

Law (1925) Department.
Education

Crown SERIES.

G.O. No. 1337

DATED

5/8/25

[Despatch Abstract.]

Lawrence Memorial school - Ootacamund

Report for 1924-25 - 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.

C.F. 30-41,000-8-9-24.

LAW (EDUCATION) DEPARTMENT.

Received 192 . Registered 192 .

Subject.

Lawrence Memorial School, Ootacamund - 68th Annual Report
and the Tabular Inspection Report for 1925-26-

h-d 19638
29/7/25



ENCLOSURES.
No. _____
Spare copies _____

R.O.P.No. 82-E-1/25-26.

Station Madras , Dated the 24th July, 1925.

From (Name) R.C.GRIEVE, Esq., M.A., F.R.C.S.,
(Designation) AG: DIRECTOR OF PUBLIC INSTRUCTION.

To The Secretary to the Government of Madras,
LAW (EDUCATION) Department.

Sir,

I have the honour to submit herewith three
Copy placed and printed copies of the 68th Annual Report of the Lawrence
Memorial School, Ootacamund, together with a copy of my
Proceedings R.O.P.No. 82-E-1/25-26 dated 24-7-25 reviewing
it, as well as reports of the inspection of the Boys' and
the Girls' Branches of the School for 1925-26 conducted
by the Inspector of European Schools in May 1925.
2. As the control of this school has been trans-
ferred to a Board of Trustees and as the control of
Government has ceased, I request to be informed whether

8:452
31.2.25

(P.T.O)

the submission of future reports of this school to Government is any longer necessary.

I have the honour to be,

Sir,

Your most obedient servant,

W. C. Smith
for Director of Public Instruction.

M.R.P.27/7.

PROCEEDINGS OF THE DIRECTOR OF PUBLIC INSTRUCTION.

M.R.P.No.92-E-1/25-26. Madras. Dated 24th July, 1926.

READ:-65th Annual Report of the Lawrence Memorial School, Ootacamund. 3
Tabular Inspection Report of the Boys' and the Girls' Branches of the School for 1925-26.

Recorded.

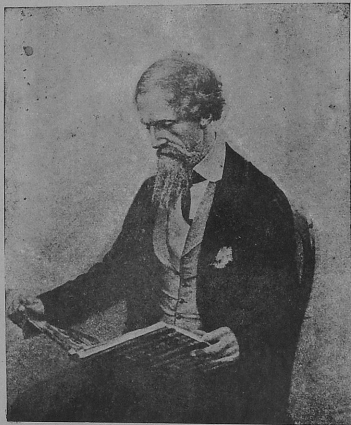
2. The excellent work done in both branches of the school is again noted with pleasure.

W. C. Smith
for Director of Public Instruction.

To
The Inspector of European Schools, Madras.
" Principal & Secretary, Lawrence Memorial School, Ootacamund.
" District Educational Officer, Coimbatore & the Nilgiris.
" Inspectress of Girls' Schools, Western Circle.
Copy to the Chairman, Board of Governors, Lawrence Memorial School, Ootacamund.
" Collector of Nilgiris.
" Government, Law (Education) with covering letter.

M.R.P.27/7.





John Lawrence

The Lawrence Memorial School

OOTACAMUND

ESTABLISHED : 6TH SEPTEMBER, 1858

PATRON

Field Marshall H.R.H. The Duke of Connaught, K.G.

TRUSTEES

His Excellency the Right Hon'ble the Viscount Goschen of Hawkhurst,
G.C.I.E., C.B.E., V.D., Governor of Madras (ex-officio).
The Right Reverend Dr. Waller, D.D., Lord Bishop of Madras,
(ex-officio).
Lieut.-General Sir H. B. Walker, K.C.B., K.C.M.G., D.S.O., General Officer
Commanding-in-Chief Southern Army (ex-officio).
Major-General J. Ponsonby, C.B., C.M.G., D.S.O., General Officer
Commanding Madras District (nominated by His Excellency the
Commander-in-Chief in India).
A. Y. G. Campbell, Esq., C.I.E., C.B.E., V.D., I.C.S., Chief Secretary to
Government.

BOARD OF GOVERNORS

Official Members

The General Officer Commanding, Madras District, Wellington (*Chairman*).
The Collector of the Nilgiris (*Vice-Chairman*).
The Deputy Assistant Quartermaster-General, Madras District, Wellington.
The Executive Engineer, Nilgiri Division.
The Officer Commanding, British Infantry Regiment, Wellington.
The Civil Surgeon, Ootacamund.

Non-Official Members

Major A. M. Urquhart, B.A.	H. R. Dunk, Esq.
B. A. Brendon, Esq., I.C.S.	P. W. Woolley, Esq.
	H. Wood, Esq.

SECRETARY TO THE BOARD OF TRUSTEES AND TO THE BOARD OF GOVERNORS

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

From

THE REV. W. H. G. PADFIELD, M.A.,

Principal.

To

THE CHAIRMAN AND MEMBERS OF THE BOARD OF
GOVERNORS OF THE LAWRENCE SCHOOL.

SIRS,

In accordance with the rules, I have the honour to submit herewith my annual report for the official year 1st April, 1924 to 31st March, 1925.

2. The most important event of the year was the transfer of the school to a Board of Trustees appointed by Government. Copies of the Trust Scheme and the new constitution and rules of the school are submitted hereto in Annexures F and G.

The school owes a great debt of gratitude to the Hon'ble Sir Arthur Knapp for his unceasing interest in the school, and for the great sympathy which he showed in conducting the long negotiations with the Government of India and the Secretary of State to bring this matter to a successful conclusion.

The Government of Madras have forwarded to higher authority, with that Government's strong recommendation and support, an application for this school for the honour and privilege of being a 'Royal' school.

3. Numbers—

On the 31st March, 1925, there were on the rolls of the school 311 boys and 174 girls, and five students—making a total of 490 pupils. There are 258 children on the registers awaiting admission (*vide* Table III). Full details of the strength of the school, and classification of pupils, are given in Table I.

Table II gives particulars of the admissions and departures made during the year.

All pupils who have left during the year after the completion of their school course have gained suitable appointments.

4. Examinations—

The following are the results of the examinations held in November and December, 1924.

Cambridge School Certificate examination (Senior Cambridge Local).	1 boy and 1 girl passed. There were no failures.
Cambridge Junior Local ...	5 boys and 3 girls passed. 1 boy and 1 girl failed.
Government High School Examination.	4 boys and 3 girls passed. 1 boy and 1 girl failed.
2 Distinctions (boys) ...	
Government Middle School Examination.	6 boys and 5 girls passed. 1 boy and 1 girl failed.
4 Distinctions (boys).	
2 " (girls).	
Government final examination for teachers—	
Middle Grade ...	3 girls passed. None failed.
Primary Grade ...	5 girls passed. 1 failed in Practical. 1 failed in Practical and Theoretical.
Final examination for appointment in the Government Telegraph Department.	12 boys passed, none failed.
Preliminary examination for training as probationers in Government Telegraph Department.	12 boys passed, none failed.

It may be here noted that this school is not an 'examination' school in the sense that it specializes in any particular examinations; it normally only sends pupils for examinations when it is necessary for the pupil to pass such an examination in order to enable him or her to gain the appointment he or she desires. At the same time the school sends in any pupil for any examination for which his standing in the school qualifies him provided that the parent or guardian is prepared to pay the entrance fees for that examination.

5. School Curriculum—

The following subjects are taught as part of the school routine:—Holy Scripture, English, Latin, French, Arithmetic, Algebra, Trigonometry, Mensuration, Science, Drawing, History, Geography, Physiology, Domestic Economy, Hygiene, Type-writing, Shorthand, Music (Brass and Bugle Band), Carpentry, Cookery, Laundry, Dress-making and Telegraphy.

The subjects ordinarily taken for the Government High School Examinations are—

Compulsory

(a) for boys—

English.
Mathematics.
Latin.

(b) for girls—

English.
Mathematics
French.

Optional (limited to 4 in number)

(a) for boys—

Algebra.
Geometry.
Human Physiology.
and Personal Hygiene.

(b) for girls—

Geography.
Domestic Science and Hygiene.
Geometry or History.
Algebra or Needle-work.

6. Physical and Military Training—

The school detachment (numbering 183) was constituted as a cadet Company attached to the Nilgiri-Malabar Rifles in January, 1924 and a full issue of rifles and equipment has been granted to this school by the Government of India, Army Department, on the condition that the school keeps it up.

Drill, gymnastics, boxing and shooting are taught regularly to the boys—Staff Sergeant Instructor, Roffey, especially spending much of his spare time in teaching the boys how to shoot. He sent in 150 cadets for the British Empire Challenge Shield competition in July—but having been without rifles for some years the school team was considerably handicapped.

The cadets attended the Camp of Exercise of the Nilgiri-Malabar Battalion in October and were satisfactorily reported on. They have also attended two Field Days *versus* the Ulster Rifles.

Twenty-four matches against outside teams were played by the boys in cricket, hockey and football—of these the school won

thirteen, and two were drawn. A tennis court has also been made for the boys and is in constant use. The girls play hockey, badminton, and tennis—and have companies of Girl Guides, who do excellent work under Miss Tuckwell and Miss Baker.

7. Extracts from the Visitors' Book and from the Report of the Inspector of European School are attached in Annexure D.

I am entirely in agreement with the criticism of the Inspector in the last paragraph of his report.

I have for years emphasized the necessity of developing the individuality of the pupils, and my staff, though some of them have not wholly agreed with me, have loyally endeavoured to carry out my wishes. Any unprejudiced observer who has known the school for the last few years will agree, I am sure, that we have made great progress in this respect—the number of parades have been cut down by 50 per cent, the boys move quietly and individually to their various duties—and while the parades are as smart as ever, there is far less necessity for constant supervision, and the tone of the school is good. The number of corporal punishments last year was only three and those for comparatively trivial offences. In consequence of this we have been able to reduce the number of Sergeant Instructors on actual duty with the boys from four to two—who take the duty on alternate days. In a military school such as this, it is a delicate question as to exactly how far we should go in this direction—but my endeavour is to run the school as far as possible on the English Public School lines, and to give every possible freedom for boys to develop in character and initiative.

8. The Staff—

I should like to express my appreciation of the work of the staff throughout the year, especially of that of the Head Master, Head Mistress, Girls' School, Head Mistress, Preparatory School and Steward—who have all done their utmost to increase the efficiency of their departments.

Some members shew more keenness and power of initiative than others—but I think that all the staff endeavour to do their work conscientiously and well.

The salaries and dates of appointments of the staff are given in Annexure E, and the changes on the staff in Table IV.

The new Provident Fund rules for the staff, kindly drawn up

by Mr. Brendon in consultation with the Principal, have been duly approved by the Board of Governors and sanctioned by the Board of Trustees. These rules ensure that each member of the staff who retires after long and approved service shall have a reasonable provision for old age.

New Standing Orders for the staff, to conform to the new rules and constitution of the school, are being drawn up, and will be submitted to the Board of Governors at an early date.

The suggestion of the Board of Governors that the number of the staff should be reduced, if and when possible to thirty-six, and an improvement made in the salaries, is receiving my earnest consideration, but it is a difficult matter to decrease staff and maintain an equal efficiency. The question of how to develop the 'house' system in the existing buildings is also a matter for consideration, and I hope to be able to submit a report on this soon.

The new Staff Club erected during the year has been much used and appreciated by the staff.

9. Dietary Scale—

The Board of Governors have sanctioned an additional Rs. 12,000 this year for the food of the pupils—and the new dietary scale, drawn up in consultation with the medical authorities is appended in Table V.

