

EDUCATION.**Grants to Preparatory, Intermediate and Secondary Schools,
1923-24.**

REGULATIONS, DATED 16TH OCTOBER, 1923, MADE BY THE MINISTRY OF EDUCATION, NORTHERN IRELAND, UNDER SECTION 99 (1) OF THE EDUCATION ACT (NORTHERN IRELAND), 1923 (13 & 14 GEO. 5, CH. 21).

1923. No. 44.

1. For the purposes of these regulations :—

- (a) A Preparatory School is a school or department of a school providing instruction suitable for preparing pupils for entry to an intermediate or secondary school.
- (b) An Intermediate School is a school or department of a school providing at least a three years' course of instruction in such subjects as may from time to time be deemed suitable for pupils who, before entrance, have reached such stage (in these regulations referred to as the 'qualifying stage') of attainment in elementary education as may be prescribed by the Ministry.
- (c) A Secondary School is a school or department of a school providing at least a five years' course of instruction in the subjects aforesaid beyond the qualifying stage.

2. In order to be recognised as a Preparatory School or Preparatory Department of a school at least 75 per cent. of the pupils who leave it annually must become bona fide pupils of a recognised Intermediate or Secondary School, and further, the annual tuition fee for the ordinary course, not including extra subjects, must be at least £6.

3. No School will be recognised under these rules which has not at least 30 pupils between the ages of 6 and 19, each of whom is following a course of instruction approved by the Ministry, and each of whom makes at least 130 attendances during the school year.

In the case of an epidemic or other serious difficulty the Ministry may accept a smaller number of attendances.

The fees charged in all Preparatory, Intermediate and Secondary Schools will be subject to the approval of the Ministry.

The Ministry may at any time, as a condition for grants, require a school to provide a certain number of free places for children who, in the opinion of the Ministry, have given proof of their capacity to benefit by a course of higher education.

Should a school satisfy the above conditions during one school year it may be recognised in the following year even if the number of pupils falls below the limit, but this concession cannot be further extended.

4. No school will be recognised unless it is shown to the satisfaction of the Ministry that no pupil attending the school is permitted to remain in attendance during the time of any religious service or instruction unless the parents or guardians of such pupil shall have sanctioned such attendance, and that the time for religious service or instruction is so fixed that no pupil not remaining in attendance is excluded directly or indirectly from the advantages of the secular education given in the school.

5. No new school will be recognised unless it can be shown to be required in the area in which it is situated.

MANAGEMENT.

6. No school will be recognised which is in the opinion of the Ministry conducted for private profit or farmed out to the Head Master or Head Mistress.

The entire income of the school from all sources must be devoted solely to educational purposes.

7. The School must be under the control of a Governing Body approved by the Ministry. The Governing Body must act under a scheme of written regulations setting forth its constitution and defining its functions both as regards responsibility for general control, and responsibility (including that of the Head Master or Head Mistress) for the conduct of the school. A copy of the scheme must be deposited with the Ministry, and its provisions must be approved by the Ministry and must not be varied or departed from without the approval of the Ministry.

8. After the Governing Body has been formed and approved, an application, in the prescribed form, for recognition of the school must be submitted by them to the Ministry.

The school cannot be recognised in respect of any school year unless this application shall have reached the Ministry on or before the 30th September in that year or shall have reached the Ministry in a previous year and not been withdrawn.

9. The Governing Body must appoint a person to act as Correspondent with the Ministry.

N.B.—Rules 6, 7, 8 and 9 will not be enforced during the School Year 1923-24. Arrangements should be made during that year for management on the lines indicated to begin at the opening of the School Year 1924-25.

For the year 1923-24 the system of managers which has been in operation up to the present will be continued, and a consent to inspection in the prescribed form, signed by the manager, must reach the Ministry on or before 30th September, 1923.

CURRICULUM.

10. The curriculum in a Preparatory School or Preparatory Department of a Secondary School must be approved by the Ministry, and must, as a rule, provide for instruction in :—

- English.
- History.
- Geography.
- One language other than English.
- Arithmetic.
- Drawing.
- Choral Singing.
- Nature Study.
- Needlework (for girls only).

11. The curriculum of an Intermediate or Secondary School must be approved by the Ministry, and must provide for instruction, suitable for children who have reached the qualifying stage, in :—

- English.
- History.
- Geography.

One language other than English.
Mathematics.
Science (including Laboratory Work).
Drawing.
Choral Singing.

