " Inspector of schools, Coimbatore & Nilgiris.
- " Inspectress of girls schools, Western circle
- Copy to the Chairman, L.M.School, Ooty for information
- " to Collector of Nilgiris
- " to Government for information with covering letter.

THE SIXTY-FIRST REPORT
OF THE
Lawrence Memorial School

FOR THE PERIOD
1st JANUARY, 1920 TO 31st MARCH, 1921

WITH
APPENDICES



MADRAS

PRINTED AT THE S.P.C.K. PRESS, VEPERY

1921

PREFACE

THE Lawrence Asylum at Ootacamund was founded during 1858, in honour of the memory of Sir Henry Lawrence, K.C.B., by whom the establishment at some Hill Station, within the Madras Presidency, of an institution similar to the Lawrence Asylum at Sanawar, had been suggested.

The school at Ootacamund was managed by a Committee of gentlemen residing at that place, and was supported by donations and subscriptions from the general public; but, in accordance with the will of Sir Henry Lawrence, in which he commended this school to the fostering care of the Hon'ble the Board of Directors, it was adopted by Government in 1859 by despatch from the Secretary of State for India.

The Madras Military Male Orphan Asylum, and the Madras Female Orphan Asylum were amalgamated with the Lawrence Asylum, the former on September 1st 1871, and the latter on October 1st 1904, the united Asylum being designated the Ootacamund Lawrence Asylum. The name of this institution was changed to the 'Lawrence Memorial School' in accordance with G.O. No. 38, Educational, dated January 15, 1913. (C)

The Lawrence Memorial School is situated at Lovedale, three miles from Ootacamund, on the summit and centre of the Nilgiri Hills, in the south of India within the Presidency of Madras. It lies between the 11th and 12th degrees of North Latitude, and the 76th and 77th degrees of East Longitude at an elevation of 7,300 feet above the mean level of the sea, being 1,312 feet below Dodabetta, 103 feet above the lake at Ootacamund, and 1,470 feet above the Barracks at Wellington. The school buildings and grounds cover 760·76 acres. The mean annual temperature of the air at Lovedale is 58 degrees; the mean maximum is 68 degrees; the minimum is 48 degrees; the mean annual range 16 degrees. On or

near the ground, however, water freezes nearly every night for three months in the year.

The following table exhibits the mean temperature of the air at Calcutta, Bombay, Madras, London and Ootacamund, for January, April, July and October.

Months.	Calcutta.	Bombay.	Madras.	London.	Ootacamund.
January	... 69°—1	77°	78°	36°—6	50°—2
April	... 87°—1	83°	89°—4	49°—9	16°—5
July	... 82°—1	81°	89°	61°	56°—26
October	... 82°—3	84°	85°—7	48°—4	56°

The Lawrence Memorial School

OOTACAMUND

ESTABLISHED SEPTEMBER 6, 1858.

PATRONS

The General Officer Commanding, the Southern Army.
The Right Reverend the Lord Bishop of Madras.

COMMITTEE OF MANAGEMENT

Official Members

The General Officer Commanding, Madras District, Wellington (*Chairman*).
The Collector of Nilgiris (*Vice-Chairman*).
The Deputy Assistant Quartermaster-General, Madras District, Wellington.
The Deputy Assistant Director of Military Works, Madras District, Wellington.
The Officer Commanding, British Infantry Regiment, Wellington.
The Civil Surgeon, Ootacamund.
Major A. M. Urquhart, R.A.

Non-Official Members

R. Duncan, Esq. | J. B. Tothill, Esq.
S. C. Berridge, Esq.

PRINCIPAL AND SECRETARY

Rev. W. H. G. Padfield, M.A.

LADY VISITORS

Lady Davidson

| Mrs. Cross Barratt.
Mrs. Berridge.

MEMBERS OF THE STAFF

General

Principal and Secretary	...	Rev. W. H. G. Padfield, M.A.
Chief Clerk	...	Captain W. H. Holton.
Accountant	...	Mr. A. Nageswarier
Assistant Clerk	...	„ K. Kongah.

Medical

Consulting Physician	...	Major Fraser, I.M.S.
Resident Medical Officer	...	Captain E. R. Maloney, I.M.D.
Hospital Matron, Boys' School	...	Mrs. Wheeler.
„ „ Girls' School	...	Miss H. Eade.
Additional Matron	...	Mrs. Forkgen.
Compounder	...	Mr. Devanbhu.

Boys' Branch

Educational—

Head Master	...	Mr. W. R. Ramshaw, A. Sc., L.C.P. on leave (Durham)
Second Master	...	„ S. B. Stephens, F.A. (acting Head master).
1st Asst. Master and Organist	...	„ J. Cardis.
Assistant Teacher	...	„ Richardson.
„	...	„ Le Patourel, B.A.
„	...	„ Peck.
„	...	Miss Atkinson.
„	...	„ M. Prince.
„	...	Mrs. Wolley, Ag.
„	...	„ Murphy, Ag.
Telegraph Instructor	...	„ Barnett.
Typewriting Instructor	...	„ A. Nageswarier.

Military and Domestic—

Chief Instructor	...	Sergeant W. H. Light.
Steward	...	„ S. G. Smith.
Band Instructor	...	„ H. Muddle.
Gymnastic Instructor	...	„ A. M. Hurst.
Drill Instructor	...	„ J. Smith.
Master Tailor	...	„ W. H. Mumford.
Stores Clerk	...	Mr. B. K. Nanjiah.

Girls' Branch

Head Mistress	...	Miss E. Edwards (on leave).
		Deaconess M. Durell, M.B.E., (acting).
<i>Educational—</i>		
1st Assistant Mistress	...	Miss Tyler, B.A. (London).
Assistant Mistress	...	" Fewkes.
"	...	" Raymond.
"	...	" Farmer.
"	...	" Day.
"	...	" Abraham.
"	...	Mrs. Lowe.
<i>Technical and Domestic—</i>		
Technical Mistress	...	Miss Glass.
Assistant Matron	...	Mrs. Jones.
"	...	Miss Coulter.
"	...	Mrs. Donne.

Preparatory Branch

<i>Educational—</i>		
Head Mistress	...	Miss Murphy.
Assistant "	...	" Lee.
" "	...	" Thomson.
" "	...	" Vernelde (acting).
<i>Domestic—</i>		
Matron	...	" A. Butters.

THE SIXTY-FIRST REPORT

OF THE

LAWRENCE MEMORIAL SCHOOL

FOR THE PERIOD

From 1st January, 1920 to 31st March, 1921.

Period Covered by the Report—

In G.O. No. 23, Law (Education), dated January 5th 1921 the Government decided that the annual report should, in future, be for the official year and not as hitherto for the calendar year. The present report therefore covers the period from January 1st 1920, to March 31st 1921.

Changes on the Committee—

Owing to army reorganization, Major-General J. T. Burnett-Stuart, C.B., C.M.G., D.S.O., General Officer Commanding, Madras District, became *ex-officio* Chairman of the Committee *vice* The General Officer Commanding IXth (Secunderabad) Division, in November 1920.

The Committee desire to record their appreciation of the services of Colonel D. M. Babington, R.A., C.I.E., who has been a member of the Committee since 1909 and of the Hon'ble Mr. A. R. Knapp, C.B.E., who have left the Committee during the year.

Presentation of Colours—

The most important event in the school year was the presentation of colours to the school by H.R.H. The Duke of Connaught and Strathearn, K.G., on Saturday, January 15th 1921. H.R.H. was met at the entrance by Their Excellencies The Governor and Lady Willingdon, Sir William Marshall

6 viz 30. 608 (P) + 211 (N)
19.5.20 10.2.21

Mr. Knapp, Mr. Berridge and the Principal. After the consecration of the colours by the Right Reverend The Lord Bishop of Madras and the presentation by H.R.H., H.R.H. spoke as follows :—

'It is a great pleasure to me to present these colours to the Lawrence Memorial School for I well know how close and honourable is the connection that binds you to the British Army. I congratulate your Principal and your Officers on the distinguished record your school has achieved and on the very smart and workmanlike appearance of the cadets whom I see before me now. I trust you will look upon these colours as the emblem of your duty to your school and country and I hope that many of those who are henceforth to serve under these colours will live to serve the King-Emperor with honour and distinction in the larger spheres of life.'

The cadets, headed by the band, then marched past in column.

The Committee note with pleasure the following extract from His Excellency's letter to the Principal :—

'Their drill was excellent and they all did their part with such confidence and steadiness that H.R.H. was very much pleased . . . it certainly was a great credit to them. Please tell them that their Governor was delighted with them.'

I. Numbers—

On March 31st 1921, there were on the rolls of the school 492 pupils—312 boys and 180 girls. Of these twenty boys and nineteen girls are day-scholars. (*Vide* Table A).

There are 209 children awaiting admission (Table E.) of whom 171 are the children of British Officers and Soldiers serving or having served in India, thirty-seven being orphans.

Tables B and C give particulars regarding the admissions and departures of pupils during the year and Table D the classification of boarders on the rolls of the school.

II. Education (General)—

In the Government Examinations held in November 1920, four boys passed the High School Examination, three in the

second class each with distinction in Arithmetic and four girls passed this examination.

Eight boys and six girls passed the Middle School Examination—one boy being in the first class, and the remainder in the second class. Two boys won Government scholarships.

In the Primary Scholarship Examination, three boys and one girl were awarded scholarships.

Classes for Cambridge Local Examinations have been started in the school in addition to the classes for the Government European School Examinations. This has been found necessary owing (i) to the large number of pupils who go to England to complete their education and (ii) to the Senior Cambridge Local being the minimum educational qualification for entrance to Indian Medical Department and other appointments in India.

The subjects now taken by the boys' school for the High School and the Senior Cambridge Local are—

Religious Knowledge, Arithmetic, Algebra, Geometry, English, History, Geography, Hygiene, Drawing, Latin and Science.

The Acting Head Master, has wholeheartedly welcomed the additional work involved.

III. Education (Technical)—

Twenty-five probationers passed from the Telegraph Training Class into the Government Telegraph Department as signallers (general service).

1. Mr. Fraser, Telegraph Instructor, was transferred by the Department on March 4th 1921, and was succeeded by Mr. Barnett.

The new rules of the Telegraph Department provide that probationers shall, if they have passed the High School or Senior Cambridge Local, undergo a course of one year only before being appointed to the department. In all other cases, a two years' course in the training class is essential, candidates to reach the high school standard in English, Mathematics, Science and History, before examination in Telegraphy and allied subjects.

2. *Music*.—The Brass, Bugle and String bands continue to be efficient.

The Inspector writes:—Very good—has improved since last year.

3. *Typewriting and Drawing* continue to be taught in both schools as before. It is proposed to appoint a whole time Stenography Teacher.

4. *Cooking and Dressmaking* are taught in the girls' branch—such pupils being now classed as 'students' for a two years' technical course after their completion of usual school course.

5. The teaching of *carpentry* is at present held over. It is proposed to introduce manual training as soon as a qualified instructor in manual training is appointed.

IV. Education (Physical)—

1. Games—

Cricket, hockey and football are played regularly by the boys—and hockey and badminton by the girls.

The new playground for the girls has been completed and the girls are now able to play regularly.

The Games master reports—

This year has been a very successful one. Thirteen hockey matches have been played and only one was lost—goals for fifty-four—against twenty.

Seven football matches have been played and only one was lost goals for twenty-two—against three.

A hockey team entered for the Cordite Factory Tournament—but lost in the second round.

A boxing tournament was held in September and a League football tournament in October and November for seniors and juniors in all houses. The Hope Grant House won the medals. Sports were held on Empire Day, Lady Davidson kindly distributing the prizes.

2. *Drill and gymnastics* are carried on regularly.

The Inspector writes:

Physical training—Very good.

3. *Auxiliary Force (India)*.—The staff and senior boys form a detachment of A Company Nilgiri Malabar Battalion. The number in the detachment is thirty under command of 2nd Lieut. Richardson. Two shooting clubs have been formed, one for adults and one for cadets.

The question of a school Cadet Corps for this Military School is under correspondence with the Army Authorities and in the meantime the proposal to form troops of boys scouts for this school is deferred.

4. The two patrols of girl guides from the Girls' Branch sent representatives to Madras to assist in the welcome to Sir Robert and Lady Baden Powell on February 17, 1921.

