

7. The parents present at the meeting shall nominate by show of hands or otherwise as the Education Committee may direct such number of persons to be members of the said School Management Committee as is assigned to them under the approved scheme aforesaid.

8. The Education Committee shall take all necessary steps to exclude from the meeting all unauthorised persons and to ensure that only persons duly entitled thereto shall exercise a vote at the meeting and that the voting is carried out in a proper manner ; but nominations made at the meeting shall not be void necessarily by reason only of irregularities in the conduct of the meeting and may notwithstanding any irregularities as aforesaid be confirmed by the Education Committee with the approval of the Ministry of Education.

9. The Education Committee shall appoint an officer to act as clerk of the meeting who shall make a proper report of the proceedings to the Education Committee.

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

11. The Interpretation Act, 1921 (2 Geo. V. Ch. 4), applies for the purpose of the interpretation of these Regulations as it applies for the purpose of the interpretation of an Act of the Parliament of Northern Ireland.

Given under the Seal of the Ministry of Education for Northern Ireland, this 26th day of September, 1930.

(L.S.)

A. N. Bonaparte Wyse,
Secretary.

Secondary Schools : Grants.

REGULATIONS, DATED 24TH MAY, 1930, MADE BY THE MINISTRY OF EDUCATION, NORTHERN IRELAND, UNDER SECTION 77 OF THE EDUCATION ACT (NORTHERN IRELAND), 1923, AND LAID BEFORE PARLIAMENT IN TERMS OF SECTION 99 (2) OF THE ACT AFORESAID.

1930. No. 67.

1. These Regulations may be cited as "the Secondary School Grants Regulations, Northern Ireland, 1930."

2. 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 (hereinafter called the "qualifying stage") of attainment in elementary education as may be prescribed by the Ministry of Education for Northern Ireland (hereinafter called "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.
- (d) "Recognized" means recognized by the Ministry as qualified to receive grant under these Regulations.
- (e) "Approved" means approved by the Ministry.
- (f) "A school year" is the period beginning on the first day of August in one year and ending on the thirty-first day of July in the following year.

3. In order to be recognized a school must comply with the requirements of these Regulations and any requirements of the Education Acts, Northern Ireland, from time to time in force, and if it does not so comply the Ministry may cease to recognize the school.

4. Application for the recognition of a school under these Regulations must in the first place be made by the school authorities through the local education authority of the area in which the school is situated on the prescribed form obtainable from the Ministry and the said authority shall forward the application to the Ministry with a report as to the need for the school in the education area.

5. Before a school may be recognized under these Regulations the Ministry must be satisfied that the school is required in the locality.

6.—(a) The school must be under the control of an approved governing body which must act under an approved scheme setting forth its constitution and defining its functions both as regards responsibility for general control and responsibility (including that of the principal) for the conduct of the school.

(b) A copy of the approved scheme setting forth the constitution and defining the functions of the governing body must be deposited with the Ministry and no variation of or departure from its provisions may be made without the approval of the Ministry.

(c) Records of the proceedings of the governing body must be kept and must be open at all reasonable times to inspection by the officers of the Ministry.

7.—(a) The Ministry must be satisfied that the school is not conducted for private profit nor farmed out to the principal or other person.

(b) The income of the school from all sources must be devoted solely to approved educational purposes.

8. There must, as a rule, be enrolled at the school at least 30 pupils between the ages of 6 and 19, each of whom is following an approved course of instruction.

9. The fees chargeable are subject to the approval of the Ministry, provided that the annual tuition fee in a preparatory school shall be at least £6 exclusive of charges for extra subjects.

10. The Ministry may require the school to provide free places for students who, in the opinion of the Ministry, have given proof of their capacity to benefit by a course of higher education beyond the qualifying stage.

11.—(a) No pupil may be permitted to attend any religious service or religious instruction unless his parent or guardian has previously sanctioned such attendance.

(b) The time for religious service or religious instruction must be fixed so that no pupil is excluded thereby directly or indirectly from the other instruction given in the school.

12. The governing body must appoint a person to act as correspondent with the Ministry.

13. The school must where possible be connected with the public telephone system and the Ministry must be informed of the number and exchange allotted to the school.

14.—(a) The curriculum of a preparatory school must, as a rule, provide a progressive course of instruction in each of the following subjects :—

English,
History,
Geography,
One language other than English,
Arithmetic,
Drawing,
Choral Singing,
Nature Study,
Needlework (for girls only),
Educational Handwork (for pupils under eight years of age).