It is expected that instruction in Civics will be given in connection with the teaching of English and History. Provision must be made to the satisfaction of the Ministry in the ordinary management of the school and in the instruction given therein for bringing up the pupils in habits of punctuality, of good manners and language, of cleanliness and neatness, and also for impressing upon the pupils the importance of cheerful obedience to duty, of consideration and respect for others and of honour and truthfulness in word and act.

In schools for girls the curriculum must include provision for instruction in Domestic Economy.

In schools for boys the curriculum must include provision for instruction in Manual Work.

Schools will be given a period of two years from 1st August, 1923, in which to make arrangements with regard to Manual Instruction and Domestic Economy.

12. The curriculum must make such provision as the Ministry, having regard to the circumstances of the school, can accept as adequate for organised games and physical exercises.

13. All the subjects set forth in Rules 10 and 11 need not necessarily be taught throughout the whole school nor to every pupil, but the course in any one subject should extend over at least two years. The arrangements made by the school in this respect must, however, receive the sanction of the Ministry.

14. On or before a date in each year to be fixed by the Ministry there must be submitted a time table and syllabuses setting forth the courses of instruction in all classes in the school. The time table and syllabuses must be approved by the Ministry.

15. The Ministry may prohibit the use of such books as may not meet with its approval.

TEACHING AND STAFF.

16. Except in circumstances specially sanctioned by the Ministry the number of pupils taught together in any one class should not as a rule exceed 30 and must never exceed 35.

17. In Practical Classes for Science, Domestic Economy and Manual Instruction the number of pupils in a class may not exceed 20 unless an assistant teacher recognised by the Ministry is provided, in which case the number may be increased to 30.

18. Practical Instruction in Science, Domestic Economy and Manual Instruction must be given in lessons of at least 80 minutes duration.

19. The salaries of the teaching staff must in no case be subject to variation according to the amount of grant received under these regulations.

20. Where salaries or scales of salaries for certain teachers or classes of teachers are prescribed by the Ministry, those salaries at least must be paid to the teachers.

21. The qualifications of all the teachers employed in giving instruction in each subject must be approved by the Ministry.

22. As a rule no school will be recognised as eligible for grants unless one teacher at least for each of the principal subjects of instruction has been recognised by the Ministry as a teacher of that subject.

23. The staff must be sufficient to admit of a proper classification of the pupils.

24. No school will be recognised unless all the full-time teachers are under contract determinable only upon at least three months' notice in writing.

25. In case of dismissal a teacher shall have a right of appeal to the Ministry as referee.

INSPECTION.

26. The Ministry must be satisfied that the School is in all respects efficient. It must be open at all reasonable times to inspection by the officers of the Ministry, and the efficiency of the instruction and proficiency of the pupils will be judged by such tests as the Ministry may direct. A reasonable proportion of pupils must be presented for the annual Examinations of the Ministry and the results of these examinations may be taken into account in estimating the efficiency of the School.

PREMISES.

27. The Ministry must be satisfied that the school premises are satisfactory as regards lighting, heating, ventilation and sanitary condition, that they provide adequate accommodation in suitable class-rooms for the pupils in attendance, and that they contain such equipment as may be deemed necessary for the proper working of the approved curricula.

Plans for new buildings and for alterations or extensions of existing buildings must receive the approval of the Ministry.

RECORDS.

28. The names of all pupils must be entered in Attendance Books supplied by the Ministry and the attendances marked in accordance with the regulations furnished therewith.

Attendance on any day shall mean, in the case of pupils of the age of 10 years and over, that the pupil shall have been present under instruction in the school for not less than 4 hours, and, in the case of pupils under the age of 10, that the pupil shall have been under instruction in the school for not less than 3 hours, provided that on a day which is a school half-holiday attendance under instruction for not less than 2 hours shall suffice in the case of all pupils.

29. When a pupil enters a school, steps should immediately be taken to secure a copy of his birth certificate, or, in cases where the birth has not been registered, a statutory declaration as to the date of birth made by a parent or guardian, supported by such other evidence as may be available.

30. A permanent Register of Pupils must be kept in every school. It must contain the name of the parent or guardian of each pupil, the full name of the pupil, the date and place of his birth, the date of his admission to the School, his previous school if any, the class in which he is placed on admission, the examinations which he has passed before admission and those which he passes during his school career, the date of his leaving and the class then reached.

FINANCE.

31. There must be sent to the Ministry at such date and in such form as may be prescribed a complete balance sheet and statement of accounts showing the receipts and expenditure during the school year and supported by such vouchers and other evidence as the Ministry may require.