10. Chapel—

There were no confirmations during the year, owing to the Bishop being away. Eighty-six candidates for confirmation are now under instruction.

Plans for the extension of the Chapel are under the consideration of the Board of Governors—a sum of Rs. 6,000 is in fixed deposit account earmarked for this purpose.

11. Buildings—

The report of the Sub-Divisional Officer on the buildings is attached in Annexure B.

In accordance with the instructions of the Board of Governors I have addressed the Chief Engineer with the request that the services of Mr. Hari Rao, Section Officer, P.W.D., may be transferred to the school and that Mr. Booth, S.D.O., may be allowed to supervise the buildings. An answer is awaited.

12. The Training School—

The Training School for European Mistresses attached to the Girls' Branch of this school is under the immediate control of Miss Blake, B.A., whose services are lent to the school by the Madras Government, and who has done excellent work here. The first batch of students passed out on 5th December last—the results are entered in para 4 of this report and in Table II. The final paragraph of the Inspector's report is noted in Annexure D.

The Government have approved of its continuance for a further period of two years, only girls who have passed the High School being now admitted. The course is for two years, five students being admitted each year.

It is at present in a rented building, with quite inadequate accommodation—some permanent arrangement regarding this is necessary at an early date, and I have seen the Director of Public Instruction on this matter.

13. Audit Report—

The audit for year 1923-24 was conducted under the orders of the Examiner of Local Fund Accounts from 19th November to 5th December, 1924 and the Government Order was as follows:—'The Government note that the audit continues to be satisfactory.'

The audit for 1924-25 by the Examiner of Local Fund Accounts has not yet taken place.

14. Medical—

The Medical Officer's report is appended in Annexure A.

I cannot speak too highly of the work of the Resident Medical Officer, who is devoted to his work, and in which he is ably supported by his nursing staff.

15. Literary and Debating Society and 'Lawrencian'—

The Literary and Debating Society holds its meetings from June to September, Mr. Stephens being the Honorary Secretary.

The *Lawrencian*—the school magazine—continues to flourish under the able editorship of Mr. Stephens and its circulation now amounts to about 1,000 copies per annum.

Mr. Stephens has also started an *Old Lawrencian Club* to keep old boys and girls in touch with the school, which promises well.

16. Insurance of Buildings—

The main buildings as below have been insured with the Northern Assurance Co., Ltd., for 14-14 lakhs at an annual premium of Rs. 3,314-1-0.

(a) Boys' School main building, including head master's and steward's quarters, furniture, fixtures, etc.

(b) Girls' School main building, including teachers' quarters, furnitures and fixtures.

(c) Preparatory School main building, furniture and fixtures.

(d) Chapel building.

(e) Principal's quarters, furniture, fixtures and fittings.

(f) Staff Club building, furniture, etc.

(g) Masters' quarters near hospital, furniture, fixtures and fittings therein.

(h) Boys' Hospital, furniture, fixtures and fittings.

17. A prospectus of the school with notes to parents has been drawn up, to take the place of the annual report formerly sent to all Regiments and Battalions in the Southern Army.

18. I regret that I am not yet in a position to make any definite recommendations regarding the Hostels and Arts Classes which have been discussed with the Board of Governors, as the financial position is not yet quite clear. I notice, however, that the Government of India have sanctioned the recruitment of two additional masters from England for the Sanawar School for this purpose.

19. The report is, I am afraid, rather a long one—but as it is the first report under the new scheme—I understand that the Board of Trustees and the Board of Governors would like as much information about the school as can conveniently be given.

That the school is capable of improvement is unquestioned—but as soon as the new buildings are up, and provided that the correspondence with the Director of Public Instruction regarding the grants from the Madras Government turns out satisfactorily, I venture to think that the new scheme gives every hope of a most successful future.

I have the honour to be,

Sirs,

Your most obedient servant,

W. H. G. PADFIELD.

TABLES

- I. Strength of School.
- II. Admissions and Departures.
- III. Children awaiting Admission.
- IV. Changes on the Staff.
- V. Dietary Scale.

ANNEXURES

- A. Medical Officer's Report.
- B. Engineering Officer's Report.
- C. (1) Actuals for 1924-25 and Budget Estimates for 1925-26.
(2) Assets of the School on 31st March, 1925.
- D. Extracts from the Visitors' Book and Inspector's Reports.
- E. Staff.
- F. New Rules and Constitution of the School as sanctioned by the Trustees.
- G. Trust Scheme.

TABLE I

Strength of School

	Boarders		Day Scholars		
	Boys	Girls	Boys	Girls	Total
Numbers, 1st April, 1924	293	160	15	14	482
Admissions	53	26	3	8	90
Departures	47	29	6	5	87
Numbers, 31st March, 1925	299	157	12	17	485

Strength of Classes

		Boys		Girls	
Infant	Standard	...	...	31	17
First	"	...	...	24	11
Second	"	...	...	30	13
Third	"	...	...	38	24
Fourth	"	...	...	39	27
Fifth	"	...	...	33	16
Sixth	"	...	...	32	20
Seventh	"	...	...	28	19
Eighth	"	...	...	19	5
Ninth	"	...	...	19	7
Telegraph Class	...	...	...	12	0
Technical Class (Girls)	...	...	...	0	10
Outboarders	...	...	...	4	3
On leave	...	...	...	2	2
Total		...	...	311	174

Nationality (Boarders)—

	Boys	Girls
Pure Europeans	229	121
Europeans as defined by A.R.I., Vol. I	66	35
Anglo-Indians	4	1

Classes. (Rule XI). (Boarders)—

Orphans of British officers and soldiers who have died on field service	34	19
Orphans of British officers and soldiers who have died on the active list	25	21
Children of British officers and soldiers on the active list	72	46

Brought forward ... 131 86

TABLE I—(continued)

	Boys	Girls
Carried over ...	131	86
Orphans of British officers and soldiers who have died as pensioners or since their transfer to the reserve ...	28	11
Children of British officers and soldiers who are pensioners or transferred to the reserve ...	132	57
Children of British officers and soldiers of the Auxiliary Forces ...	8	3
Total ...	299	157
Religion—		
Church of England ...	262	139
Nonconformists ...	23	11
Church of Rome ...	14	7
Ages—		
Between 5 and 6 years of age ...	3	0
“ 6 and 7 “ ...	9	5
“ 7 and 8 “ ...	22	6
“ 8 and 9 “ ...	14	11
“ 9 and 10 “ ...	26	21
“ 10 and 11 “ ...	27	15
“ 11 and 12 “ ...	34	16
“ 12 and 13 “ ...	35	16
“ 13 and 14 “ ...	25	11
“ 14 and 15 “ ...	33	22
“ 15 and 16 “ ...	24	12
Above 16 years of age ...	47	22

List of Units of the British Army to which the fathers of pupils in the school belong or belonged.

Royal Engineers	'S' Battery, R.H.A.
Royal Horse Guards Blue	'G' " "
7th Dragoon Guards	52nd " R.G.A.
Queen's Own Hussars	16th " "
4th Hussars	75th " "
7th " "	20th " R.F.A.
19th " "	23rd " "

TABLE I—(concluded)

List of Units of the British Army to which the fathers of pupils in the school belong or belonged—(continued)

21st Hussars	26th Battery, R.F.A.
14th " "	31st " "
18th " "	36th " "
56th Battery, R.F.A.	45th " "
61st " "	52nd " "
58th " "	81st " "
66th " "	82nd " "
83rd " "	85th " "
105th " "	1 Cheshire Regiment.
1 Argyle Sutherland Highlanders.	2 " "
Bedfordshire Regiment	1 Cameron Highlanders.
1 Dorset Regiment	1 Durham Light Infantry.
1 Essex Regiment	Dublin Fusiliers.
2 " "	Green Howards.
Royal Scots' Fusiliers	Royal West Kent Regiment.
2 Royal Welsh Fusiliers	Royal Sussex Regiment.
1 Royal Scots	Leicestershire Regiment.
Sherwood Foresters	3 East Lancashire Regiment.
2 Suffolk Regiment	2 Gordon Highlanders.
1 Warwick Regiment	2 King's Liverpool Regiment.
1 Worcestershire Regiment	King's Shropshire Regiment.
1 King's Own Regiment	1 Manchester Regiment.
1 Lincoln Regiment	Middlesex Regiment.
1 Welsh Regiment	2 Welsh Regiment.
Corps of Army School Masters,	Oxford and Bucks Regiment.
68th Mule Corps	
Miscellaneous—	
Military Staff Clerks	Indian Unattached List.
Indian Miscellaneous List	Indian Medical Department.
Canadian Expeditionary Force.	Barrack Department.
Egyptian Expeditionary Force.	Ordnance Department.
Indian Army Service Corps	Signal Corps.
Royal Army Medical Corps	Australian Imperial Forces.

TABLE II

Admissions—Boarders

Nationality—	Boys	Girls
Pure Europeans	41	17
Europeans as defined by A.R.I.	12	9

Rule XI. (a)—

Orphans of British officers and soldiers who have died on field service	5	5
Orphans of British officers and soldiers who have died on the active list	4	1
Children of British officers and soldiers on the active list	19	8
Orphans of British officers and soldiers who have died as pensioners or since their transfer to reserve	21	11

Service. (b)—

British Army	39	16
Departments attached to the British Army	14	10

Religion—

Church of England	44	25
Nonconformists	3	1
Church of Rome	6	0

Educational Standard—

Infant Standard	22	7
First "	9	5
Second "	5	4
Third "	7	5
Above the third standard... ..	10	5

Ages on Admission—

Between 5 and 6 years of age	3	1
" 6 and 7 "	6	4
" 7 and 8 "	9	1
" 8 and 9 "	11	4
" 9 and 10 "	5	10
" 10 and 11 "	3	1
Above 11 years of age	16	5

TABLE II—(continued)

Boarders—Departure—Boys

No.	NAMES	Age on leaving the School	How long in the School	Literary Standard on leaving	REMARKS	
1	Clapp, C.	Y. 18	M. 8	Y. 6	M. 9	Telegraph. Joined Government Telegraph Department.
2	Kilroy, T. R.	12	3	3	...	IV Withdrawn temporarily under medical advice.
3	Hicks, G. M.	17	4	9	3	VIII Apprenticed to Khargpur workshops.
4	Smith, L. W. C.	15	4	4	10	VI Enlisted R. A. Boys' Depot.
5	Whitehouse, A.	7	8	1	9	Infants. Withdrawn by parents leaving for England.
6	Wake, L. W.	17	...	10	4	IX Gone to England.
7	Gower, E.	14	1	...	3	VII Parents going to England.
8	Gower, G. T. H.	11	11	...	3	V Do.
9	Lowe, F. E. P.	11	1	...	3	III Withdrawn by mother.
10	Martin, W.	11	4	2	6	II Withdrawn by parents.
11	Davidson, A. L.	15	10	5	10	VII Joined Cable Co., Madras.
12	Hooper, C. H.	18	4	12	5	IX Joined Turner Morrison & Co.
13	Heaney, W. H.	13	...	1	3	IV Gone to England.
14	Heaney, T. J.	11	6	1	3	III Do.
15	Evans, W. A.	14	7	4	2	IV Enlisted South Wales Borderers.
16	Nunn, E. E. J.	16	4	6	8	VIII Enlisted R. A. Boys' Depot.
17	Brooks, C. A.	15	...	4	4	VII Enlisted Royal Engineers.
18	Allan, E. B.	16	10	3	10	VIII Gone to England.
19	Beadle, G. A.	16	...	4	...	IV Enlisted R. A. Boys' Depot.
20	Thomas, I.	15	...	3	9	IV Do.
21	Poultney, T. H.	15	6	5	...	V Do.
22	Sullivan, S. C.	18	2	10	4	VIII Joined Audit Department, Nizam's Ry.
23	Sullivan, L.	15	3	2	7	VIII Gone to England.
24	Sullivan, O.	11	3	2	7	II Do.
25	Baker, G. H.	12	6	5	8	II Left on medical advice.
26	Voller, C. R.	18	2	4	6	VIII Joined Electrical Department, E. I. Ry.
27	Beach, C. H.	12	4	6	2	IV Gone to England.
28	Clapp, E.	20	6	11	1	IX Sussex Trust £200 Scholarship for England.