(b) The curriculum of an intermediate or secondary school must, as a rule, provide for pupils who have passed the qualifying stage a progressive course of instruction of at least two years' duration in each of the following subjects :—

English,
History,

Geography,
 One language other than English,
 Mathematics,
 Science (including Laboratory Work),
 Drawing,
 Choral Singing,
 Domestic Economy (for girls only),
 Manual Instruction (for boys only),

15. In addition to the subjects of the curriculum set out in Regulation 14 hereof such provision for physical training and organized games must be made as the Ministry having regard to the circumstances of the school is willing to accept as adequate.

16.—(a) All time-tables and courses of instruction are subject to the approval of the Ministry.

(b) On or before 30th September in each year the principal of the school or other properly authorized person must submit to the Ministry for approval ten copies (either typewritten or printed) of the Time-table setting forth the times of instruction in all classes in the school and two copies of each syllabus of instruction in those subjects in which such syllabus differs from that prescribed in the Ministry's Programme of the Secondary School Certificate Examinations.

(c) Any changes in the Time-table which are introduced in the course of the school year or any cessation of classes, whether temporary or permanent, or any alteration in the dates of holidays must be immediately notified to the Ministry and, if such changes in the Time-table are not minor changes, ten copies (either typewritten or printed) of the amended Time-table must be forwarded to the Ministry.

17. The Time-table must provide that the school shall be open during the school year for at least 187 days (exclusive of Sundays), of which not more than 5 days may be counted in any one calendar week from Sunday to Saturday inclusive ;

Provided, however, that in exceptional circumstances the Ministry may permit variations from the approved Time-table upon application being made to the Ministry by the principal or other approved authority of the school.

18. The Ministry may prohibit the use in the school of any book of which it may not approve.

19.—(a) A class must not consist of more than 30 pupils without the express sanction of the Ministry ; provided, however, that in no case may a class consist of more than 35 pupils.

(b) A class for practical instruction in Science, Domestic Economy or Manual Instruction must not consist of more than 20 pupils without the express sanction of the Ministry ; provided, however, that if an additional approved teacher be

provided such class may consist of more than 20 pupils, but in no case of more than 30 pupils.

20. Practical instruction in Science, Domestic Economy and Manual Instruction may not be given in periods of less than 80 minutes' duration.

21. The salaries of the teaching staff may not be subject to variation with the amount of grant received by the school under these Regulations.

22.—(a) The teaching staff must be sufficient to admit of a proper classification of the pupils.

(b) The qualifications of all teachers giving instruction in each subject must be approved by the Ministry.

23. The governing body and every member of the teaching staff must comply with the requirements of the Regulations for Secondary Teachers, Northern Ireland, from time to time in force.

24. Before appointing a teacher the governing body must submit to the Ministry for approval a statement of the teacher's qualifications in each subject which he is required to teach.

25. The governing body may not allow a member of the teaching staff of the school to undertake any duties not connected with the school which in the opinion of the governing body or of the Ministry would interfere with the proper discharge of his duties in the school.

26.—(a) The Ministry must be satisfied that the school is efficient, and for this purpose the school must be open at all reasonable times to inspection by the officers of the Ministry.

(b) The efficiency of the instruction and the proficiency of the pupils will be judged by such tests as the Ministry may direct.

(c) A reasonable proportion of the pupils must be entered annually for the Secondary School Certificate Examinations of the Ministry and the results of these examinations may be taken into account by the Ministry in estimating the efficiency of the school.

27.—(a) The Ministry must be satisfied as to the premises of the school that—

- (1) they are satisfactory in all respects, including lighting, heating, ventilation and sanitation ;
- (2) they provide adequate accommodation in suitable class-rooms for the pupils in attendance ;
- (3) they contain such equipment as may be deemed necessary for the proper working of the approved curricula.

(b) Plans for new buildings and for alterations or extensions of existing buildings or plans of existing buildings acquired for

the purposes of the school must receive the approval of the Ministry before the works are put into execution or the buildings are acquired as the case may be.

28.—(a) The name of each pupil must be entered in an Attendance Book supplied by the Ministry and his attendance marked therein in accordance with the directions furnished therewith.

