

LAWS OF GUYANA

EDUCATION ACT

CHAPTER 39:01

Act

3 of 1876

Amended by

43	of	1927	O. 80/1980
24	of	1942	
19	of	1947	
26	of	1949	
27	of	1953	
43	of	1956	
3	of	1961	
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9	of	1976	
12	of	1999	

Current Authorised Pages

<i>Pages</i>		<i>Authorised</i>
<i>(inclusive)</i>		<i>by L.R.O.</i>
1	- 189 ...	1/2012

Index
of
Subsidiary Legislation

	Page
Education (Control and Management of Schools) Order (O. 35/1961, 43/1961)	38
Education (Vesting of Land in the State) (Tagmore Memorial Secondary School) Order (O. 29/1997)	40
Education (Extension of Application of Section 34B of the Act) (Richard Ishmael Secondary School) Order (O. 3/1996)	41
Education (Extension of Application of Section 34B of the Act) (Tagmore Memorial Secondary School) Order (O. 11/1997)	43
Education (Vesting of Land in the State) (Richard Ishmael Secondary School) Order (O. 7/1996)	45
Education (Vesting of Land in the State) (Berbice Educational Institute) Order (O. 7/1998)	46
Education (Extension of Application of Section 34B of the Act) (Berbice Educational Institute) Order (O. 36/1996)	47
Education (Extension of Application of Section 34B of the Act) (Sheet Anchor Primary School) Order (O. 35/1999)	49
Bain Gray Prizes (Government Training College and Broad Street Government School) Rules (R. 20/1950, 1/1953)	51
Carnegie School of Home Economics Regulations (Reg. 14/2/1939, 7 1947, 20/1947, 23/1951, 25/1955, 26/1958)	53
Education Code Regulations	57

(Reg. 17/1940, 37/1943, 10/1944, 43/1945, 49/1945, 1/1946. 30/1948, 7/1949, 17/1950, 2/1952, 4 of 1972, 1 of 1975)	
Government Technical Institute Regulations (Reg. 26/1955)	151
Blair Scholarships Regulations (Nt. 17/10/1938)	154
Centenary and John Wray Scholarships Regulations (Reg. 14/1959)	156
Government General Certificate Scholarships Regulations (Reg. 6/1951, 22/1952, 17/1958, 4/1959, 14/1961, 4 of 1972)	159
Teachers' Fine Fund Regulations (4/9/1936)	163
Guyana Scholarships Regulations (Reg. 13/1965, 14/1967, 28/1969, 8/1978, 5/1984)	164
Queen's College and Bishop's High School Scholarships Regulations (Reg. 1/1960)	174
Secondary Schools Regulations (18/1957, 5/1960)	176
Secondary Schools (Admissions) Regulations (Reg. 18/1957, 8/1963, 1/1978)	186

CHAPTER 39:01

EDUCATION ACT

ARRANGEMENT OF SECTIONS

SECTION

1. Short title.

PART I

ELEMENTARY EDUCATION

2. Interpretation.

THE EDUCATION DEPARTMENT

3. Appointment of Officers.
4. Annual report on elementary education.
5. Power to inspect schools receiving public money.
6. Reference of complaints against teacher to magistrate for investigation.
7. Power to cancel certificate in certain cases.
8. Consequence of cancellation or suspension.

EDUCATIONAL DISTRICTS

9. Declaration of educational districts.

ATTENDANCE OFFICERS

10. Appointment.
11. Duties of attendance officer.
12. Attendance officer may enter premises at certain times and make inquiries.

PROVISIONS FOR ENFORCING ELEMENTARY EDUCATION OF CHILDREN

13. Duty of parent to educate child.
14. Proceedings against parent omitting to educate child.

SECTION

15. Proceedings with respect to child found habitually wandering or not under control.
16. Proceedings on disobedience of magistrate's order for attendance at school.

EMPLOYMENT OF CHILDREN

17. Restriction on employment of children.
18. Employer of child working on plantation.
19. Exemption of employer on proof of guilt of some other person.
20. Employment of child in contravention of the Act.
21. Wilfully making false representation as to age of child.
22. Application of sections 13 to 16.

INDUSTRIAL SCHOOLS

23. Teacher's power of detention over children.
24. Employment of children at industrial school.
25. Provision for children required to attend school for part only of a day.
26. Execution of order requiring child to be sent to school.
- 27.-29 [Repealed by 9 of 1976]

SCHOOL FEES

30. No fees in certain cases.

GOVERNMENT SCHOOLS

31. Establishment of government schools.
32. Certain aided schools to be deemed to be government schools.
33. Accountability for grants and handing over of records.
34. Right of access to school.
- 34A. Provision of system of education.
- 34B. Certain aided schools to become government schools.

PROOF OF AGE OF CHILD, ETC.

35. Power in certain cases to estimate age of child.

SECTION

- 36. Certificates of birth.
- 37. School receiving government grant to be deemed efficient.
- 38. Regulations as to legal proceedings.
- 39. Forgery of, and use of forged, certificate made evidence.

LEGAL PROCEDURE

- 40. Procedure.
- 41. Exemption from payment of fees for process.
- 42. Power to grant warrant to examine place in certain cases.
- 43. Power to amend forms.

PART II

NATIONAL COUNCIL FOR EDUCATION

- 44. Constitution of National Council for Education.
- 45. Functions of the Council.
- 46. Extraordinary meetings of the Council.
- 47. Appointment of Secretary.

PART III

- 48.-53. [Repealed by Act No. 9 of 1976]

GENERAL

- 54. Regulations.

FIRST SCHEDULE—Forms.

SECOND SCHEDULE—Name of school.

1929 Ed.
c. 196
1953 Ed.
c. 91

CHAPTER 39:01
EDUCATION ACT

3 of 1876

An Act to make better provision for the promotion of education in Guyana.

[3RD FEBRUARY, 1877]

Short Title.

1. This Act may be cited as the Education Act.

PART I
ELEMENTARY EDUCATION

Interpretation.
[26 of 1949
3 of 1961
4 of 1972
1 of 1975
O. 80/1980]

2. In this Part of this Act—

“aided school” means an elementary school the managers of which receive any grant-in-aid from public funds;

“attendance officer” means an officer appointed to carry out the provisions of this Act in any educational district;

“authorised person” means anyone who under this Act has and is entrusted with the same rights, powers, privileges and functions as an attendance officer;

c. 1:01.

“the Commission” means the Teaching Service Commission established by article 136(1) of the Constitution;

“education officer” includes senior education officer, education officer and assistant education officer;

“elementary school” means a school, or department of a school, at which elementary education is the principal part of the education there given;

“father” includes the reputed father and every male person cohabiting with the mother of a child, whether he is the

father of the child or not;

“Form” means Form in the First Schedule;

“government grant” means a grant made for the support or in aid of an elementary school or day industrial school, either annually or otherwise, from moneys provided by Parliament;

“government school” means an elementary school established by the Chief Education Officer and maintained from moneys provided by Parliament;

“industrial school” means—

- (a) any elementary school in which theoretical and practical instruction in agriculture or in any trade or trades, or in both, is given and which is recognised under the regulations as an industrial school; or
- (b) a practical instruction centre established by the Government in which agriculture, home economics, industrial art, or subjects of a like nature are taught;

“managers”, when used with reference to a school, includes all those who have the management of any elementary school or day industrial school, whether the legal interest in the schoolhouse is or is not vested in them;

“parent” includes guardian and everyone who is liable to maintain or has the actual custody of a child, and every male person cohabiting with the mother of a child, whether he is the father of the child or not;

“schoolhouse” includes a play-ground and all offices required for a school;

“teacher” includes assistant teacher, pupil teacher, sewing mistress, and everyone who forms part of the educational staff of a school.

THE EDUCATION DEPARTMENT

Appointment of Officers.
[26 of 1949]

3. (1) There shall be a Chief Education Officer and a Deputy Chief Education Officer and one or more senior education officers.

(2) The Deputy Chief Education Officer may exercise all such powers and perform all such duties of the Chief Education Officer, as may be authorised by the Chief Education Officer.

Annual report on elementary education.

4. The Chief Education Officer shall submit annually to the Minister a report on the state of elementary education throughout Guyana, in the form and containing information with regard to the particulars directed by the Minister.

Power to inspect schools receiving public money.
[26 of 1949]

5. The Chief Education Officer and every education officer shall have full power and authority to enter, visit, and inspect every school or schoolhouse and all the premises or offices used therewith, where the managers of the school have received or have applied for any aid from moneys provided by Parliament within the next preceding twelve months.

Reference of complaints against teacher to magistrate for investigation.
[1 of 1975
9 of 1976]

6. (1) If a teacher in a government school is charged by anyone with immoral conduct as teacher or otherwise, or cruel or improper treatment of any of the children or pupils attending the school, the Commission may transmit a statement, specifying the particular acts in respect whereof the charge is made, to the magistrate of the magisterial district within which that school is situate; and the magistrate shall thereupon cause a copy of the statement to be served on

the teacher, together with a summons requiring the teacher to appear before him at any time to be therein appointed, but not less than eight days from the day of the service of the summons.

(2) The teacher, if he thinks fit, may answer the particulars of the complaint in writing, or may plead orally that he is not guilty; and the magistrate shall proceed to hear the complaint and take evidence upon oath in the same manner as if the complaint were a complaint in a civil matter over which the magistrate had jurisdiction and the teacher was the defendant therein.

(3) The magistrate shall transmit to the Commission the evidence taken by him, with a report of what in his opinion is the effect and weight thereof.

Power to cancel certificate in certain cases.
[1 of 1975]

7. If any teacher holding a certificate granted by the Chief Education Officer or other authority in Guyana is, in the opinion of the magistrate and the Commission, guilty of immoral conduct as teacher or otherwise, or of cruel or improper treatment of any of the children or pupils under his charge, the Chief Education Officer, acting on the advice of the Commission, may cancel the certificate or suspend the operation thereof for any time to him seeming meet.

Consequence of cancellation or suspension.
[24 of 1942
1 of 1975]

8. No teacher whose certificate has been cancelled or suspended shall be employed in any aided school until, in the case of suspension, the period of suspension has expired, or, in the case of cancellation, the Chief Education Officer on the advice of the Commission has issued a new certificate to the teacher, and no school whether an aided school or not, in which a teacher whose certificate has been cancelled or suspended as aforesaid is employed shall be deemed to provide efficient elementary education.

EDUCATIONAL DISTRICTS

Declaration of
educational
districts.

9. The Minister may by order declare that any portion of Guyana specified in the order shall form a district for educational purposes and that district shall be called an educational district.

ATTENDANCE OFFICERS

Appointment.
[26 of 1949
24 of 1969]

10. (1) For more effectually carrying out the provisions of this Act, one or more officers may be appointed for each educational district.

(2) The officers shall be called attendance officers and shall receive the salaries provided for them by Parliament.

(3) Every member of the National Assembly, minister of religion, justice of the peace, education officer, school manager, certificated principal teacher of a school authorised in writing by the manager of his school, member of any municipal council or council of a local government district established under the Municipal and District Councils Act or village council, district commissioner, Government officer appointed under the State Lands Act or the Mining Act, member of the police force, or person authorised by the Minister, shall have and may exercise all the rights, powers, privileges and functions vested in an attendance officer by this Act:

c. 28:01

c. 62:01

c. 65:01

Provided that—

- (a) no police constable shall have and exercise the powers given to an attendance officer by section 15 unless authorised or empowered as therein mentioned; and

- (b) nothing herein contained shall impose on any person hereinbefore specified the duties imposed on attendance officers by section 11.

Duties of attendance officer.

[24 of 1942]

11. It shall be the duty of each attendance officer —

- (a) to ascertain and report to the Chief Education Officer every parent of every child resident within his district who has failed or is omitting to cause his child to receive efficient elementary instruction in reading, writing and arithmetic;
- (b) to enforce the provisions of this Act, and to prosecute all those not complying therewith; and
- (c) generally, to follow the directions laid down for his guidance by the Chief Education Officer.

Attendance officer may enter premises at certain times and make inquiries.

[6 of 1997]

12.(1) Any attendance officer, or other authorised person, may enter any yard, house, building, or place, between the hours of six o'clock in the morning and five o'clock in the evening of any day in the week except Sunday and there make inquiries as to any child there residing or employed.

(2) Everyone who —

- (a) hinders or obstructs an attendance officer or any other authorised person in the performance of his duty; or
- (b) wilfully makes any false representations to an attendance

officer or any other authorised person with respect to the age or employment of a child, whether that child is under the age of five years or not; or

- (c) wilfully refuses to afford to an attendance officer or any other authorised person reasonably requiring it, any information that he possesses as to the age or employment of a child, whether the child is under the age of five years or not, shall be liable to a fine of one thousand nine hundred and fifty dollars.

PROVISIONS FOR ENFORCING ELEMENTARY EDUCATION OF CHILDREN

Duty of parent to educate child.

13. It shall be the duty of the parent of every child to cause the child to receive efficient elementary instruction in reading, writing, and arithmetic, and if a parent fails to perform that duty, he shall be liable to the orders and penalties provided by this Act.

Proceedings against parent omitting to educate child.

14.(1) If the parent of a child habitually and without reasonable excuse omits to provide efficient elementary instruction for his child, an attendance officer or other authorised person may prefer a complaint against the parent before a magistrate; and the magistrate, if satisfied of the truth of the complaint, shall make an order that the child do attend some school named in the order, being either such as the parent selects, or, if he does not select any, such public elementary school as the magistrate considers expedient; and the child shall attend that school every time it is opened, or in any other regular manner specified in the order.

(2) Any of the following reasons shall be deemed a

reasonable excuse:

- (a) that there is not within two miles, measured according to the nearest road, from the residence of the child any aided school or government school open which the child can attend; or
- (b) that the absence of the child from school has been caused by sickness or other unavoidable cause.

First Schedule,
Form 1,
Form 2.

(3) Every complaint under this section may be in Form 1, and every order under this section may be in Form 2.

(4) "Efficient elementary instruction" within the meaning of this section means the instruction prescribed by regulations made under this Part.

Proceedings
with respect to
child found
habitually
wandering or
not under
control.

15. (1) If any child is found habitually wandering or not under proper control or in the company of rogues, vagabonds, disorderly persons, or reputed criminals, he may be taken into custody by an attendance officer or other authorised person, or by any police constable authorised by the Chief Education Officer to detain children so found, until a complaint can be preferred against him and he can be brought before a magistrate.

(2) The magistrate shall inquire into the circumstances and may either make an order —

- (a) that the child do attend some elementary school, other than an industrial school, named in the order; and in that case the school so named shall be either such as the parent may select, or if he does not select any

public elementary school the
magistrate considers expedient; or

- (b) that the child shall be sent to an industrial school to be named in the order; or
- (c) that the child shall be delivered to the parent.

(3) When a child is taken into custody under this section, the person taking the child into custody shall, as soon as practicable, give notice of the detention to the parent, if the parent is known and can be found; and the parent may appear before the magistrate and shall have the same rights with respect to the complaint as if it were a civil proceeding and he was the defendant therein.

First Schedule,
Form 3,
Form 4.

(4) Every complaint under this section may be in Form 3, and every order under this section may be in Form 4.

Proceedings on
disobedience of
magistrate's
order for
attendance at
school.
[6 of 1997]

16.(1) Where, without any reasonable excuse within the meaning of this Act, an order for the attendance of a child at school is not obeyed, any magistrate, on the complaint of an attendance officer or other authorised person, may if he thinks fit, order as follows:

- (a) in the first case of non-compliance, if the parent of the child does not appear, or appears and fails to satisfy the magistrate that he has used all reasonable efforts to enforce compliance with the order, the magistrate may impose a fine of three hundred and ninety dollars; but if the parent satisfies the magistrate that he has used all reasonable efforts as aforesaid, the magistrate may,

without inflicting a penalty, order the child to be sent to an industrial school; and

- (b) in a second or any subsequent case of non-compliance with the order, the magistrate may order the child to be sent to an industrial school; or he may for each non-compliance inflict any penalty aforesaid, without ordering the child to be sent to an industrial school:

Provided that a complaint under this section with respect to a continuing non-compliance shall not be repeated by the attendance officer or other authorised person at any less interval than two weeks.

First Schedule,
Form 5,
Form 6.

- (2) Every complaint under this section may be in Form 5, and every order under this section may be in Form 6.

EMPLOYMENT OF CHILDREN

Restriction on
employment of
children.
[19 of 1947
12 of 1999]

17. No person shall take into his employment or employ any child who is under the age of fifteen years:

Provided that the service rendered by a child to its parents, being such service as is usually given by children to their parents, shall not constitute a breach of this section unless such service is rendered on a school day during school hours.

Employer of
child working
on plantation.

18. The manager of a plantation on which a child performs any work for the proprietors thereof shall, subject to the other provisions of this Act, be deemed to have taken the child into his employment.

Exemption of
employer on

19. (1) Where the offence of taking a child into

proof of guilt of
some other
person.

employment in contravention of this Act is in fact committed by an agent or workman of the employer, the agent or workman shall be liable to a penalty as if he were the employer.