TABLE II—(continued)

Boarders—Departures—Boys—(continued)

No.	NAMES	Age on leaving the School	How long in the School	Literary Standard on leaving	REMARKS	
29	Blake, B. T.	Y. 18	M. 1	Y. 9	M. 4	Telegraph. Joined Government Telegraph Department.
30	Dodd, R. A.	17	3	10	...	Do.
31	Westcott, J. B.	19	4	14	...	Do.
32	Crummey, P. W.	17	4	1	...	Do.
33	Wilson, A. E. D.	18	11	10	...	Do.
34	Beavers, G. W.	15	2	5	...	VI
35	Beavers, V.	13	7	5	...	IV
36	Beavers, J.	13	7	5	...	IV
37	Beavers, A. L.	10	9	4	8	II
38	Brooks, H. N.	11	3	4	...	IV
39	Hutton, P. R.	14	7	4	7	VII
40	Lyndsdales, A.	18	5	2	...	Telegraph. Joined Government Telegraph Department.
41	Bernard, W. J.	19	8	10	...	Do.
42	Gwynn, F. B.	17	5	7	5	Do.
43	Torkildson, W.	19	2	6	...	Do.
44	Jenkins, E. R.	15	11	8	...	VIII
45	Evans, H. G.	12	7	4	2	IV
46	Bean, C.	9	...	...	11	I
47	Kells, L.	7	...	...	11	Infants.

Summary

Joined Railways	...	...	...	...	3
Do. European Firms	...	...	...	...	2
Enlisted in British Regiments	...	...	...	...	9
Appointed Government Telegraph Department	...	...	...	...	10
Gone to England	...	...	...	...	14
Removed by parents to be nearer home	...	...	...	...	4
Appointed Cable Company	...	...	...	...	1
Removed on medical advice	...	...	...	...	1
Parents transferred to Northern Army	...	...	...	...	3
Total	...	...	...	...	47

TABLE II—(continued)

Boarders—Departures—Girls

No.	NAMES	Age on leaving the School	How long in the School	Literary Standard on leaving	REMARKS
		Y. M.	Y. M.		
1	Price, E. M.	19	11	Training School.	Obtained post as teacher in Army School, Madras.
2	Lloyd, E. E. M.	17	10	VII	Removed to help at home.
3	Bull, I. S.	14	9	IV	Gone to England.
4	Wake, V. M.	15	9	VII	Do.
5	Absalom, M. E.	18	8	Training School.	Obtained post as teacher, 'Mountain Home', Coonoor.
6	Anstin, B. M	16	8	IX	For employment, Bombay.
7	Wheeler, L. G.	18	6	Technical.	Joined Bowring Hospital.
8	Jeffery, N. M.	15	6	VIII	Father transferred to Rangoon.
9	Beasley, E. F. G.	17	6	IX	Removed to train as stenographer.
10	Shean, G. M.	15	5	VII	For employment.
11	Jacob, H. F.	17	5	Technical	Left to be married.
12	Hutton, U. M.	12	6	III	Removed to help at home.
13	Brooks, E. A. E.	12	5	IV	Father transferred to Northern Army.
14	Evans, M. A.	16	4	V	Do. do.
15	Lawrence, C. E.	8	4	Workroom.	To learn dress-making.
16	Wroot, I. C.	13	4	II	Father transferred to Northern Army.
17	Jeffery, E. M. K.	9	3	I-B	Father transferred to Rangoon.
18	Whitehouse, D. A.	8	1	L. Infants.	Withdrawn by parents.
19	Baldrey, E. G. M.	16	2	VIII	Transferred to school in Ooty.
20	Baldrey, S. T.	13	2	II	Do. do.
21	Neale, P. E.	13	2	VI	Parents transferred to Northern Army.
22	Elson, M. E.	13	13	IV	To be nearer home.
23	Wroot, C. A.	7	1	L. Infants.	Father transferred to Northern Army.
24	Jessup, F. R.	16	3	VI	Left to be married.
25	Lowe, Y. E. P.	9	3	II	Removed by mother.
26	Johnson, E.	10	1	II	Do.
27	Johnson, D.	13	1	III	Do.
28	Bulley, K.	16	1	VI	To help at home.
29	Taylor, D.	9	1	II	To be nearer home.

TABLE II—(continued)

Summary

Obtained posts as teachers	...	...	...	...	2
Gone to England	...	...	...	...	2
Joined Hospital to train as a nurse	...	...	...	...	1
Father transferred to Northern Army	...	...	...	...	6
Removed my mother to help at home	...	...	...	...	7
Left to be married	...	...	...	...	2
Withdrawn by parents to be nearer home	...	...	...	...	6
Removed by parents for employment	...	...	...	...	3
Total	...	...	...	...	29

LOVEDALE TRAINING SCHOOL FOR EUROPEAN MISTRESSES

Boarders—Departures

No.	NAMES	Age on leaving the School	How long in the School	Literary Standard passed on entering	REMARKS
		Y. M.	Y. M.		
<i>Middle Grade</i>					<i>Appointed to</i>
1	Absalon, M.	18	6	1	8 High School Home Mission School, Coonoor.
2	Booth, C.	20	...	1	8 Do. Bishop Corrie High School, Madras.
3	Price, E.	19	...	1	8 Do. Army School, Fort St. George.
<i>Primary Grade</i>					
4	Beeby, D.	24	...	1	6 (Married in February, 1925.) Junior Cambridge.
5	Brophy, D.	19	11	1	8 Middle School. (Waiting appointment.)
6	Marsh, I.	20	...	1	8 Do. Home Mission School, Coonoor.
7	Norris, E.	19	8	1	8 Standard VII Pallavaram Middle School.
8	Norris, H.	19	7	1	8 Mysore Lower Secondary School.
9	Rodrigues, H.	17	11	1	8 VIII Railway School, Podanur.
10	Whitwell, F.	20	...	1	8 Middle School. Stanes' Girls' School, Coonoor.

TABLE II—(concluded)

List of departures since the foundation, 6th September, 1858 to 31st March, 1925

	Boys	Girls
Appointed to Government Telegraph Department	506	2
" " Eastern Cable Company	42	...
" various Government Departments	52	1
" Medical, Engineering and other Colleges	46	21
Enlisted in the British Army and Navy	346	...
Obtained employment in European Firms	52	36
" " as schoolmasters and mistresses	15	34
Apprenticed to workshops and commercial classes.	38	5
" Lawrence Press	128	...
" Railways	48	...
Emigrated to Australia	8	...
Transferred to schools and colleges in England	93	63
Removed by parents leaving Presidency for Northern Army or England	193	80
Removed by parents for employment	351	97
" unable to pay fees, for various reasons, and to other schools	876	451
Removed owing to ill health	95	26
" " misconduct	49	...
Died	65	10
Employed as nurses	...	64
Removed to be trained as hospital nurses	...	33
Married	...	23
Total	3,003	946

TABLE III

Children awaiting Admission

	Boys	Girls
Orphans of officers and soldiers who have died on field service	1	...
Orphans of officers and soldiers who have died on the active list	4	6
Children of officers and soldiers on the active list ...	18	23
Orphans of officers and soldiers who have died as pensioners or since their transfer to the reserve ...	12	19
Children of officers and soldiers who are pensioners or transferred to the reserve	59	91
Children of officers and soldiers of the Auxiliary Forces	10	15
Total	104	154

TABLE IV

The Principal was on leave from the 27th March, 1924 to 19th October, 1924—during which time the Hon'ble Sir Arthur Knapp kindly acted as Trustee in Residence—and the Rev. W. R. Ramshaw carried out the duties of the Principal.

Office—

Captain Holton, Chief Clerk, who had attained the age of 61, was granted six months' leave prior to retirement, on the 1st February, 1925—after sixteen years' faithful service.

A re-arrangement of office work (involving a saving of Rs. 170 per mensem) was made with the approval of the Board—which it is hoped will prove satisfactory.

Mr. A. Nageswariah, Accountant, after nearly twenty-eight years' excellent work for the school died on 23rd March, 1925—and Mr. B. K. Nunjaiah, Store Clerk, was appointed in his stead.

Girls' School—

Miss Wortham, B.Sc. (Research), was granted one year's leave prior to retirement with effect from the 24th May, 1924, and Miss Edwards rejoined as Head Mistress on 10th June, 1924.

Miss Raymond left on the 1st August, 1924, to be married, and Miss Mullen was appointed in her place.

TABLE V
BOYS' SCHOOL
UPPER AND JUNIOR SCHOOL
Daily Menu

Day	Breakfast	Dinner	Supper
<i>Sunday</i> ...	Porridge, bread, tea.	Roast beef, potatoes, vegetables, plum, pudding.	Potted meat, bread, butter, tea.
<i>Monday</i> ...	Meat vindaloo, bread, tea.	Meat pies, potatoes, vegetables, bread.	Fish or cheese, bread, butter, tea.
<i>Tuesday</i> ...	Porridge, bread, tea.	Meat minced, potatoes, vegetables, bread.	Salt beef, bread, butter, tea.
<i>Wednesday</i> ...	Meat stew, bread, tea.	Mutton curry and rice, potatoes, tomato, sauce, bread.	Bread, cheese, butter, tea.
<i>Thursday</i> ...	Meat mooli, bread, tea, plantains.	Brown stew, potatoes, vegetables, coconut tarts.	Potted meat, bread, butter, tea.
<i>Friday</i> ...	Porridge, bread, tea.	Glaced beef, potatoes, vegetables, baked suet, pudding.	Fish or cheese, bread, butter, tea.
<i>Saturday</i> ...	Meat stew, bread, tea.	Beef curry and rice, potatoes, tomato sauce, bread.	Bacon, bread, butter, tea.

Chota hazri at 6.30 a.m.

Coffee and 2 oz. Biscuit.

GIRLS' SCHOOL
Daily Menu

Day	Breakfast	Dinner	Supper
<i>Sunday</i> ...	Rissoles, bread, jam, tea.	Roast beef, potatoes and vegetables, salad—Bombay toast with plums.	Bread, butter, cheese, tea.
<i>Monday</i> ...	Beef stew with vegetables, bread, tea.	Rice, curried beef with vegetables, dhall, fruit.	Bread, butter, tea, sausages or jam.
<i>Tuesday</i> ...	Porridge, bread, plantains, tea.	Beef vindaloo with vegetables and potatoes, bread, baked batter with treacle.	Bread, dhall, tea.
<i>Wednesday</i> ...	Tamarind stew with vegetables, bread, tea.	Curried beef with vegetables, rice, bread, sweet coconut balls.	Bread, butter, tea, beef or fruit.
<i>Thursday</i> ...	Porridge, bread, plantains, tea.	Salt beef, potatoes and vegetables, bread, jam-tart.	Bread, butter, cheese, tea.
<i>Friday</i> ...	Bread, dhall, tea.	Beef stew with vegetables, potatoes, bread, stewed fruit.	Bread, jam or butter, fish, tea.
<i>Saturday</i> ...	Porridge, bread, plantains, tea.	Curried mutton with vegetables, rice, bread, fruit.	Bread, butter, tea, potted meat.