(b) An attendance on any day shall mean,

(1) in the case of a pupil under 9 years of age that in addition to any religious instruction he has been present under instruction in the school for not less than 3 hours, and

(2) in the case of a pupil of 9 years of age and upward that in addition to any religious instruction he has been present under instruction in the school for not less than 4 hours ;

provided, however, that (i) on a day which is a school half-holiday the attendance of any pupil under instruction in the school for not less than 2 hours may be reckoned as an attendance for the purpose of these regulations, and (ii) the attendance of a pupil at an examination conducted by the Ministry may be deemed to be an attendance at the school at which he is enrolled and may be entered in the attendance-book of that school as an attendance for the purpose of these regulations.

29. When a pupil is first enrolled steps must immediately be taken to secure a certified copy of the entry of his birth in the Register of Births, or, if 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. There must be kept a permanent register which 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.

31.—(a) There must be sent to the Ministry at such date and in such form as may be prescribed a statement of accounts of the school for the school year certified by a qualified accountant and supported by such vouchers and other evidence as the Ministry may require.

(b) 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 and must be open to inspection at any time by the officers of the Ministry, and all such vouchers as may be required in support of any item must be forthcoming.

32.—A grant will be paid by the Ministry to the governing body of a recognized school in respect of each pupil who during the school year

- (1) has been between the ages of six and nineteen for at least six calendar months ;
- (2) has followed an approved course : Provided that the Ministry may refuse to pay grant in respect of a pupil who is reported upon by an inspector of the Ministry as unfitted to attend the class in which he is placed ;
- (3) has made at least 130 attendances at the school : Provided that the Ministry may pay the grant in respect of a pupil who has made less than 130 attendances,
 - (i) where the pupil has been appointed by the Ministry as a senior pupil teacher in connection with a public elementary school ; and
 - (ii) in the case of an epidemic or other serious difficulty affecting the school as a whole.

33.—Grants under the foregoing Regulation 32 will be payable at the following rates :—

(a) £5 in respect of each pupil in a recognized preparatory school ;

(b) £9 in respect of each pupil in a recognized school who has reached the qualifying stage ;

(c) An additional grant of £3 in respect of each pupil who

- (1) has passed the Junior Certificate Examination of the Ministry or other examination regarded by the Ministry as an equivalent examination, or has shown by his answering in such examination that he is capable of following a post-intermediate course with advantage ; and
- (2) has followed the course for the Senior Certificate Examination of the Ministry or other course regarded by the Ministry as its equivalent : Provided, however, that where pupils belonging to different years of the course of study are taught together in one class the additional grant will not be paid in respect of these pupils, unless sanction for such concurrent instruction has been given by the Ministry on or before 1st January of the school year in respect of which the grant is paid.

34.—(a) In respect of a pupil who has been transferred during the school year from one department of the school to another, and has made at least 130 attendances in all, the Ministry may

at its discretion pay a grant at the lower of the two appropriate rates : Provided, however, that if the pupil has made at least 130 attendances in the higher department the Ministry may pay the grant at the higher rate.

(b) In respect of a pupil transferred during the school year from one recognized school to another, the Ministry may divide the grant between the two schools as it may think fit, or may pay the whole or part of the grant to one of the schools, or may refuse to pay grant to either school.

35. Should any school fail to satisfy the requirements of these or of any other Regulations of the Ministry, the Ministry may either withdraw recognition from the school after such notice, if any, as the Ministry may determine or withhold or make deduction from the grant payable to the governing body of the said school under these or any other Regulations of the Ministry.

36. In the event of the discontinuance of a school as a school conducted subject to these Regulations the Ministry shall have power to withhold payment of any grants due in respect of the said school under these or any other Regulations of the Ministry or of any portion of such grants except of such amount as may be necessary to aid the school in discharging just and lawful debts incurred by way of approved educational expenditure before its discontinuance as aforesaid.

37. The Interpretation Act, 1921 (12 Geo. 5, Ch. 4) shall apply for the purpose of the interpretation of these Regulations as it applies for the purposes of the interpretation of an Act of the Parliament of Northern Ireland.

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

39. These Regulations shall not apply to a Junior Technical or Day Commercial School nor so far as relates to a Preparatory, Intermediate or Secondary School to anything in relation to the school-year ending 31st July, 1930, but they shall come into operation and have effect on the 1st day of August, 1930, on and after which date they shall supersede the Regulations for the Payment of Grants to Preparatory, Intermediate and Secondary Schools (S.R. & O., Northern Ireland, 1926, No. 30) and any Regulations amending those Regulations.

Given under the Seal of the Ministry of Education for Northern Ireland this twenty-fourth day of May, 1930.

(L.S.)

A. N. Bonaparte Wyse,
Secretary.