(2) Where an employer charged with taking a child into his employment in contravention of this Act proves that he has used due diligence to enforce the observance hereof, and either that some agent or workman of his employed the child without his knowledge or consent, or that the child was employed on the production by the parent of a forged or false certificate and under the belief in good faith in the genuineness and truth of that certificate, the employer shall be exempt from any penalty.

(3) Where the employer satisfies the person inquiring into the matter that he is exempt under this section by reason of the guilt of some agent, workman, or parent, and gives all facilities in his power for proceeding against and convicting the agent, workman, or parent, the person inquiring into the matter shall institute proceedings against the agent, workman, or parent, and not against the employer.

Employment of
child in
contravention
of the Act.
[6 of 1997]

20. (1) Everyone who takes a child into his employment, or employs a child in contravention of this Act shall be liable to a fine of one thousand nine hundred and fifty dollars.

First Schedule.
Form 7.

(2) Every complaint for employing a child in contravention of this Act may be in Form 7.

Wilfully
making false
representation
as to age of
child.
[6 of 1997]

21. Everyone who—

- (a) wilfully makes any false representation as to the age of a child for the purpose of procuring the employment of that child in contravention of this Act; or

- (b) uses any false certificate knowing it to be false,

shall be liable to a fine of four thousand eight hundred and seventy-five dollars.

Application of sections 13 to 16.
[24 of 1942]
[12 of 1999]

22. Sections 13 to 16 (inclusive) shall apply to children between the ages of six and fifteen.

INDUSTRIAL SCHOOLS

Teacher's power of detention over children.

23. Every child required to attend an industrial school or sent there by his parents may be detained by the teacher during the prescribed hours.

Employment of children at industrial school.

24.(1) Every child attending an industrial school may be employed in the vicinity of the school during prescribed hours in agricultural pursuits on any plantation or lands or in any workshop:

Provided that the full value of any labour performed by a child after deducting the cost of the instruction and of the food (if any) supplied at the cost of the school to the child shall be paid to the parent of or secured for the child.

(2) The amount that may be deducted for that cost shall be fixed by the Chief Education Officer.

Provision for children required to attend school for part only of a day.

25. Provision shall be made at every industrial school for allowing children who are only required to attend an elementary school for two and a half hours in the day to receive instruction in elementary education in the school without becoming subject to the industrial training thereat.

Execution of order requiring child to be sent to school.

26. Every child ordered by a magistrate to be sent to an industrial school may be taken, at any time while the order continues in force, to the industrial school named in the order

by an attendance officer or authorised person, or by anyone empowered in writing by an attendance officer or authorised person.

[Sections 27 to 29 (inclusive) repealed by 7 of 1976]

SCHOOL FEES

No fees in
certain cases.
[24 of 1942]

30. No fees shall be charged at any school receiving a government grant in respect of elementary instruction given to any pupil.

GOVERNMENT SCHOOLS

Establishment
of government
schools.

31.(1) If in any educational district the Minister on economical or other grounds so directs, the Chief Education Officer, as soon as the funds are provided for the purpose by Parliament, shall erect proper schoolhouses and establish and maintain sufficient schools in that district.

(2) Those schools when established shall be called government schools.

(3) When a government school has been established in an educational district, the Chief Education Officer may, at his discretion after fair notice, withdraw or withhold all government grants from any aided school within two miles of the government schoolhouse.

Certain aided
schools to be
deemed to be
government
schools.
Second
Schedule.
[3 of 1961]

32. (1) The Minister may by order declare that on a date to be specified in the order, being not less than one month after the date of the order, (hereinafter referred to as the "appointed date"), any aided school listed in the Second Schedule, shall for the purposes of control and management cease to be an aided school, and shall thereafter for the said purposes, notwithstanding this Act, be deemed to be a government school under section 29.

(2) As soon as practicable after the making of the order under the preceding subsection a copy thereof shall be served on the governing body of the said aided school.

(3) Where an aided school is deemed to be a government school by virtue of subsection (1), the governing body of such school and any other manager appointed by them shall, notwithstanding the other provisions of this Act or any regulations made thereunder, cease to be recognized for the purposes of regulation 5 of the Education Code, and the said governing body and any such manager shall not thereafter be entitled to exercise any powers and perform any duties in relation to the control and management of the said school; and the Chief Education Officer shall thereupon be responsible for the control and management of the said school.

Accountability
for grants and
handing over
of records.
[3 of 1961]

30. (1) Every governing body or manager of an aided school that is deemed to be a government school in pursuance of subsection (1) of section 32 shall, not later than one month after the appointed date or within such further period as the Chief Education Officer may allow, render to the Chief Education Officer an account for every grant made in connection with the control and management of the school since the last account was rendered.

(2) Every governing body or manager of an aided school that is deemed to be a government school as aforesaid, shall on the appointed date at the said school deliver or cause to be delivered to the Chief Education Officer or any person authorised by him to act on his behalf all records in their possession in connection with the management of the said school, and all furniture and other effects purchased out of funds made available by the Government.

Right of access
to school.
[3 of 1961]

34. On and after the appointed date, any person shall have the right to enter into any aided school that is deemed to be a government school or upon any land on which it is

situate, for any lawful purpose in connection with the activities of the school.

Provision of
system of
education.
[6 of 1997]

34A. (1) Except with the permission in writing of the Minister, no person other than the Chief Education Officer, shall establish, maintain or manage any school or other place of education for the provision of nursery, elementary, secondary or further education, and any permission granted by the Minister shall be subject to such terms and conditions as the Minister may deem fit to impose.

(2) Any person who contravenes the provisions of subsection (1), or breaches any term or condition imposed by the Minister pursuant to that subsection, shall be liable on summary conviction to a fine of sixty-five thousand dollars and to imprisonment for twelve months, and, in the case of a continuing offence, to an additional fine of six thousand five hundred dollars for every day during which the offence continues subsequent to the date to which the conviction relates.

Certain aided
schools to
become
Government
schools
[6 of 1997]

34B. (1) On the date on which this section comes into operation (hereinafter in this section referred to as "the appointed date") every school which at any time during 1976 and prior to that date was an aided school shall thereupon be deemed to be a government school.

(2) Where an aided school is deemed to be a government school by virtue of subsection (1)—

- (a) the Chief Education Officer shall thereupon become responsible for the control and management of the school and section 31 shall apply in relation thereto;
- (b) there shall be vested in the State, without further assurance—

- (i) the schoolhouse,
- (ii) such land appurtenant to any schoolhouse, as is described in an order made by the Minister under subsection (4), subject to such interests in or rights over such land used exclusively for public religious worship or any building used in connection therewith, as may be set out and described in the said order;
- (iii) all records, furniture and other equipment, used in connection with and for the purpose of carrying on the school, notwithstanding any written law or rule of law.

(3) The provisions of subsection (2) (b)(i) and (ii) shall, as the same apply to an aided school which is deemed to be a government school by virtue of subsection (1), apply *mutatis mutandis* on the appointed date in relation to every school in respect of which an order was made under section 32(1) prior to the appointed date.

(4) The Minister shall, as soon as practicable, by order, prescribe the boundaries of any land appurtenant to a schoolhouse for the purposes of subsection (2) subject to any easements or other interests as may be specified in the order and notwithstanding anything to the contrary in any other law the Registrar of Deeds shall take due notice thereof and shall make such annotations on the records as may be necessary to give effect to such order.

(5) Where property has been vested in the State by virtue of subsection (2)(b), the Minister may, in such circumstances as he thinks just, pay compensation in such amount and in such manner as may be determined by him for

any such property and any determination made by him under this subsection shall be final and conclusive and shall not be called in question in any court on the ground that the compensation is not adequate.

(6) Every governing body or manager of an aided school that is deemed to be a government school by virtue of this section shall not later than one month after the appointed date or within such further period as may be allowed by the Chief Education Officer render to him an account for every government grant made in connection with the control and management of the school since the last account was rendered.

(7) On the appointed date, or later with the approval of the Chief Education Officer, every governing body or manager aforesaid, or any person duly authorised by either of them, or any other person having the possession or control of the records, furniture and other equipment, used in connection with the carrying on of the aided school and vested in the State under subsection (2)(c) shall, at the said school deliver them or cause them to be delivered to the Chief Education Officer or any person authorised by him to act on his behalf.

(8) On the appointed date, the provisions of any regulations made under this Act, in so far as they relate to aided schools and the governing bodies and managers thereof, shall, except for the purposes of subsection (6), or (7) or (11), cease to have effect and the regulations shall accordingly be construed and have effect with such adaptations, exceptions, modifications and qualifications, as may be necessary for the purpose.

(9) For the purposes of this section, the expression "aided school" includes the schools known as the Christ Church Secondary School, the Stewartville Government School and the David Rose School for Handicapped Children.

(10) The Minister may, by order which shall be subject to negative resolution of the National Assembly, extend the application of this section to any other school or place of education, whether or not in receipt of aid from moneys provided by Parliament, with such adaptations, exceptions, modifications and qualifications as the Minister considers necessary for the purpose and the order may, in addition, contain such incidental or consequential provisions as may be necessary for the purpose of giving full effect to the order.

(11) If any person fails to comply with the provisions of subsection (6) or (7) he shall be liable on summary conviction to a fine of thirty-two thousand five hundred dollars and imprisonment for six months.

PROOF OF AGE OF CHILD, ETC.

Power in certain cases to estimate age of child.

35. Where the age of a child is required to be ascertained in any judicial proceeding under this Act, the magistrate or judge having cognizance of the proceeding, if the child is produced before him, after considering any evidence adduced on the point and the appearance of the child, and in the absence of clear testimony to the contrary, may declare and note on the proceedings what in his opinion is the true age of the child, and that age for all purposes connected with that proceeding, shall be taken to be the true age of the child at that time.

Certificates of birth.
[24 of 1942]

36. The Chief Education Officer, everyone authorised in writing by him, and every attendance officer, shall be entitled to obtain from the general register office, a certified copy of any entry in any register in that office with respect to the birth of a child.

School receiving government grant to be

37. Every school receiving a government grant shall, for the purposes of this Act, be deemed an efficient school, and every parent who causes his child regularly to attend any

deemed
efficient.
[3 of 1961]

school receiving a government grant shall, in all proceedings under this Act, be deemed to have performed his duty with respect to the elementary education of his child.

Regulations as
to legal
proceedings.
[26 of 1949
6 of 1997]

38. In any proceedings before a magistrate for offences and penalties under this Act—

- (a) the magistrate may by summons call upon any parent or employer of a child, required by this Act to attend school, to produce the child before him, and anyone failing without reasonable excuse to his satisfaction to comply with the summons shall be liable to a fine of nine hundred and seventy-five dollars;
- (b) a certificate purporting to be under the hand of the principal teacher of an elementary school, stating that a child is or is not attending that school, or stating the particulars of the attendance of a child thereat, or stating that a child has been certified by the Chief Education Officer or an education officer to have reached a particular standard of education, shall be evidence of the facts stated in the certificate;
- (c) where a child is apparently of the age alleged for the purposes of the proceeding, it shall lie on the defendant to prove that the child is not of that age;
- (d) if a child is attending an elementary school which is not an aided school, it

shall lie on the defendant to show that the school is efficient, and the magistrate in considering whether an elementary school is efficient, shall have regard to the age of the child and to the standard of education corresponding to that age prescribed by the education code for the time being in force;

- (e) anyone may appear by a member of his family or any other person authorised by him in that behalf.

Forgery of, and use of forged, certificate made evidence.

39. Everyone who—

- (a) forges or counterfeits; or
- (b) gives or signs knowing to be false in any particular; or
- (c) uses, knowing to be forged, counterfeit, or false,

any certificate by this Act made evidence of any matter, shall be liable on summary conviction to imprisonment for three months.

LEGAL PROCEDURE

Procedure.

40. All penalties incurred under this Act may be sued for and recovered in a summary manner before a magistrate; and all orders which a magistrate is authorised to make under this Act shall be applied for, made, and enforced in the manner provided by the Summary Jurisdiction Acts.

Exemption from payment of fees for

41. No one whether complainant, plaintiff, or defendant, shall be required to pay any fees for process in a

process. proceeding, other than those for the recovery of school fees, taken or had under this Act against the parent or employer of a child.

Power to grant warrant to examine place in certain cases. [6 of 1997]

42.(1) If it appears to a magistrate, on the complaint of an attendance officer or other authorised person, that there is reasonable cause to believe that a child is employed in contravention of this Act in any place, whether a building or not, the magistrate may, by order under his hand, empower an attendance officer, or other authorised person, or police officer, to enter that place, at any reasonable time within seven days from the date of the order, and to examine the place, and anyone found there, touching the employment of any child there.

(2) Everyone who refuses admission to an officer authorised by order under this section, or obstructs him in the discharge of his duty when acting under this section, shall for each offence be liable to a fine of nine thousand seven hundred and fifty dollars.

Power to amend Forms. [43 of 1956]

43. The Minister may by order amend the First Schedule.

PART II NATIONAL COUNCIL FOR EDUCATION

Constitution of National Council for Education. [43 of 1956 7 of 1963]

44. (1) There shall be established a body to be known as "The National Council for Education" (hereinafter referred to as "the Council") consisting of a Chairman and not more than thirteen other members appointed by the Minister.

(2) Subject to this section, every member of the Council shall hold office for such period as is specified in the instrument or other document appointing him, and he shall be eligible for re-appointment.

(3) Seven members (including the Chairman or any

other member acting as such) shall form a quorum at any meeting of the Council.

(4) If any member of the Council —

- (a) departs from Guyana without the leave of the Minister; or
- (b) remains out of Guyana after the expiration of his leave; or
- (c) fails without reasonable excuse (the sufficiency whereof shall be determined by the Minister) to attend six consecutive meetings of the Council,

he shall cease to be a member of the Council.

(5) The Chairman or a member of the Council may resign his office by writing under his hand addressed to the Minister, but he shall be eligible for re-appointment.

Functions of
the Council.
[9 of 1976]

45. The Council shall advise the Minister upon matters relating to nursery, elementary, secondary, or further education, and may at any time make recommendations to the Minister in respect of such matters.

Extraordinary
meetings of the
Council.

46. An extraordinary meeting of the Council shall be summoned by the direction of the Minister or by the secretary on the written request of a majority of the members of the Council.

Appointment
of Secretary.

47. Subject to the approval of the Minister, the Council may appoint a secretary at such salary and on such terms and conditions as the Council thinks fit, and the salary shall be paid out of moneys provided by Parliament for the purposes of education.

PART III

[Sections 48 to 53 (inclusive repealed by Act No. 9 of 1976)]

GENERAL

Regulations.
[7 of 1963
1 of 1975
9 of 1976]

54.(1) The Minister may from time to time make regulations generally for establishing and maintaining an efficient system of education throughout Guyana.

(2) Without prejudice to the generality of the provisions of subsection (1), the Minister may make regulations for all or any of the following purposes:

- (a) for securing the proper application and distribution of all moneys provided by Parliament for the purposes of education;
 - (b) for awarding scholarships or other awards or for withholding any such scholarship or award and for controlling persons holding such scholarships or awards;
 - (c) for the government and discipline of all schools of every kind maintained from moneys provided by Parliament.
-

s. 14

**FIRST SCHEDULE
FORMS**

FORM 1

Complaint against parent for not educating child

GUYANA.

The complaint of _____ an attendance officer or other authorised person, taken before me, the undersigned magistrate for the _____ district, at _____ in the county of _____ this _____ day of 20____, who saith that _____ residing at _____ in the said county, being the parent, within the meaning of the Education Act, of the child named _____ and which child is above the age of five years and under the age of twelve years, has, for the period of _____ next before the date of this complaint, habitually and without reasonable excuse omitted to provide efficient elementary education for h _____ said child, the said _____ in contravention of the said Act; and thereupon he, the said educational district officer or other authorised person, makes application that the said _____ may be dealt with according to law.

Taken before me the day and year and in the place above mentioned. A.B.

(Signed)

C.D.
Magistrate

s. 14

FORM 2

Order on parent for attendance of child at school

GUYANA

County of _____

Be it remembered that on the _____ day of _____

20 , complaint was made before a magistrate for the district by on attendance officer, or other authorised person, that residing at in the county of being the parent, within the meaning of the Education Act, of the child named who is above the age of five years and under the age of twelve years, had, for the period of next before the said day of 20 , habitually and without reasonable excuse omitted to provide efficient elementary education for the said child, the said in contravention of the said Act, and that on the day of 20 , at the court room, at in the said county of the matter of the said complaint was heard and investigated by the undersigned magistrate for the district; and now, being satisfied of the truth of that complaint, I do order that the said do cause the said child to attend the school at [*here describe the school*] being the school which the said parent has selected [*or which, as the parent has not selected any, I have named*] on [*here specify how many days on which the child is to attend school*] in each week during which that school shall be open for hours on each such day.

Dated this day of 20 , at
(Signed)

C.D.
Magistrate

s. 15

FORM 3

Complaint against child found habitually wandering

GUYANA.