Chota hazri at 6.30 a.m.

Coffee and 1 oz. biscuit.

TABLE V—(continued)
PREPARATORY SCHOOL
BOYS UNDER 9 YEARS OF AGE
Daily Menu

Day	Breakfast	Dinner	Supper
Sunday	Porridge, bread, tea, plantains.	Minced beef with potato, and vegetable salad, plum pudding with custard.	Bread, butter, cheese, tea.
Monday	Porridge, bread, tea.	Coconut rice and curry with potatoes, bread.	Bread, golden syrup, t.e.a., potted meat.
Tuesday	Porridge, bread, tea, plantains.	Cutlets with potato and vegetables, bread, coconut tart.	Bread, butter, cheese, tea.
Wednesday	Porridge, bread, tea.	Pilau rice and mutton curry with potatoes, bread.	Bread, golden syrup, t.e.a., potted meat or fish.
Thursday	Porridge, bread, tea, plantains.	Mince pie, potatoes and vegetables, bread, fruit stew.	Bread, butter, cheese, tea.
Friday	Porridge, bread, tea.	Stew with potatoes, and vegetables, bread, suet pudding.	Bread, golden syrup, t.e.a., potted meat or fish.
Saturday	Porridge, bread, tea, plantains.	Rice and beef curry with dhall, bread.	Bread, butter, cheese, tea.

Chota hazri at 6.30 a.m.

Coffee and 1 oz. biscuit.

Ration per head

	Boys' School Upper	Girls' School	Boys' School Preparatory	Remarks
Meat	11 oz.	7 oz.	7 oz.	
Vegetables	4 "	4 "	3 "	
Potatoes	5 "	4 "	4 "	
Oatmeal	14 "	14 "	14 "	
Bread	1 lb.	14 "	14 "	
Rice	3 oz.	24 "	21 "	
Sugar	3 "	24 "	21 "	
Butter	1 "	3 "	3 "	
Cheese	1 "	1 "	1 "	
Biscuits	2 "	1 "	1 "	
Do.	2 "	2 "	...	For Chota. For elder pupils after evening preparation.

Fruit, tea, coffee, fish, potted meat and other ingredients as required.

Special menus are provided for special days, and diet varied in accordance with the seasons of the year. A sample week's diet for each branch is attached.

ANNEXURE A

Medical Report of the Lawrence Memorial School, Lovedale, for the period from 1st April, 1924 to 31st March, 1925.

Boys' Branch (Average Strength)—

In-patients.—The total number admitted to hospital was 52, with an average daily sick of 2.03 as compared with a strength of 293, admissions 191 and an average daily sick of 6.43 for the period 1923-24.

Out-patients.—There was a total of 160 admissions and an average daily sick of 8.94 compared with 215 admissions and an average daily sick of 9.36 for the period 1923-24.

Deaths ... Nil.

Girls' Branch (Average Strength)—

In-patients.—The total number admitted to hospital was 48, with an average daily sick of 1.28 as compared with a strength of 162, admissions 195 and an average daily sick of 4.93 for the period 1923-24.

Out-patients.—There were 170 admissions with an average daily sick of 34.73 compared with 201 admissions and an average daily sick of 15.4 for the period 1923-24.

Deaths ... Nil.

European Staff and Indian Employees—

There were 367 males, 219 females and 192 children who attended the out-patients' department during the year compared with 220 males, 167 females and 150 children the previous year.

Vaccinations and Inoculations—

The whole school was inoculated with T.A.B. Vaccine owing to two cases of typhoid fever having occurred in the Boys' School in March, 1925.

The usual vaccinations were done during the year.

R. H. HUGHES,
Resident Medical Officer,
Lawrence Memorial School.

Countersigned.

OOTACAMUND,
2nd May, 1925.

W. R. J. SCROGGIE,
LT.-COL., I.M.S.,
Consulting Physician.

ANNEXURE B

OFFICE OF THE ASSISTANT ENGINEER,
P. W. D., NILGIRIS SUB-DIVISION.
OOTACAMUND, dated 6th June, 1925.

No. $\frac{400}{M}$

Lawrence Memorial School, Lovedale.—

Report on construction and maintenance of buildings for 1924-25:—

During the year under review, Rs. 16,000 were placed at the disposal of the Public Works Department to cover the cost of the usual annual repairs, which were carried out.

From the annexed statement No. 1, it will be seen that a considerable amount of work, under Construction, Improvements, and Repairs, has been executed by the Public Works Department, and the general conditions of the buildings improved.

Remodelling Boys' and Girls' Schools.—

1. *Boys' School*.—A new kitchen with up to date fittings, food trolley, and lines; improvements to the Refectory; remodelling the old kitchen and converting it into an up to date scullery; providing new wash basins and stands.

2. *Girls' School*.—Alteration of lavatories and provision of a new type of wash basin and stand; new bath cubicals with Asbestos sheet walls and partitions; new bath rooms for the Head Mistress, Matron, and Mistresses; improvements to the courtyards, corridors, etc.; providing individual lockers at the side of each bed in the dormitories, which supplies a long-felt want.

3. A new clothes' store for storing clothes is under construction and almost completed.

4. *Institute for Staff*.—An institute for the staff has been constructed and fully furnished. It consists of a billiard room, library and tea rooms, and the usual offices, and is much appreciated by the staff.

5. *Water-supply*.—The scheme for improvements was sanctioned, and work is in hand. A new pumping set consisting

of a 5-Horse power engine and pump has been installed, and is working satisfactorily.

6. The roof of the Preparatory School has been removed and rebuilt with galvanized sheets and cottage tiles, and is quite satisfactory.

7. *Playgrounds*.—The playgrounds attached to the school have been improved.

8. The passage leading to the boys' latrine from the main building was destroyed during the Monsoon of 1924, and has been rebuilt.

The annexed statement No. 2, shows the works to be carried out during 1925-26, the completion of which, will supply the school with much needed accommodation.

6th June, 1925.

A. C. T. BOOTH,
Assistant Engineer, P. W. D.,
S. D. O., Nilgiris.

STATEMENT No. 1

No.	Name of work	Amount of sanctioned estimate	Expenditure during 1924-25	Remarks and items of work completed
		RS.	RS.	
1	Remodelling Boys' School.	55,557	23,587	The following such works have been completed:— (1) A new kitchen, (2) Trolley Line, (3) Counter, (4) Improvements to Refectory, (5) Remodelling old kitchen and (6) Lavatories on first floor.
2	Remodelling Girls' School.	37,000	20,669	(1) Alterations to new bath cubicals with asbestos partition, (2) Alteration to wash houses and providing of new type of basins and stands, (3) Additional 6 rooms for night urinals for children and 5 bathrooms for Headmistress and staff have been built, (4) Extensive improvements to corridor passage and courtyards and (5) New lockers by the side of each bed in Dormitories have been provided at a cost of Rs. 37,000.
3	Improvements to clothes' store, Girls' School.	14,000	6,737	The work is in progress.
4	Institute for staff	27,600	14,997	Completed at a cost of Rs. 23,616.
5	Improvements to water-supply.	49,480	7,110	A new pumping set has been erected in place of the old one. The work is in progress.
6	Repairs— Special repairs to roof of Junior School.	19,100	15,552	Work completed.
7	Special repairs to play grounds.	2,000	1,489	Do.
8	Special repairs to passage to Boys' Day Latrine.	1,680	...	Do.

STATEMENT No. 2

List of Works to be undertaken during 1925-26

No.	Name of works	Approximate estimate	Remarks
		RS	
1	Combined hospital, operation block, kitchen, etc. ...	101,300	
2	Construction of one set of Masters' quarters ...	13,000	
3	Improvements to work room, Girls' School ...	7,000	
4	Providing additional class rooms in Girls' School upper terrace ...	18,000	
5	Improvements to Girls' kitchen and laundry ...	4,000	
6	Improvements to Preparatory School	2,600	
7	Improvements to servants' lines, construction of elementary school for school servants' children ...	15,000	

Summary of Budget for 1925-26

PARTICULARS	Boys' branch	Girls' branch	Total
	RS	RS	RS
RECEIPTS—			
Opening balance 1st April, 1925 ...	4,319	13,354	17,673
Grant from Imperial Government ...	1,24,800	83,200	2,08,000
Grant from Provincial Government ...	19,200	12,800	32,000
Interest on endowments, fees, etc. ...	83,132	26,162	1,09,294
Total Income ...	2,31,451	1,35,516	3,66,967
EXPENDITURE—			
Closing Balance ...	—3,517	3,931	414

Lawrence Memorial School Boys' Branch Budget for 1925-26

RECEIPTS	Actuals 1924-25	Budget for 1925-26	Remarks on Budget
	RS A P	RS A P	
OPENING BALANCE...	12,160 0 0	4,319 0 0	
I. GRANT FROM IMPERIAL GOVERNMENT.	1,24,800 0 0	1,24,800 0 0	Sixty per cent of 2.30 lakhs after allow- ing 60 per cent of Rs. 22,000 for repairs to buildings.
II. GRANT FROM PROVINCIAL GOVERNMENT.	19,200 0 0	19,200 0 0	Sixty per cent of grant of Rs. 32,000.
III. INTEREST ON GOVERNMENT SECURITIES.	35,641 0 0	40,840 0 0	Yearly inter- est Rs. 38,240 interest due for 1924-25 Rs. 2,600.
IV. SPECIAL FUNDS—			
1. War Pensions ...	12,151 0 0	9,000 0 0	Received in lieu of fees for certain pupils.
2. Fees ...	26,523 0 0	32,000 0 0	
3. Contribution from Government Tele- graph Department.	1,200 0 0	1,100 0 0	
V. MISCELLANEOUS—			
1. Sale of stores ...	52 0 0	100 0 0	
2. Other items ...	133 0 0	24 0 0	
3. Interest on donation of Lord Pentland.	68 0 0	68 0 0	
Total ...	2,31,928 0 0	2,31,451 0 0	

Lawrence Memorial School Boys' Branch Budget for 1925-26

EXPENDITURE	Actuals 1924-25	Budget for 1925-26	Remarks on Budget
	RS A P	RS A P	
I. STAFF (ADMINISTRATION AND EDUCATION)—			
1. Salaries ...	81,425 0 0	83,000 0 0	Provides for annual in- crements.
2. Allowance in lieu of free board	5,650 0 0	5,760 0 0	
3. Bonus to Provident Fund.	4,375 0 0	7,548 0 0	Provides for additional bonus under new rules.
4. Clothing allowance.	540 0 0	1,000 0 0	
II. MENIALS—			
1. Salaries ...	11,519 0 0	12,156 0 0	
2. Clothing ...	705 0 0	885 0 0	
III. TRAVELLING AL- LOWANCE.	540 0 0	1,000 0 0	
IV. EDUCATION—			
1. Books, prizes and stationery.	5,223 0 0	5,600 0 0	
2. Library ...	413 0 0	450 0 0	
3. Examination Fees ...	235 0 0	300 0 0	
4. Pocket money ...	89 0 0	100 0 0	
5. Band instruments ...	428 0 0	500 0 0	
6. Premia to Telegraph Instructor.	180 0 0	360 0 0	Provides Rs. 30 per mensem to include type-writing.
7. Typewriting and shorthand books.	...	200 0 0	
8. Tools and plant for carpentry class.	...	100 0 0	
9. Apparatus, games and sports.	794 0 0	800 0 0	
10. Stipends to appren- tices and out board- ers.	600 0 0	1,080 0 0	
Carried over ...	1,12,716 0 0	1,20,839 0 0	