V. Inspections—

The Inspector of European Schools visited the school from May 10th to 18th and the following are extracts from his report:—

(a) *Boys' Branch*.—The general condition and tone of the school continue to be excellent.

(b) *Girls' Branch*.—Its general condition is very good.

(c) *Preparatory Branch*.—Hand work and drawing were as good as ever in this department. The pupil teacher system in force here has little to recommend it and I hope that when the new preparatory building is opened, it will be done away with.

The proceedings of the Director of Public Instruction are as follows:—

'At the High School Examination of 1919, one boy and one girl passed out of six and three examined. The results at the Middle School Examination were creditable, all the eight boys who were examined having passed with five in the first class, while out of five girls examined four were successful.

It is hoped that the Committee of the School will soon be in a position to remedy the deficiencies in the teaching staff.

The general condition and tone of the schools continued to be satisfactory.'

2. The Hon'ble Sir Lionel Davidson, K.C.S.I., kindly presided at the Sixty-second Anniversary of Founder's Day on September 6, 1920, Lady Davidson kindly distributing the prizes.

3. Lieut.-General Sir W. Marshall, G.C.M.G., K.C.B., K.C.S.I., visited the school on June 4th 1920, and writes :—

'I visited the school on June 4th 1920, and was enormously impressed by the parade.

The smartness of the turn-out and the evident discipline prevailing left nothing to be desired. I went round the buildings including the hospital, accompanied by the Principal, and was convinced that everything possible is being done for the health and comfort of the pupils.

It appeared to me that a thoroughly good tone exists throughout the school.

It is, however, quite evident that if this admirable institution is to be fully maintained larger grants will have to be given by the Government.'

4. Her Excellency Lady Willingdon, C.I., D.B.E., visited the school on August 24th and writes :—

'I had a delightful visit to the Girls' School this morning and enjoyed it thoroughly. The children looked so extraordinarily well and sang to me very nicely. I went over the hospital and should think it would be a much better plan to have only one hospital for the boys and girls in the near future. All the dormitories looked so clean and bright.'

5. Major-General Burnett Stuart, C.B., C.M.G., D.S.O., General Officer Commanding, Madras District, visited the school on December 6th 1920, and writes :—

'I visited the school on December 6, 1920, and inspected the whole school on parade. I considered the turn-out quite excellent and was much impressed by the smartness and obvious health and happiness of boys and girls alike. I was very favourably impressed also by what I saw of the accommodation and domestic arrangements of the school.

The school struck me as an excellent institution and its

management is obviously in sympathetic and most competent hands.'

6. The school has also been inspected by the Hon'ble Mr. A. R. Knapp, C.B.E., the Hon'ble Mr. Ritchie, C.I.E., Educational Commissioner with the Government of India, and members of the Committee.

VI. Changes on Staff—

Boys' Branch.—Mr. Ramshaw, Head Master, was granted combined leave for eight months from September 14, 1920, and Mr. S. B. Stephens acting for him. Mr. LePatourel, B.A., joined the staff *vice* Mr. Bailie resigned. Mr. Peck (F.A., Madras) and Mrs. Wolley, have joined the staff *pro tem* to fill existing vacancies.

Girls' Branch.—Miss Edwards, Head Mistress, was granted leave on Medical Certificate from July 4, 1920, for six months and subsequently extended for further period of six months. Miss Tyler, acted as Head Mistress, till she went on five months' privilege leave on September 13, 1920, when Deaconess M. Durell, M.B.E., was appointed acting Head Mistress.

Miss Day and Miss Farmer, joined the staff *vice* Miss James, Miss Evans and Miss Jackson, who all left to be married.

It is with deep regret that the death of Mrs. Johnston, Head Matron, is recorded on January 5, 1920. Mrs. Johnston did splendid work for the school for seven years and her loss is greatly felt by both staff and pupils.

Miss E. Coulter joined staff of Girls' Branch *vice* Miss Eade, transferred to hospital.

Preparatory Branch.—Miss B. Butters left on her marriage, Miss Thompson becoming second teacher, and Miss Vernede joining as *pro tem* third teacher.

Hospital.—Major Monisse, I.M.D., retired on pension and Lieut. Mahoney, I.M.D., became Resident Medical Officer.

Mrs. Old, Hospital Matron, Girls' Branch, resigned and Miss Eade was transferred to Hospital from Girls' Branch.

VII. General—

1. The audit report of the Assistant Accountant-General with the remarks of the Committee thereon, on the school accounts for 1919-20, has been duly submitted to Government, and the Government Order thereon was 'Government note that the result of the audit continued to be satisfactory.'

2. The Medical report is attached.

3. The Principal was instructed to proceed to Simla on April 5th 1920, in connection with the proposed provincilization of the school. The Committee understands that the long-standing question is now settled and only awaits final orders.

4. The annual repairs were carried out by the Military Works Services.

The Preparatory Branch, erected at a cost of Rs. 1,64,841 is now practically completed and the pupils will move into it on or about May 10th.

A grant of Rs. 20,000 has also been received for furniture for this branch.

5. The School Magazine and Literary and Debating Society continue to do well.

6. A new and more adequate scale of salaries for the staff has been submitted to Government, and in the mean time the Government have sanctioned a temporary increase to present salaries.

7. A school Savings Bank was instituted in February 1921 so as to endeavour to inculcate the value of the saving of pocket money among pupils. The amount to the credit of the Savings Bank account is now Rs. 236-1-0.

8. The school has been permitted to obtain supplies from the Supply and Transport Corps *vide* No. 010041/9/Q.1, dated July 31st 1920, from the Assistant Director of Supply and Transport, 9th (Secunderabad) Division and clothing from Army Clothing Factory, *vide* No. 33253/1 (Q.M.G. 8), dated November 29th 1920, from the Officiating Secretary to the Government of India.

9. A sum of Rs. 32,000 was received as a special donation from His Excellency The Viceroy and placed in No. II account.

10. The Training College Fund now amounts to Rs. 1,56,266-7-0 and orders are awaited.

Medical Report of the Lawrence Memorial School, Lovedale, from 1st January, 1920 to 31st March, 1921

Boys' Branch.—Average strength—283.

The total number of patients treated in hospital 107, average daily sick 3'65. The figures for 1919 were, average annual strength 286, total number treated in hospital 159 and average daily sick 6'15.

The diseases claiming the largest number of admissions were as follows :—

Malaria, sixteen; diseases of the Respiratory system, fourteen; diseases of the Digestive system, twenty-three; diseases of the Skin, seventeen; Measles, two.

There were no deaths during this period.

Out-patients.—Total treated 375, average daily sick 19'13, all trivial cases.

Girls' Branch.—Average strength 156.

Total number treated in hospital forty-nine, average daily sick 1'02. The figures for 1919 were, average annual strength 156, total number treated in hospital during the year forty-eight, average daily sick 2'41.

The diseases claiming the largest number of admissions were as follows :—

Diseases of the Digestive system, seventeen; Measles, five.

There were no deaths during this period.

Out-patients.—Total treated 288, average daily sick 20'26, all trivial cases.

European staff and Indian Employees.—305 males, 205 females, and 202 children received out-door treatment.

General Remarks :—

1. All children returning to school from their holidays' were medically inspected and given a warm bath and clean clothes before being sent to their dormitories.

2. Bedding and clothing disinfected in the steam disinfecter.

3. Health inspection of the boys and girls, and also of the Indian employees, and sanitary inspections of dormitories, lavatories, latrines, cook houses, dairy, Indian lines and surroundings were carried out as a routine.

4. The drinking water is protected and distributed by pipes.

5. Dietary is on a liberal scale and well varied; and the cooking and serving good.

6. A modern dairy is maintained on the school grounds for the supply of milk and butter, and is under European supervision.

7. Bathing is compulsory and carried out under supervision. Hot water shower baths are provided for this purpose in the boys' branch.

8. The buildings are on the summit of a hill with good ventilation but more superficial space is needed in the dormitories, this defect would be remedied when the new block for kindergarten, which is very near completion, is taken into use.

9. The conservancy arrangements are very satisfactory.

10. The following improvements have been recommended and require to be done :—

(a) A water borne sewage system.

(b) A large modern hospital for boys and girls combined, with special accommodation for the school staff.

(c) A new kitchen for the boys' branch.

(d) Weather boards to windows of the dormitories.

The following recommendations which were made have been carried out :—

(a) *Drains*.—Courses altered, extended and repaired in several parts of the institution and the servants' lines.

(b) *Isolation Hospital*.—Alterations to all the windows and construction of a separate kitchen.

(c) *Dairy*.—Flooring renewed.

(d) *Latrine (girls' branch)*.—Better ventilation provided and stand pipe erected.

E. R. MAHONEY, LIEUT., I.M.D.,
LOVEDALE, *Resident Medical Officer,*
Lawrence Memorial School.

(Countersigned)
F. C. FRASER, MAJOR, I.M.S.,
District Medical and Sanitary Officer,
The Nilgiris.

and
Consulting Physician to the
Lawrence Memorial School.

OOTICAMUND,
April 1921.

APPENDICES

The following tables are annexed :—

- A.—Strength of School.
 B.—Admissions—boarders—showing race, class, age and educational standard.
 C.—(i) Departures—boarders—with summary.
 (ii) List of Departures since the foundation.
 D.—(i) Class, parentage, age and religion of boarders.
 (ii) Regiments to which parents of children belonged or are serving.
 E.—Abstract of Register of children awaiting admission.
 F.—(i) Statement of Accounts, 1920-1921.
 (ii) Statement regarding average cost per head.
 G.—Funded Capital and other assets.
 H.—List of Establishment.
 I.—Dietary Scale.
 J.—Rules.

TABLE A
Strength of School

Boys—	Boarders	Day Scholars	Total
On the rolls, 1st January, 1920 ...	285	15	300
Admission January 1920 to March 1921	96	9	105
Departures Do. ...	89	4	93
On the rolls, 31st March, 1921 ...	292	20	312

Strength of Classes

Infant Standard ...	...	...	...	...	41
First " ...	...	...	...	...	26
Second " ...	...	...	...	...	36
Third " ...	...	...	...	...	34
Fourth " ...	...	...	...	...	37
Fifth " ...	...	...	...	...	33
Sixth " ...	...	...	...	...	34
Seventh " ...	...	...	...	...	23
Eighth " ...	...	...	...	...	10
Ninth " ...	...	...	...	...	14
Senior and Junior Cambridge	...	...	...	...	3
Telegraph Class ...	...	...	...	...	15
Holding Scholarship	...	...	...	...	1
Out-boarders ...	...	...	...	...	2
On leave ...	...	...	...	...	3

Total ... 312

Girls—

	Boarders	Day Scholars	Total
On the rolls, 1st January, 1920 ...	153	12	165
Admissions, 1st January, 1920 to 31st March, 1921 ...	50	9	59
Departures do. ..	42	2	44
On the rolls, 31st March, 1921 ...	161	19	180

TABLE A—(contd.)

Strength of Classes

Infant Standard	...	...	...	...	...	25
First	"	...	...	...	...	12
Second	"	...	...	...	...	16
Third	"	...	...	...	...	22
Fourth	"	...	...	...	...	22
Fifth	"	...	...	...	...	19
Sixth	"	...	...	...	...	25
Seventh	"	...	...	...	...	10
Eighth	"	...	...	...	...	8
Ninth	"	...	...	...	...	4
In the Work Room	...	...	...	...	...	16
Total						180

TABLE B

*Admissions—Boarders**Nationality—*

	Pure Europeans	Europeans as defined by A.R.I.	Eurasians	Total	
Boys	65	31	...	96	
Girls	35	15	...	50	
				Boys	Girls
With both parents living	...	...	55	24	
Motherless	...	...	9	8	
Fatherless	...	...	28	18	
Pure Orphans	...	...	4	...	
<i>Class (Rule 39)—</i>				Boys	Girls
Class I	...	...	12	2	
" II	...	...	...	...	
" III	...	...	27	24	
" IV	...	...	...	...	
" V	...	...	27	15	
" VI	...	...	28	9	
" VII	...	...	2	...	
" VIII	...	...	...	...	

TABLE B—(contd.)

Admissions—Boarders—(contd.)