The complaint of _____ an attendance officer, or other authorised person, taken before me, the undersigned magistrate for the _____ district, at _____ in the county of this _____ day of _____ 20____, who saith that _____ being a child subject to the provisions of the Education Act, has, for the period of _____ next before the date of this complaint, been found within the _____ educational district habitually wandering, [or not under proper control, or in the company of rogues or vagabonds or disorderly persons or reputed criminals, as the circumstances of the case may require].

A.B.

Taken before me the day and year and at the place first above mentioned.

(Signed)

C.D.
Magistrate

s. 15

FORM 4

Order under section 15

GUYANA.

Be it remembered that on the _____ day of _____ 20____, at the court room in the county of _____ in pursuance of the Education Act, I, _____ magistrate for

the district, do order that being
 a child subject to the provisions of section 15 of the said Act,
 do attend the public elementary school at being
 the school which the parent of the said child has selected [*or*
 which, as the parent of the said child has not selected any, I
 have named] for days in each week during which
 that school shall be open for hours on each of those
 days, [*or* be sent to the industrial school at *or* be
 delivered to his parent].

Dated this day of 20 .
 (Signed)

C.D.
 Magistrate

s. 16

FORM 5

Complaint for non-compliance with order of magistrate

GUYANA.

The complaint of an attendance officer
 or other authorised person, taken before me, the undersigned
 magistrate for the district, at in
 the county of this day of 20 , who
 saith that heretofore on the day of
 20 , an order was made by , magistrate
 for the district, that being the parent,
 within the meaning of the Education Act, of the child named
 should cause the said child
 to attend, and that the said child should attend, the school at
 therein named, in the manner
 specified in the said order. and that the said now
 residing at in the county of has,
 for the period of next before the date of this

s. 20

FORM 7

Complaint for employing child in contravention of the Act

GUYANA.

The complaint of _____ taken before me, the under-
 signed magistrate for the district, at _____ in the
 county of _____ this _____ day of _____ 20 _____ ,
 who saith that _____ residing at _____ in the
 said county, did on the _____ day of _____ 20 _____ ,
 take into his employment [*or employ*]at _____ in the
 said county, one _____ then being a child subject to
 the provisions of the Education Act, in contravention of the
 said Act.

A.B.

Taken before me this day and year and at the place
 above-mentioned.

(Signed)

C.D.

Magistrate

SECOND SCHEDULE

NAME OF SCHOOL

- St. Matthew's Anglican Providence Grove Anglican
- Supply Anglican
- St. Mary's Anglican Goed Fortuin
- St. Simon's Anglican
- La Bonne Intention Anglican
- Lusignan Anglican
- St. Augustine's Anglican
- Non Pariel Anglican
- St. Mark's Anglican Paradise
- St. Alban's Anglican
- St. Gabriel's Anglican
- Bath Settlement Anglican
- No. 59 Anglican

Leeds Anglican
Dartmouth Anglican (St. Barnabas)
Jacklow Anglican
Endeavour Anglican
St. Mary's Anglican Hackney
Kingston Methodist
Plaisance Methodist
Strath Campbell Methodist
Liberty Methodist
Christianburg Church of Scotland
Cornelia Ida Church of Scotland
Mahaica Church of Scotland
Belmont Church of Scotland
St. Columba's Church of Scotland
Manchester Church of Scotland
Good Hope Church of Scotland
Huis't Dieren Church of Scotland
Malgretout Roman Catholic
St. Francis Roman Catholic
Santa Rosa Roman Catholic
Ramjit Canadian Mission
Hague Canadian Mission
MacGillivray Canadian Mission
John Gibson Canadian Mission
De Hoop Canadian Mission
Biaboo Canadian Mission
Novar Canadian Mission
Bohemia Canadian Mission
No. 56 Canadian Mission
Gibson Fisher Canadian Mission
Ridge Canadian Mission
Maryville Canadian Mission
Bethel Congregational
Ithaca Congregational
No. 5 Congregational
Arthurville School
St. James Anglican, Waramuri

SUBSIDIARY LEGISLATION

O.35/1961
43/1961

**EDUCATION (CONTROL AND
MANAGEMENT OF SCHOOLS) ORDER**

made under section 2

Citation.

1. This Order may be cited as the Education (Control and Management of Schools) Order.

Government
schools.

2. It is hereby declared that on the 1st day of July, 1961, the aided schools listed in the Schedule to this Order shall, for the purposes of control and management, cease to be aided schools and shall thereafter for the said purposes, notwithstanding the provisions of the Act or any regulations made thereunder, be deemed to be government schools under section 32 of the Act.

SCHEDULE

St. Matthew's Anglican Providence
Grove Anglican
Supply Anglican
St. Mary's Anglican
Goed Fortuin
St. Simon's Anglican
Plaisance Methodist
La Bonne Intention Anglican
Lusignan Anglican

[Subsidiary]*Education (Control and Management of Schools) Order*

St. Augustines Anglican
Non Pariel Anglican
St. Mark's Anglican Paradise
St. Alban's Anglican
St. Gabriel's Anglican
Bath Settlement Anglican
No. 59 Anglican
Leeds Anglican
Dartmouth Anglican (St. Barnabas)
Jacklow Anglican
Endeavour Anglican
St. Mary's Anglican Hackney
Kingston Methodist
Strath Campbell Methodist
Liberty Methodist
Christianburg Church of Scotland
Cornelia Ida Church of Scotland
Mahaica Church of Scotland
Belmont Church of Scotland
St. Columba's Church of Scotland
Manchester Church of Scotland
Good Hope Church of Scotland
Huis't'Dieren Church of Scotland
Malgretout Roman Catholic
St. Francis Roman Catholic
Santa Rosa Roman Catholic
Ramjit Canadian Mission
Hague Canadian Mission
MacGillivray Canadian Mission
John Gibson Canadian Mission
De Hoop Canadian Mission
Biaboo Canadian Mission
Novar Canadian Mission
Bohemia Canadian Mission
No. 56 Canadian Mission
Gibson Fisher Canadian Mission
Ridge Canadian Mission
Maryville Canadian Mission

[Subsidiary]

*Education (Control and Management of Schools) Order
Education (Extension of Application of Section 34B of the Act) (Richard
Ishmael Secondary School) Order*

Bethel Congregational
Ithaca Congregational
No. 5 Congregational
Arthurville School
St. James' Anglican,
Waramuri

OO. 3/1996

**EDUCATION (EXTENSION OF APPLICATION
OF SECTION 34B OF THE ACT) (RICHARD
ISHMAEL SECONDARY SCHOOL) ORDER**

made under section 34B (10)

Citation.

1. This Order may be cited as the Education (Extension of Application of Section 34B of the Act) (Richard Ishmael Secondary School) Order.

Extension of application of section 34B of the Act to Richard Ishmael Secondary School.

2. Subject to clause 3, the provisions of section 34B of the Act area hereby extended to the Richard Ishmael Secondary School Woolford Avenue, Thomas Lands, Georgetown Demerara:

Modification of certain provisions of 34B of the Act for purposes of this Order.

3. For the purposes of this Order, section 34B of the Act shall have effect as if-

(a) for subsection (1); the following subsection were substituted-

(1) On the date on which the Education (Extension of Application of Section 34B of the Act) (Richard Ishmael Secondary School) Order"

[Subsidiary]

Education (Extension of Application of Section 34B of the Act) (Richard Ishmael Secondary School) Order

comes into operation (hereinafter in this section referred to as the appointed date") the secondary school known as the Richard Ishmael Secondary School shall thereupon be deemed to be a government secondary school.

- (b) in the opening part of subsection (2), for the words "an aided school", the words "Richard Ishmael Secondary School" were substituted;
- (c) subsections (3) and (9) were deleted;
- (d) in subsection (6), for the words "Every governing body or manager of an aided school", the words "The governing body or manager of the Richard Ishmael Secondary School" were substituted;
- (e) in subsection (7), for the word "every" the word "the" were substituted and for the words "aided schools and vested in the State under subsection (2) (c)", the words "Richard Ishmael Secondary School vested in the State under subsection (2) (b) (iii)", were substituted;
- (f) in subsection (8), for the words "aided schools and the governing bodies and managers", the words "the Richard Ishmael Secondary School governing body and manager" were substituted;

[Subsidiary]

Education (Vesting of land in the State) (Richard Ishmael Secondary School) Order

- (g) for the words “government school”, wherever they appear, there were substituted the words “government secondary school”.

O. 7/1996

EDUCATION (VESTING OF LAND IN THE STATE) (RICHARD ISHMAEL SECONDARY SCHOOL) ORDER

made under section 34B (4) and (10)

Citation.

1. This Order may be cited as the Education (Vesting of Land in the State) (Richard Ishmael Secondary School) Order.

Land vested by Order in the state.

2. The land described in the Schedule and appurtenant to the schoolhouse Richard Ishmael Secondary School, to which the application of section 34B of the Act is extended by the Education (Extension of Application of Section 34B of the Act) (Richard Ishmael Secondary School) Order and in consequence of which order this order is made, is hereby vested in the State without further assurance.

SCHEDULE

The tract of land situate at and being a part of that portion of Plantation Thomas known as Nonpareil Park, the boundaries of which are as follows—

Commencing at a wooden paal RMW N 105° 11' (true) 61 from an iron paal DLM marking the

[Subsidiary]

Education (Vesting of land in the State) (Richard Ishmael) Order
Education (Extension of Application of Section 34B of the Act) (Berbice Educational Institute) Order

north-western boundary of the tract of land surveyed and shown laid down on a plan made by R.M. Wong, Public Works Department Surveyor, dated 21st September, 1950 and extending, thence N 105 ° 11' (true) 1115 ft., thence N 195 ° 11' (true) 175 ft., thence N 285 ° 11' (true) 1115 ft., thence N 15 ° 11' (true) 175 ft., back

to the point of commencement and having an area of 4.479 acres, as shown on a plan by S.S.M. Insanally, dated 23rd July, 1951, and recorded in the Department of Lands and Mines as Plan No. 5951.

O. 36/1996

**EDUCATION (EXTENSION OF APPLICATION
OF SECTION 34B OF THE ACT) (BERBICE
EDUCATIONAL INSTITUTE) ORDER**

made under section 34B (10)

Citation.

1. This Order may be cited as the Education (Extension of Application of Section 34B of the Act) (Berbice Educational Institute) Order.

Extension of application of section 34B of the Act to Berbice Educational Institute.

2. Subject to clause 3, the provisions of section 34B of the Act area hereby extended to the Berbice Educational Institute, Town Savannah, New Amsterdam, Berbice, Guyana.

Modification of certain provisions of 34B of the Act for purposes of

3. For the purposes of this Order, section 34B of the Act shall have effect as if—

(a) for subsection (1); the following

[Subsidiary]*Education (Extension of Application of Section 34B of the Act) (Berbice Educational Institute) Order*

this Order.

subsection were substituted—

- (1) On the date on which the Education (Extension of Application of Section 34B of the Act) (Berbice Educational Institute) Order” comes into operation (hereinafter in this section referred to as “the appointed date”) the secondary school known as the Berbice Educational Institute shall thereupon be deemed to be a government secondary school.
- (b) in the opening part of subsection (2), for the words “an aided school”, the words “Berbice Educational Institute” were substituted;
- (c) subsections (3) and (9) were deleted;
- (d) in subsection (6), for the words “Every governing body or manager of an aided school”, the words “The governing body or manager of the Berbice Educational Institute” were substituted;
- (e) in subsection (7), for the word “every” the word “the” were substituted and for the words “aided schools and vested in the State under subsection (2) (c)”, the words “Berbice Educational Institute vested in the State under subsection (2) (b) (iii)”, were substituted;
- (f) in subsection (8), for the words “aided

[Subsidiary]

*Education (Extension of Application of Section 34B of the Act) (Berbice Educational Institute) Order**Education (Extension of Application of Section 34B of the Act) (Tagore Memorial Secondary School) Order*

schools and the governing bodies and managers”, the words “the Berbice Educational Institute governing body and manager” were substituted;

- (g) for the words “government school”, wherever they appear, there were substituted the words “government secondary school”.

O. 11/1997

**EDUCATION (EXTENSION OF APPLICATION
OF SECTION 34B OF THE ACT) (TAGORE
MEMORIAL SECONDARY SCHOOL) ORDER**

made under section 34B (10)

Citation.

1. This Order may be cited as the Education (Extension of Application of Section 34B of the Act) (Tagore Memorial Secondary School) Order.

Extension of application of section 34B of the Act to Tagore Memorial Secondary School.

2. Subject to clause 3, the provisions of section 34B of the Act area hereby extended to the Tagore Memorial Secondary School, No. 63 Village, Corentyne, Berbice.

Modification of certain provisions of 34B of the Act for purposes of this Order.

3. For the purposes of this Order, section 34B of the Act shall have effect as if—

- (a) for subsection (1); the following subsection were substituted—

[Subsidiary] *Education (Extension of Application of Section 34B of the Act) (Tagore Memorial Secondary School) Order*

- (1) On the date on which the Education (Extension of Application of Section 34B of the Act) (Tagore Memorial Secondary School) Order" comes into operation (hereinafter in this section referred to as "the appointed date") the secondary school known as the Tagore Memorial Secondary School shall thereupon be deemed to be a government secondary school.
- (b) in the opening part of subsection (2), for the words "an aided school", the words "Tagore Memorial Secondary School" were substituted;
- (c) subsections (3) and (9) were deleted;
- (d) in subsection (6), for the words "Every governing body or manager of an aided school", the words "The governing body or manager of the Tagore Memorial Secondary School" were substituted;
- (e) in subsection (7), for the word "every" the word "the" were substituted and for the words "aided schools and vested in the State under subsection (2) (c)", the words "Tagore Memorial Secondary School vested in the State under subsection (2) (b) (iii)", were substituted;

[Subsidiary]

*Education (Extension of Application of Section 34B of the Act) (Tagore Memorial Secondary School) Order**Education (Vesting of Land in the State) (Tagore Memorial Secondary School) Order*

- (f) in subsection (8), for the words “aided schools and the governing bodies and managers”, the words “the Richard Ishmael Secondary School governing body and manager” were substituted;
- (g) for the words “government school”, wherever they appear, there were substituted the words “government secondary school”.

O. 29/1997

**EDUCATION (VESTING OF LAND IN THE
STATE) (TAGORE MEMORIAL SECONDARY
SCHOOL) ORDER**

made under 34B (4) and (10)

Citation.

1. This Order may be cited as the Education (Vesting of Land in the State) (Tagore Memorial Secondary School) Order.

Land vested in
the State by
Order.

2. The land described in the Schedule and appurtenant to the schoolhouse Richard Ishmael Secondary School, to which the application of section 34B of the Act is extended by the Education (Extension of Application of Section 34B of the Act) (Tagore Memorial Secondary School) Order and in consequence of which order this order is made, is hereby vested in the State without further assurance.

SCHEDULE

The tract of land situate on Corentyne coast in the County of Berbice and being a portion of South Half Lot No.

[Subsidiary]

Education (Vesting of Land in the State) (Tagore Memorial Secondary School) Order

Education (Vesting of Land in the State) (Berbice Educational Institute) Order

63 Beach Benab the description of which is as follows-

Block S Area – 2.0 acres and

Block T Area – 2.783 acres

as shown on a plan by R. T. John, Government Land Surveyor dated 24th July, 1997.

O. 7/1998

EDUCATION (VESTING OF LAND IN THE STATE) (BERBICE EDUCATIONAL INSTITUTE) ORDER

made under section 34B (4) and (10)

Citation.

1. This Order may be cited as the Education (Vesting of Land in the Sate) (Berbice Educational Institute) Order.

Land vested by Order in the state.

2. The Land described in the schedule and appurtenant to the school—house of the Berbice Educational Institute, to which the application of section 34B of the Act is extended by the education (Extension of Application of Section 34B of the Act) (Berbice Educational Institute) Order, and in consequence of which order this Order is made, is hereby vested in the State without further assurance.

SCHEDULE

The portion of land known as tract “A”, being a portion of Grant No. 2596 known as Stanleytown, Savannah, New Amsterdam, Berbice, containing an area of 3.7 acres in the Town of New Amsterdam and County of Berbice as shown on a plan by No. 10109 dated 9th November, 1961 by M.

[Subsidiary]

Education (Vesting of Land in the State) (Berbice Educational Institute) Order
Education (Extension of Application of Section 34B of the Act) (Sheet Anchor
Primary School) Order

Rahaman, Sworn Land Surveyor, and deposited in the Department of Lands and Mines on 30th November, 1961.

O. 35/1999

**EDUCATION (EXTENSION OF APPLICATION
OF SECTION 34B OF THE ACT) (SHEET
ANCHOR PRIMARY SCHOOL) ORDER**

made under section 34B (10)

Citation.

1. This Order may be cited as the Education (Extension of Application of Section 34B of the Act) (Sheet Anchor Primary School) Order.

Extension of application of section 34B of the Act to Sheet Anchor Primary School.

2. Subject to clause 3, the provisions of section 34B of the Act area hereby extended to the Sheet Anchor Primary School, Sheet Anchor Village, East Canje, Berbice.