*Lawrence Memorial School Boys' Branch Budget
for 1925-26—(continued)*

EXPENDITURE	Actuals 1924-25	Budget for 1925-26	Remarks on Budget
	RS A P	RS A P	
Brought forward ...	1,12,716 0 0	1,20,839 0 0	
V. BOARDING—			
1. Provisions ...	51,316 0 0	60,000 0 0	Provides for a better evening meal for pupils.
2. Kitchen and dining room utensils.	446 0 0	1,000 0 0	
VI. CLOTHING AND HOUSEHOLD—			
1. Clothing materials and machines.	10,841 0 0	9,000 0 0	
2. Contract work and outfit.	4,355 0 0	4,500 0 0	
3. Shoeing ...	4,591 0 0	5,500 0 0	
4. Washing...	2,092 0 0	2,200 0 0	
5. Lighting...	3,245 0 0	3,000 0 0	
6. Bedding and towel-ing.	1,269 0 0	4,000 0 0	
7. Hardware, soap and brushes.	929 0 0	2,000 0 0	
8. New furniture and carpets.	2,740 0 0	2,000 0 0	
9. Contingencies ...	209 0 0	500 0 0	
VII. HOSPITAL AND SANITATION—			
1. Medicines and wines.	289 0 0	300 0 0	
2. Extra nursing ...	21 0 0	300 0 0	
3. Tar and phenyle ...	241 0 0	400 0 0	
VIII. PETTY CONSTRUCTION AND REPAIRS—			
1. Temporary establishment (labour),	756 0 0	800 0 0	
2. Material and barrack damages.	363 0 0	700 0 0	
IX. TAXES ...	37 0 0	37 0 0	
Carried over ...	1,96,456 0 0	2,17,076 0 0	

*Lawrence Memorial School, Boys' Branch Budget
for 1925-26—(concluded)*

EXPENDITURE	Actuals 1924-25	Budget for 1925-26	Remarks on Budget
	RS A P	RS A P	
Brought forward ...	1,96,456 0 0	2,17,076 0 0	
X. MISCELLANEOUS—			
1. Pensions...	1,102 0 0	1,104 0 0	
2. Office stationery ...	196 0 0	400 0 0	
3. Rail, postal and telegraph charges.	4,762 0 0	5,000 0 0	
4. Contingencies ...	3,056 0 0	500 0 0	
5. Printing charges ...	936 0 0	1,000 0 0	
6. Principal's entertainment allowance.	300 0 0	300 0 0	
7. Refund of fees or pension.	123 0 0	...	
8. Provident Fund deposit account.	10,200 0 0	3,600 0 0	
9. Passage Fund (in Reserve Fund).	3,000 0 0	2,000 0 0	
10. Institute...	5,685 0 0	...	
11. Fire Insurance ...	1,793 0 0	1,988 0 0	
12. Reserve Fund ...	...	2,000 0 0	
Total ...	2,27,609 0 0	2,34,968 0 0	
Closing Balance on 31st March.	4,319 0 0	3,517 0 0	
Total ...	2,31,928 0 0	2,31,451 0 0	

Closing Balance in petty repairs account Rs. 87 is shown separately in the budget.

Lawrence Memorial School Girls' Branch Budget for 1925-26

RECEIPTS	Actuals 1924-25	Budget for 1925-26	Remarks on Budget
	RS A P	RS A P	
OPENING BALANCE ...	1,312 0 0	13,354 0 0	
I. GRANT FROM IMPERIAL GOVERNMENT.	83,200 0 0	83,200 0 0	Forty per cent. of 2-39 lakhs after allowing 40 per cent of Rs. 22,000 for re- pairs to build- ings.
II. GRANT FROM PROVINCIAL GOVERNMENT.	12,800 0 0	12,800 0 0	Forty per cent of grant of Rs. 32,000.
III. INTEREST ON GOVERNMENT SECURITIES.	11,749 0 0	12,592 0 0	
IV. SPECIAL FUNDS—			
1. War Pensions ...	6,963 0 0	3,500 0 0	Received in lieu of fees for certain pupils.
2. Fees ...	10,883 0 0	10,000 0 0	
V. MISCELLANEOUS—			
1. Sale of stores ...	12 0 0	25 0 0	
2. Other items ...	96 0 0	...	
3. Interest on donation of Lord Pentland. }	45 0 0	45 0 0	
Total ...	1,27,060 0 0	1,35,516 0 0	

*Lawrence Memorial School Girls' Branch Budget
for 1925-26*

EXPENDITURE	Actuals 1924-25	Budget for 1925-26	Remarks on Budget
	RS A P	RS A P	
I. STAFF (ADMINISTRATION AND EDUCATION)—			
1. Salaries ...	39,850 0 0	42,000 0 0	
2. Allowance in lieu of free board.	9,320 0 0	9,840 0 0	
3. Bonus to Provident Fund.	2,049 0 0	3,825 0 0	Provides for additional bonus under new rules.
4. Clothing allowance..	90 0 0	120 0 0	
II. MENIALS—			
1. Salaries ...	3,808 0 0	4,440 0 0	
2. Clothing...	182 0 0	220 0 0	
III. TRAVELLING AL- LOWANCE.	336 0 0	500 0 0	
IV. EDUCATION—			
1. Books, prizes and stationery.	3,045 0 0	2,500 0 0	
2. Library ...	419 0 0	500 0 0	
3. Examination fees ...	229 0 0	200 0 0	
4. Pocket money ...	50 0 0	60 0 0	
5. Material for Needle- work and Cookery Class.	534 0 0	500 0 0	
6. Typewriting and shorthand books.	5 0 0	60 0 0	
7. Apparatus, games and sport.	70 0 0	150 0 0	
8. Stipends to appren- tices and out-board- ers.	240 0 0	480 0 0	
V. BOARDING—			
1. Provisions ...	23,843 0 0	30,000 0 0	Provides for a better eve- ning meal for pupils.
2. Kitchen and dining room utensils.	135 0 0	500 0 0	
Carried over ...	84,205 0 0	95,895 0 0	

*Lawrence Memorial School, Girls' Branch Budget
for 1925-26—(continued)*

EXPENDITURE	Actuals 1924-25				Budget for 1925-26				Remarks on Budget
	RS	A	P		RS	A	P		
Brought forward ...	84,205	0	0		95,895	0	0		
VI. CLOTHING AND HOUSEHOLD—									
1. Clothing materials and machines.	4,597	0	0		5,000	0	0		
2. Contract work and outfits.	778	0	0		1,200	0	0		
3. Shoeing ...	3,247	0	0		4,500	0	0		
4. Washing ...	1,328	0	0		1,400	0	0		
5. Lighting ...	1,352	0	0		1,500	0	0		
6. Bedding and towel- ing.	985	0	0		1,500	0	0		
7. Hardware, soap and brushes.	414	0	0		1,200	0	0		
8. New furniture and carpets.	540	0	0		1,500	0	0		
9. Contingencies ...	97	0	0		200	0	0		
VII. HOSPITAL AND SANITATION—									
1. Medicines and wines.	114	0	0		100	0	0		
2. Extra nursing ...					200	0	0		
3. Tar and phenyle ..	161	0	0		300	0	0		
VIII. PETTY CONSTRUCTION AND REPAIRS—									
1. Temporary establish- ment (labour).	516	0	0		500	0	0		
2. Material and barrack damages.	216	0	0		250	0	0		
IX. TAXES—									
X. MISCELLANEOUS—									
1. Pensions ...	414	0	0		414	0	0		
2. Office stationery ...	130	0	0		200	0	0		
3. Rail, postal and telegraph charges.	3,809	0	0		5,000	0	0		
4. Contingencies ...	592	0	0		500	0	0		
Carried over ...	1,03,495	0	0		1,21,359	0	0		

*Lawrence Memorial School Girls' Branch Budget
for 1925-26—(concluded)*

EXPENDITURE	Actuals 1924-25				Budget for 1925-26				Remarks on Budget
	RS	A	P		RS	A	P		
Brought forward ...	1,03,495	0	0		1,21,359	0	0		
5. Printing charges ...	596	0	0		500	0	0		
6. Passage Fund (in Re- serve Fund.)	2,000	0	0		3,000	0	0		
7. Fire Insurance ...	727	0	0		1,326	0	0		
8. Refund of pension or fees.	88	0	0						
9. Provident Fund de- posit account.	6,800	0	0		2,400	0	0		
10. Reserve Fund ...					3,000	0	0		
Total ...	1,13,706	0	0		1,31,585	0	0		
Closing Balance on 31st March.	13,354	0	0		3,931	0	0		
Total ...	1,27,060	0	0		1,35,516	0	0		

Closing Balance in petty repairs account Rs. 1,296 is shown separately in the budget.

Budget—Repairs to Buildings and Petty Repairs, 1925-26

PARTICULARS	Boys' Branch	Girls' Branch	Total
	RS	RS	RS
RECEIPTS—			
Opening Balance ...	87	1,296	1,383
Transferred from Imperial Grant (60 per cent and 40 per cent of Rs. 2,30,000) for repairs ...	13,200	8,800	22,000
Total Receipts ...	13,287	10,096	23,383
.. Expenditure ...	13,287	10,096	23,383

Building Deposit Fund with Imperial Bank of India, Ootacamund

Balance available on 1st April, 1925, in the
above deposit account at 4 per cent
interest is ... Rs. 1,05,184 13 3

ANNEXURE C—(1)

Average cost per head—Boys

	RS	A	P
Credit Balance, 1st April, 1924 ...	12,160	6	2
Total receipts, 1924-25 ...	2,32,967	9	6
Total expenditure, 1924-25 ...	2,40,721	15	11
Credit Balance, 31st March, 1925 ...	4,405	15	9
The average cost per head is arrived at thus:—			
Total expenditure excluding items 7 to 13			
of budget head X ...	2,06,808	2	10
Total value of stock, 1st April, 1924 ...	21,053	9	0
Total ...	2,27,861	11	10

Deduct—

	RS	A	P	RS	A	P
(i) Receipts—						
IV Miscellaneous (i) ...	52	8	0			
(ii) Stock left on 31st March, 1925—						
(a) Steward's stores ...	10,361	13	7			
(b) Made-up clothing... ..	9,561	7	0			
				19,975	12	7
Total ...	2,07,885	15	3			

The net result of Rs. 2,07,885-15-3 divided by 295, the average number of boarders for the year gives Rs. 704-11-2 as the average cost per head.

Total expenditure Rs. 2,40,721-15-11 divided by 300, the sanctioned number of boarders gives Rs. 802-6-6 per head. The number of day scholars receiving instruction was 12, these are not counted in estimating the cost per head.

ANNEXURE C—(1)—continued

Average cost per head—Girls

	RS	A	P
Credit Balance, 1st April, 1924 ...	1,312	4	8
Total receipts, 1924-25 ...	1,34,547	8	9
Total expenditure, 1924-25 ...	1,21,210	4	10
Credit Balance 31st March, 1925 ...	14,649	8	7
The average cost per head is arrived at thus:—			
Total expenditure excluding items 6 to 11			
of budget head X ...	1,04,092	3	10
Add value of stock, 1st April, 1924 ...	9,267	2	2
Total ...	1,13,359	6	0

Deduct—

	RS	A	P	RS	A	P
(i) Receipts—						
IV Miscellaneous (i) ...	12	2	0			
(ii) Stock left on 31st March, 1925—						
Steward's stores ...	8,831	4	8			
Made-up clothing ...	779	10	0			
				9,623	0	8
Total ...	1,03,736	5	4			

The net result of Rs. 1,03,736-5-4 divided by 162 the average number of boarders for the year gives Rs. 640-5-7 as the average cost per head.