<i>Service—</i>				Boys	Girls
British Army	...	...	...	77	38
Ordnance Department	...	...	...	1	1
Supply and Transport Corps	...	...	...	7	3
Volunteers	...	...	...	3	2
Indian Medical Department	...	...	...	2	1
Marine	...	...	...	2	2
Military Work Services	...	...	...	3	1
Governor's Band...	...	...	...	1	2
<i>Religion—</i>					
Church of England	...	...	...	87	44
Wesleyan	...	...	...	4	1
Methodist	...	...	...	1	...
Roman Catholic	...	...	...	4	2
Baptist	...	...	...	"	3
<i>Educational Standard—</i>					
Infant Standard	...	...	...	34	21
First	"	...	...	16	7
Second	"	...	...	19	7
Third	"	...	...	17	7
Fourth	"	...	...	4	5
Fifth	"	...	...	3	3
Sixth	"	...	...	1	...
Eighth	"	...	...	1	...
<i>Ages—</i>					
Between 5 and 6 years of age	...	...	...	8	4
" 6 and 7	"	...	...	10	6
" 7 and 8	"	...	...	15	6
" 8 and 9	"	...	...	13	11
" 9 and 10	"	...	...	16	4
" 10 and 11	"	...	...	12	6
" 11 and 12	"	...	...	11	5
Above 12 years of age	...	...	...	11	8

TABLE C

(i) Departures—Boarders—Boys

No.	NAMES	Age on leaving the School	How long in the School	Literary Standard on leaving	REMARKS
1	Hamilton, J. D.	Y. M. 18 ...	Y. M. 10 8	Telegraph	Joined the Government Telegraph Department.
2	Murphy, A. G.	16 11 5	11	Do.	do.
3	Bristow, W. E.	16 4 11	2	Do.	do.
4	Dadswell, R. G.	16 11 10	9	Do.	do.
5	Walker, E. C.	17 8 9	8	Do.	do.
6	Harding, E. S.	17 2 9	10	Do.	do.
7	Naylor, H. G.	16 3 7	10	Do.	do.
8	Evans, G. I. A.	17 3 9	7	Do.	do.
9	Stump, A. E.	18 1 8	10	Do.	do.
10	Rennick, E. W.	18 ...	12 10	Do.	do.
11	Horne, G. W.	16 3 9	8	Do.	do.
12	Symonds, H. C.	16 4 10	3	Do.	do.
13	O'Driscoll, K. N.	16 10 6	4	Do.	do.
14	Hicks, M. D.	16 1 7	4	Do.	do.
15	Starkenburgh, G. L. C.	17 8 11	7	Do.	do.
16	Blazey, H. A.	16 9 8	7	Do.	do.
17	Good, R. A.	17 8 4	9	VII	Removed by parents to be nearer home.
18	Good, E. N.	11 5 ...	11	III	Do. do.
19	Guy, J. E.	17 2 5	3	VII	Removed by mother to go to sea.
20	Millis, W. G.	11 2 3	3	IV	Removed by parents to be nearer home.
21	McCosh, S. G.	16 11 4	8	VI	Do. do.
22	Berriman, J. W.	12 3 3	7	III	Removed by mother who is leaving Bombay.
23	Blythe, T. B.	10 9 1	5	II	Removed by father going to England.
24	Blythe, C.	9 6 1	5	Infant.	Do. do.
25	Gray, G. E. P.	18 4 11	10	IX	Joined the Cordite Factory.
26	Imbusch, F. C.	18 2 7	6	Telegraph.	Joined the Government Telegraph Department.
27	Rider, P. G.	15 9 9	...	VII	Removed by mother.
28	Dorsey, F. R.	16 6 5	6	VI	Removed by father for enlistment.
29	Markham, J. E.	15 7 4	2	IV	Removed for enlistment.
30	Napier, J. C. F.	11 10 2	1	II	Removed by father going to England.
31	Napier, L. G.	10 1 2	1	Infant.	Do. do.
32	Neale, W. W.	12 5 1	...	V	Removed by parents going to England.
33	Neale, D. F.	8 5 1	...	I	Do. do.
34	Neale, M. O.	6 3 1	...	Infant.	Do. do.
35	Otto, H. F. W.	16 6 4	3	IX	Do. do.

TABLE C

(i) Departures—Boarders—Boys—(contd.)

No.	NAMES	Age on leaving the School	How long in the School	Literary Standard on leaving	REMARKS
36	Bull, A. W.	Y. M. 15 4 5	4	V	Removed by father for enlistment.
37	McCosh, S. H.	14 1 4	10	V	Withdrawn by parents to be nearer home.
38	Todd, W. A.	17 5 12	2	IX	Removed by father employed in the Tata Power Company.
39	Hosner, W. H.	15 7 9	1	VIII	Apprenticed, to Cordite Factory, Aruvankadu.
40	Pratchett, C. V.	12 2 4	2	III	Struck off, not returned from holidays.
41	Brooks, F. W.	14 6 1	9	V	Gone to England.
42	Brooks, W. S.	8 8 1	9	I	Do.
44	Sutton, W. C.	17 ...	5 1	V	Do.
43	Sutton, P. C.	14 10 5	1	VI	Do.
45	Markey, F. A.	14 7 4	7	V	Do.
46	Markey, H. E.	13 6 4	7	IV	Do.
47	Sutton, E. V.	10 ...	2 3	Infant.	Do.
48	Stump, E. A.	18 6 9	4	IX	Joined S. and T. Corps as a Sergeant.
49	Rolph, M. E.	16 6 6	10	VII	Removed by father.
50	Bradbury, B. C.	14 7 9	9	VI	Enlisted in the R. A. Boys' Depot.
51	Jenkins, W. L.	14 7 8	2	VI	Do. do.
52	Pratchett, G. E.	16 6 4	8	V	Struck off, did not return from leave.
53	Walker, R. J.	16 2 4	8	VI	Enlisted in the R. A. Boys' Depot.
54	Bellion, A. L.	16 6 3	4	VII	Gone to England.
55	Wilson, R. L.	6 ...	...	2	Infant.
56	Baldrey, C. M.	15 11 6	8	VI	Removed by parents.
57	Day, A. J. J.	15 6 4	9	VIII	Enlisted in the Dorset Regiment.
58	Clarke, E. H.	14 8 3	4	VI	Gone to England.
59	Develin, A. W.	12 5 3	8	IV	Removed by father to Burma.
60	Rowe, M. D.	8 4 ...	11	Infant.	Removed by father transferred to Northern Command.
61	Burns, J. E.	18 1 8	6	Telegraph.	Gone to England.
62	Hughes, N. W.	16 6 7	9	Do.	Joined the Government Telegraph Department.
63	Williams, A. J.	17 5 6	3	Do.	Do. do.
64	Sewell, J. H.	16 5 11	2	Do.	Do. do.
65	Coverdale, E. A.	16 8 10	3	Do.	Do. do.
66	Hardman, C. H.	6 8 ...	6	Infant.	Removed by mother.
67	Hardman, J. L.	10 3 1	6	II	Do.

TABLE C

(i) Departures—Boarders—Boys—(contd.)

No.	NAMES	Age on leaving the School	How long in the School	Literary Standard on leaving	REMARKS		
		Y. M.	Y. M.				
68	Bernard, V. A.	18	7	6	VII	Removed by mother over age.	
69	Morrith, H. W.	15	7	7	VI	Gone to England.	
70	Campbell, R. H.	16	7	9	IX	Do.	
71	Sweny, R. M.	18	5	3	VI	Removed by mother for enlistment in the Queen Bays.	
72	Hoskins, A. H. J. G.	11	10	2	1	V	Gone to England.
73	Pickford, L. E.	15	6	7	...	VIII	Removed by parents for employment in Kirkee Factory.
74	Perkins, G. J.	17	6	7	5	Telegraph.	Joined the Government Telegraph Department.
75	Dunham, A. J.	18	3	6	9	Do.	Do.
76	Maddock, O. H.	16	9	8	...	Do.	Do.
77	Hughes, M. C.	18	7	7	8	VII	Joined the Telephone Company.
78	Beverley, E. D.	11	...	5	...	V	Gone to England.
79	Haines, J. A.	13	3	1	...	III	Removed by mother.
80	Haines, L. H.	8	9	1	...	II	Do.
81	Audley, G. E.	16	11	10	6	VII	Enlisted in the Gloucestershire Regiment (Northern Army).
82	Walker, F.	15	7	9	1	VI	Removed by mother to attend another school.
83	Burns, C. B.	16	5	8	7	VI	Enlisted in the Gloucestershire Regiment.
84	Imbusch, W. J.	15	6	8	9	VII	Enlisted in the Queen's Bays.
85	Davidson, R. F.	17	5	2	3	VIII	Removed by mother for employment.
86	Neale, A. T.	18	9	7	7	IX	Obtained employment under Messrs. Parry & Co., Madras.
87	Glover, A. C.	14	2	6	...	VI	Removed by mother to be nearer home.
88	Glover, G. E.	12	10	6	...	III	Do. do.
89	Glover, R. D.	11	1	6	...	II	Do. do.

Summary

Joined the Government Telegraph Department	...	...	25
" " S. and T. Corps	...	...	1
" " Messrs. Parry & Co.	...	...	1
" Cordite Factory	...	...	2
" Navy	...	...	1
Removed to be nearer home	...	...	18
" for employment	...	...	4
" for enlistment	...	...	3
" over age	...	...	1
" father having been transferred to Northern Army	...	...	1
" by parents going to England	...	...	22
Enlisted	...	...	7
Struck off—not returned from holidays	...	...	2
Joined the Telephone Company	...	...	1

Total ... 89

TABLE C

(i) Departures—Boarders—Girls

No.	NAMES	Age on leaving the School	How long in the School	Literary Standard on leaving	REMARKS
1	Inkster, L. N.	18	4	IX	Removed to be trained as a Nurse.
2	Sherer, M.	18	5	V	Do. do.
3	Locke, M. G.	18	6	VI	Removed by mother—over age.
4	Good, N. M.	13	10	V	Removed by parents to be nearer home.
5	Millis, F.	17	4	Work room	Do. do.
6	Turner, F. A.	12	8	III	Do. do.
7	Lissenburg, L.	17	11	IX	Joined General Hospital to be trained as Nurse.
8	Basham, M. V.	15	1	V	Removed by aunt to be married.
9	Lissenburg, M. J.	15	9	VII	Removed by parents.
10	Smit, F. O.	16	6	IX	Removed by mother to be trained as a teacher.
11	Napier, W. M.	13	3	II	Removed by father going to England.
12	Neale, H. A.	10	2	Infant.	Removed by parents going to England.
13	Cox, C. C.	16	8	VI	Removed by mother.
14	Rider, D. E. P.	13	3	V	Do.
15	Bradbury, E. L.	12	6	III	Do.
16	Goudie, D. N. E.	13	7	VI	Removed by mother to send to another school.
17	Walker, M. A.	16	10	VII	Do. do.
18	Markey, L. M.	15	8	VII	Removed by father owing to death of his wife.
19	Markey, R. M.	11	7	III	Gone to England.
20	Markey, M. H.	9	1	Infant.	Do.
21	Lillywhite, K. M.	17	8	VIII	To be trained as a teacher.
22	Chappels, M. L.	12	5	Infant.	Removed by mother.
23	Elkington, M. G.	6	10	Do.	Removed by mother ineligible by rules.
24	Barnes, N. M. E.	6	8	Do.	Removed by mother on medical grounds.
25	Chappels, D. E.	6	...	Do.	Do. do.
26	Johnston, E. S.	17	2	VII	To join her uncle in South Africa.
27	Kilburn, F. D. M.	8	11	I	Removed by mother.
28	McCann, E. V.	15	...	V	Removed by grandmother.
29	Day, E.	13	...	IV	Gone to England.
30	Day, A.	11	9	II	Do.
31	Day, M. H.	8	10	Infant.	Do.
32	Day, K. M.	7	7	Do.	Do.
33	Develin, E. E.	13	10	IV	Removed by mother to attend School at Karachi.

TABLE C

(i) Departures—Boarder—Girls—(contd.)