Modification of certain provisions of 34B of the Act for purposes of this Order.

3. For the purposes of this Order, section 34B of the Act shall have effect as if—

(a) for subsection (1); the following subsection were substituted—

(1) On the date on which the Education (Extension of Application of Section 34B of the Act) (Sheet Anchor Primary School) Order” comes into operation (hereinafter in this section referred to as “the appointed date”) the secondary school known as the Sheet

[Subsidiary]*Education (Extension of Application of Section 34B of the Act) (Sheet Anchor Primary School) Order*

Anchor Primary School shall thereupon be deemed to be a government secondary school.

- (b) in the opening part of subsection (2), for the words “an aided school”, the words “Sheet Anchor Primary School” were substituted;
- (c) subsections (3) and (9) were deleted;
- (d) in subsection (6), for the words “Every governing body or manager of an aided school”, the words “The governing body or manager of the Sheet Anchor Primary School” were substituted;
- (e) in subsection (7), for the word “every” the word “the” were substituted and for the words “aided schools and vested in the State under subsection (2) (c)”, the words “Sheet Anchor Primary School vested in the State under subsection (2) (b) (iii)”, were substituted;
- (f) in subsection (8), for the words “aided schools and the governing bodies and managers”, the words “the Sheet Anchor Primary School governing body and manager” were substituted;
- (g) for the words “government school”, wherever they appear, there were substituted the words “government

[Subsidiary]

Teachers' Fine Fund Regulations

secondary school".

Reg. 4/9/1936

TEACHERS' FINE FUND REGULATIONS*made under section 54*

- Citation. 1. These Regulations may be cited as the Teachers' Fine Fund Regulations.
- Interpretation. 2. In these Regulations "Fund" means the Teachers' Fine Fund.
- Fines to be deducted from salaries and deposited in Post Office Savings Banks. 3. All fines imposed on teachers of aided or government schools to shall be deducted from their salaries and shall be withdrawn from the Treasury quarterly and deposited in the Post Office Savings Bank to the credit of the account styled "The Teachers' Fine Fund"
- Authority for withdrawal of money from account. 4. No sum of money shall be withdrawn from the account except on the signed order of the Chief Education Officer.
- Investment of fund. 5. The Chief Education Officer may invest the fund or any portion thereof in any security approved by the Minister.
- Utilisation of fund. 6. The Chief Education Officer may utilise the fund or any portion thereof for the provision and maintenance of books and other publications for the Education Department Library or for the provision and maintenance of equipment or grounds for physical training and games or for any other purpose which the Minister determines is for the benefit or in the interests of the teachers or pupils of aided or government schools.

LAWS OF GUYANA

52

Cap. 39:01

Education

[Subsidiary]

Teachers' Fine Fund Regulations
Blair Scholarships Regulations

Account to be audited annually and submitted to the Minister.

7. An account of the receipts and payments made up to 31st December, together with the Post Office Savings Bank Book and all vouchers shall be submitted not later than the 31st January to the Director of Audit for audit. The audited statement shall then be laid before the Minister.

Nt. 17/10/1938

BLAIR SCHOLARSHIPS REGULATIONS

made under section 54

Citation.

1. These Regulations may be cited as the Blair Scholarships Regulations.

Conditions for award of scholarships.

2. In and after 1940 Blair Scholarships will be awarded under the conditions set out in these Regulations.

Number of scholarships.

3. One "Blair Scholarship" shall be competed for each year.

Candidate to be of good character.

4. Every candidate shall satisfy the Trustees as to general character and conduct.

Other conditions of eligibility.

5. A Blair Scholarship may be held by any boy or girl who has been a pupil at a government or an aided primary school for not less than two years immediately preceding the first day of the test examination, and who is under 12 years of age on the 31st May in the year of the examination, and has had his or her usual place of residence in Guyana—

- (a) if a native of Guyana, for a period of not less than three years immediately preceding the first day of the examination; and

[Subsidiary]

Blair Scholarships Regulations

- (b) if not a native of Guyana, for a period of not less than five years immediately preceding the first day of the examination.

Test examination.

6. The test examination for the scholarship shall be fixed by the Trustees from time to time.

Trustees to award scholarship.

7. The award of the scholarship shall be made by the Trustees.

Value and tenure of scholarship.

8. The scholarship shall be of the value of \$48 per year for five years and shall be tenable at any secondary school approved by the Trustees. Extension of the scholarship for one year may be sanctioned at the discretion of the Trustees.

Payment of school fees.

9. The sum due in respect of each scholarship shall be paid in three equal terminal instalments. The Trustees shall deduct from each instalment all amounts due for school fees and pay these direct to the principal of the approved school. Any balance of the instalments remaining in hand after payment of such fees shall be paid by the Trustees to the parent or guardian of the scholar.

Scholarship not to be held with any other scholarship, etc.

10. No boy or girl who holds any other scholarship or is in receipt of any other aid towards the cost of his or her education which is administered by the Education Department or by any other public department or officer shall the same time hold a Blair Scholarship.

Supervision of scholars.

11. Every Blair Scholar shall be under the general supervision of the Trustees to whom the parent or guardian of each scholar shall send at the end of each term a certificate of good conduct and satisfactory progress from the principal of the school attended. Failure to obtain such a certificate may, at the discretion of the Trustees, entail a suspension of all the rights and privileges of a scholar, for one or more terms, and two consecutive failures to obtain such a certificate

[Subsidiary]

Blair Scholarships Regulations
Carnegie School of Home Economics Regulations

shall entail forfeiture of the scholarship if the Trustees so decide.

**CARNEGIE SCHOOL OF HOME ECONOMICS
REGULATIONS**

ARRANGEMENT OF REGULATIONS

REGULATION

1. Citation.
 2. Change of name of institution.
 3. Control and management.
 4. Age on admission.
 5. Examination of candidates prior to admission.
 6. Fees.
 7. Award of scholarships and exhibitions.
 8. Curriculum and courses of instruction.
 9. Control of the Principal.
 10. Ordinary vacations.
-

Reg. 14/12/1939
7/947, 20/1947
23/1951,
25/1955
26/1958

**CARNEGIE SCHOOL OF HOME ECONOMICS
REGULATIONS**

made under section 54

Citation.
[Reg.26/1958]

1. These Regulations may be cited as the Carnegie School of Home citation. Economics Regulations.

Change of
name of
institution.
[Reg. 26/1958]

2. The institution heretofore known as "the Carnegie Trade School for Women," which has been established in the City of Georgetown out of funds provided by the Carnegie Corporation of New York and which is now maintained out of moneys provided by Parliament for the purposes of

[Subsidiary]

Carnegie School of Home Economics Regulations

education shall henceforth be known as "The Carnegie School of Home Economics."

Control and
management.
[Reg. 26/1958]

3. (1) The control and management of the Carnegie School of Home Economics shall be vested in a Board of Governors hereinafter referred to as "the Board."

(2) The Board shall consist of not less than six and of not more than nine members.

(3) The Chief Education Officer shall, *ex officio*, be a member and the Chairman of the Board.

(4) The Principal of the Carnegie School of Home Economics, hereinafter referred to as "the Principal," shall be a member of the Board, but she shall not have the right to vote on questions under consideration by the Board.

(5) Subject to paragraphs (3) and (4), every member of the Board shall be appointed by the Minister, and shall hold office for two years from the date of his appointment and shall be eligible for re-appointment.

(6) Five members (including the presiding member) shall form a quorum.

Age on
admission.
[Reg. 20/1947
25/1955]

4. No candidate shall be admitted until she has attained the age of 15 years:

Provided that the Principal shall have the power, in special circumstances, to admit candidates who have not attained this age, but in no circumstances shall a candidate be admitted under 14 years of age.

Examination of
candidates
prior to
admission.
[Reg. 23/1951]

5. (1) All candidates will be required to undergo a test examination before admission, such test to be conducted by the Principal.

LAWS OF GUYANA

56

Cap. 39:01

Education

[Subsidiary]

Carnegie School of Home Economics Regulations

26/1958]

(2) The candidates will be examined in General Knowledge, English, Arithmetic and Needlework and at a personal interview with the Principal.

(3) The date or dates on which the examination will be held shall be advertised in the *Gazette* from time to time.

Fees.

[Reg.26/1958]

6. (1) Each candidate for the three years' course shall, before admission, pay an entrance fee of one dollar and thereafter a terminal fee of two dollars. Each candidate, before admission, will also be required to provide herself with such uniform as may be prescribed by the Principal.

(2) No fees shall be charged for teachers or students of the Teachers' Training College who attend the special courses referred to in regulation 8(2).

(3) The fees to be charged for the special classes to be arranged for the general public, referred to in regulation 8(2) shall be fixed from time to time by the Board on the recommendations of the Principal.

Award of
scholarships
and
exhibitions.

7. (1) Scholarships and exhibitions may be awarded to candidates on the results of the examination for admission to the School or on the recommendation of the Principal, and approved by the Board.

(2) The number of scholarships and exhibitions and the value of such scholarships and exhibitions shall be fixed, from time to time, by the Board.

Curriculum
and courses of
instruction.
[Reg. 23/1951]

8. (1) The curriculum shall provide for a three years' course and shall include cooking, housekeeping and marketing, elementary dietetics, elementary hygiene, laundry

[Subsidiary]

Education Code Regulations

work, needlework and dress-making.

(2) Special courses shall be provided for students of the Teachers' Training College and for teachers in primary schools and, where practicable, evening classes will be held for members of the general public.

Control of the
Principal.

9. The Principal shall be in complete control of the internal administration of the School.

Ordinary
vacations.
[Reg. 7/1947]

10. In addition to all public holidays the School shall be closed for two to three weeks at Christmas, two to three weeks at Easter and five to six weeks during the period July to September. These vacations may be changed to other periods at the discretion of the Board, so however that no change shall be made which would permit the School to be kept open continuously for more than four months.

EDUCATION CODE REGULATIONS

ARRANGEMENT OF REGULATIONS

REGULATION

PART I PRELIMINARY

1. Citation.
2. Interpretation.
3. School year.
4. Duties and powers of education officers.

PART II CONTROL AND MANAGEMENT OF SCHOOLS

5. Religious denominations and governing bodies.
6. Nomination of managers by governing bodies; powers of managers.

REGULATION

7. Persons who may not serve on governing bodies or as managers.
8. Obligation of managers to visit schools.

PART III
SCHOOL PREMISES, LATRINES, EQUIPMENT

9. Requirements regarding floor space, etc.
10. Use of churches as schools.
11. School grounds.
12. Water supply.
13. Latrines.
14. Removal, erection, and reconstruction of schools.

PART IV
GRANTS

15. Grants for buildings, etc.
16. Provision of furniture and educational Supplies.
 - (1) Supply of furniture, equipment, etc.
 - (2) Cleanliness of furniture, etc.
17. Grants for teaching East Indian languages.
18. Grants for teachers' salaries.
19. Furnishing of claims, accounts and vouchers.
20. Grants dependent on amount provided by Parliament.
21. Application for grants.
22. Approval of grants.
23. New schools.
24. Withholding of grants.
25. Withdrawal of grants.

PART V
NUMBER OF TEACHERS AND GRANTS FOR THEIR SALARIES

26. Number of teachers and conditions of grants.
27. Salaries to be prescribed.

REGULATION

28. Removal expenses of teachers.

PART VI**CERTIFICATION, EMPLOYMENT, AND DISCIPLINE OF
TEACHERS**

29. Teachers' certificates of competency.
30. (1) Certificate examinations.
(3) Certificate of character and fee for examination.
(4) Needlework examination fee.
(5) Age limit for examination.
31. Temporary certificates.
32. Permanent certificates.
33. Provisional certificates.
34. Grant of third class certificates to holders of provisional certificates.
35. Grant of third class certificates to uncertificated teachers.
36. Record of service of teachers.
37. Certificates of character and physical fitness required from teachers.
38. Disqualification on account of disease.
39. Employment of teachers.
40. Letters of appointment.
41. Transfer of teachers.
42. Salaries of teachers transferred.
43. (1) Termination of teacher's employment.
(2) Manager to be furnished with information respecting teachers.
44. Qualifications of teachers as to age.
45. [Deleted by Act No. 1 of 1975].
46. Restrictions of teachers engaging in business, etc.
47. Discipline of teachers.
48. (1) Leave of absence of teachers.
(4) Special leave.

REGULATION

PART VII

PUPIL TEACHERS AND JUNIOR TEACHERS

- 49. Pupil teachers.
- 50. (1) Eligibility of candidates for appointment as pupil teachers.
(4) Appointment of candidates who hold certain certificates as pupil teachers of the third or fourth year.
- 51. Age limit for employment as pupil teachers.
- 52. Annual examination.
- 53. Instruction of pupil teachers.
- 54. Junior teachers.

PART VIII

GENERAL ORGANISATION OF SCHOOLS

- 55. Divisions in schools.
- 56. Exclusion of pupils on account of disease.
- 57. Temporary closing of schools.
- 58. School days and hours.
- 59. School holidays.

PART IX

ADMISSION AND ATTENDANCE OF PUPILS

- 60. Admission of pupils.
- 61. Proof of age of child.
- 62. Re-admission of pupils.
- 63. Transfer of pupils.
- 64. Employment of pupils as teachers forbidden.
- 65. Prizes and certificates for regular attendance.
- 66. Efficient elementary instruction.

PART X
COURSE OF INSTRUCTION; EXAMINATIONS AND
INSPECTIONS

REGULATION

67. Religious observances and instruction.
68. Freedom of worship.
69. Training of character.
70. Course of secular instruction.
71. Periodical examinations.
72. Primary School Certificate Examination.
73. Primary School Needlework Certificate Examination.
74. Inspection.
75. Reports of inspections.
76. Classification of schools after inspection.
77. Visits of authorised persons to schools.
78. Provisions for enforcing requirements.

PART XI
BRANCH SCHOOLS, NURSERY SCHOOLS, CONTINUATION
SCHOOLS, AND SCHOOLS IN REMOTE AREAS

79. Branch schools.
80. Minimum average attendance.
81. Nursery schools and continuation schools.
82. (1) Schools in remote areas.
(2) Salaries of head teachers.
(5) Salaries of assistant teachers.
(6) Supply of furniture and stationery.

PART XII
REGISTERS, RECORDS, AND RETURNS

83. (1) List of registers, records, etc., to be kept.
(3) Preservation of registers, etc.
84. Log Book.
85. Admission and withdrawal register of pupils.
86. Pupils' attendance register.

REGULATION

87. Marking of pupils' attendance register.
88. Teachers' attendance register.
89. Absence of teachers.
90. Time-table.
91. Scheme of work.
92. Records of work and notes of lessons.
93. Punishment book.
94. Corporal punishment
95. Correspondence.
96. Returns, statistics, entries for examinations, etc.

SCHEDULE—Scheme of work for course of secular instruction.

Reg. 17/1940
37/1943
10/1944
14/1944
43/1945
49/1945,
1/1946
16/1947
30/1948
7/1949,
17/1950
2/1952
4 of 1972
1 of 1975

EDUCATION CODE REGULATIONS

made under section 54

**PART I
PRELIMINARY**

Citation.

1. These Regulations may be cited for all purposes as the Education Code Regulations.

[Subsidiary]

Education Code Regulations

Interpretation.
[Reg. 1/1946
30/1948]

2. In these Regulations—

"average attendance" means the number found by dividing the total number of attendances made by pupils during the school year by the number of school sessions during that period: Provided that in calculating the average attendance it shall be within the discretion of the manager to make a reduction of ten per cent of the total number of sessions, and the attendances made at such sessions, and such further reduction on account of abnormal climatic or health conditions as may be approved by the Chief Education Officer;

"certified teacher" means a teacher who holds a certificate of competency issued by the Chief Education Officer under these regulations;

"the Council" means the National Council of Education established by the Act;

"education officer" includes senior education officer, education officer and assistant education officer;

"governing body" includes the governing body of a religious denomination and a body constituted under regulation 5 and recognised under regulation 5;

"manager" includes all those who have the management of any aided school;

"primary" means and includes the expression "elementary";

"school" means a school or division or department of a school, the managers of which receive any grant-in-aid from public funds, and at which primary education is the principal part of the education given, but does not include any school receiving grants under regulation 15;

"teacher" includes everyone who forms part of the educational staff of a school;

"trained" in relation to a certificated teacher means the completion of a course of training at an institution for the training of teachers in any part of the Commonwealth which is recognised by the Government thereof, or at an institution recognised by the Chief Education Officer in any foreign country, by a person who has been granted a teacher's certificate of competency under these Regulations other than a certificate of the third class.

School year.

3. The school year, for the purposes of school work and of calculating average attendance and other statistics and returns required under these Regulations, shall, except in special cases approved by the Chief Education Officer, begin on the 1st September and end on the 31st August.

Duties and powers of education officers.

4. Any duty or power relating to visits of inspection under this code which may be performed or exercised by the Chief Education Officer may be performed or exercised by an education officer.