The total expenditure Rs. 1,21,210-4-10 divided by 165 sanctioned number of boarders gives Rs. 734-9-9 per head. The number of day scholars receiving instruction was 17, these are not counted in estimating the cost per head.

ANNEXURE C—(2)

*Capital belonging to the Institution***Boys' Branch—**

Government Promissory Notes and Treasury Notes transferred by the Military Male Orphan Asylum on its amalgamation with the Ootacamund Lawrence Asylum, in the custody of the Accountant-General, Madras.

	RS	RS
(i) $3\frac{1}{2}$ per cent. of 1865 ...	4,59,900	
(ii) 4 per cent. N.T.T. Note ...	41,400	
(iii) $3\frac{1}{2}$ per cent. of 1865 Brennen's Legacy	6,100	
(iv) $3\frac{1}{2}$ per cent. of 1865 Sir Hope Grant's bequest ...	2,700	
		<u>5,10,100</u>

Sale-proceeds of the Lawrence Asylum Press, the property of the late Military Male Orphan Asylum held by the Treasurer of Charitable Endowments, Madras.

	RS	RS
(i) 4 per cent. of Rangoon Port Trust Debentures of 1906 ...	1,80,000	
(ii) 4 per cent. Rangoon Municipal Debentures of 1912 ...	1,70,000	
(iii) 4 per cent. Karachi Port Trust Debentures of 1906 ...	1,50,000	
(iv) 4 per cent. Calcutta Port Trust Debentures of 1913 ...	8,700	
		<u>5,08,700</u>
H. E. Lord Pentland's Donation of Rs. 1,500 invested in War Loan of 1917-18, interest to be spent on prizes, in custody of Principal		<u>1,500</u>

Girls' Branch—

Government Promissory Notes and Treasury Notes transferred by the Military Female Orphan Asylum, on its

amalgamation with the Ootacamund Lawrence Asylum, held by the Treasurer of Charitable Endowments, Madras.

	RS	A	P	RS	A	P
(i) Stocks of $3\frac{1}{2}$ per cent. of 1st May, 1865 ...	86,600	0	0			
(ii) N.T.T. Notes 4 per cent. of 1863-64 ...	20,218	14	0			
(iii) 4 per cent. N. T. T. Notes of 1873-74 ...	10,000	0	0			
(iv) Trichinopoly Municipal Debenture 5 per cent. 1899 ...	1,28,000	0	0			
V. In Government Securities—						
(a) 5 per cent. bonds of 1929-47—for ...	38,600	0	0			
Do. ...	800	0	0			
(b) $3\frac{1}{2}$ per cent. Government Promissory Note of 1865—for ...	100	0	0			
				<u>2,84,318</u>	<u>14</u>	<u>0</u>

H. E. Lord Pentland's Donation of Rs. 1,000 invested in war loan. Bearer War Bonds of 1929-47 in custody of Imperial Bank... 1,000 0 0

General—

(1) Lawrence School War Memorial Fund invested in 6 per cent. war bonds ...	3,000	0	0
(2) Reserve Fund account, L. M. School ...	20,482	12	2
(3) Provident Fund deposit account ...	51,314	4	6
(4) Training College account in Government loans in custody of Imperial Bank ...	1,50,000	0	0
(5) Training College deposit account ...	10,000	0	0
(6) Lawrence Memorial School Building deposit account ...	1,05,184	13	3

ANNEXURE D

Extracts from the Visitors' Book

'I attended a Parade Service at the school on 4th May, 1924, and afterwards inspected the buildings. I was very pleased with all I saw. The parade was carried out both by the girls and the boys with extreme steadiness, and the boys showed a soldierly bearing and alertness which reflected great credit on the Instructor. The class-rooms and bed-rooms were extremely neat and tidy, and showed a care for the comfort of those who used them.

I was much struck by the general atmosphere of happiness in the school and the cheerful and healthy appearance of the girls and boys.

I congratulate all those who are responsible for the administration of the school on the success of their efforts and the girls and boys on their good fortune in the opportunity given to them of receiving their education there.'

26th June, 1924.

GOSCHEN.

Preparatory Branch

'I have greatly enjoyed seeing the school which seems like a happy home and I feel the children must store up lovely memories which will last through their lives.'

14th August, 1924.

EVELYN GOSCHEN.

'I inspected the school on 19th March, 1925. The girls and boys were as usual well and smartly turned out.

The March Past was most creditable and the various parade movements well carried out.

There have been a great many improvements carried out in the school buildings during the last year which have added to the general comfort of the school.

The Principal and the staff are to be congratulated on the all-round efficiency of the school.'

20th March, 1925.

J. PONSONBY,
Major-General,
Commanding Madras District.

The Inspector of European School visited the school from 2nd to 8th July, 1924, and the following are extracts from his report :—

Boys' Branch.—'The staff is not strong either educationally or professionally. . . . The school needs a Mathematics L.T. and Science L.T. The school aims at giving a general education fitting boys for any walk in life. The school is well organized and the school run on excellent lines, with a healthy and vigorous atmosphere. . . . While not wishing to disparage the good work the school is doing, I am constrained to record that I think its teaching methods too didactic and stereotyped. There is insufficient scope for free expression and self-activity and little evidence of constructive work and powers of attack.'

Girls' Branch.—'The school is doing very good work; the staff is keen and alert and takes pride in increasing and extending the school's efficiency.'

Preparatory Branch.—'The Preparatory school is a very pleasant place and very good work is being done. . . . I am disposed to think another mistress desirable.'

Training School.—'Miss Blake is making valiant efforts and her experience of 1924 will be of great service to her future running of the school.

It would, I consider, be a thousand pities to disband now the results of two years' experience and efforts. With confidence and encouragement the school ought to improve wonderfully, and so improved, I feel it would contribute considerably to the benefit and progress of European education in the Presidency.'

The Director of Public Instruction remarks :—

'The Director has pleasure in endorsing the remarks in the Inspection Reports that the school work in the Boys' School is well organized and the school run on excellent lines, with a healthy and vigorous atmosphere, and that the Girls' School is doing very good work; the staff is keen and alert and takes pride in increasing and extending the efficiency of the school.

The Director would commend, however, to the attention of the Committee the remarks of the Inspector on the staff of the Boys' and Preparatory Schools.'

ANNEXURE E

No.	Designation	Names	Date of Appointment	Sanctioned Scale	Salary drawn from 1st April, 1925	REMARKS
GENERAL						
1	Principal and Secretary.	Rev. W. H. G. Radfield, B.A., S. O. P. Math. Tripos, Emmanuel College and the Clergy School, Cambridge.	4th February, 1908.	RS Grade V. and O.S.A.	Rs. 1,200-1-300 O.S.A.	Associated by Government 1908, confirmed by Government 1910. New Rules by Government 1911. Salary by Government of State No. 15, dated 24th November, 1911.
1	Chief Clerk	Capt. W. H. Holton	1st March, 1909.	125-5 — 175 + 50 O.S.A.	175+50 O.S.A.	On six months' leave, pending retirement 1925. Post under new arrangement.
1	Asst. to Secretary and Stenography Teacher.	Miss D. Leeming	21st July, 1924.	120 (175 — 5 — 200).	175	New scale.
1	Accountant...	Mr. B. K. Nanjiah	1st November, 1909.	60-4-100+20 T.A.	90	Temporary allowance merged in pay.
1	Stores Clerk and Asst. to Steward.	Mr. K. P. Konga	5th December, 1942.	60-2-80+15 T.A.	75	Do.
1	Correspondence Clerk...	Mr. J. Bernard	1st February, 1925.	40-2-60+15 T.A.	40	Protem.

MEDICAL						
1	Resident Medical Officer.	Asst. Surgeon, R. H. Hughes.	11th April, 1922.	Grade pay+75 allowance from school.	75	Services lent by Government.
1	Matron, Boys' School Hospital.	Mrs. Wheeler	13th February, 1918.	100-5-125 (6).	120 (6)	
1	Matron, Girls' School Hospital.	Miss Eade	1st May, 1919	75-5-125 (6).	95 (6)	
1	Compounder	Mr. S. Davanbu	1st August, 1919.	Grade pay and allowances.	45-8-0	
1	Consulting Physician	Lt.-Col. W. R. J. Scroggie, I.M.S.	...	50	50	
BOYS' BRANCH						
High SECTION						
1	Head Master	Rev. W. R. Ramshaw, A. Sc. (Ducham), L.C.P.	30th January, 1909.	500-25-750+100 T.A.	625	+100 Temporary allowance up to a total maximum of 750.
1	Second Master	Mr. S. B. Stephens, B.A. (Calcutta).	1st August, 1915.	400-10-500	440	+20 Library allowance.
MIDDLE SECTION						
1	First Assistant Master...	Mr. J. Cardis	1st May, 1906	300-10-400	340	+50 Organ allowance.
1	Second "	" A. V. Richardson	8th February, 1906.	300-10-400	340	+50 Games allowance.
1	Third "	" M. E. Peck	14th February, 1921.	250-10-300	290	

(6) = Free Board; Rs. 50 allowance is given in lieu of this.

ANNEXURE E—(continued)

No.	Designation	Names	Date of Appointment	Sanctioned Scale	Salary drawn April, 1925	REMARKS
BOYS' BRANCH— <i>(continued)</i>						
PRIMARY SECTION						
1	Fourth Assistant Master.	J. F. C. D'Cruz, B.A.	1st March, 1922.	250—10—300 ...	250	Protem.
1	Fifth "	(Retired) Miss M. Atkinson ...	15th February, 1919.	100—5—175 (6).	170 (6)	
1	Sixth "	" M. Prince ...	16th September, 1915.	100—5—150 (6).	120 (6)	
1	Seventh "	" Mrs. G. Wolley ...	1st February, 1920.	100—5—150 (6).	120 (6)	
1	Eighth "	" Miss M. C. Smith ...	1st May, 1922 ...	100—5—150 (6).	115 (6)	
1	Telegraph Instructor	" H. M. S. Mackenzie ...	16th March, 1922.	Grade pay and bonus.	30	Includes bonus and typewriting allowance (See services lent by Government.)
Boys' Non-commissioned officers.						
MILITARY AND DOMESTIC						
1	Steward ...	Quarters-Master Sergeant, S. G. Smith.	1st October, 1912.	250—10—300...	290	+20 Allowance for Supervision of Dairy.
GIRLS' BRANCH						
High Section						
1	Band Instructor	Sergeant Instructor, G. Muddle.	15th January, 1912.	200—10—250.	240	+ 25 Allowance for String band.
1	Gymnastic Instructor	Sergeant Instructor, A. M. Hurst.	22nd July, 1897.	200—10—250.	240	
1	Carpentry Instructor	Sergeant Instructor, W. H. M. Ford.	18th September, 1905.	200—10—250.	200	
1	Drill Instructor	Sergeant Instructor, J. Roffey.	16th May, 1921.	200—10—250.	230	
1	Master Tailor	Sergeant Instructor, J. Smith.	29th August, 1905.	200—10—250.	200	
1	Lower School Matron	Miss A. Butters ...	1st November, 1903.	150—5—175.	165	
GIRLS' BRANCH						
High Section						
1	Head Mistress	Miss E. Edwards, F.A. and Maria Grey, Training College, London.	10th June, 1924.	250—10—350 (6).	250 (6)	First appointment.
1	First Assistant Mistress	Mrs. C. Tyler, B.A., London.	20th February, 1915.	175—5—225 (6).	200 (6)	
MIDDLE SECTION						
1	Second Assistant Mistress	Miss Johnson, F.A.	1st July, 1923 ...	150—5—175 (6).	150 (6)	
1	Third Assistant Mistress	" F. Millen, F.A.	1st August, 1924 ...	100—5—150 (6).	100 (6)	
1	Fourth Assistant Mistress	" E. Day, F.A.	2nd August, 1920.	100—5—150 (6).	120 (6)	+15 Librarian allowance.
PRIMARY SECTION						
1	Fifth Assistant Mistress	G. M. Clark...	1st August, 1923	100—5—150 (6).	105 (6)	
1	Sixth "	F. Farmer ...	8th December, 1921.	100—5—150 (6).	120 (6)	+ 30 Games allowance.