No.	NAMES	Age on leaving the School	How long in the School	Literary Standard on leaving	REMARKS
34	Voisey, G. M.	18	9	IX	Joined St. George's Hospital, Bombay.
35	Farrow, D. M.	11	5	Infant.	Removed by mother—over age for Standard.
36	Radford, M. D.	17	9	Pupil Teacher.	Entered employment under Wrenn, Bennett & Co., Ltd.
37	Haines, D. O.	12	2	III	Removed by mother.
38	Collier, M. J. M.	13	6	III	Gone to England.
39	Collier, M. E.	11	10	III	Do.
40	Sparks, C. W.	18	6	IX	Removed—over age.
41	Rishworth, M. E. J.	17	9	IX	Removed for employment.
42	Ford, C. A.	14	3	VI	Gone to England.

Summary

Joined Hospitals to be trained as nurse	...	...	...	4
Do. Wrenn, Bennett & Co's Firms	...	...	...	1
Left to be trained as teachers	...	...	...	2
Removed for employment	...	...	...	1
Do. parents going to England	...	...	...	11
Do. on medical grounds	...	...	...	1
Do. to be nearer home	...	...	...	18
Do. over age	...	...	...	3
Left to join uncle in South Africa	...	...	...	1
Total	...	...	...	42

TABLE C

(ii) *List of departures of boys since the foundation
1858 to the 31st March, 1921.*

Appointed to the Government Telegraph Department	469
" " Eastern Cable Company	41
" " Revenue Survey Department	14
" " Public Works Department	6
" " Topographical Department	3
" " Post Office	4
" " Government Office	6
" " Customs Department	1
Entered Medical Colleges, having passed Entrance Examination for I.M.D.	33
" Gun Carriage Factory	5
" Engineering and other Colleges	3
Enlisted in British Regiments	250
" Indian Regiments	22
Enlisted Viceroy's and Volunteer Bands	3
Removed for enlistment in British Regiments	34
Obtained employment in European Firms	26
" " in the Lawrence Memorial School	6
" " in the Lawrence Asylum Press	128
" " on Railway	41
" " as Assistants to Planters	12
" " in Workshops	27
" " in Mines	7
" " under the Quinologist	2
" " as Schoolmasters	2
" " in Cordite Factory	4
" " in the Government Bakery	2
" " in the Police	1
Emigrated to Australia	8
Obtained Scholarships	5
Pupil teachers resigned	5
Left Madras Workshops	3
Sent to the Lunatic Asylum	2
Sent to Industrial Schools	2
Died	62
Struck off—not returned from holidays	30

TABLE C

(ii) *List of departures of boys since the foundation
1858 to the 31st March, 1921.—(contd.)*

Removed by parents or guardians—over age	304
" leaving Presidency or India	190
" going to England	67
" no particular reason being given	764
" owing to ill-health	85
" for various employments	43
" parents unable to pay fees	44
" ineligible by rules	7
" having passed High School Examination	2
Removed owing to misconduct	47
Joined Training College for Masters at Sanawar	2
" the Navy	3
" the Port Trust	1
" the Telephone Company	1
Total	2,829

TABLE C

(ii) *List of departures of girls since the foundation
1858 to the 31st March, 1921.*

Obtained employment as School Mistresses	13
" " in Lawrence Memorial School	1
" " in Post Office	1
Obtained employment in European Firms	24
" " as Typists	5
" Scholarships	10
Entered Service	62
Joined Hospitals to undergo training	26
Joined the Telephone Office	6
Married	20
Died	10

TABLE C

(ii) *List of departures of girls since the foundation
1858 to the 31st March, 1921.—(contd.)*

Removed for employment	3
" to learn dressmaking	1
" to join Training School for Mistresses	14
" to help at home	25
" Parents leaving the Presidency or India	78
" Parents being unable to pay fees	16
" Parents going to England	43
" owing to ill-health	19
" Over age	61
" no particular reasons being given	374
" to Other Schools	4
Entered Government Telegraph Department	2
Struck off—not returned from holidays	2
Entered Government College for Women, Madras	5
Removed, having passed the High School Examination	3
Total	828

TABLE D

(i) *Boarders*

Nationality—	Boys	Girls
Pure Europeans	219	126
Europeans as defined by A.R.I., Vol. I.	66	32
Eurasians	7	3
With both parents living	155	72
Fatherless	98	63
Motherless	26	23
Pure orphans	13	3
Rule 39—		
Class I	28	13
" II	4	2
" III	86	67
" IV	...	1
" V	84	46
" VI	72	27
" VII	13	2
" VIII	5	3

TABLE D

(i) *Boarders—(contd.)*

Service—	Boys	Girls
British Army	222	121
Supply and Transport Corps	24	11
Ordnance Department	19	15
Military Medical	3	3
Marine	2	1
Military Works Services	3	1
Barrack Department	...	3
Governor's Band	1	1
Volunteers	13	2
Civilians	5	3
Religion—		
Church of England	266	141
Presbyterian	1	1
Wesleyan	9	4
Nonconformist	2	2
Baptist	2	6
Roman Catholic	12	7

Ages—

Between 5 and 6 years of age	5	1
" 6 and 7 "	8	3
" 7 and 8 "	14	7
" 8 and 9 "	21	11
" 9 and 10 "	27	15
" 10 and 11 "	34	18
" 11 and 12 "	34	17
" 12 and 13 "	36	20
" 13 and 14 "	32	17
" 14 and 15 "	20	16
" 15 and 16 "	25	12
Above 16 years of age	36	24

Distribution of boys over 16 years of age

In the Telegraph Training Class	12
In the VIIIth and IXth Standards	18
In the Vth to VIIth	5
Holding Scholarship	1

TABLE D

(ii) *Regiments and Batteries to which the fathers of children now in the School belong or belonged.*

Cavalry—

1st Royal Dragoons	4th Hussars.
6th Dragoons Guards	7th "
5th Lancers	15th "
68th Mule Corps	19th "

Royal Regiments of Artillery—

'S' Battery, R.H.A.	52nd Battery, R.G.A.
'G' Battery, R.H.A.	75th Battery, R.G.A.

R. F. A.

1st Brigade	36th Battery.
2nd Battery	38th "
4th "	41st "
6th "	45th "
10th ammunition column	52nd "
12th Battery	{ 56th "
	{ 61st Reserve
15th "	64th Battery
20th "	66th "
	75th "
23rd "	81st "
26th "	82nd "
31st "	85th "

British Infantry Regiments—

1 Argyll Sutherland Highlanders	2 East Yorks Regiment.
Boarder Regiment	3 East Lancashire Regiment.
Bedfordshire Regiment	2 Gloucestershire Regiment.
1 Cheshire Regiment	2 Gordon Highlanders.
2 " "	8 " "
1 Cameron Highlanders	Hampshire Regiment.
1 Connaught Rangers	2 King's Liverpool Regiment.
1 Dorset Regiment	King's Shropshire Regiment.
2 " "	1 King's Own Regiment.
1 Durham L.I.	1 Manchester Regiment.
3 Devonshire Regiment	1 Lancashire Fusiliers.

TABLE D

(ii) *Regiments and Batteries to which the fathers of children now in the School belong or belonged.—(contd.)*

1 Essex Regiment	1 Lincoln Regiment.
2 " "	Middlesex Regiment.
2 Norfolk Regiment	Seaforth Highlanders.
1 Royal Warwick	1 S.W. Borderers.
Royal Scots Fusiliers	2 " "
Royal West Kent Regiment	1 Somerset L.I.
2 Royal Welsh Fusiliers	2 Wiltshire Regiment.
2 Royal Fusiliers	1 Welsh Regiment.
Royal Sussex Regiment	2 " "
1 Royal Scots	1 Warwick Regiment.
Sherwood Foresters	2 West Ridings.
2 Suffolk Regiment	1 Worcestershire Regiment.

Miscellaneous—

Military Staff Clerks	Supply and Transport Corps.
Indian Unattached list	Military Works Services.
" Miscellaneous list	Indian Medical Department.
Canadian Expeditionary Force	Barrack Department.
Ordnance Department	Public Works Department.
Army Service Corps	

TABLE E

Children awaiting Admission

Class—	Boys	Girls
I. The orphan children of fathers who have been killed in action, or have died of wounds received, or sickness contracted on active service, preference being given to children of pure European parentage ...	2	1
II. Orphan children of European commissioned officers and of civil medical officers, if left destitute ...	...	...
III. Orphan children of European officers and soldiers, and of Europeans in the marine and medical service, preference being given to those who have lost both parents ...	13	21

TABLE E

Children awaiting Admission--(contd.)

Class--(contd.)	Boys	Girls
IV. Orphan children of Eurasian officers and soldiers, and of Eurasians in the marine and medical services, preference being given to those who have lost both parents	...	...
V. Children of any of the above whose fathers are still serving preference being given to children of European fathers	17	25
VI. Children of European or Eurasian officers and soldiers, and of Europeans or Eurasians in the marine and medical services transferred to the invalid or pension establishments, preference being given to the children of European fathers	40	52
VII. Orphan children of volunteers, who at the time of their death were borne on the rolls	7	4
VIII. Orphan children of civilians, connected or unconnected with the public service, one of whose parents is or was of pure European descent, and who are destitute	2	1
IX. Children of volunteers who are living and who have had seven years' effective service	18	5
X. Children of civilians, not being orphans and destitute	1	...
	100	109
Total	209	

TABLE F

(i) Statement of Receipts and Expenditure, Boys' Branch

RECEIPTS	Actuals 1st January to 31st March 1920	Sanctioned Budget 1920-21	Actuals 1220-21
	RS A P	RS A P	RS A P
Opening Balance	29,729 8 11	23,043 0 0	22,739 12 11
I.—FROM GOVERNMENT—			
1. Grant-in-Aid	7,200 0 0	37,800 0 0	37,800 0 0
2. Special grant	...	...	41,307 0 0
II.—PROFITS ON SCHOOL PROPERTY—			
1. Donation and Interest on Government Securities	10,999 14 11	59,740 0 0	59,740 7 4
III.—SPECIAL FUNDS—			
1. Subsistence Allowance and Separation Allowance	3,370 3 9	12,300 0 0	15,581 10 5
2. Fees	3,023 14 0	21,000 0 0	24,443 2 5
3. Telegraph Department	1,190 0 0	840 0 0	800 0 0
IV.—MISCELLANEOUS—			
1. Sale of Stores	2 12 0	100 0 0	94 2 0
2. Other items	52 10 0	36 0 0	68 2 0
3. Special Money Prizes	...	...	12 8 0
4. Interest on donation of H.E. Lord Pentland	...	75 0 0	105 9 0
Total	55,568 15 7	15,494 0 0	20,2,692 6 1

TABLE F

(i) Statement of Receipts and Expenditure, Boys' Branch

EXPENDITURE	Actuals 1st January to 31st March 1920			Sanctioned Budget 1920-21			Actuals 1920-21		
	RS	A	P	RS	A	P	RS	A	P
I.—EDUCATION—									
(a) SCHOLASTIC—									
1. Establishment ...	5,500	5	8	22,377	0	0	28,967	7	7
2. Books, Prizes, and Stationery and book-binding ...	576	2	2	3,750	0	0	4,242	5	3
3. Library ...	235	8	0	640	0	0	375	5	11
4. Examination Fees ...				200	0	0	175	0	0
5. Special Money Prizes ...							80	8	0
6. Scholarships ...	60	0	0	240	0	0	240	0	0
7. Pocket money ...	11	0	0	120	0	0	43	8	0
(b) ARTISTIC—									
1. Band Establishment ...	240	0	0	840	0	0	1,323	11	3
2. Band Instruments, Music and Repairs ...	494	14	7	500	0	0	338	13	10
3. Honorarium to Band Examiner ...				20	0	0			
4. Gymnastic Establishment ...	165	0	0	540	0	0	730	0	0
5. Apparatus and Games ...	177	0	0	900	0	0	922	3	0
(c) TELEGRAPH—									
1. Premia ...	255	0	0	180	0	0	120	0	0
(d) DRAWING—									
1. Establishment ...	60	0	0	240	0	0	291	5	4
2. Materials, Models, ETC. ...				50	0	0	4	1	0
(e) TYPE-WRITING—									
1. Establishment ...	60	0	0	240	0	0	240	0	0
2. Machines, Materials, ETC. ...	25	12	0	50	0	0	36	0	0
(f) CARPENTRY—									
1. Establishment ...	180	0	0	1,080	0	0	720	0	0
Carried over ...	8,040	10	5	31,967	0	0	38,857	5	2

TABLE F

(i) Statement of Receipts and Expenditure, Boys' Branch—contd.