PART II

CONTROL AND MANAGEMENT OF SCHOOLS

Religious denominations and governing bodies.

5. (1) The governing bodies already recognised shall continue to be so recognised.

(2) The Chief Education Officer may, with the approval of the Minister, recognise the governing body of any denomination which may in future apply for recognition.

(3) Where a religious denomination which has not a governing body or where any person desires recognition, such denomination or such person shall seek some responsible member or members of the community to form with it or him a body, which may apply for recognition in the

same manner as a governing body of a religious denomination.

(4) The Chief Education Officer may, with the approval of the Minister, withdraw recognition from a governing body which fails to carry out the terms of the Education Act or of these Regulations.

(5) Every governing body shall appoint a correspondent for the transaction of business on its behalf with the Chief Education Officer.

(6) All changes in the membership of any governing body shall be notified forthwith to the Chief Education Officer by the correspondent of the governing body.

(7) "Recognised" in this regulation means recognised as being the authority, body or persons responsible for the control and management of aided schools.

Nomination of managers by governing bodies; powers of managers.

6. (1) Every governing body shall nominate one or more persons to be manager or managers of each of its schools, and may delegate to such manager or managers any of its powers in regard to such school, except the appointment or termination of appointment of head teachers and first assistant teachers:

Provided that the governing body shall inform the Chief Education Officer in writing of the powers so delegated.

(2) Nothing contained in these regulations shall relieve a governing body of its responsibilities in all financial and other matters under the Education Act.

(3) If there is more than one manager of a school the governing body shall nominate one of them to transact business with the Commission and the Chief Education

Officer.

Persons who may not serve on governing bodies or as managers.

7. No teacher while employed as such, nor, except with the special permission of the Minister, any other person who derives any emolument or financial benefit from public funds provided by Parliament in aid of education shall be a manager of a school or a member of a governing body.

Obligation of managers to visit schools.

8. A manager shall visit each school under his charge at least once a month, and shall examine and sign the admission and withdrawal register of pupils and the attendance registers of pupils and teachers and shall record the results of his visit in the log book:

Provided that in the case of schools far removed from the residence of the manager or difficult of access the Chief Education Officer after consultation with the Committee may approve of less frequent visits.

PART III

SCHOOL PREMISES, LATRINES, EQUIPMENT

Requirements regarding floor space, etc.

9. (1) Every school shall provide not less than 10 superficial feet of floor space and 100 cubic feet or air space for each child in average attendance, during the preceding school year, and the lowest part of the roof (or ceiling) of any schoolroom shall be not less than 10 feet above the floor.

(2) (a) Covered galleries which are unpartitioned from the main building and are not less than 10 feet wide and 10 feet high may be taken into account in calculating the floor space and air space;

(b) covered galleries which are partitioned from the main building and which are not less than 15 feet

[Subsidiary]

Education Code Regulations

wide and 10 feet high may be taken into account in calculating the floor space and air space:

Provided that covered galleries erected prior to the coming into force of these regulations may, with the approval of the Chief Education Officer, be taken into account in calculating the floor space and air space.

(3) All zinc roofs shall be "close boarded."

(4) Buildings shall be kept in good repair, clean, well ventilated, and in a proper sanitary condition.

Use of churches
as schools.

10. No church or chapel shall be used as a school without the sanction of the Chief Education Officer except in the case of schools placed upon the aided list prior to the 31st December, 1918.

School
grounds.

11. (1) Every school placed upon the aided list after the coming into force of these regulations shall be provided, unless otherwise approved by the Chief Education Officer, with adequate playground accommodation within or closely adjoining the school precincts, i.e. not less than 30 square feet per child.

(2) The grounds adjoining all school buildings shall be properly fenced. All grounds shall be drained, levelled, and kept free of all bush, scrub, litter and rubbish of all kinds. All fences shall be kept in good repair.

Water Supply.

12. Where artesian well water is available, a container of adequate size shall be kept in each school. Where artesian well water is not available, a vat or tank shall be provided for the storage and collection of rain water.

Latrines.

13. (1) Every school shall be provided with properly constructed latrines of a pattern approved by the Central

Board of Health. These shall be erected as far as possible from the school buildings. Wherever space permits separate latrines for boys and girls shall be erected in different parts of the school grounds.

(2) The number of latrines for each school shall be at the rate of one latrine for every 40 pupils or part of every 40 pupils in average attendance and shall be distributed between the sexes in proportion to their numbers:

Provided that where a school has 50 pupils or under in average attendance there shall be one latrine for each sex.

Removal
erections, and
reconstruction
of school.

14. (1) No school shall be removed from one site to another without the sanction of the Chief Education Officer previously obtained.

(2) The plan of every school building to be erected or reconstructed after the coming into force of these Regulations shall be submitted to the Chief Education Officer for approval before the work is commenced.

(3) Every school built after the coming into force of these regulations, shall provide a room for the preparatory division, and one for the use of the staff, when in the opinion of the Chief Education Officer such rooms are necessary.

PART IV GRANTS

Grants for
buildings, etc.,
[4 of 1972]

15. Out of moneys provided by Parliament the Chief Education Officer shall pay a grant-in-aid to each governing body at such rate as the Minister may from time to time prescribe by notice published in the *Gazette* for each of the following purposes—

- (a) for providing and maintaining suitable buildings, outhouses and

play grounds for schools of the governing body;

- (b) for the maintenance of clean and sanitary latrines which shall be the duty of the head-teacher of each school;
- (c) for the maintenance and upkeep of each school garden established by the schools of the governing body; and
- (d) for providing tools, appliances and materials for the teaching of needlework and for the teaching of some special form of handicraft in respect of each school in which the Chief Education Officer is satisfied that regular and proper instruction is being given.

Provision of furniture and educational supplies.
[4 of 1972]

16. (1) Out of moneys provided by Parliament and in accordance with such rate as the Minister may from time to time prescribe by notice published in the *Gazette*, the Chief Education Officer shall provide and issue to a governing body in respect of each of its school, such furniture, equipment, apparatus, materials, books, stationery and other educational supplies as he considers necessary for the efficient working of the school:

Provided that if in the opinion of the Chief Education Officer it is not convenient to issue any of such educational supplies, the Chief Education Officer may pay to the governing body a block grant to the value thereof.

(2) All furniture, equipment, apparatus and materials which are in a school shall be kept clean and in good order, and shall be marked with the name of the school.

Grants for teaching East Indian languages.

17. (1) The Chief Education Officer may, out of the sums provided for the purpose by Parliament, pay to a governing body a grant for the teaching of East Indian languages to pupils and to enable teachers and pupil teachers to qualify as teachers of East Indian languages.

(2) When children of East Indian descent cannot easily obtain, at an aided school instruction in an East Indian language, the Chief Education Officer may out of moneys provided by Parliament pay grants for the teaching of East Indian languages to schools not otherwise on the list of aided schools.

Grants for teachers' salaries

18. From the sums voted for the purpose by Parliament, the Chief Education Officer shall pay to each governing body grants in respect of the salaries of teachers in accordance with the regulations contained in Part V.

Furnishing of claims, accounts and vouchers.

19. (1) All claims for grants payable under these Regulations shall be made in writing to the Chief Education Officer in a form approved by him.

(2) The governing body or the manager, if duly authorised, shall certify the correctness of all claims for salaries and other grants.

(3) Every governing body which receives any grant under these Regulations shall cause to be furnished to the Chief Education Officer a detailed account of the expenditure of the grant duly certified and supported by vouchers. In the case of grants for teachers' salaries and for latrines accounts shall be rendered monthly supported by receipts from the teachers for their salaries and vouchers for the expenditure of the latrine grant.

(4) Any grant or any part thereof which has not been paid by the Chief Education Officer at the end of the

[Subsidiary]

Education Code Regulations

financial year by reason of the failure of any governing body to comply with this regulation shall lapse.

Grants dependent on amount provided by Parliament.

20. The payment of all grants is dependent on the amount provided annually for that purpose by Parliament and nothing in these Regulations shall be regarded as constituting a right to or in any such grant.

Application for grants.

21. (1) A governing body may apply to the Chief Education Officer for a grant in respect of a new school or for a full grant in respect of a school aided under regulation 82.

(2) If any such school is within a radius of three miles of an aided school, the Chief Education Officer shall insert a notice of the application in the *Gazette* and forward a copy of such notice to the governing body of the aided school.

Approval of grants.
[Reg.37/1943]

22. (1) When an application for aid is made under the preceding regulation, the governing body shall produce such evidence as may be called for to show—

- (a) that the school is necessary, according to the needs of the district and of the denomination;
- (b) that the requirements of these Regulations have been complied with;
- (c) that the average daily attendance at the school for the six months prior to the date of application has been not less than 101 in Georgetown or New Amsterdam, and not less than 51 in any other district.

(2) If a grant is not approved, the reason therefor shall be communicated to the applicant.

(3) If a grant is approved for a new school the Chief Education Officer shall determine the average attendance from the data in his possession.

New schools.

23. New schools are established at the risk of the founder and their establishment shall not create any right or claim to a grant under these Regulations.

Withholding of grants

24. The Chief Education Officer may at any time withhold the payment of any grant, or portion thereof, to any school which in his opinion has ceased to be efficient or otherwise to fulfil any of the requirements of these Regulations. Before doing so, he shall send to the governing body a statement showing in what respect the school has fallen below the standard required, or otherwise failed to fulfil the requirements of these Regulations, and such statement shall be laid before the Council at the first opportunity.

Withdrawal of grants.

25. The Chief Education Officer may after consultation with the Council and with the approval of the Minister and subject to at least six months' notice being given to the governing body concerned withdraw from any school any grant or any portion thereof.

PART V

NUMBER OF TEACHERS AND GRANTS FOR THEIR SALARIES

Number of teachers and conditions of grants.
[4 of 1972]

26. The number of teachers in respect of whose salaries grants may be paid to the governing bodies of schools, and the conditions subject to which such grants may be paid shall be prescribed by the Minister from time to time by notice published in the *Gazette*.

Salaries to be prescribed.
[4 of 1972]

27. The salaries of teachers of a school shall be in accordance with such scales and subject to such conditions as may be prescribed by the Minister from time to time by notice published in the *Gazette*.

[Subsidiary]

Education Code Regulations

Removal
expenses of
teachers.

28. The Chief Education Officer may approve of the refund of reasonable removal expenses to any teacher who is transferred either temporarily or permanently from one school to another except where the teacher —

- (a) is transferred permanently and becomes eligible for increased emoluments thereby; or
- (b) is transferred at his own request; or
- (c) is transferred as a penalty under the Act or these Regulations.

PART VI

CERTIFICATION, EMPLOYMENT AND DISCIPLINE OF TEACHERS

Teachers'
certificates of
competency.

29. (1) Every head teacher and every certificated assistant teacher shall be required to hold a certificate of competency (hereinafter called a certificate)

(2) Certificates shall be of three classes—first, second, and third, and may be either temporary or permanent.

(3) The possession of a certificate of whatever class or character shall not entitle a teacher to salary under regulation 27 until the holder has been appointed one of the teachers whose employment is authorised under regulation 26.

Certificate
examinations.

30. (1) Examinations for certificates shall be held from time to time as directed by the Chief Education Officer and shall be conducted by a board of examiners.

(2) A syllabus of the subjects of examination and rules governing the examination shall be issued from time to

time by the Chief Education Officer.

Certificate of character and fee for examination.

(3) Each candidate for examination shall satisfy the Chief Education Officer that he is of good character and shall be required to pay a fee of \$1.50.

Needlework examination fee.

(4) A woman teacher may present herself for examination in needlework only. The fee for such examination shall be fifty cents.

Age limit for examination.

(5) Without the special sanction of the Chief Education Officer no person who has not attained the age of 19 years may enter for the teachers' certificate examination, except a pupil teacher who has passed the examination for pupil teachers of the fourth year.

Temporary certificates. [Reg.37/1943 49/1945]

31. (1) The Chief Education Officer may grant a temporary certificate to any person who is a Commonwealth citizen by birth or naturalisation and who—

- (a) satisfies the board of examiners; or
- (b) holds a certificate from an institution for the training of teachers in any part of the Commonwealth which is recognised by the Government thereof; or
- (c) holds a teacher's certificate from the Government of any part of the Commonwealth; or
- (d) has taken a degree at a university in any part of the Commonwealth; or
- (e) holds the school certificate of the Oxford and Cambridge Schools'

Examination Board or the Cambridge Local Examinations Syndicate with credits in five subjects including English and Mathematics or the London University or Cambridge Local Examination Higher School Certificate, or has passed the Matriculation or Intermediate Degree Examinations of a university in any part of the Commonwealth; and

- (f) satisfies the Chief Education Officer that he is of good character.

(2) A person who satisfies the board of examiners shall be entitled to a certificate according to the class in which he has been placed.

(3) A person who has taken a degree at a university in any part of the Commonwealth shall be entitled to a Class I certificate and a person who has passed the Intermediate Degree Examination or the Higher School Certificate Examination shall be entitled to a Class II certificate.

(4) The Chief Education Officer may also grant a temporary certificate, in exceptional circumstances, to any person whether a Commonwealth citizen or not, where he is satisfied that the applicant is academically qualified, has undergone a course of training as a teacher accepted by him, and possesses outstanding teaching ability.

(5) A teacher to whom a temporary certificate is granted by virtue of the qualification mentioned in paragraph (1) (d) or (e) shall present himself for examination in the principles of education and the practice of teaching at the first teachers' certificate examination subsequently held in Guyana:

Provided that—

- (a) if the date of the examination falls within six months of the date of grant of the certificate, the teacher may present himself at the next succeeding examination;
- (b) if any such teacher fails to pass the said examination within three years after the date of the grant of the certificate, the certificate may be withdrawn.

Permanent
certificates.
[Reg. 37/1942]

32. (1) A teacher shall not be eligible for a permanent certificate until he has—

- (a) been examined by a medical board and certified to be physically fit to perform all the duties of a teacher;
- (b) held a temporary certificate for not less than two years;
- (c) produced evidence of good character during that period;
- (d) passed a written examination in the principles of education and the practice of teaching accepted by the Chief Education Officer as of a suitable standard; and
- (e) satisfied the Chief Education Officer of his ability to teach classes of pupils in any of the subjects of the primary school curriculum and of his fitness in

[Subsidiary]

Education Code Regulations

all respects to hold a teacher's certificate.

(2) Should a teacher fail to qualify for a permanent certificate, he may with the approval of the Chief Education Officer continue to hold a temporary certificate of the class for which he has qualified by examination, and to receive the salary prescribed by these regulations for a teacher who holds that class of certificate.

Provisional certificates.

33. (1) The Chief Education Officer shall have power to issue a provisional certificate to any person who, in his opinion, may be properly employed as a teacher in charge of a school, including a branch school, or of a division of a school which is housed in a separate building.

(2) A teacher to whom a provisional certificate is issued shall present himself for examination at the first certificate examination subsequently held in Guyana:

Provided that if the date of the examination falls within six months of the date of issue of the provisional certificate, the teacher may present himself at the next succeeding examination but not later.

(3) A provisional certificate may be withdrawn if the holder fails to pass the certificate examination.

Grant of third class certificates to holders of provisional certificates

34. (1) The Chief Education Officer may grant a certificate of the third class without examination to the holder of a provisional certificate who for ten consecutive years immediately preceding his application has to the knowledge of the Chief Education Officer satisfactorily performed the duties of a teacher in charge of a school including a branch school, or a division of a school which is housed in a separate building:

Provided that in remote localities five years may be

regarded as sufficient.

(2) The holder of a certificate so granted shall be employed only in such schools as may be approved by the Chief Education Officer.

Grant of third class certificates to uncertificated teachers.

35. The Chief Education Officer may grant a certificate of the third class to any uncertificated teacher who, in his opinion, has served meritoriously during a period of not less than twenty years.

Record of service of teachers.

36. The Chief Education Officer shall keep a record of the service of every teacher in which shall be entered the teacher's date of birth, qualification, appointments held, and such other particulars as the Chief Education Officer may from time to time consider necessary.

Certificates of character and physical fitness required from teachers
[1 of 1975]

37. (1) Before any person is appointed as a teacher for the first time, he shall satisfy the Commission that he is of good character and shall produce a certificate from a Government medical officer that he is physically fit for employment as a teacher.

(2) If at any time the Chief Education Officer considers it desirable in the interests of the school that a teacher should be examined by a Government medical officer, he may request in writing any Government medical officer to make such examination, and the said officer shall thereupon make the same free of charge and shall report the result to the Chief Education Officer. Any teacher refusing to submit to such examination shall be guilty of a breach of these Regulations.

(3) If in the opinion of a governing body or the Commission or both, it is considered that the inefficiency of a teacher is in any way attributable to ill-health, then on the recommendation of the governing body or the Commission,

[Subsidiary]

Education Code Regulations

or both, the teacher concerned may be instructed by the Commission to attend a medical board appointed by the Chief Medical Officer at the time and place appointed. Any teacher refusing to submit to such an examination shall be guilty of a breach of these Regulations.

Disqualification
on account of
disease.