(6) = Free Board ; Rs. 50 allowance is given in lieu of this.

ANNEXURE E—(continued)

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No.	Designation	Names	Date of Appointment	Sanctioned Scale	Salary drawn from 1st April, 1925	REMARKS
	GIRLS' BRANCH— (continued)					
	PRIMARY SECTION— (continued)					
1	Seventh Assistant Mistress.	M. Abraham	January, 1922...	100—5—150 (b).	120 (b)	
	TECHNICAL AND DOMESTIC					
1	Senior Technical Mistress.	Miss E. H. Glass	4th February, 1914.	150—5—200 (b).	170 (b)	
1	Junior Technical Mistress.	" E. F. Heywood	12th February, 1922.	100—5—150 (b).	115 (b)	
1	Head Matron	" A. M. Tuckwell	1st August, 1921	125—5—150 (b).	135 (b)	
1	Assistant Matron	" Mrs. I. Jones	11th February, 1922.	75—5—125 (b).	95 (b)	
1	" "	" Miss P. M. Baker	10th February, 1923.	75—5—125 (b).	85 (b)	
	Girl orderlies		...	10	10	

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	PREPARATORY BRANCH					
1	Head Mistress	Miss M. B. Murphy	15th February, 1910.	200—5—250 (b).	250 (b).	
1	First Assistant Mistress.	Mrs. K. Murphy	1st April 1921...	150—5—175 (b).	155 (b)	
1	Second Assistant Mistress.	Miss E. Thomson	4th March, 1918.	100—5—150 (b).	120 (b)	
1	Third Assistant Mistress	Employed 2 pupil Teachers (temporarily).	...	...	Rs. 50 each.	
1	Pupil Teacher	Miss E. H. Coultier	10th July, 1920.	90	10	
1	Matron	Mrs. E. E. Shackleton	7th June, 1921...	100—5—125 (b).	115 (b)	
1	" "	" "	"	75—5—125 (b).	90 (b)	
	TRAINING SCHOOL					
	Mistress of Method	Miss Blake, B.A.	...	Grade pay	...	Services lent by Government.

(b) = Free Board ; Rs. 50 allowance is given in lieu of this.

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ANNEXURE F

Draft Rules regarding the Constitution and Working of the School

PREAMBLE

The Lawrence School at Ootacamund was projected by the late Major-General Sir Henry Lawrence in 1856 for the children of British soldiers serving, or having served, in the British Army in India, provided that the school should be placed on the same footing in every respect as the school which he had already founded at Sanawar. In his will the late Sir Henry Lawrence commended this school to the East India Company. The school was opened on the 6th September, 1858, and was placed by the Secretary of State in 1859 under the charge of Government as had been done with the Sanawar School from a regard to the last wishes of Sir Henry Lawrence and from a desire to secure to a numerous class of His Majesty's subjects, peculiarly calling for sympathy and assistance, the benefits which the Lawrence School is calculated to afford. In 1871 the Military Male Orphan Asylum, Madras, was added, and in 1904, the Military Female Orphan Asylum, Madras, was also amalgamated, the rules and the title of the Lawrence School being adhered to. The name of the school was changed from 'Lawrence Asylum' to the 'Lawrence Memorial School' in 1913 under the orders of the Government. In 1925 the school was removed from Government control and placed under a Board of Trustees, the administration being entrusted to a Board of Governors.

The object of the institution is to provide for the children of British officers and soldiers serving, or having served in India, a school wherein they may obtain the benefits of a bracing climate, a good and above all a religious education, so that with divine blessing, they may be consistent Christians and useful citizens of the Empire.

1. *Control*.—The Lawrence School is vested in Trustees appointed under the Trustee scheme.

2. (a) The Trustee will appoint a Board of Governors who will hold office for three years and will be directly responsible to the Trustees for the management and administration of the school and carry out the orders of the Trustees relating thereto. Every Governor must be of British origin and a member of the Church of England, or of the Church of Scotland and military officers will, as far as possible, constitute a majority of the Board of Governors.

(b) The G.O.C., Madras District, shall be *ex-officio* Chairman, and the Collector of the Nilgiris *ex-officio* Vice-Chairman, of the Board of Governors and the D.A.Q.M.G., Madras District, and the Officer Commanding British Infantry Regiment, Wellington, *ex-officio* members of the Board of Governors provided that they are qualified under Rule 2 (a).

In the event of the G.O.C., Madras District, or Collector of the Nilgiris not being qualified to hold the office as Chairman and Vice-Chairman respectively, the Trustees shall appoint a Chairman and Vice-Chairman as may be necessary.

(c) In addition, the Trustees will appoint other members (not exceeding eight) as Governors, of whom one will ordinarily be the Superintendent of the Cordite Factory, one a Medical Officer, and one an Engineering Officer and not less than three non-official members resident on the Nilgiris. If any vacancies occur during these three years, such vacancies will be filled by co-optation by the Board of Governors. Co-opted members will serve for the unexpired portion of the term of the persons in whose places they were appointed.

(d) The Principal shall be Secretary to the Board of Governors.

3. The Board of Governors shall meet as often as necessary and not less than six times a year. In the absence of the Chairman and Vice-Chairman the Board shall elect its own Chairman. Three members shall form a quorum.

4. The Chairman or the Vice-Chairman or any three members of the Board of Governors shall have power of requisitioning a special meeting on giving the Secretary one week's notice.

5. The minutes of the proceedings at each meeting of the Board of Governors shall be read and either confirmed or if necessary amended at the next succeeding meeting of the Board.

6. All reports to the Trustees other than those of a routine nature shall be passed by the Board of Governors before being submitted by the Secretary.

7. A visitors' book will be kept in the school office—each member of the Board of Trustees and each member of the Board of Governors visiting the school will be invited to write his remarks in this book which will be laid before each meeting of the Board of Governors.

8. *The Principal.*—The Principal shall be appointed by the Board of Governors subject to the final approval of the Trustees. In accordance with the wishes of Sir Henry Lawrence and with the conditions laid down in the Trust Deed he shall be a clergyman of the Church of England. He shall also be a graduate of a British University.

9. The Principal shall be responsible for the education, discipline and general management of the school and shall have direction and control of every department, subject to the resolutions of the Board of Governors.

10. *Staff*—

(a) All appointments on the staff shall be made by the Principal subject to confirmation by the Board of Governors. The staff here means all persons employed in the Institution who are admitted to the Provident Fund and such members shall alone be qualified to elect a Trustee. (*Vide* Provident Fund Rules.)

(b) The Principal shall appoint all other persons employed in the institution and shall fix the terms of their service. No appeal shall lie from his decision to the Board of Governors.

11. *Admissions and Withdrawals*—

The admissions of pupils shall rest with the Principal to whom all applications should be addressed. Except in special circumstances pupils shall be admitted between

five and twelve years of age. The Principal shall report admissions and departures at each meeting of the Board of Governors.

The following is the order in which claims for admissions shall be considered, preference being given to children of pure European parentage :—

(a) Orphans of British officers and soldiers who have died on field service.

(b) Orphans of British officers and soldiers who have died on the active list.

(c) Children of British officers and children on the active list.

(d) Orphans of British officers and soldiers who have died as pensioners or since their transfer to the reserve.

(e) Children of British officers and soldiers who are pensioners or transferred to the reserve.

(f) Children of officers and soldiers of the Auxiliary Forces.

Preference will be given in each of the first five classes to children of soldiers who are or were serving in the Madras District.

12. Children of soldiers who have been dismissed from the service by sentence of Court-Martial, children labouring under any form of disease mental or physical, and illegitimate children shall not be admitted without the sanction of the Board of Governors.

13. Until such time as it shall be otherwise ordered by the Board of Governors the maximum strength of the Boys' Branch shall be 300, and of the Girls' Branch 165, exclusive of day scholars.

Children of the members of the staff may be admitted as day scholars without payment of fee.

The Board of Governors shall be empowered to admit suitable paying pupils, for the University and special technical classes in addition to the sanctioned numbers at their discretion, provided that such admissions do not involve an additional charge on the school endowments.

14. The fees shall be fixed at Rs. 50 per mensem for each of the ten months of the school year. On the receipt of a certificate of income the following reduced charges will be made, in

accordance with the scale laid down by Army Orders, No. 815 of 1921 :—

	When the income of parents is per mensem	First child				Second child				Third child				Fourth child				Rs.	REMARKS
		Rs.	Rs.	Rs.	Rs.	Rs.	Rs.	Rs.	Rs.	Rs.	Rs.	Rs.	Rs.	Rs.	Rs.	Rs.	Rs.		
	Under Rs. 70 ... but less than	80	7	4	2	...	13	13	for 4 children										
80	do.	90	8	5	3	1	17	do.											
90	do.	100	9	6	4	2	21	do.											
100	do.	110	10	7	5	3	25	do.											
110	do.	120	11	8	6	4	29	do.											
120	do.	130	12	9	7	5	33	do.											
130	do.	140	13	10	8	6	37	do.											
140	do.	150	14	11	9	7	41	do.											
150	do.	160	15	12	10	8	45	do.											
160	do.	170	16	13	11	9	49	do.											
170	do.	180	17	14	12	10	53	do.											
180	do.	190	18	15	13	11	57	do.											
190	do.	200	19	16	14	12	61	do.											
200	do.	210	20	17	15	13	65	do.											
210	do.	220	21	18	16	14	69	do.											
220	do.	230	22	19	17	15	73	do.											
230	do.	240	23	20	18	16	77	do.											
240	do.	250	24	21	19	17	81	do.											
250	do.	260	25	22	20	18	85	do.											
260	do.	270	26	23	21	19	89	do.											
270	do.	280	27	24	22	20	93	do.											
280	do.	290	28	25	23	21	97	do.											
290	do.	300	29	26	24	22	101	do.											
300	do.	310	30	27	25	23	105	do.											
310	do.	320	31	28	26	24	109	do.											
320	do.	330	32	29	27	25	113	do.											
330	do.	340	33	30	28	26	117	do.											
340	do.	350	34	31	29	27	121	do.											
350	do.	360	35	32	30	28	125	do.											
360	do.	370	36	33	31	29	129	do.											
370	do.	380	37	34	32	30	133	do.											
380	do.	390	38	35	33	31	137	do.											
390	do.	400	39	36	34	32	141	do.											
400	do.	410	40	37	35	33	145	do.											
410	do.	420	41	38	36	34	149	do.											
420	do.	430	42	39	37	35	153	do.											
430	do.	440	43	40	38	36	157	do.											
440	do.	450	44	41	39	37	161	do.											
450	do.	460	45	42	40	38	165	do.											
460	do.	470	46	43	41	39	169	do.											
470	do.	480	47	44	42	40	173	do.											
480	do.	490	48	45	43	41	177	do.											
490	do.	500	49	46	44	42	181	do.											
500	do.	510	50	47	45	43	185	do.											

The power of exemption from or reduction of these fees is vested in the Principal subject to the control of the Board of Governors.