EXPENDITURE	Actuals 1st January to 31st March 1920			Sanctioned Budget 1920-21			Actuals 1920-21		
	RS	A	P	RS	A	P	RS	A	P
Brought forward ...	8,040	10	5	31,967	0	0	38,857	5	2
II.—CLOTHING AND VIC-TUALLING—									
(a) CLOTHING—									
1. Establishment ...	219	0	0	960	0	0	826	0	0
2. Material, Machine, etc. ...	156	12	9	10,000	0	0	10,502	12	10
3. Contract Work and Outfits ...	1,100	8	0	4,250	0	0	3,999	0	0
4. Shoeing ...	2,383	7	4	6,000	0	0	3,681	5	0
5. Sergeants' Clothing ...	30	0	0	1,000	0	0	425	9	0
6. Servants' Do. ...				690	0	0	675	10	0
(b) VICTUALLING—									
1. Establishment ...	691	8	0	2,616	0	0	3,073	15	9
2. Provisions ...	7,448	1	2	45,000	0	0	44,488	1	2
3. Kitchen and Dining Room utensils ...	99	8	0	800	0	0	971	13	4
4. Out Boarders ...	45	0	0	180	0	0	374	7	0
III.—HOUSEHOLD, HOSPI-TAL AND SANITATION—									
(a) HOUSEHOLD—									
1. Establishment ...	1,793	0	0	5,970	0	0	8,587	2	4
2. Washing ...	362	8	0	2,103	0	0	2,027	11	3
3. Lighting ...	524	2	0	2,500	0	0	2,083	5	0
4. Wood-cutting, etc. ...	330	1	0	1,600	0	0	1,388	4	0
5. Bedding and Towelling ...	669	6	3	3,000	0	0	3,159	15	5
6. Hardware, Soap, Brushes ...	79	3	4	2,000	0	0	2,319	2	4
7. New Furniture, Carpets, etc. ...	310	15	0	1,000	0	0	339	7	4
8. Contingencies ...	45	14	0	200	0	0	184	1	0
(b) HOSPITAL—									
1. Establishment ...	553	5	0	2,098	0	0	2,836	6	0
2. Medicines and Wines ...	4	8	0	200	0	0	179	10	4
3. Extra Nursing ...				500	0	0	487	12	2
Carried over ...	24,887	6	3	1,25,331	0	0	1,31,468	12	11

TABLE F

(i) Statement of Receipts and Expenditure, Boys' Branch—contd.

EXPENDITURE	Actuals 1st January, to 31st March, 1920			Sanctioned Budget 1920-21			Actuals 1920-21		
	RS	A	P	RS	A	P	RS	A	P
Brought forward ...	24,887	6	3	1,25,331	0	0	1,31,468	12	11
III.—HOUSEHOLD, HOSPITAL AND SANITATION— contd.									
(c) SANITATION—									
1. Establishment ...	324	0	0	1,296	0	0	1,318	7	3
2. Tar and Phenyle ...	332	2	0	600	0	0	135	8	0
3. Repairs to Roads, Drains, Bush-cutting...	290	0	0	1,152	0	0	1,252	8	6
IV.—GENERAL—									
1. Establishment ...	3,427	5	0	9,965	0	0	12,763	9	5
2. Office Stationery ...	18	11	0	250	0	0	231	4	11
V.—MISCELLANEOUS—									
1. Carrying Charges and Travelling Expenses ...	1,368	10	6	3,800	0	0	4,398	0	3
2. Postage, Advertisements and Telegrams ...	181	11	0	456	0	0	910	4	11
3. Contingencies and Municipal tax ...	53	11	5	750	0	0	219	9	3
4. Entertainment Allowance ...	84	6	0	300	0	0	361	9	6
5. Printing charges ...	312	1	0	840	0	0	589	7	0
VI.—BUILDINGS—									
1. Establishment ...	212	4	0	950	0	0	907	0	0
2. Material, barrack damages and repairs to furniture ...	180	10	0	750	0	0	540	6	2
3. New Buildings ...				1,6,858	0	0	16,858	0	0
4. Improvements to buildings ...							420	0	0
VII.—OTHER CHARGES—									
1. Pensions ...	345	0	0	1,380	0	0	1,380	0	0
Carried over ...	32,017	14	2	1,64,672	0	0	1,73,754	8	1

TABLE F

(i) Statement of Receipts and Expenditure, Boys' Branch—contd.

EXPENDITURE	Actuals 1st January, to 31st March, 1920			Sanctioned Budget 1920-21			Actuals 1920-21		
	RS	A	P	RS	A	P	RS	A	P
Brought forward ...	32,017	14	2	1,64,672	0	0	1,73,754	8	1
VIII.—CHAPEL—									
1. Establishment ...	113	4	0	453	0	0	456	12	0
2. Repairing and tuning Organ ...	18	0	0	40	0	0	108	0	0
3. Improvements ...				200	0	0			
IX.—EXTRAORDINARY—									
1. Bonus to President Fund of staff ...	401	2	6	1,716	0	0	2,321	8	11
2. Refund of fees or pension ...	278	14	0				539	2	6
3. Increase of pay to staff ...				3,360	0	0			
4. Furniture to Junior School ...							2,399	12	6
Total ...	32,829	2	8	1,70,441	0	0	1,79,579	12	0
Closing Balance ...	22,739	12	11	—15,507	0	0	23,112	10	1
Grand Total ...	55,568	15	7	1,54,934	0	0	2,02,692	6	1

TABLE F

(i) Statement of Receipts and Expenditure, Girls' Branch

RECEIPTS	Actuals 1st January, to 31st March, 1920	Sanctioned Budget 1920-21	Actuals 1920-21
	RS A P	RS A P	RS A P
Opening Balance ...	14,230 1 4	3,593 0 0	1,594 13 5
I.—FROM GOVERNMENT—			
1. Grant-in-Aid ...	4,800 0 0	25,200 0 0	25,200 0 0
2. Special Grant ...	16,688 0 0		40,688 0 0
II.—PROFITS ON SCHOOL PROPERTY—			
1. Donation and Interest on Government Securities.	5,781 0 0	23,226 0 0	23,226 6 4
III.—SPECIAL FUNDS—			
1. Subsistence allowance and separation allowance ...	1,003 11 11	9,800 0 0	10,945 13 2
2. Fees ...	1,207 12 0	10,000 0 0	11,671 5 2
IV.—MISCELLANEOUS—			
1. Sale of Stores ...		25 0 0	5 0 0
2. Other Items ...	9 0 0		70 13 9
3. Special Money Prizes ...			12 8 0
4. Interest on Donation of H.E. Lord Pentland ...		23 0 0	71 14 0
5. Refund from Bonus Fund Account ...			67 1 5
Total ...	15,259 6 7	64,681 0 0	1,09,764 0 5

TABLE F

(i) Statement of Receipts and Expenditure, Girls' Branch

EXPENDITURE	Actuals 1st January, to 31st March 1920	Sanctioned Budget 1920-21	Actuals 1920-21
	RS A P	RS A P	RS A P
I.—EDUCATION—			
(a) SCHOLASTIC—			
1. Establishment ...	3,017 2 9	10,662 0 0	15,052 9 4
2. Books, Stationery, Prizes and book-binding ...	171 11 10	2,000 0 0	2,666 6 7
3. Library ...	138 14 7	450 0 0	204 10 5
4. Examination Fees ...		160 0 0	120 0 0
5. Games ...		350 0 0	239 8 0
6. Scholarships ...		240 0 0	
7. Special Money Prizes ...			62 8 0
8. Pocket Money ...	5 8 0	80 0 0	19 0 0
(b) DRAWING—			
1. Establishment ...	45 0 0	180 0 0	180 0 0
2. Materials and Models ...		75 0 0	
(c) TYPEWRITING—			
1. Establishment ...	45 0 0	180 0 0	180 0 0
2. Materials and Machines.	22 0 0	50 0 0	23 12 0
(d) TECHNICAL—			
1. Establishment ...	360 0 0	1,200 0 0	1,790 0 0
2. Needlework, Cookery and Laundry Classes...	22 2 9	300 0 0	345 0 4
II.—CLOTHING AND VIC- TUALLING—			
(a) CLOTHING—			
1. Establishment ...	271 4 7	972 0 0	1,397 12 10
2. Materials and Machines.	490 11 3	5,500 0 0	8,946 13 4
3. Extra Tailors and con- tract work ...	69 2 0	600 0 0	1,244 13 0
4. Shoeing ...	310 10 8	4,000 0 0	2,806 4 9
5. Outfit Allowance ...	70 0 0	420 0 0	350 0 0
6. Servants' Clothing ...		250 0 0	186 6 0
Carried over ...	5,039 4 5	27,669 0 0	35,815 8 7

TABLE F

(i) Statement of Receipts and Expenditure, Girls' Branch.—contd.

EXPENDITURE	Actuals 1st January to 31st March 1920	Sanctioned Budget 1920-21	Actuals 1920-21
	RS A P	RS A P	RS A P
Brought forward ...	5,039 4 5	27,669 0 0	35,815 8 7
II.—CLOTHING AND VIC- TUALLING—(contd.)			
(b) VICTUALLING—			
1. Establishment ...	368 1 0	1,368 0 0	1,551 4 8
2. Provisions ...	4,662 0 1	26,000 0 0	28,332 6 9
3. Kitchen and Dining Room Utensils ...	121 6 0	600 0 0	635 5 4
III.—HOUSEHOLD, HOSPI- TAL AND SANITATION—			
(a) HOUSEHOLD—			
1. Establishment ...	182 4 7	504 0 0	665 8 7
2. Washing ...	227 4 0	1,485 0 0	1,348 8 9
3. Lighting ...	149 6 0	1,300 0 0	1,103 6 0
4. Woodcutting ...	150 3 10	600 0 0	631 7 3
5. Bedding and Towelling ...	281 7 0	2,500 0 0	3,368 13 8
6. Hardware, Soap, Brushes, etc. ...	308 5 6	1,200 0 0	1,233 11 11
7. New Furniture and Carpets ...		1,000 0 0	191 7 0
8. Contingencies... ..	10 6 0	100 0 0	45 15 0
(b) HOSPITAL—			
1. Establishment ...	387 8 0	1,658 0 0	2,151 6 0
2. Medicines and Wines ...		50 0 0	7 0 0
3. Extra Nursing... ..	210 0 0	500 0 0	596 0 0
(c) SANITATION—			
1. Establishment ...	212 9 0	864 0 0	869 14 7
2. Tar and Phenyle ...	66 6 0	350 0 0	90 4 0
3. Bush-cutting, etc. ...	87 2 0	288 0 0	367 1 0
Carried forward ...	12,463 9 5	68,036 0 0	79,005 1 1

TABLE F

(i) Statement of Receipts and Expenditure, Girls' Branch.—contd.

EXPENDITURE	Actuals 1st January to 31st March 1920	Sanctioned Budget 1920-21	Actuals 1920-21
	RS A P	RS A P	RS A P
Brought forward ...	12,463 9 5	68,036 0 0	79,005 1 1
IV.—GENERAL—			
1. Establishment ...	2,284 11 0	6,643 0 0	8,508 6 3
2. Office Stationery ...	12 1 0	150 0 0	96 12 11
V.—MISCELLANEOUS—			
1. Carrying Charges and Travelling Expenses ...	1,178 2 7	2,000 0 0	3,736 13 2
2. Postage, Telegrams, Advertisements ...	32 10 3	100 0 0	238 13 4
3. Contingencies... ..	19 2 0	100 0 0	150 10 2
4. Printing charges ...	204 10 0	250 0 0	314 1 0
VI.—BUILDINGS—			
1. Establishment ...	141 6 0	600 0 0	604 6 0
2. Material barrack damages, etc. ...	93 12 0	250 0 0	309 11 7
3. New buildings ...		11,239 0 0	11,239 0 0
VII.—OTHER CHARGES—			
1. Pension	90 0 0	360 0 0	360 0 0
VIII.—CHAPEL—			
1. Establishment ...	75 12 0	303 0 0	305 4 0
2. Improvements... ..		80 0 0	
3. Repairing and tuning Organ	12 0 0	20 0 0	72 0 0
IX.—EXTRAORDINARY—			
1. Bonus to Provident Fund of Staff	210 6 9	900 0 0	1,127 0 7
2. Refund of pension or fees	36 1 0		222 1 6
3. Increase of pay to staff... ..		2,580 0 0	
4. Furniture to Junior School			2,714 13 0
Total	16,854 4 0	93,611 0 0	1,09,004 14 7
Closing Balance	—1,594 13 5	—28,930 0 0	759 1 10
Grand Total	15,259 6 7	64,681 0 0	1,09,764 0 5

TABLE F (ii)

(ii) Average cost per head—Boys			
	RS	A	P
Credit Balance, 1st January 1920 ...	29,729	8	11
Total Receipts 1st January 1920, to 31st March 1921 ...	2,05,791	15	10
Total expenditure " " ...	2,12,408	14	8
Closing Balance, 31st March 1921 ...	23,112	10	1

Education—

The average cost per head is arrived at thus:—

The expenditure under I. Education of Rs. 46,897-15-7 divided, by 301, the average strength of school for the period under report, gives Rs. 155-12-11 as the average cost for Education.