38. A teacher in any school may be required to produce a medical certificate to the satisfaction of the manager that the teacher's attendance at the school is not likely to be a source of contagion or infection.

Employment of
teachers
[1 of 1975]
c.39:07

39. The appointment, terms of employment, promotion, transfer, employment of teachers shall rest with the Commission acting in pursuance of the Teaching Service Commission Act.

Letters of
appointment.
[1 of 1975]

40. (1) The terms of appointment of a teacher shall be embodied in a letter of appointment from the Commission but, in the case of the appointment of a teacher on transfer not involving promotion from one aided school to another aided school under the control and management of the same governing body, the letter of appointment shall be issued by the governing body.

(2) Every letter of appointment containing a teacher's terms of employment, shall—

- (a) state the period of notice in writing which is necessary on either side to terminate the teacher's employment, or to effect a transfer from one aided school to another such school which in the case of a head teacher, other than a head teacher holding a provisional certificate, shall be three months, and in the case of other teachers one month; and

- (b) state any duties in regard to the giving of religious instruction in the school which are to be performed by the teacher in addition to the duties required of him by section 27 of the Act.

(3) No letter of appointment shall contain anything contrary to these Regulations.

Transfer of
teachers
[Reg. 37/1943
1 of 1975]

41. (1) (a) Any teacher may apply in writing to the governing body of the school in which he is employed for transfer to a school under the same governing body;
- (b) a governing body may grant or, with the approval of the Commission, reject an application for transfer to a school under its management;
 - (c) a teacher desiring to be employed in a school under the control and management of another governing body shall apply in writing to the Commission and to such governing body, and upon securing an offer of such employment shall give to the governing body having control and management of the school in which he is employed the notice prescribed by regulation 40(2)(a); the governing body may, in special circumstances and with the approval of the Commission, dispense with such notice.

[Subsidiary]

Education Code Regulations

(2) (a) Subject to the Act, a governing body in exercise of its powers of management of schools thereunder may transfer any teacher to the staff of a school under its management except that in the case of the transfer of a teacher holding a permanent certificate not less than three months' notice of such transfer shall be given and in the case of the transfer of any other teacher not less than one months' notice of such transfer shall be given.

(b) A head teacher who has been employed as such in a school or schools during five or more successive years may within one month of receiving notice of transfer appeal to the Commission which may uphold or reject such appeal.

(3) Unless in the opinion of the Chief Education Officer, the interest of the school or schools requires otherwise, a head teacher shall be transferred only at the beginning of a school year and an assistant teacher only at the beginning of a school term.

Salaries of
teachers
transferred.

42. Any teacher who is transferred under regulation 41 shall of transfer be paid the salary of the post to which he is transferred as prescribed by these regulations or the salary which he is receiving at the date of his transfer, whichever shall be the greater.

Termination of
teacher's
employment.
[1 of 1975]

43. (1) (a) When a teacher is dismissed under Part III of the Act, the teacher may obtain from the Commission a full statement of the cause of his

dismissal.

- (b) When the employment of a teacher is terminated otherwise than by dismissal under section 48 of the Act, the governing body shall make a report to the Chief Education Officer, containing a full statement of the reasons for the termination of the employment.

(2) Where the employment of a teacher has been terminated and any governing body or manager who contemplates employing him applies to the Chief Education Officer for information as to the cause of such termination, the Chief Education Officer shall furnish the manager with a copy of the report relating thereto.

Qualification of teachers as to age.

44. No teacher under the age of twenty-one years shall be allowed to take charge of a school except in an acting capacity and then only with the approval of the Chief Education Officer in writing.

45. [Deleted by Act 1 of 1975]

Restriction of teachers engaging in business, etc. [1 of 1975]

46. (1) No teacher shall engage in any business or occupation which, in the opinion of the Commission will interfere with his duty as a teacher under these Regulations.

(2) A teacher may not act as the editor of any newspaper nor take part directly or indirectly in the management thereof except with the permission of the Commission nor contribute anonymously thereto anything which is of a political or administrative nature.

Discipline of teachers. [Reg. 37/1943]

47. (1) For any breach of these Regulations, for improper conduct while in school, for neglect of duty,

[Subsidiary]

Education Code Regulations

1 of 1975]

misconduct, inefficiency, unfitness, irregularity, or conduct unbecoming of a teacher or lack of discipline on the part of any teacher, the Commission may impose a fine of seventy-five dollars, or other penalty on the defaulting teacher, but not until the teacher has been informed of the charge against him and has been given an opportunity of exculpating himself.

(2) Where such a breach of the Regulations, or neglect of duty, misconduct, inefficiency, irregularity or lack of discipline is discovered by the Chief Education Officer or his officers or is otherwise brought to his notice, the Chief Education Officer may inform the governing body of the school in which the teacher is employed, and thereupon it shall be the duty of the governing body to investigate the matter in accordance with paragraph (1) of this regulation and Part III of the Act.

(3) All fines imposed under this section shall be paid into a fine fund to be in charge of the Chief Education Officer and to be disbursed subject to rules to be made for that purpose by the Commission with the approval of the Minister.

(4) If a teacher is interdicted from duty in accordance with section 49(1) of the Act he shall be allowed to receive one-half of his salary and if the proceedings against the teacher do not result in his dismissal or the termination of his employment or the suspension or cancellation of his certificate he shall be entitled to the full salary he would have received if he had not been interdicted:

Provided that if a teacher is convicted on a criminal charge he shall not receive any salary from the date of conviction pending consideration of his case by the Commission.

Leave of
absence of
teachers.
[Reg. 14/1944
30/1948
7/1949]

48. (1) Every occasion on which a teacher is absent from school must be entered in the absence report where all the required particulars must be given. All short leave or special leave shall be subject to the exigencies of the work of the schools.

- (2) (a) A manager may in case of sudden emergency grant leave on full pay to any teacher for urgent private affairs for any period not exceeding two days at a time, and for not more than five school days in any one school year. A teacher who desires to obtain such leave shall submit to the manager as early as possible an application stating the nature of the urgent private affairs upon which such application is based;
- (b) the Chief Education Officer in his discretion, and subject to the exigencies of the school, may grant additional leave on full pay entailing a teacher's absence from school for urgent private affairs not exceeding five school days in any school year. A teacher who desires to obtain such leave shall submit to the Chief Education Officer through the manager as early as possible beforehand an application stating the nature of the urgent private affairs upon which such application is based;
- (c) no teacher shall be granted more than ten days leave on full pay for urgent private affairs in any school year;

[Subsidiary]

Education Code Regulations

- (d) the Chief Education Officer may, in his discretion, grant leave of absence with or without pay to a teacher for any reasonable cause.
- (3)
- (a) A manager may grant leave on full pay on account of illness for not more than three school days in any school year. If the teacher's absence exceeds three days, leave must be obtained from the Chief Education Officer as hereinafter provided to cover the entire period of leave;
 - (b) all applications for sick leave exceeding a total of three school days in any school year must be made to the Chief Education Officer on the form prescribed by the Chief Education Officer and supported by a medical certificate, also on the prescribed form, from a Government medical officer, stating the cause, nature and probable duration of the illness. The Chief Education Officer may, in his discretion accept a certificate from a private medical practitioner in support of an application for sick leave, or, in exceptional circumstances he may accept other evidence that the teacher is unfit for duty;
 - (c) where application has been made under subparagraph (b), the Chief Education Officer may grant sick leave on full pay for a period not

exceeding one calendar month in any school year, and may grant an extension of sick leave on half pay for an additional two months:

Provided that the Chief Education Officer may grant an extension of five months on half pay in the case of a teacher who has had less than one month's sick leave in any one school year during the three years immediately preceding the application;

- (d) the Chief Education Officer may grant a teacher with less than one year's service leave of absence on account of illness for not more than one calendar month, and such leave may be granted on full pay or half pay as the Chief Education Officer may think fit.

Special leave.

- (4) (a) The Chief Education Officer may grant to any teacher special leave without pay, for a period to be fixed according to the circumstances of each case;
- (b) the Chief Education Officer may grant special leave with full pay to any teacher who has served meritoriously for at least seven school years. The maximum pay issuable shall not exceed three months' full pay (exclusive of school holidays). Teachers who are granted this leave for the purpose of attending an approved course of study may have this extended to six months on condition that the teacher gives an

- undertaking, in a form approved by the Chief Education Officer, that he will return to his employment as a primary school teacher in Guyana, for not less than two school years immediately following the conclusion of his special leave;
- (c) any certificated teacher may be granted an advance of salary not exceeding one-third of his annual salary—
- (i) where he desires to spend any special leave outside Guyana; or
 - (ii) where he desires to leave Guyana during the month of August in any year, and the Chief Education Officer is satisfied that he desires to do so for educational purposes, and any such advance of salary as aforesaid shall be repaid by the teacher without interest within two years from the date he returns to Guyana;
- (d) all applications for special leave must be made through the manager and the governing body concerned, and must reach the Chief Education Officer at least five clear weeks before the leave is due to begin;
- (e) unless with the sanction of the Chief Education Officer, all special leave with full pay must be spent outside

Guyana.

(5) When a teacher is absent on leave approved by the Chief Education Officer an interim teacher may be appointed at a salary to be fixed by the Chief Education Officer according to the circumstances of each case.

(6) The Chief Education Officer may at any time (and shall, if the teacher so requests) call upon a teacher to present himself for examination to a duly constituted medical board with a view to its being ascertained whether the teacher is physically capable of performing the duties of his appointment or of any appointment to which it may be proposed to transfer him.

PART VII

PUPIL TEACHERS AND JUNIOR TEACHERS

Pupil teachers.

49. Boys and girls may be employed as pupil teachers under the conditions hereinafter set forth.

Eligibility of candidates for appointment as pupil teachers.
[Reg. 37/1943]

50. (1) To be eligible for appointment as a pupil teacher a candidate must—

- (a) be not less than 14 years of age, or more than 16 years of age;
- (b) hold the Primary School Certificate;
- (c) reach the qualifying standard in a special examination in such subjects as the Chief Education Officer may from time to time prescribe (the examination to be called "the Pupil Teachers' Appointment Examination");
- (d) be certified by a government medical

[Subsidiary]

Education Code Regulations

officer as physically fit to perform the duties of a pupil teacher.

(2) In special circumstances and under conditions approved by the Chief Education Officer, a candidate who is over 16 years but under 19 years of age may be appointed.

(3) A candidate who has reached the qualifying standard in the Government County Scholarship Examination may, on attaining the age of 14 years, be appointed a pupil teacher of the first year without further examination.

(4) Holders of the Cambridge Junior Certificate or the Lower Certificate of the Oxford and Cambridge Schools Examination Board who are under 18 years of age, shall be eligible for appointment as pupil teachers of the third year; and holders of School Certificates issued by either of these examining bodies who are under 19 years of age, shall be eligible for appointment as pupil teachers of the fourth year.

Holders of the School Certificate of the Oxford and Cambridge Schools Examination Board or Cambridge Local Examinations Syndicate with credits in English, Mathematics and three other subjects, who are under 19 years of age, shall be eligible for appointment as pupil teachers who have passed the fourth year examination.

Age limit for employment as pupil teachers.

51. A pupil teacher's employment as such shall cease when he attains the age of 20 years.

Annual examination. [1 of 1975]

52. (1) Pupil teachers shall be examined annually in such subjects as may be prescribed from time to time by the Chief Education Officer. The examination shall be called "the Pupil Teachers' Annual Examination" (hereinafter referred to as the annual examination).

(2) Every pupil teacher under 19 years of age on the first day of the annual examination shall present himself

for the examination appropriate to his year of service, or to the subsequent year, and any pupil teacher who fails to qualify at such examination shall cease to be recognised as a pupil teacher unless such failure is due to any cause which the Chief Education Officer considers sufficient, in which case the Commission may approve of the pupil teacher's employment being continued till the next annual examination.

(3) Every pupil teacher who has attained the age of 19 years on the first day of the annual examination shall present himself for the fourth year examination, the passing of which shall be a condition of employment as an uncertificated teacher, except in special cases approved by the Chief Education Officer.

Instruction of
pupil teachers.

53. (1) Head teachers shall give to every pupil teacher on the school premises and without cost to the pupil teacher, instruction for not less than five hours during every week, before or after the regular school hours. Not more than two hours of such instruction shall be given on the same day, except on Saturdays when it may be given for not more than four hours between 8 a.m. and 2 p.m. Such instruction shall not be continued beyond 5 p.m. on any day.

(2) Every pupil teacher shall be provided with a book in which he shall enter the lessons that have been given to him, and the date, hour, and duration of each lesson.

(3) Such entries shall be initialled by the pupil teacher and countersigned by the head teacher, and the books shall at all times be open to the inspection of the Chief Education Officer.

(4) From the moneys provided by Parliament, a sum of \$6 *per annum* shall be paid to the head teacher of a school for every pupil teacher whom he has instructed, and

who passes the annual examination. These payments shall be made at the end of the month in which the results of the annual examination are published.

Junior teachers.

54. (1) Where a sufficient number of pupil teachers is not available for employment in any school, any person between the age of 14 and 17 years who, in the opinion of the Chief Education Officer, has suitable qualifications may be employed as a junior teacher at a salary of \$10 a month; but the number of junior teachers employed at the same time in any school shall not exceed two.

(2) Junior teachers shall present themselves for the following examinations:

- (a) the examination for appointment as pupil teachers if under 16 years of age on the 1st September in the year of the examination;
- (b) the annual examination for first year pupil teachers if under 17 years of age on the 1st September in the year of the examination;
- (c) the annual examination for second year pupil teachers if over 17 years of age on the 1st September in the year of the examination.

(3) The employment of a junior teacher shall be terminated—

- (a) when such teacher attains the age of 18 years;
- (b) when a pupil teacher or a more qualified teacher is available.

PART VIII
GENERAL ORGANISATION OF SCHOOLS

Divisions in schools.

55. (1) Every school shall have four divisions—preparatory, lower, middle and upper, unless the Chief Education Officer approves of some other form of organisation.

(2) In large schools each division may with the approval of the Chief Education Officer be sub-divided into two classes—(a) and (b).

Exclusion of pupils on account of disease.

56. (1) It shall be the duty of every head teacher to exclude from the school any child suffering from any contagious or infectious disease or who comes from a house where such is known to exist.

(2) Head teachers shall report immediately to the local sanitary authority in Georgetown and New Amsterdam, and to the Government medical officer in any other district, the occurrence of any case of suspected contagious or infectious disease, at the same time forwarding to the Chief Education Officer a copy of the report sent.

Temporary closing of schools.

57. Where in the opinion of the Chief Education Officer, it is expedient to close temporarily any school, he shall issue any necessary instructions to the manager and to the head teacher.

School days and hours.

58. (1) Schools shall be kept open from Monday to Friday inclusive, in each week, except during the holidays authorised under regulation 59.

(2) The hours of attendance at school shall be five *per diem* divided into two sessions—a morning session and an afternoon session. The morning session shall include an interval for recreation not exceeding fifteen minutes and the

afternoon session an interval not exceeding ten minutes.

(3) If there are two or more schools within two miles of each other, the managers concerned shall agree on a uniform time of opening. Should the managers be unable to agree the time shall be fixed by the Chief Education Officer.

(4) Pupils of the preparatory division may be dismissed after two hours' instruction including an interval for recreation, in the first daily session of the school, and after one hour's instruction in the second daily session.

(5) The head teacher may keep the pupils of the upper division for not more than one additional hour of instruction on any day or days if he so desires, but all ordinary instruction shall cease by 4 pm and any special instruction or detention of pupils by 4.30 pm.

(6) The time of a teacher's attendance at school shall not be limited to the hours of instruction, but may be extended at the discretion of the head teacher for not more than one hour after ordinary instruction has ceased.

School
holidays.

59. (1) In addition to all public holidays, schools shall be closed for three weeks at Christmas, two weeks at Easter, and during the month of August. These holidays may be changed to other periods:

Provided that all such changes are approved by the Chief Education Officer beforehand and that ordinarily no change shall be approved which admits of the school being kept open continually for more than four months.

(2) The manager may declare special holidays not exceeding six days in all in any one school year. Notification of these special holidays shall be sent forthwith to the Chief Education Officer.

(3) On anniversaries or other special occasions the Chief Education Officer may declare school holidays either in a particular district or in the whole of Guyana.

PART IX
ADMISSION AND ATTENDANCE OF PUPILS

Admission of pupils.

60. (1) No child shall be refused admission to any school or dismissed therefrom on account of the religious persuasion, race, or language of such child or of his parents or guardian.

(2) If there is sufficient accommodation as required by these regulations, no child over 6 years and under 14 years of age shall be refused admission into any school save in the case of transfer as provided in regulation 63 or dismissed therefrom on any grounds which in the opinion of the Chief Education Officer are unreasonable.

(3) No child under 5 years of age shall be registered as a pupil and no child over 16 years of age shall be included in the calculation of the average attendance of a school.