All the accounts of the school (including the school fees account) must be kept in such form as to show readily the information required by the Ministry. These accounts must be open to inspection at any time by an accredited officer of the Ministry, and all such vouchers as may be required in support of any item must be forthcoming.

GENERAL.

32. The school must furnish to the Ministry at such dates as may be prescribed, such attendance books, lists, and other information as may be required by the Ministry.

GRANTS.

33. A grant of £5 will be paid in respect of each eligible pupil in Preparatory Schools or Preparatory Classes.

A Grant of £9 will be paid in respect of each eligible pupil who, having reached the "qualifying stage" (see definition of Intermediate School) or having equivalent attainments, is following an approved intermediate course.

A grant of £12 will be paid in respect of each eligible pupil who, having completed the intermediate course and having passed the appropriate examination (or having attainments which in the opinion of the Ministry are equivalent), is following an approved post-intermediate course.

In the case of a small school recognised as discharging a useful public function in a locality where no other school of a similar type exists, or in other exceptional circumstances the Ministry may, with the approval of the Ministry of Finance, allow an additional grant to the school.

34. To be eligible to earn grant the pupils must follow an approved course and must, during the school year, make at least 130 attendances while between the ages of 6 and 19.

In case of an epidemic or other serious difficulty the Ministry may accept a smaller number of attendances.

Pupils who are reported upon by the Inspectors as unfit to attend the classes in which they are placed may be disqualified for earning grant for the school.

35. Where a pupil, during the school year, has been transferred from one school to another, the Ministry may, after consideration of all the circumstances of the case, divide the capitation grant, in respect of that pupil, between the two schools in such proportion as it may think fit, or may pay the whole or any portion of the capitation grant to any one of the schools or may refuse to pay any grant in respect of that pupil.

36. Should any of these or other regulations of the Ministry not be complied with the Ministry may make such deductions from the grant as it may deem advisable.

37. In the case of a school which during the school year of 1922-23 was recognised by the Ministry, the Ministry may pay grants under these rules in full or in part, and for such limited period as it may

determine, notwithstanding that any of the above conditions are not complied with.

38. The school year is the period from the first day of August in one year to the 31st day of July in the following year.

39. In any case of doubt or difficulty as to the construction of these rules, or as to any claim, right or liability thereunder, the decision of the Ministry shall be final.

40. The foregoing rules will come into operation on the first day of August, 1923, but will not apply to anything in relation to the school year ending 31st July, 1923.

All previous rules dealing with grants to Intermediate and Secondary Schools, shall, except in their application to (Trades Preparatory Schools, be revoked from the time when these rules come into operation.

Given under the Seal of the Ministry of Education for Northern Ireland, this 16th day of October, 1923.

L. McQuibban,
Secretary.

Parliamentary Grants and Rate Aid.

REGULATION, DATED 9TH NOVEMBER, 1923, MADE BY THE MINISTRY OF EDUCATION, NORTHERN IRELAND, UNDER SECTION 77 OF THE EDUCATION ACT (NORTHERN IRELAND), 1923.

1923, No. 51.

WHEREAS it is provided in Section 77 of the Education Act (Northern Ireland), 1923, that the Ministry of Education for Northern Ireland hereinafter called "the Ministry" shall, by regulations to be laid before Parliament in accordance with the provisions of that Act, prescribe from time to time the conditions required to be fulfilled, in respect of any school or educational facilities to which that Act applies, for the purpose of participation in any grant out of moneys provided by Parliament or in any aid from funds raised or administered by education authorities: Provided that the Ministry shall, in framing such regulations, have regard to the provisions of Section five of the Government of Ireland Act, 1920, and Article 16 of the Articles of Agreement set forth in the Schedule to the Irish Free State (Agreement) Act, 1922:—

NOW THEREFORE the Ministry hereby makes the following Regulation, that is to say:—

Except as provided hereunder it shall be a condition requiring to be fulfilled in respect of any school or educational facility (to which the Education Act (Northern Ireland), 1923, applies) for the purpose of participating in any grant out of moneys provided by Parliament or in any sum fundaid is raised or administered by education authorities that before payment thereof, to or in respect of, any such school or educational facility or any teacher therein, every such teacher and every manager or other person having or exercising the control, management, direction or conduct of such school or educational facility, shall comply with the provisions of all statutes, and all rules and regulations made thereunder so far as such statutes, rules and regulations