Clothing, Boarding, Bedding and other charges—

The average cost per head is arrived at thus:—

Expenditure under Heads II to V ...	1,38,031	2	6
Add value of stock on 1st January 1920 ...	22,266	13	7
	1,60,298	0	1

Deduct—

(i) Receipts.	RS	A	P
IV. Miscellaneous (i) ...	96	14	0
(ii) Stock left on 31st March 1921—			
(a) Steward's Stores ...	8,621	7	11
(b) Made-up clothing Stores ...	6,228	0	0

14,946 5 11

1,45,351 10 2

The net result of Rs. 1,45,351-10-2 divided by 283 the average number of boarders for the period under report gives Rs. 513-9-9 as the average cost per head.

TABLE F (ii)

Average cost per head—Girls

Credit Balance, 1st January 1920 ...	—14,230	1	4
Total Receipts, 1st January 1920 to 31st March 1921 ...	1,40,848	5	9
Total Expenditure, 1st January 1920 to 31st March 1921 ...	1,25,859	2	7
Closing balance, 31st March 1921 ...	759	1	10

Education—

The average cost per head is arrived at thus:—

The Expenditure under I. Education of Rs. 24,710-14-7 divided by 168 the average strength of the school for the report period gives Rs. 147-1-5 as the average cost for education.

Clothing, Boarding, Bedding and other charges—

The average cost per head is arrived at thus:—	RS	A	P
Expenditure under Heads II and V ...	83,534	9	7
Add value of stock on 1st January 1920 ...	8,574	13	11
	92,109	7	6

Deduct—

(i) Receipts—	RS	A	P
IV Miscellaneous 1 and 4 ...	76	14	0
(ii) Stock left on 31st March 1921—			
(a) Stewards Stores ...	7,040	7	1
(b) Made-up-clothing Stores ...	2,564	15	9

9,682 4 10

82,427 2 8

The net result of Rs. 82,427-2-8 divided by 156 of the average number of boarders for the report period gives Rs. 528-6-0 as the average cost per head.

TABLE G

Capital belonging to the Institution

Boys' Branch—				Rs.
Government Pro-notes 3½%	...	...	...	4,59,900
Non-transferable Treasury Notes 4%	...	...	...	41,400
Rangoon Port Trust Debenture 4%	...	...	...	1,80,000
Karachi Port Trust Debenture 4%	...	...	...	1,50,000
Calcutta Port Trust Debenture 4%	...	...	...	8,700
Rangoon Municipal Debenture 4%	..	...	...	1,70,000
Girls' Branch—				
Government Pro-notes 3½%	...	...	...	86,600 0 0
Non-transferable Treasury Notes 4%	...	...	...	30,218 14 0
Municipal Debenture 5%	...	...	...	1,65,500 0 0
Trichy	...	1,28,000		
Ooty	...	37,500		

General—

The Brennen Legacy, Rs. 6,100 and Sir Hope Grant's Bequests Rs. 2,700—60 per cent to Boys' Branch and 40 per cent to Girls' Branch.

Boys' Branch—

H.E. Lord Pentland's Donation of Rs. 1,500 invested in War Loan, interest to be spent on prizes.

Girls' Branch—

H.E. Lord Pentland's Donation of Rs. 1,000 invested in War Loan, interest to be spent on prizes.

TABLE H

List of Establishments—(contd.)

Heads to which debited	No.	Designation	PRESENT SANCTIONED SCALE		REMARKS
			Salary per mensem	Special Allowance	
STAFF—(contd.)					
PREPARATORY BRANCH					
I.—Education	1	Head Mistress	200	with board.	
Do.	1	First Assistant	100		
Do.	1	Second do.	80		
Do.	1	Third do.	75		
Do.	1	Pupil Teachers	20		
III.—Household	1	Matron	70	60	
Do.	1	Do.	60		
GENERAL					
IV.—General	1	Principal and Secretary	1,000 + 250 O.S.A.		
Do.	1	Chief Clerk	180		
Do.	1	Accountant	80		20
Do.	1	Assistant Clerk	40		12
Do.	1	Stores' Clerk and Assistant Steward	50		15
Do.	1	Allowance for Shortband	50		20*
Do.	1	Consulting Physician	50		...
Do.	1	Resident Medical Officer	75		...
Do.	1	Compounder	35		10 ¹ / ₂
Do.	1	Additional Matron	80		board
VIII.—Chapel	1	Organist	...		30*

General charges are 60 per cent to Boys' Branch and 40 per cent. to Girls' Branch.

INDIAN ESTABLISHMENT

BOYS' BRANCH					
II.—Clothing	4	Tailors	61	20	
Do.	4	Chucklers	61	20	
II.—Vaccinall	1	Head Cook	20	6	
Do.	3	Assistant Cooks	27	15	
Do.	4	Scullions	36	20	
Do.	1	Butterman	9	5	
Do.	1	Biscuit Baker	12	5	
III.—Household	1	Scavenger	12	5	
Do.	9	Woodcutters	72	45	
Do.	1	Servant for haircutting	10	...	
III.—Hospital	1	Cook	9	5	
Do.	1	Maty	9	5	
Do.	1	Scavenger	9	5	
III.—Sanitation	1	Scavengers	7	45	
Do.	8	Coolies	64	40	
GIRLS' BRANCH					
II.—Vaccinall	3	Kitchen Helps	24	15	
Do.	3	Scullions	24	15	
III.—Household	1	Assistant	8	5	
Do.	4	Woodcutters	32	20	
Hospital	1	Avah	5	5	
Do.	1	Cook	8	5	
Do.	1	Scavenger	8	5	
Sanitation	1	Scavengers	48	20	
Do.	6	Coolies	16	10	
Repairs to roads and drains: bush-cutting.					
Bush-cutting, repairs to drains, etc.					

* The allowances need not go to particular posts.

Special allowance is the temporary increase of pay as per G.O., No. 700, Financial, dated August 2, 1920, and in addition Rs. 1 s/6m to servants whose pay is below Rs. 15 per mensem.

TABLE H
List of Establishments—(contd.)

Heads to which debited	No.	Designation	PRESENT SANCTIONED SCALE		REMARKS	
			Salary per mensem	Special Allowance		
INDIAN ESTABLISHMENT—(contd.)						
PREPARATORY BRANCH						
II.—Vice-chancellor	1	Cook	9	5	Allowed to Principal.	
Do.	1	Scullion	9	5		
III.—Household	1	Maty	9	5		
GENERAL						
I.—Education	1	Bookbinder	18	5		
III.—Household and Sanitation.	1	Maistry	25	6		
IV.—General	1	Peon	8	5		
Do.	2	Gardeners	16	5		
Do.	1	Cooly General	11	10		
Do.	1	Do. Errands	10	5		
Do.	1	Foresguard	12	5		
V.—Miscellaneous	1	Bearer	10	5		
VIII.—Chapel	1	Gardener	9	5		
Do.	...	Allowance for blowing organ	...	5		

Special allowance is the temporary increase of pay as per G.O., No. 700, Financial, dated August 3, 1920, and in addition Re. 1 is given to servants whose pay is below Rs. 15 per mensem.

TABLE I.
Dietary Scale
BOYS' BRANCH

Days	Breakfast	Dinner	Supper
Sunday ...	Meat, White bread and tea, beef stew.	Roast beef, potatoes, vegetables and plum-pudding.	White bread and tea and butter.
Monday ...	Meat, Brown bread and tea.	Ball curry, rice, potatoes and bread.	Brown bread and tea and treacle.
Tuesday ...	Do.	Brown stew, potatoes vegetables and suet pudding.	 butter.
Wednesday ...	Meat, White bread and tea.	Mutton curry, cocoanut rice, potatoes and bread.	White bread and tea and treacle.
Thursday...	Meat, Brown bread and tea.	Meat pies, potatoes, vegetables and bread.	Brown bread and tea and butter.
Friday ...	Brown bread and tea and oatmeal.	Vindaloo, potatoes, vegetables and suet pudding	 treacle.
Saturday...	Meat, Brown bread and tea and stew.	Beef curry, rice, dhall and bread.	 butter.

Saltfish occasionally in lieu of meat		
PROPORTION, ETC., FOR 1ST DIVISION		
OR BOYS OVER 10 YEARS.		
Raw rice	2½ oz.	Milk ½ oz.
Mutton or beef (with bone) including breakfast meat	13 "	Sugar ½ "
Vegetables	4 "	Coffee ½ "
Potatoes (except Saturday)	5 "	
Bread for each boy	1 lb.	
Ghee (for curry)	1 oz.	
Salt, per diem	..	
Pepper, per diem	..	
Onions (for curry or stew)	..	
Treacle	1 "	
Dhall (for curry)	2 "	
Butter for each boy	..	
Curry powder	..	
Biscuit daily	2 "	
To make a ¾ pint of Tea.		
Tea	1 oz.	
White sugar	..	
Milk	1 "	
To make a ½ pint of Coffee.		
Milk	1 oz.	
Sugar	..	
Coffee	..	
To make a Suet Pudding		
Flour	5 oz.	
Suet	1 "	
White sugar	1 "	
Eggs	half	
Salt as much as required.		
To make a Plum Pudding.		
Flour	4 oz.	
Suet	1 "	
White Sugar	1 "	
Plums	1½ "	
Eggs	half	
Salt as much as required.		

N.B.—Chota hazari at 6.15 a.m., when each boy receives a 2 oz. biscuit and a ½ pint of coffee.

To make 1 plate of oatmeal—
Oatmeal 2 oz.
Sugar ½ "
Milk 4 "

TABLE I.

Dietary Scale (continued)

BOYS' BRANCH.

PROPORTION, ETC., FOR 2ND DIVISION
OR BOYS UNDER 10 YEARS.

		<i>To make 1 plate of Oatmeal or Rolong</i>	
		Oatmeal or Rolong	1½ oz.
		Sugar	8 "
		Milk	2 "
		<i>To make a Suet Pudding.</i>	
Raw rice	2½ oz.	Flour	2½ oz.
Mutton or beef (with bone)	8 "	Suet	1½ "
Vegetables	3 "	White sugar	1½ "
Potatoes (except Saturday)	4 "	Salt as much as required.	
Bread	12 "	<i>To make a Plum Pudding,</i>	
Ghee (for curry)	¼ "	Flour	2 oz.
Salt, per diem	½ "	Suet	½ "
Pepper, per diem	½ "	Sugar	½ "
Onions (for curry or stew)	¼ "	Plums	½ "
Treacle	1½ "	Eggs.	half.
Dhall	2 "	Salt as much as required.	
Butter	½ "	<i>Recipe for Curry Powder per Week.</i>	
Curry Powder	½ "	Chillies	2 lbs.
Biscuit, daily	1 "	Coriander	9 "
		Saffron	2 "
		Cumin seed	2 "
		Mustard seed	1 lb.
		Garlic	2 lbs.
		Ginger, green or dry	1 lb.
		Total...	19 lbs.
		Salt as much as required.	
		Spice for both Divisions	1 lb.
			a week

To make a ½ pint of Tea.

Tea	¼ oz.
White sugar	¼ "
Milk	1½ "

To make a ½ pint of Coffee.