(4) Except with the express approval of the Chief Education Officer, schools erected before the coming into force of these regulations shall not enrol more pupils than fifteen per cent beyond the accommodation as prescribed by regulation 9, and schools erected after the coming into force of these Regulations shall not enrol more pupils than ten per cent beyond the accommodation as prescribed by regulation 9.

Proof of age of child.

61. A head teacher who satisfies the Chief Education Officer that he is unable to ascertain the correct date of birth of any pupil, may fill up a form showing the names of the parents of such a pupil, the district in which he was born and the approximate date of his birth, and forward the same to the

[Subsidiary]

Education Code Regulations

Chief Education Officer for verification by the Registrar General. In the event of any birth being untraceable by the Registrar General and in the absence of birth or baptismal certificates, it shall be the duty of the Chief Education Officer, having regard to the appearance of the pupil and the entries in the school register of admissions, to decide for the purpose of these regulations the question of age, and his decision shall be final:

Provided that in the case of a child of East Indian parents the certificate of the Immigration Agent General shall be sufficient proof of age.

Re-admission
of pupils.

62. Except for reasons satisfactory to the Chief Education Officer a pupil absent from school for three consecutive months shall cease to be considered a pupil of that school, and if such pupil be subsequently re-admitted he shall be deemed a new pupil and his name shall be so entered in the school register of admission.

Transfer of
pupils.

63. (1) No child shall be transferred from one school to another unless he (or his parents) produces to the head teacher of the school to which he seeks admission a transfer certificate signed by the manager and the head teacher of the school formerly attended.

(2) A transfer certificate shall state —

- (i) name of pupil;
- (ii) date of birth (state if verified);
- (iii) date of admission;
- (iv) division reached, and date of promotion (or admission) to such division;
- (v) date of last attendance and cause of leaving;
- (vi) number of attendances made during the current school year;

(vii) general remarks on conduct and work.

(3) No certificate shall be refused when applied for by the parent or guardian in person or in writing.

(4) No transfer certificate shall be issued after fourteen days from the commencement of each term, except in the case of removal from one district to another, or in such other cases as may be approved by the Chief Education Officer.

(5) Where an order has been issued under the Act by a magistrate that a child shall attend a particular school, the head-teacher of that school shall apply for the transfer certificate to the head teacher of the last school attended by the pupil.

(6) For the purpose of this regulation all schools in Georgetown are regarded as being in the same district; similarly all schools in New Amsterdam, and all country schools within two miles of each other.

Employment of pupils as teachers forbidden.

64. No pupil shall be regularly employed as a teacher.

Prizes and certificates for regular attendance.

65. Every pupil who makes the maximum number of attendances in any school year shall be awarded a prize, and every pupil who makes ninety-five per cent or more of the maximum number of attendances, but less than the maximum number shall be awarded a certificate, and those who gain certificates for three consecutive years shall be eligible for special prizes:

Provided that in each case the pupil is certified by the manager and head teacher to have been diligent, well

[Subsidiary]

Education Code Regulations

behaved, and punctual throughout the school year.

Efficient
elementary
instruction.

66. (1) In Georgetown, New Amsterdam, and Buxton, and in such other places as the Minister may order, thirty-five attendances in one month, and in all other places, thirty attendances in one month, of a child at any school, at least two of such attendances being on separate Mondays, shall be deemed to be "efficient elementary instruction."

(2) "Attendance" for the purpose of this regulation, shall mean presence throughout a session as prescribed under regulation 58 and fixed by the time-table of the school.

PART X COURSE OF INSTRUCTION; EXAMINATIONS AND INSPECTIONS

Religious
observances
and instruction.

67. Religious observances and instruction in schools shall conform to the requirements of section 29 of the Act and the pupils may, at times specified in the time-table approved by the Chief Education Officer, be taken to a neighbouring church for any religious observance or instruction.

Freedom of
worship.

68. It shall not be required that a pupil shall attend or abstain from attending any Sunday school or any place of religious worship or that he shall, or shall not, attend any religious observance whatever.

Training of
character.

69. All reasonable care shall be taken during the work and conduct of the school to impress 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, to bring them up in habits of punctuality, and regular attendance, of good manners and language, of cleanliness and neatness, and to impress upon them the dignity of labour, and the necessity for hard work as a condition of life.

Course of secular instruction. Schedule.

70. The course of secular instruction shall be in accordance with the suggested schemes of work in the Schedule to these Regulations, or such other schemes as may from time to time be approved by the Chief Education Officer.

Periodical examinations.

71. The head teacher or other person authorised in writing by the Chief Education Officer shall hold periodical examinations of the school.

Primary School Certificate Examination. [Reg.43/1945]

72. (1) An examination to be called "the Primary School Certificate Examination" shall be held annually on a date to be fixed by the Chief Education Officer, at which the head teacher of any aided school may present pupils who are not less than twelve years of age on the 1st January, or not more than sixteen years of age on the 31st July, in the year in which the examination is held, and who have been pupils of an aided school for not less than two years immediately preceding the date of the examination.

(2) All candidates who are eligible under paragraph (1) and who have made seventy-five per cent of the maximum attendance as pupils of the upper division of an aided school during the five terms preceding the examination shall be presented.

(3) The subjects of the examination shall be prescribed by the Chief Education Officer and notified by him in the *Gazette* not less than nine months before the date of the examination.

(4) The Chief Education Officer shall issue to every candidate who produces satisfactory evidence of his eligibility under this regulation and who reaches the standard required in the examination a certificate to be called "the Primary School Certificate."

[Subsidiary]

Education Code Regulations

Primary School
Needlework
Certificate
Examination.

73. An examination in needlework shall be held annually on a date to be fixed by the Chief Education Officer at which any aided school may present girls who are eligible to sit for the Primary School Certificate Examination. The Chief Education Officer shall issue to every candidate who produces satisfactory evidence of her eligibility and who reaches the standard required in the examination, a certificate to be called "the Primary School Needlework Certificate."

Inspection.
[Reg. 16/947]

74. (1) Every school shall be inspected from time to time for the purpose of determining its state of efficiency.

(2) Where a school is classified under regulation 88 as "poor" or "unsatisfactory" the teachers (other than teachers who have reached the maximum salaries of their grades) who in the opinion of the Chief Education Officer are responsible for the loss of efficiency shall be warned that their future increments may be stopped after the next inspection. Such a school shall be inspected again within twelve months and if the school is again classified as "poor" or "unsatisfactory" the teachers who in the opinion of the Chief Education Officer are responsible for the loss of efficiency shall not be given any further increments until at some future inspection the school ceases to be so classified.

(3) When a teacher has reached the maximum salary of his grade and on inspection the normal efficiency of his school, division or class has not been maintained, he shall be warned that his salary may be reduced after the next inspection. Such a school, division or class shall be inspected again within twelve months, and if the school, division or class is still below its normal efficiency there shall be deducted each month from the salary of such teacher a sum equivalent to his last increment until at some future inspection the school, division or class regains its normal efficiency.

(4) The Chief Education Officer may, at any reasonable time, inspect all books prescribed to be used in connection with the school.

Reports of inspections.

75. The report of an inspection shall be under the following of heads:

- (a) organisation, discipline, and instruction;
- (b) school records;
- (c) condition of premises and surroundings;
- (d) equipment.

Classification of schools after inspection.

76. Schools shall be classified as follows, according to the standard of their work as shown at an inspection:

- (a) excellent;
- (b) very good;
- (c) good;
- (d) fair;
- (e) poor;
- (f) unsatisfactory.

Visits of authorised persons to schools.

77. Members of the Cabinet and of the National Assembly, judges of the Supreme Court, members of the Council, district commissioners and justices of the peace, members of the governing body to which the school belongs, and any other persons authorised by the Minister may visit

[Subsidiary]

Education Code Regulations

any school, and shall have full liberty to examine the school registers, and to record the results of their visit in the school log book. Visitors are invited to report the results of their visits to the Chief Education Officer on a form provided for the purpose.

Provisions for enforcing requirement.

78. (1) Upon being satisfied at any time by the reports of a senior education officer or otherwise that the requirements of these Regulations are not being the Chief Education Officer shall give the governing body of the school concerned written notice to comply with such requirements, and shall specify a time within which this shall be done. It shall then be the duty of the governing body to comply with such requirements and to report in writing to the Chief Education Officer that this has been done.

(2) If such requirements have not been made good to the satisfaction of the Chief Education Officer within the time specified by him, he may then act under regulation 24.

PART XI BRANCH SCHOOLS, NURSERY SCHOOLS, CONTINUATION SCHOOLS, AND SCHOOLS IN REMOTE AREAS

Branch schools.

79. (1) A portion of a school the organisation of which shall be approved by the Chief Education Officer may be accommodated in separate premises and shall be known as a "branch school."

(2) No branch school shall be more than three miles from the main school.

Minimum average attendance.

80. The average attendance in a branch school shall be not less than thirty pupils.

Nursery schools and

81. Grants may be given to a governing body in

continuation schools. respect of a nursery school or a continuation school.

Schools in remote areas.
[Reg. 17/1950]

82. (1) The Chief Education Officer may, after consultation with the Council, in special circumstances and under conditions to be determined after full consideration of each case give grants to a governing body for the primary education of children residing in remote or sparsely populated places and in places difficult of access.

Salaries of head teachers.

(2) The head teacher of a school shall be paid a monthly salary—

- (a) on the scale \$65 x \$5—\$80 || x \$5—\$100 with an efficiency bar at \$80 where the head teacher is a certificated teacher;
- (b) on the scale \$50 x \$5—\$60 || x \$5—\$70; with an efficiency bar at \$60; where the head teacher is an uncertificated teacher

(3) The employment of an uncertificated head teacher may be terminated if he does not obtain a certificate within such time as may from time to time be prescribed by the Chief Education Officer.

(4) Any school which is in receipt of a grant at the coming into force of these Regulations and which has an average attendance of less than 12 pupils may continue to receive a grant of \$15 per month, provided that the Chief Education Officer is satisfied that a school is necessary in that district, but in future no school shall be eligible for a grant under this regulation which does not have an average attendance of at least 12 pupils.

[Subsidiary]

Education Code Regulations

Salaries of
assistant
teachers.

(5) In a school with an average attendance of over 40 pupils, an assistant teacher shall be employed, and he shall be paid a monthly salary —

- (a) on the scale \$45 x \$5—\$65 where the assistant teacher is a certificated teacher;
- (b) on the scale \$30 x \$2.50—\$40 where the assistant teacher is an uncertificated teacher.

Supply of
furniture and
stationery.

(6) In schools receiving grants under this regulation the buildings shall be wholly maintained by the governing bodies but the Chief Education Officer shall, from the sums provided for the purpose by Parliament provide and issue to a governing body furniture or other equipment, stationery and other school requisites according to the following rate or such other rate as the Minister may from time to time approve—

- (a) in respect of furniture or other equipment \$24 *per annum* for schools with an average attendance of 40 and under; and \$30 *per annum* for schools with an average attendance of over 40; provided that where owing to distance or other cause it is, in the opinion of the Chief Education Officer, not convenient to issue such furniture, the Chief Education Officer may pay to a governing body a block grant to the value thereof; and
- (b) in respect of each pupil in average attendance at each of the schools, stationery and other school requisites at the rate of 12½ cents *per annum* or

at such a rate as the Minister may from time to time approve

(7) In cases where the Chief Education Officer is satisfied that any school for a particular year is properly furnished and equipped, the grant for furniture and equipment may be issued towards the maintenance of the building for that year.

(8) Teachers appointed to take charge of such schools shall be over 20 years of age and such appointments shall be subject to the approval of the Chief Education Officer.

PART XII REGISTERS, RECORDS, AND RETURNS

List of registers records, etc., to be kept.

83. (1) There shall be kept every school—

- (a) a copy of these Regulations and any amendment thereto;
- (b) copies of all *Gazette* notices and circulars issued to schools;
- (c) a log book or school diary;
- (d) a register of admission and withdrawal of pupils;
- (e) transfer certificates;
- (f) attendance registers of pupils;
- (g) attendance register of teachers;
- (h) a book containing such accounts as the Chief Education Officer may from time to time prescribe;

[Subsidiary]

Education Code Regulations

- (i) inventory of school furniture, equipment, apparatus, and material;
- (j) a time table and scheme of work approved by the Chief Education Officer;
- (k) teachers' notes of lessons and records of work;
- (l) examination question papers, answers and results;
- (m) a punishment book;
- (n) any other registers, books, records, or returns prescribed from time to time by the Chief Education Officer.

(2) All registers, records, and books shall be kept in good order and in the manner prescribed by these Regulations or as approved by the Chief Education Officer.

Preservation
of registers,
etc.

(3) Attendance registers of pupils and teachers when completed shall be carefully preserved for at least five years after the termination of the school year to which they relate.

(4) Log books and registers of admission shall be carefully preserved as long as possible as a permanent record of the school.

Log book.

84. (1) The log book shall contain a record of any event of importance connected with the school, such as—

- (a) the beginning and end of a school term, the reason for closing of the school on all occasions on which it is

closed, change of teachers, repairs to the school, the receiving of circulars, rules, and other documents;

- (b) the absence of any teacher from one or more sessions or parts thereof, together with the reason of such absence, and a statement whether such teacher has obtained leave of absence or not, and, if the former, from whom;
- (c) all serious breaches of discipline or neglect of duty on the part of any member of the school staff;
- (d) a copy of the report of each inspection of the school;
- (e) all interruptions of school work by severe weather, epidemic, or other reason; the cause being fully stated in each case.

(2) No reflections or opinions of a general or personal character are to be entered in the log book.

Admission and withdrawal register of pupils.

85. (1) The register of admission and withdrawal of pupils shall be kept in a form approved by the Chief Education Officer and shall show the date of birth, and the position in the school and complete progress of every pupil, including those transferred from other schools, giving the dates and their respective divisions year by year.

(2) When a pupil is admitted, his name and date of birth shall be entered at once in the admission and withdrawal register of pupils, and the necessary information

entered in each column.

(3) When a pupil is withdrawn, the withdrawal column of this register shall at once be filled in with all the necessary information.

Pupils' attendance register.

86. (1) The attendance registers of pupils shall be marked every time the school meets, however small the attendance may be, even if there are no pupils present, beginning with the first day of the school year and continuing to the last day thereof.

(2) Adequate time for marking the registers shall be provided in the time-table, according to the number of pupils.

(3) The maximum time allowed for marking registers is fifteen minutes in the morning and fifteen minutes in the afternoon.

(4) The names of boys shall be entered separately from those of girls in the register, but wherever possible, division or class registers shall be kept.

(5) When a pupil has been absent from the school for three months without notification of withdrawal, an entry of the fact shall be made in the withdrawal column of the admission register and the pupil's name shall not be re-written in the attendance register for the next term.

(6) When a pupil has been withdrawn after notification of withdrawal given by the parent or guardian in person or in writing, an entry shall be made at once in the attendance register by drawing a line in red ink from the last day the pupil attended to the end of the term.

(7) At the commencement of each term the names of the pupils shall be entered in the register of attendance

according to divisions or classes, preserving the same order throughout the year.

(8) When a pupil's name is placed on the attendance register, a line in ink shall be drawn from the name across intervening columns to the column where the first attendance is marked. No vacant space is to be left between any two names in the same class or division.

Marking of pupils' attendance register.

87. In marking the pupils' registers of attendance the following rules shall be observed:

- (a) the register must be marked twice daily during the time set apart in the time-table for the purpose which shall be within half-hour of the opening of each session of the school. In any case in which, owing to heavy rains, the attendance is greatly reduced, a footnote shall be inserted mentioning such rains;
- (b) after the register is closed no pupil's attendance is to be marked;
- (c) the register must be marked in ink, never in pencil to be inked over afterwards;
- (d) presence must be marked with a / and absence must be marked clearly and distinctly with an 0;
- (e) there must be no blanks, no dots, no alterations, and no erasures; if an error has been made it must be corrected by a footnote;

- (f) if a pupil, other than a pupil of the preparatory division leaves the school within two hours in the morning session, or within one and a half hours in the afternoon session, after the marking of the register, the mark for presence must be cancelled by another stroke thus – x ;
- (g) the register must be original and not copied from slates or papers with the object of keeping it clean or for any other object;
- (h) within the first half-hour of each session of the school, the number of attendances recorded on each page and the total number made by the whole school, must be entered in the spaces provided. The number of attendances made by each pupil during the week must be entered every Friday afternoon and by each pupil at the end of each term during the first month in the succeeding term;
- (i) on the occasion of a holiday, a line must be drawn down the whole length of the column for the day; for longer periods "holidays" may be written across the columns;
- (j) in schools situated on the banks of rivers and unapproachable by any public path, the marking of the register at the morning session may,

with the approval of the Chief Education Officer, be carried out within one hour after the time fixed for the opening of that session;

- (k) the head teacher may appoint certain assistant teachers to assist in the marking of the registers, and they shall be responsible to him for their accuracy, but the general responsibility for the manner in which the registers are kept shall remain with the head teacher. All corrections shall be made in the manner prescribed, and shall be initialled by him.

Teachers' attendance register.