In the case of orphans who receive pensions or allowances from public funds, such pensions or allowances shall be

accepted by the school in lieu of fees subject to a maximum of Rs. 50 per mensem, any surplus being dealt with by the Board of Governors for the orphans' benefit.

'Income' in the case of soldiers on the active list means 'the pay and allowances, staff or consolidated pay, exchange compensation allowance, overseas allowance, charge allowance and all other items of personal remuneration drawn by an individual but does not include horse allowance or allowance in lieu of the upkeep of a motor vehicle, house compensation allowance if drawn as a separate item, office and contract allowance, ration money, messing allowance, clothing allowance or subsistence allowance for wife and children.'

When the fees payable in respect of any pupil have not been paid on the date fixed for payment of such fees, the Principal shall be empowered to give notice by a registered letter to the parent or guardian of such pupil that unless the fees are paid within one month of the receipt of the notice the name of such pupil will be struck off the rolls.

15. On any pupil attaining the age of eighteen years the Principal shall, unless the pupil is selected for special training, call upon the parent or guardian to remove the pupil. In the event of such pupil having no parent or guardian, the Principal shall report the matter to the Board of Governors who shall take such measures as may seem best for the pupil's settlement in life.

The Principal may call upon the parent or guardian to remove any pupil who attains the age of sixteen years and shows no promise of benefiting by further study.

16. 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 confirmation by the Board of Governors, to dismiss any pupil for grave misconduct, provided that the pupil shall not be sent out of the institution until the parent or guardians have been communicated with.

17. Divine Service—

The following rules regarding religious services and instructions are laid down in the Trust Deed :—

(a) In the religious lessons given in open school, all the leading truths of Christianity shall be inculcated

but without unnecessary allusion to disputed points of faith or practice.

- (b) The respective catechisms of the various Protestant denomination may be taught in private to the children of each denomination.
- (c) The Authorized Version of the Bible shall be read in the school.
- (d) At the hours in which religious instruction is given in the school, priests of the Roman Catholic Church and accredited ministers of Evangelical denominations may attend and give instruction to the children of their respective persuasions, in places set apart for that purpose, on giving previous notice to the Principal of their wish to do so.
- (e) Roman Catholic priests and accredited ministers of their denominations shall have free access to the sick of their communities in the infirmary at all times.
- (f) Divine service in accordance with the usage of the Church of England shall be celebrated twice on each Sunday in the Chapel of the Institution, all the inmates of the establishment being required to attend subject however to the provisions of clause (g).
- (g) On the application of a clergyman of the Roman Catholic Church or accredited minister of an Evangelical denomination of Christians requesting permission to celebrate divine service on a Sunday with the members of his communion, a place shall be set apart for the purpose and such members shall have permission to attend. Such applications must, however, be made in writing on the previous Saturday.
- (h) The form of prayers sanctioned for use in the school shall be read every morning and evening throughout the year by the Principal or such officers as he may appoint for the purpose.

18. *Education*.—Pupils shall be prepared for such examinations as the Board of Governors shall decide. The standard of education shall not be below the highest educational standard sanctioned by Government for European schools in India. The

school shall be subject to such inspection as the Board of Governors shall decide.

The Board of Governors shall grant such scholarships and stipends to pupils to continue their education as they shall deem necessary. One scholarship for boys and one scholarship for girls not exceeding Rs. 100 per mensem may be awarded annually to enable pupils to complete their university course and two or more stipends of Rs. 30 per mensem each to enable pupils to learn a trade or industry. The names of all scholarship and stipend holders shall be borne on the strength of the school.

19. *Vacation*.—The school shall be closed for the Christmas vacation for a period not exceeding ten weeks. The Principal shall have power to grant such special holidays as he may consider necessary with reference to the special character of the institution.

20. *Finance*.—

(a) The Board of Governors shall keep a current account at the Imperial Bank of India, Ootacamund, in the names of the Chairman and Vice-Chairman. Into this account shall be paid all moneys received by the Board of Governors on behalf of the school.

(b) For the ordinary current expenditure, as sanctioned in the budget, all cheques on the current account shall, with the consent of the Board of Governors, be signed by the Principal.

In the event of the Principal proceeding on leave, he shall draw up, for the approval of the Board of Governors, a list of items of expenditure recurring and non-recurring for which the Acting Principal may draw cheques on the current account during his absence.

The Acting Principal shall not draw any other cheques on the account without the sanction of the Board of Governors. During the incumbency of an Acting Principal, the Board of Governors shall conduct a quarterly audit of the accounts through at least two of its members.

Temporary balances may, if thought desirable, be invested by the Board of Governors in a fixed deposit account in the Imperial Bank of India.

Note.—The Trustees will decide from time to time which items of their receipts shall be paid direct to the credit of the

Board of Governors at Ootacamund and which shall be paid to and retained in the Trustees' Account at the Imperial Bank in Madras.

21. The Board of Governors shall, not later than the 15th of February in each year, submit to the Trustees a budget for the ensuing year and the audit report for the preceding year. (*Vide* Rule 23.)

22. The Board of Governors shall see that the expenditure of the year is in accordance with the budget as sanctioned by the Trustees. They shall have power to reappropriate from one budget head to another, provided that the whole amount sanctioned in the budget for expenditure is not exceeded and provided that no additional recurring expenditure shall be incurred without the sanction of the Trustees which may be given either in the annual budget or by special order.

23. The accounts of all the funds in connection with the school shall be audited each year by a superior officer of the Accounts Department or by a firm of Chartered Accountants appointed by the Governors. The audit reports shall be submitted to the Trustees by the Board of Governors with their remarks annually.

24. The Governors shall, not later than 1st July in each year, submit to the Trustees with their remarks, a report drawn up by the Principal upon the condition and progress of the school during the preceding official year with the following documents as appendices :—

(a) A statement of accounts in which the actual expenditure under each head will be compared with the sanctioned budget.

(b) Extracts from the reports of inspecting officers and special examiners.

(c) Report by a medical officer on the health of the school.

(d) Report by an engineering officer on the condition of the buildings.

ANNEXURE G

TRUST SCHEME

The following rules regarding religious services and instruction laid down by the late Sir Henry Lawrence shall be adopted :—

(a) In the lessons given in open school, all the leading truths of Christianity shall be inculcated but without unnecessary allusion to disputed points of faith or practice.

(b) The respective catechisms of the various Protestant denominations may be taught in private to the children of each denomination.

(c) The Authorized Version of the Bible shall be read in the school.

(d) At the hours in which religious instruction is given in the school, priests of the Roman Catholic Church and accredited ministers of Evangelical denominations may attend and give instruction to the children of their respective persuasions, in places set apart for that purpose, on giving previous notice of their wish to do so to the Principal.

(e) Roman Catholic priests and accredited ministers of other denominations shall have free access to the sick of their communities in the infirmary at all times.

(f) Divine service, in accordance with the usage of the Church of England, shall be celebrated twice each Sunday in the Chapel of the institution, all the inmates of the establishment being required to attend, subject, however, to the provision of Rule (g).

(g) On the application of a clergyman of the Roman Catholic Church or accredited minister of an Evangelical denomination of Christians, requesting permission to celebrate divine service on Sunday, with the members of his communion, a place shall be set apart for the purpose and such members shall have permission to attend. Such application must, however, be made in writing on the previous Saturday.

(h) (i) The form of prayers sanctioned for use in the school shall be read every morning and evening throughout the year

by the Principal or such officers as he may appoint for the purpose.

(ii) The Principal of the institution shall invariably be a clergyman of the Church of England.

(iii) That at least 200 boys and 100 girls of the classes eligible for admission to the late Military Male and Female Orphan Asylums shall be maintained.

(iv) The Trustees shall be

(1) His Excellency the Governor of Madras for the time being ;

(2) The Lord Bishop of Madras for the time being ;

(3) The General Officer Commanding-in-Chief, Southern Command, for the time being ;

(4) A Military Officer to be nominated by His Excellency the Commander-in-Chief in India ; and

(5) A person, not himself a member of the staff, to be nominated by the staff of the institution.

If at any time the office of the General Officer Commanding-in-Chief, Southern Command, ceases to exist, His Excellency the Commander-in-Chief, shall decide what other officer should be regarded as having succeeded to his functions.

(v) British origin and membership of the Church of England or of the Church of Scotland shall be indispensable conditions of trusteeship.

(vi) If a Trustee is absent from India for more than six months, his office be deemed to have become vacant.

(vii) (a) If any Trustee refuses to act, is disqualified from acting under clause (v), resigns or vacates office under clause

(vi) his place shall be filled in the case of an *ex-officio* Trustee by co-optation by the remaining trustees and in the case of a nominated trustee by nomination under sub-clause (4) or sub-clause (5) of (iv) as the case may be.

(b) A co-opted Trustee shall cease to hold office when the *ex-officio* Trustee concerned is willing to act and is not disqualified from acting under clause (v).

(viii) The Trustees shall observe and cause to be observed the conditions of the transfer of the institution and shall manage the funds for the benefit of the institution.

(ix) The Trustees shall appoint a Board of Governors for the internal management of the institution consisting of such

number of members as they consider necessary. Every member of the Board of Governors shall have the qualifications required for a Trustee in clause (v) and a majority of the members shall, so far as possible, be military officers.

(x) The Principal of the institution shall be appointed by the Board of Governors subject to the final approval of the Trustees and shall *ex-officio* be the Secretary to the Board of Trustees and to the Board of Governors.



Law (ed.)

Lawrence Memorial School

Report for 1924-25.

cf [C. 1963 B] From the D.P.O., No. 82 E-1/25-26 & 24.7.

x cf. for the last
18 in 159.8
14.10.24 (E)

pp. 1 & 2 CF

Paragraph 1 on pp. 26 of
24.5.24 31.3.25 (42);
cf. also paragraph 1
of the letter on 24.10.24

The report may be recon-
as usual. A draft order is submitted
2. In paragraph 2 of
his letter the D.P.O. enquires whether the
annual report of the school should
future be submitted to govt. As the
Trustee scheme has been sanctioned
by the govt. of India on the under-
standing that this govt. makes it
responsible for the proper conduct
of the school etc - though any control
by the local govt. could be only nominal
- it would seem that the annual
report may continue to be sent
up to govt. for information. If it
is agreed to, paragraph 2 of the draft
is for approval.

may be circulated to C₄
30.7.25



filed S
3/7
3.8

C₄

set
5/6/25

Lawrence Memorial School,
Ootacamund

Report for 1924-25 -
Recorded.

” ” ” ” ” 192 .

C. No. 1963P From the D. P. J. R. & P. No. 82 E-1 dated 24-7- 1925.
-25-26

192

192

Mis.

1337
No. ~~1017~~ dated 5-8-1925

Recorded.

2. With reference to paragraph 2 of his letter read above, the D.P.J. is informed that a copy of the annual report of the school should ~~may~~ continue to be sent to the Govt. ~~for information~~

as the Gov^t of India have sanctioned the scheme for the transfer of the school to a Board of Trustees on the understanding that the local Gov^t "make themselves responsible for the proper conduct of the school"

cur
30.7.25

The D. P. S.

P. J.
DESPATCHED
5 AUG 1926

V. T. 2.8

When given for copying — }
 When copied — } 192
 When examined — }
 When signed — }

READ AGAIN G.O. No. , DATED
 192

CURRENT No.

ENCLOSURES TO G. No.

ORDER OF GOVERNMENT A A A A A A A

LETTER OF GOVERNMENT.

STATEMENT WITH DETT.

PAPERS NOT FILED ON, BEING MEANT FOR DESPATCH
 IN ORIGINAL.

N.B.—

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