Milk	¼ oz.
Sugar	¼ "
Coffee	¼ "

N.B.—Chota-hazari at 6.30 a.m., when each boy receives 1 oz. biscuit, and a ½ pint of coffee,

TABLE I

Dietary Scale (continued)

GIRLS' BRANCH

Days	Breakfast	Dinner	Supper
Sunday ...	Meat, white bread and tea and coffee	Mutton, potatoes, vegetables and plum pudding.	White bread and tea and butter.
Monday ...	Brown bread and tea and coffee.	Beef and dhall curry, rice and vegetables and 2 oz. bread.	Brown bread, treacle and tea.
Tuesday.	Meat, brown do. ...	Beef roast, boiled or stewed potatoes, vegetables, suet pudding and 2 oz. bread.	Brown bread, butter and tea.
Wednes ...	White do. ...	Mutton curry, rice and vegetables and 2 oz. bread.	White bread, treacle and tea.
Thursday.	Meat, brown do. ...	Meat pie, potatoes and vegetables.	Brown bread, butter and tea.
Friday ...	Do. do. ...	Beef roast, boiled or stewed potatoes, vegetables, suet pudding and 2 oz. bread.	Brown bread, treacle and tea.
Saturday..	Meat, brown do. ...	Mutton curry, rice and vegetables and 2 oz. bread.	Brown bread, butter and tea.

Salt fish occasionally in lieu of meat.

Raw rice (on Monday, Wednesday and Saturday)	2½ oz.	<i>To make a ½ pint of Coffee.</i>	
Mutton or beef (with bone) including breakfast meat	12 "	Milk	¼ oz.
Vegetables	4 "	Sugar	¼ "
Potatoes (on Sunday, Tuesday, Thursday and Friday)	4 "	Coffee	¼ "
Bread	12 "	<i>To make a Suet Pudding.</i>	
Ghee for curry	12 "	Flour	2½ oz.
Salt per diem	½ "	Suet	½ "
Pepper per diem	½ "	Brown sugar	1 "
Onions (for curry or stew)	¼ "	Salt as much as required	
Brown sugar (for treacle)	1½ "	<i>To make a Plum Pudding</i>	
Dhall (for curry)	1½ "	Flour	2 oz.
Butter	½ "	Suet	½ "
Tamarind for each girl	½ "	Brown sugar	1 "
		Plums	1 "
		Eggs	½ "

Salt as much as required.

To make a ½ pint of Tea.

Tea	¼ oz.
Brown sugar	¼ "
Milk	1½ "

*On Monday, Wednesday and Friday.**To make 1 plate of Oatmeal or Rolong.*

Oatmeal or Rolong	1½ oz.
Sugar, White	¼ "
Milk	2 "

Recipe for Curry Powder per week.

Chillies	2 lbs.
Coriander	7 "
Saffron	2 "
Cumin seed	2 "
Mustard seed	1 lb.
Garlic	2 lbs.
Ginger, green or dry	1 lb.

Total... 17 lbs.

Biscuit at 6.30 a.m. daily ... 1 oz,

J.—Rules regulating the Constitution and Working of the Lawrence Memorial School, Ootacamund

G. O. No. 521, Educational, 31st. July, 1911.

1. The following code of revised rules relating to the constitution and working of the Lawrence Memorial School, Ootacamund, has been sanctioned by Government, and have effect from 1st August, 1911.

In these rules the term 'Eurasian' shall be restricted to the children of European fathers by Eurasian or native mothers, and of Eurasian fathers and mothers, of whom both are the children of Europeans.

OBJECTS.

2. The object of the institution, which shall comprise two branches—one for boys, and one for girls—is to secure for European and Eurasian children of the classes specified in Rule 39 a healthy and invigorating climate, to remove them from objectionable surroundings, to afford them secular and religious education, and to train them to earn a livelihood.

CONTROL.

3. The management of the School shall be vested in a Committee, consisting of the General Officer Commanding the 9th Division, as *Ex-officio* Chairman, the Collector of the Nilgiris as *Ex-officio* Vice-Chairman, the Assistant Quartermaster-General of the 9th Division, Assistant Commanding Royal Engineer, 9th Division, the Officer Commanding the British Infantry Regiment at Wellington, the Civil Surgeon, Ootacamund, not more than three others to be appointed by the Government either by Office or by name as official members and three non-official members resident at Ootacamund and elected by the Committee. The Committee shall be directly responsible to Government for the administration of the School, and shall carry out all the orders of Government relating thereto. The Principal shall ordinarily be the Secretary to the Committee; but if the Principal be not a Clergyman of that Church of England, a Clergyman of that Church shall be appointed as Chaplain, and the Committee may empower the latter to perform the duties of Secretary, and with the sanction of Government, fix his remuneration as Chaplain and Secretary and define his duties in relation to those of the Principal.

4. A meeting of the Committee shall be held every month for the transaction of business. Three members shall form a quorum. In the absence of the Chairman and the Vice-Chairman, the Committee shall elect its own Chairman.

5. Any three members shall have the power of convening an extraordinary meeting on giving the Chairman, or, in his absence, the Vice-Chairman, through the Secretary, one week's notice.

6. A non-official member may at any time resign by giving notice, in writing, to the Chairman, or, in his absence, the Vice-Chairman, through the Secretary. He shall also be held to have vacated his appointment if he ceases for a period of three consecutive months to reside at Ootacamund, or if he fails to attend three consecutive meetings of the Committee. The Committee shall supply any vacancy which occurs and report the appointment to Government.

7. The Chairman, or, in his absence, the Vice-Chairman, shall have power to defer declaring a resolution to have been carried, until he shall have obtained in writing the opinion, on the point at issue, of members who may have been absent from the meeting.

8. All letters to Government shall be passed by the Committee and shall be signed by the Chairman or the Vice-Chairman, or, during the absence of both from head-quarters, by the Secretary for the Chairman, and shall be submitted through the Director of Public Instruction.

9. Members of the Committee may visit the School at any time and shall record any remarks they may have to make in a book provided for that purpose. This book shall be laid on the table at each monthly meeting.

10. The Committee shall elect six ladies as visitors. These may visit the branch for girls and shall record any remarks they may have to make in a book provided for that purpose. This book shall be laid on the table at each monthly meeting.

STAFF.

11. The Principal shall be appointed by Government on the nomination of the Committee, to which he shall be directly responsible and subordinate. All other appointments shall be made by the Principal, subject to the confirmation of the Committee. The approval of the educational officer charged with the inspection of the institution shall be obtained before the appointments of teachers are confirmed.

Note.—This officer is at present the Inspector of European and Training Schools.

12. The Principal, besides possessing suitable educational and administrative qualifications, shall be a member of the Church of England and a clergyman. If, however, at any time, a duly qualified clergyman, is not available, a military officer, who is a member of the Church of England, may be appointed.

13. Government may dispense with the services of the Principal at any time on giving him six months' notice or six months' salary in lieu of notice. Before resigning his appointment, the Principal shall give six months' notice, unless a shorter notice be accepted by Government.

14. The Principal shall be responsible for the working of the School, and will, subject to the orders of the Committee, have the direction and control of every department. He shall be responsible for the moral and intellectual training of the pupils. If a clergyman, he shall have pastoral charge of the institution. He shall be the executive officer of the Committee and shall be held responsible for the accounts; and he shall make all necessary disbursements, subjects to the provisions of these rules. He shall communicate with the Chairman, or, in his absence, with the Vice-Chairman either directly, or through the Secretary, if there be a separate Secretary, on all important matters which cannot be conveniently postponed to the next meeting of the Committee and shall generally be immediately subordinate to the Chairman or Vice-Chairman as representing the Committee.

15. The Principal or the Chaplain specially appointed by the Committee under rule 3 shall, besides performing all such religious services as he may be required to perform by the Committee with the sanction of Government, give religious catechetical instruction to all the pupils, except such as are exempted by these rules.

16. The head master shall, under the orders and control of the Principal superintend the tuition in the branch for boys, and take such part in the teaching as the Principal may direct.

17. The head mistress shall, under the orders and control of the Principal superintend the tuition in the branch for girls, and take such part in the teaching as the Principal may direct. She shall also be responsible for the moral and intellectual training of the girls, who shall be subject to her control, both in and out of school.

13. The assistant teachers in the branch for boys shall be under the immediate direction of the head master, subject to the general authority of the Principal.

19. The assistant teachers in the branch for girls shall be under the immediate direction of the head mistress, and shall assist her both in and out of school, subject to the general authority of the Principal.

20. The domestic arrangements of the branch for boys shall be under the control of the Principal. Those of the branch for girls shall, subject to the approval of the Principal, be carried out by a matron subordinate to the head mistress. The matron shall instruct the girls in the duties of house-wifery and be present at their meals. In her absence, the head mistress or one of the assistant mistresses shall be present at meals.

ACCOMMODATION, FURNITURE AND APPLIANCES.

21. The institution shall be provided with such accommodation, furniture and appliances as the Committee may consider necessary and as are considered by the educational department to be necessary for efficient instruction. The advice of the Civil Surgeon, Otacamund, shall be obtained in medical and sanitary matters.

COURSES OF INSTRUCTION.

22. *Instruction in Literary subject.*—Provision shall be made for imparting instruction to both boys and girls up to a high school standard according to the courses prescribed by the educational department, but only such pupils as would clearly benefit by a high school education shall be allowed to continue beyond the middle school. The courses taken up in the school shall be those which have for their object the preparation of pupils, for a commercial or industrial career and for work for which a University training is not ordinarily necessary.

23. *Instruction in technical subjects.*—In the branch for boys instruction shall be given in drawing, in music, in commercial correspondence and in shorthand, or typewriting up to the standard of the intermediate technical examination and in telegraphy up to the standard required for the telegraph department. Boys who are selected to enter on the high school course shall follow the curriculum for European High School of class A. Other boys after passing the middle school standard will, subject to the general approval of the Inspector, be taught telegraphy or music, or be prepared for the civil and military medical entrance examinations or for the examination of Inspectors' assistants for the Madras and other railways.

24. *Instruction in religion.*—The work of the day shall commence with religious teaching. The Authorised Version of the Bible shall be used, and the main truths of Christianity shall be taught without allusion to controverted points of faith and practice. The children of the Roman Catholic faith shall not be compelled to receive religious instruction from other than a clergyman or layman of their own faith. At the time when religious instruction is given in school, clergymen of the Church of Rome, or ministers of the Church of Scotland or other Presbyterian Church or of a non-conformist body, may, on giving previous notice to the principal, attend and give instruction to the children of their respective Communions in a place set apart for that purpose.

DIVINE SERVICE.

25. Divine service, in accordance with the rites of the Church of England, shall be performed twice on each Sunday.

26. On the application of a clergyman of the Church of Rome or a minister of the Church of Scotland or other Presbyterian Church or non-conformist

body, requesting permission to perform divine service on a Sunday, with such of the pupils or officers of the institution as are members of his communion, a place shall be set apart for the purpose. Such applications, however, shall be made to the Principal on or before the previous Saturday. The children of the Roman Catholic faith shall not be compelled to attend divine service conducted otherwise than in accordance with the rites of the Church of Rome.

27. The pupils shall be assembled daily, morning and evening, when the sanctioned form of prayer shall be read by the Principal or by such officer as he may appoint, subject to the condition in the preceding rule.

28. Clergymen of the Church of Rome, and Ministers of the Church of Scotland or other Presbyterian Church, or of a non-conformist body, shall have free access to the sick of their respective communions in the hospital on giving notice to the Principal.

STANDARDS AND CLASSES.

29. *General education and technical classes.*—The scheme of standards or classes shall correspond with that prescribed in the Code of Regulations for European Schools, and the Government technical examination notification.

30. *Telegraph class.*—The telegraph class shall contain pupils preparing for the test examination of the telegraph department.

31. *Special class.*—Special classes may be held for pupils preparing for the medical and railway examinations; other special classes may be held with the approval of Director of Public Instruction.

STRENGTH.

32. The maximum strength, exclusive of day scholars, of the branch for boys, shall be 300, and of the branch for girls, 165. There shall be no limits to the strength of any particular class, except such as are laid down in the Code of Regulations for European Schools.

ADMISSIONS AND WITHDRAWALS.

33. Applications for admission shall be made through officers commanding regiments, or the heads of the departments, to which the parents or guardians belong; and, in the case of pensioners, through their paymasters or employers. In other cases applications shall be made through any person of known respectability. All applications shall be addressed to the Secretary, who shall furnish printed forms of application and descriptive rolls to be filled up. The baptismal certificate of the candidate shall also be required with the last pay certificate, if he is in receipt of a Government allowance; also a leaving certificate if the candidate, had attended a recognized school. Application forms shall contain a provision to the effect that, on withdrawing a pupil, the parent or guardian shall state his reason for doing so.

34. No candidate shall be admitted under five, nor above twelve years of age, except in special cases to be decided by the Committee.

35. The Secretary, in announcing to the parent or guardian the selection of a candidate, shall fix a reasonable time for the candidate to join. If the candidate does not join within the period fixed, the fact shall be reported to the Committee.

36. On any boy attaining the age of sixteen (or eighteen in the case of boys allowed to enter on their high school course) or any girl that of eighteen, the Principal shall report the circumstances to the Committee, and the Committee shall call upon the parent or guardian to remove the pupil. In the event of such pupil having neither parent nor guardian, the Committee

shall take such measures as may seem best for the pupil's settlement in life. This rule, however, shall not prevent the Committee from accepting any suitable situation for a girl who shall have attained the age of sixteen years.

QUALIFICATIONS FOR ADMISSION

37. The legitimate children of Europeans and Eurasians, being officers or soldiers of His Majesty's British and Indian military and marine services or persons employed in the military and civil medical services, or effective volunteers, or civilians whether connected with the public service or not, shall be eligible for admission. The cases of illegitimate orphan children shall be dealt with specially by the Committee.

38. Children labouring under any form of disease, mental or physical, which is likely to incapacitate them for the ordinary duties of life, and, except with the sanction of the Committee, the children of the soldiers who have been dismissed the service by sentence of court-martial, shall not be admitted.

SELECTION OF PUPILS

39. The following is the order in which claims for admission shall be considered :—

- (i) The orphan children of fathers who have been killed in action, or have died of wounds received, or sickness contracted on active service, preference being given to children of pure European parentage.
- (ii) Orphan children of European commissioned officer and of civil medical officers, if left destitute.
- (iii) Orphan children of European officers and soldiers, and of Europeans in the marine and medical service, preference being given to those who have lost both parents.
- (iv) Orphan children of Eurasian officers and soldiers, and of Eurasians in the marine and medical services, preference being given to those who have lost both parents.
- (v) Children of any of the above whose fathers are still serving preference being given to children of European fathers.
- (vi) Children of European or Eurasian officers and soldiers, and of Europeans or Eurasians in the marine and medical services transferred to the invalid or pension establishments, preference being given to the children of European fathers.
- (vii) Orphan children of volunteers, who at the time of their death were borne on the rolls.
- (viii) Orphan children of civilians, connected or unconnected with the public service, one of whose parents is or was of pure European descent, and who are destitute.
- (ix) Children of volunteers who are living and who have had seven years' effective service.
- (x) Children of civilians, not being orphans and destitute.

40. Donors of Rs. 300, or subscribers of Rs. 50 per annum for four years shall have the right to nominate one pupil, who shall take precedence over the other candidates belonging to the same class.

FEEES

41. The children of soldiers of the rank of corporal or private shall be admitted free of charge beyond payment of the subsistence allowance, separation allowance or pensions drawn for them.

42. Children whose fathers or step-fathers are above the rank of corporal or are pensioners, shall be charged for according to the following scale, except

under extraordinary circumstances, when the power of exemption, from, or reduction of payment shall be exercised by the Committee :—

When the income of the Fathers or step-fathers is per mensem	First child	Second child	Third child	Fourth child	REMARKS
	Rs.	Rs.	Rs.	Rs.	
Under Rs. 30	Free.	Free.	Free.	Free.	
30 and upwards, but less than Rs. 40	3	...	...	...	Rs. 3 for 4 children
40 do.	50	4	...	...	5 do.
50 do.	60	5	2	...	7 do.
60 do.	70	6	3	1	10 do.
70 do.	80	7	4	2	13 do.
80 do.	90	8	5	3	17 do.
90 do.	100	9	6	4	21 do.
100 do.	110	10	7	5	25 do.
110 do.	120	11	8	6	29 do.
120 do.	130	12	9	7	33 do.
130 do.	140	13	10	8	37 do.
140 do.	150	14	11	9	41 do.
150 do.	160	15	12	10	45 do.
160 do.	170	16	13	11	49 do.
170 do.	180	17	14	12	53 do.
180 do.	190	18	15	13	57 do.
190 do.	200	19	16	14	61 do.
200 and above	20	17	15	13	65 do.

'Note'.—Income' means the pay and allowances staff or consolidated pay, exchange compensation allowance, charge allowance and all other items of personal remuneration drawn by an individual, but does not include horse allowance if drawn, as a separate item, office and contract allowances, ration money, messing allowance, clothing allowance, or subsistence allowance for wife and children.

43. When the fees payable in respect of any pupil have not been paid on the date fixed for the payment of such fees, the Secretary, with the consent of the Committee, shall give notice by registered letter to the parent or guardian of such pupil that unless the fees are paid within 15 days of the receipt of the notice, the name of such pupil will be struck off the rolls. In the event of the pupil being re-admitted to the School, he shall pay, in addition to the amount of fees due by him on the date on which his name was struck off, a fine not exceeding 2 annas in the rupee for each rupee due by him.

44. Children of Europeans and Eurasians in the marine and medical services and of Volunteers shall be submitted on payment of fees according to the above scale in proportion to the salary drawn by the father or step-father.

45. The children of civilians, not being orphans and destitute, may be admitted on payment of Rs. 20 per mensem for a child under 12 years of age and Rs. 25 per mensem for a child above 12 years of age.

46. The children of members of the Staff and Establishment shall be admitted to classes as Day Scholars without payment of any fee.

SCHOLARSHIPS AND STIPENDS

47. A scholarship of Rs. 20 per mensem may be awarded annually to any pupil who, in the opinion of the Committee, is likely to profit by higher education, to enable him to proceed to a College affiliated to the University of Madras to study for the Intermediate Examination in Arts or to enter some technical school or college. The Scholarship shall be tenable for two years,

but may be renewed for such further period as may be necessary to enable the student to continue reading for the B. A. degree, or to complete the course of study in a technical college, and its value may be increased to Rs. 25 per mensem for the first, to Rs. 30 for the second, and to Rs. 35 for the third and subsequent years of renewal.

48. Two or more scholarships of the value of Rs. 15 each per mensem, and tenable for two or more years, may be awarded annually to boys who show an aptitude for any particular trade or industry, to enable them to learn that trade or industry in some well-known firm or institution approved of by the Committee. The names of pupils thus sent out shall be borne on the strength of the school.

49. A stipend of the value Rs. 20 per mensem, tenable for one or more years may be awarded annually to a girl who has passed the middle school examination with credit, with a view to her being trained as a school mistress in a training school approved of by the Committee.

50. Scholarships and stipends shall be liable to reduction or withdrawal for misconduct, idleness or want of progress. Heads of institutions shall be requested to furnish brief half-yearly reports on the conduct and progress of scholarship holders and stipendiaries.

51. Stipendiaries sent to training institution may be required to enter with the Committee into such agreement as may be prescribed for Government stipendiaries.

TIME TABLE.

52. The Principal shall regulate the hours of attendance in the several classes in both branches. Five hours at least shall be devoted every day to general instruction.

VACATIONS AND HOLIDAYS

53. The school shall be closed for the Christmas vacation for a period, not exceeding two months, and there shall be no Midsummer vacation. The Principal shall have power to grant such miscellaneous holidays as are consistent with the provisions of the Code of Regulations for European Schools and which he may consider necessary with reference to the special character of the institution.

LEAVE AND DISMISSAL

54. The Principal shall have power to grant such leave as he may consider necessary to pupils on application by their parents or guardians. He shall also have power, subject to the confirmation of the Committee, to dismiss any pupil for grave misconduct, provided that the pupil shall not be sent out of the institution until the parents or guardians have been communicated with.

EXAMINATION AND INSPECTION

55. **Public Examinations.**—The pupils of the seventh and ninth standards shall ordinarily be presented for the middle and high school examinations, respectively. The pupils of the telegraph class shall be presented for examination in telegraphy in accordance with the regulations of the telegraph department.

56. Arrangements will also be made for preparing some of the boys who have passed the middle school examination for the civil, military and medical entrance examinations and for the examination for Inspector's assistants in the Madras and other Railways. Pupils will also be prepared for the Government technical examinations in the subject taught in the School.

57. **Inspections.**—The institution, shall be inspected annually by such officer or officers as the Director of Public Instruction may, from time to time, entrust with this duty.

CERTIFICATES

58. Every pupil shall, on leaving the institution, in accordance with rule 36, be furnished by the Principal with a certificate as to general conduct, the period of residence, and the highest examination passed in literary and technical subjects.

EMPLOYMENT OF PUPILS

59. The Principal shall keep a register of all pupils who leave the institution and who have not obtained employment. He shall furnish the President of the Eurasian and Anglo-Indian Association and the Agents and Managers of the Madras and Southern Mahratta Railway and the South Indian Railway with extracts therefrom, and shall afford the students all reasonable assistance in his power in securing for them a fair start in life. Each pupil shall be required to furnish the Principal half-yearly for three years after leaving the institution with information as to how he is employed, in order that the history of former pupils may be correctly kept.

REGISTERS

60. In addition to the records required by article 82 of the Code of Regulations for European Schools the following shall be kept :—

- (a) A library catalogue and register.
- (b) A register of drill and gymnastics.
- (c) A register of corporal punishments.
- (d) A register of scholarships.
- (e) A history of former pupils.

ACCOUNTS

61. The Committee shall, not later than the 15th February in each year, submit in print, for the sanction of the Governor-in-Council, a budget for the ensuing official year. Such budget shall be drawn up in the form prescribed by Government.

62. The Committee shall see that the expenditure of the year is in accordance with the budget as sanctioned by Government. When any important variations in the allotment are necessary, the Committee shall obtain the sanction of Government for such change. Subject to this provision the Committee may appoint Finance Sub-Committee of two members to scrutinize the accounts and to pass, pending the sanction of the Committee such charges as are urgent and unforeseen and for which no allotment has been made in the budget provided that the total budget grant is not thereby exceeded.

63. All money belonging to the Institution shall be lodged with the Imperial Bank of India, Ootacamund, in the names of the Chairman and Vice-Chairman. All surplus income, after providing a sufficient cash balance, shall be invested in a Fixed Deposit Account with the Imperial Bank of India and withdrawals from the Fixed Deposit Account shall be subject to the counter-signature of the Chairman or Vice-Chairman. For the ordinary current expenditure as sanctioned in the budget all drafts on the current account shall be signed by the Principia.

64. The accounts shall be audited each year by a Superior Officer of the account department.

65. The Committee shall, not later than the 1st July of each year, submit to Government, through the Director of the Public Instruction, a report.

upon the condition and the progress of the School during the preceding official year, the following documents forming appendices thereto :—

- (a) A statement of accounts, in which the actual expenditure under each head shall be compared with the budget provision.
- (b) Extracts from the reports of inspecting officers and special examiners.
- (c) A statement showing the history of former pupils.

MISCELLANEOUS

66. Lieutenant-General Commanding the Southern Army and the Right Reverend the Lord Bishop of Madras shall be *ex-officio* patrons of the Institution, and shall be at liberty to visit the School at any time and to refer to the Committee, or to the Government, any matter that, in their opinion, demands attention.

67. The Civil Surgeon, Ootacamund, shall be in medical charge of the School, and shall visit the Institution at least once a week and whenever it is necessary.

68. The Code, with such alterations as may have been made during the preceding twelve months, shall be published annually in the Lawrence Asylum Press Almanac, and copies of it shall be sent to the Commanding Officers of British Units of the Southern Army.

Law(Edn) DEPARTMENT.

octacumund

Report for 1920-21 —

Recorded.

READ AGAIN G.O. No., dated 191

191

READ ALSO:—

C. No. 2421 B From the D. P. O. Ref. m. ^{Can.} No. 7168, dated 17-8- 1921.
of 1921

ORDER.

mis

No. 1209, dated 26.8.1927

For the last year's report,
vide fr. $\frac{842 \text{ gr}}{24.7.20}$ (I)

Recorded

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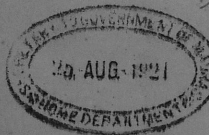
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The D. P.

.. committee of the
d. M. School, Ocala, Fla.



A = Copy in full.
B = Not to be copied.
P = Copy abstract only.
Q = Copy heading only.