88. In the attendance register of teachers each teacher and pupil teacher must enter the time of his arrival and departure from school in the morning and afternoon of each day. If a teacher is absent the whole of a session, then the head teacher (or teacher in charge in the head teacher's absence) must enter the word "absent" in the place for the time of arrival. Teachers shall be in school at least fifteen minutes before the commencement of each session.

Absence of teachers.

89. (1) Head teachers absent from duty must report their absence in writing forthwith to the manager, and must state the reasons for such absence. Assistant teachers and pupil teachers must similarly report in writing to the head teacher, or teacher in charge in the head teacher's absence who will at once inform the manager.

(2) When in the opinion of the Chief Education Officer the absence of any teacher is not justifiable such teacher shall not be paid any salary in respect of the period of such absence.

[Subsidiary]

Education Code Regulations

Time table.

90. A time-table shall be drawn up by the head teacher on the official form provided and in accordance with the instructions issued by the Chief Education Officer, and after approval by the Chief Education Officer shall be hung in a conspicuous place in the school.

Scheme of work

91. (1) A scheme of work covering a year's instruction shall be drawn up by the head teacher at the beginning of each school year on the lines of the suggested scheme of work contained in the Schedule.

(2) Each class teacher shall make a copy of the portion affecting his class and separate it into three terminal portions.

Records of work and notes of lessons.

92 (1) Records of work in a form approved by the Chief Education Officer shall be kept for each class, in which must be entered at the end of each week a concise account of the work done. Records of work must be inspected and signed by the head teacher weekly.

(2) Notes of lessons shall be kept by the head teacher and each member of the staff, to show evidence of regular and careful preparation of the work planned to be covered.

Punishment book.

93. Whenever corporal punishment is administered, a statement of the nature and extent of the punishment and the reason therefor must be entered in the punishment book. All such entries must be made at the time the punishment is inflicted.

Corporal punishment.
[Reg. 37/1943]

94. (1) For serious or repeated offences corporal punishment may be administered by the head teacher or by an assistant teacher over twenty years of age and authorised by him.

(2) Whenever a head teacher authorises an assistant teacher to administer corporal punishment, it shall be administered in the presence of the head teacher and under his direction and on his responsibility.

(3) Corporal punishment for girls shall be administered by a female teacher or by the head teacher in the presence of a female teacher.

(4) Whenever corporal punishment is administered, an entry shall be made on the same day in the punishment book, with a statement of the nature and extent of the punishment and the reason for inflicting it.

**PART XIII
MISCELLANEOUS**

Correspon-
dence

95. (1) All correspondence must be addressed to the "Chief Education Officer" and not to any officer by name.

(2) Any teacher desiring to communicate with the Chief Education Officer must do so through the manager.

Returns
statistics,
entries for
examination,
etc.

96. (1) Managers and teachers shall furnish all returns, statistics, entries for examinations, and any other information with reference to any school or pupil which may be required by the Chief Education Officer.

(2) Any teacher who fails to furnish any return or other information in time to reach the Chief Education Officer by the time specified, may be charged with neglect of duty under regulation 47.

reg.70

SCHEDULE

The schemes of work contained in this Schedule indicate

generally the scope and nature of the work expected in each division. They are not intended to take the place of the schemes of work to be drawn up by the head teacher of each school.

PART I

SUGGESTED SCHEME OF WORK PREPARATORY DIVISION

AVERAGE AGE 6 TO 8

15 to 20 hours weekly

1. RELIGIOUS OBSERVANCES AND INSTRUCTION.

2. ENGLISH—

(a) *Reading*—

Primer—Any approved primer of a suitable standard.

Continuous Reader—Any pupil who has been in the preparatory division for 12 months should have the opportunity to use some suitable series of continuous reader.

(b) *Writing and Spelling*—

To write in script words of four or five letters from the blackboard or from a primer or reading sheet. Spelling of simple words from reading book.

(c) *Composition*—

Fairy tales and animal stories; tales of birds and flowers, health talks. Children should be encouraged to speak freely. Whenever possible stories should be dramatised. Individual recitation, nursery rhymes.

3. NUMBER—

Notation and numeration from 0 to 100. Exercises on the building up and breaking up of numbers up to 20 by concrete examples, e.g. blocks, addition charts, clock method or any similar method.

4. DRAWING—

Mass drawing. Once weekly; free drawing from imagination or memory. Objects used to be simple in form and attractive in colour, e.g. orange, lemon, tomato, coconut, melon, onion, potato, pear; balls of various materials and colours, large marbles, beads, balloons, rings, coins, biscuits, wheels.

Drawing of these objects should be done in mass, i.e. developed from the dot, gradually increasing until the correct form is arrived at.

5. SINGING—

Singing games and action songs.

6. PHYSICAL TRAINING—

Tables 1-18 of the latest syllabus of Physical Training and suitable tables from the latest edition of "Physical Exercises for Rural Schools."

7. HANDWORK—

Paper tearing and cutting out to illustrate features of stories told. The mounted specimens to decorate the walls near the class. Beads, seeds and sticks and use of sand trays for the junior section.

8. RECREATION.

LOWER DIVISION

AVERAGE AGE 8 TO 10

25 hours weekly

1. RELIGIOUS OBSERVANCES AND INSTRUCTION.

2. ENGLISH.

(a) *Reading*—

To read from an approved reader of a suitable standard. To read from continuous readers suitable for this division. Simple recitations from anthologies suggested by the Education Department from time to time.

(b) *Writing and Spelling*—

Cursive writing, with regular practice in script. A suitable spelling book may be used, or lists of words should be compiled by the teacher with the help of the class. The pupils should be able to use these words in sentences.

Transcription and writing from approved copy books.

(c) *Dictation*—

Difficult words from the passage to be dictated should be written sometimes on the blackboard and at other times the passage should be dictated without any preliminary assistance.

(d) *Composition*—(i) *Oral*.—A variety of fairy tales and

nature stories (birds, animals flowers), stories of children of other lands; health talks to be given daily. Children in every case to be encouraged to do most of the talking. Continuous narrative to be encouraged. Phases of the stories told to be regularly dramatised.

N.B.—It is not proposed to give any formal lessons at this stage in geography, hygiene and nature study. These may be taught incidentally during the lessons on composition.

- (ii) Written—Easy sentences on everyday things to be written leading up to continuous narrative in the form of simple letters and easy reproduction exercises.

- (e) Grammar—

Analysis of simple sentences into subject and predicate, parts of speech—noun, personal pronoun, verb, adjective, adverb. The use of these parts of speech in sentences.

3. ARITHMETIC—

Notation to thousands, simple sums involving the four simple rules, multiplication and division to twelve times twelve. Multiples of ten and a hundred to be taught, e.g. 20, 200, etc.

Easy fractions to be taught by concrete examples and easy calculations in local coins up to a shilling.

[Subsidiary]

Education Code Regulations

4. DRAWING—

The work to be done in this division should be with pencil on white paper.

Suitable exercises are—

- (i) those giving exercises in judging the direction of lines, e.g. hatpin, knitting needle, pencil, match, whip, knife, candle, capital letters, formed from straight lines, e.g. L, T, F, V, H, N;
- (ii) flat curved objects, e.g. bat, tennis racquet, wooden spoon, knife, board, coat-hanger, horse-shoe, kite;
- (iii) rectangular forms and triangular forms, e.g. envelopes, playing-card, blotting-pad, label, picture-frame, slate, T-square, paper bag, buckle, purse, set square;
- (iv) natural forms, e.g. leaves of castor oil, bread fruit, tamarind; Drawing of plan of school and class room.

Free drawing from imagination or memory and illustration of composition lessons.

5. SINGING—

Action songs, nursery rhymes and singing games to be chosen from the lists of books recommended by the Education Department from time to time.

6. NEEDLEWORK—

Elementary lessons in this subject should commence in this division.

7. PHYSICAL TRAINING.

Tables 19-36 of the latest Syllabus of Physical Training. Tables for Young Children, I-VI, from "Physical Training for Rural Schools" in small schools.

8. HANDWORK—

Paper tearing and folding, paper cutting and mounting to illustrate phases of stories told; completed mounts to be hung on walls. Plasticene work.

Any other suitable form at the discretion of the head teacher.

9. RECREATION.

MIDDLE DIVISION

AVERAGE AGE 10 TO 12

25 hours weekly

1. RELIGIOUS OBSERVANCES AND INSTRUCTION.

2. ENGLISH—

(a) *Reading*—

To read from an approved reading book.

Suitable continuous readers should be used, and stress laid on the teaching of suitable recitations and selected poems.

(b) *Writing and Spelling*—

Transcription and dictation from the reading books. Copy books are to be used at least during the first year in this division.

Spelling exercises of more difficult words.

(c) *Composition*—

Oral composition—continued with greater proficiency.

Written composition—(increased proficiency) including letter-writing.

(d) *Grammar*—Simple parsing; analysis of simple sentences.

(e) *Spelling*—by dictation.

3. ARITHMETIC—

Notation to millions; the four rules; problems in Guyana and Commonwealth money; avoirdupois, linear, square and dry measure; vulgar and decimal fractions; simple averages, simple sums and problems of ordinary practical life. Mental arithmetic including reading of the clock.

4. GEOGRAPHY—

Form of the earth; meaning and use of a map with special reference to Guyana; cause of day and night and the seasons; land and water; simple definitions; meaning and use of the compass; to draw a plan of the schoolroom.

Guyana in detail, its industries and trade with other parts of the world; names and position of countries of the Commonwealth on a map of the world; to draw an outline map of Guyana, showing the boundaries, the counties and the chief rivers.

To be taught and tested as far as possible by means of

outdoor observation.

5. HISTORY (second year only)—

Lives of great men who have influenced the history of Guyana and the Commonwealth.

6. NATURE STUDY AND GARDENING—

(a) *Nature Study*—

Elementary facts of plant and animal life. Common plants, animals and insects of Guyana structure, habits and life history. Demonstrations from plants in pots, boxes, etc. General observation lessons dealing with the above.

(b) *Gardening*—

The one year course—see Schedule—part 4.

7. ELEMENTARY HYGIENE—

Value of fresh air and sunshine, of wholesome feeding, of pure drinking water, of clean houses, and clean bodies. Simple lessons on the mosquito and the fly. Cleaning and keeping clean the school buildings. Simple lessons on nutrition.

8. DRAWING—

The children should be taught how to estimate the width, and the height of common objects after getting the eye level. Suitable exercises are—

- (i) jar, cake-tin, flower-pot (without rim), tumbler, enamelled bowl, basin, round box, round dish;

- (ii) more difficult exercises such as flower-pot with rim, pudding basin, sieve, ink well, reel, pickle and jelly jars, Indian club, gloy bottle, aerated water bottle, round tin and box with lid, vase, thermos flask, Japanese umbrella (open and half open), key, knife with open blades, whistle, bows of ribbon, padlock, tin opener, buckle, brush, table fork, saw, axe;
- (iii) natural forms—leaves of different kinds, simple flower forms, as lily, sunflower, zinnia, etc;
- (iv) imaginative and memory drawing connected with other lessons given previously to class.

9. SINGING—

A definite number of new songs should be taught each term and a list of them kept. They should include action songs.

10. NEEDLEWORK—

- (a) tacking, running, hemming, top-sewing, sew and fell seams, stitching, darning on a thin place. Button holes, sewing on strings.
- (b) Cutting out and making up small articles and garments such as pillow slip, handkerchief, runner, mat, apron, child's chemise, infant's feeder.
- (c) Running stitch in coloured thread to form design; feather stitch; loop stitch.

11. PHYSICAL TRAINING—

Tables 37-54 of the latest Syllabus on Physical Training. Tables 1-9, Tables for Older Children from "Physical Training for Rural Schools" to be used in rural and smaller schools. The games mentioned in the "Physical Training for Rural Schools" should be introduced.

12. HANDWORK—

Cardboard modelling, clay or plasticene modelling, basket work, hammock making and other simple crafts.

13. WOODWORK (BOYS)—

The first year's work of the course—see Schedule—part 3.

14. DOMESTIC SUBJECTS (GIRLS)—

The first year's course—see Schedule—part 5.

15. RECREATION.

UPPER DIVISION

AVERAGE AGE 12 AND OVER
25 HOURS WEEKLY

1. RELIGIOUS OBSERVANCES AND INSTRUCTION.

2. ENGLISH—

Selections from English authors and from the history of Guyana and other Commonwealth territories, with increased proficiency. Recitation, analysis, parsing, letter writing (increased proficiency), essay writing and spelling.

[Subsidiary]

Education Code Regulations

N.B.—*The study of a definite number of continuous readers is essential.*

3. ARITHMETIC—

Weights and measures; compound and complex fractions; practice; more advanced averages; bills of parcels; simple proportion; simple interest.

Areas and volumes; compound proportion; advanced simple interest and simple accounts.

N.B.—*Stress should be laid on practical work.*

4. GEOGRAPHY—

Simple physical geography, e.g. variations of climate, latitude, longitude, etc.

General summary of past work. General features of the map of the world and special reference to regions and to the Commonwealth, West Indies included.

5. HISTORY AND CITIZENSHIP—

Features of Guyana history with special reference to events which characterised the different periods.

Lives of great men who influenced particular periods of Guyana and Commonwealth history (continued).

Privileges enjoyed by citizens of Guyana; duties required from citizens of Guyana; central and local Government in Guyana. Practical and progressive oral exercises.

6. NATURE STUDY AND GARDENING—

(a) *Nature Study—*

The middle division course continued in greater detail with special attention to practical work and drawing.

General observation lessons to be continued along with the use of note books to record observations made. Where possible weather observations should be made and records kept with special reference to rainfall and temperature.

(b) *Gardening*—

The two years' course—see Schedule—part 4. Home garden competitions should be encouraged.

7. ELEMENTARY HYGIENE—

Rules of personal health in respect of food, drink, clothing, cleanliness and fresh air; lessons on the principles of nutrition; cleaning and keeping the schoolyard, and sweeping and keeping clean the school buildings; physical development of the body; singing.

8. DRAWING—

As in middle division, if pupils have not already completed the exercises set for preparatory, lower, and middle divisions.

Pupils who have completed the exercises set out for these divisions should begin—

- (a) Colour should be commenced—pastel and brush.
- (b) Cylindrical and conical forms containing more detail than formerly.

(c) Special attention should be given to elementary perspective in model drawing.

(d) Imaginative and memory drawing.

Objects suitable are —

- (i) tins of all kinds with lids, barrels, bottles of all kinds, drums, butter dishes, vases and jars of good shapes and colours;
- (ii) natural objects, e.g. leaves on twigs, reeds and grasses, small shrubs, flowers of various kinds, onions singly or together, feathers, shells, corn in pod or bursting from pod;
- (iii) memory and imaginative drawing.

9. SINGING—

A number of new songs should be taught each term and a list kept for reference. They should include patriotic airs for use on special occasions.

10. NEEDLEWORK—

- (a) Button holes, flannel patches, bias binding, print and calico patches, gathering and setting into band, darning stockings, pleating, sewing on buttons, strengthening tapes, marking.
- (b) Cutting out and making up child's dress, romper, school uniform, knickers, slips, nightdress.
- (c) Decorative stitchery. Cross stitch stitchery-borders, seed-stitch, knotting and looping.

- (d) As in (a) but with greater proficiency. Hedge tear and cross-cut darns, gusseting.
- (e) Cutting out and making up dresses, pyjamas, blouses, infant's nightdresses. Shirts may also be attempted by the pupils who show special aptitude.
- (f) Making and decorating articles and garments such as needle-cases, blotters, calendars, infant's feeders, bonnets and dresses.

11. PHYSICAL TRAINING—

Tables 55-72 of the latest Syllabus of Physical Training. Tables for Older Children 1-9 from "Physical Training for Rural Schools" should be used in small schools. The games mentioned in this publication should also be introduced.

Note.—*Teachers should consult the Education Department for list of suitable text books to be used in each subject.*

12. HANDWORK—

Basket work, hammock making and other crafts with more advanced exercises. Book-binding and chair caning should be commenced.

13. WOODWORK (BOYS)—

The two years' course—see Schedule—part 3. Minor repairs to and painting of school buildings, fences, etc.

14. DOMESTIC SUBJECTS (GIRLS)—

The two years' course—see Schedule—part 5.

15. RECREATION.

PART 2

SCHEME OF WORK FOR SCHOOLS IN
REMOTE AREAS PREPARATORY DIVISION

1. RELIGIOUS OBSERVANCES AND
INSTRUCTION.

2. ENGLISH—

(a) *Reading*—

To read from sheets and primers. Word building.

(b) *Writing*—

Script writing. To write in semi-vertical script words of four or five letters from the blackboard or primer.

(c) *English Composition*—

Story telling, conversation lessons on common things of the district. Stories should be dramatised whenever suitable. Nursery rhymes.

3. ARITHMETIC—

Number; counting. Recognition of figures and number groups 1-20. Analysis and synthesis of numbers to 20. Money: Value and coins to 12 cents.

4. SINGING—

A variety of interesting songs should be taught; at least two new ones every term.

5. PHYSICAL TRAINING AND GAMES—

Syllabus of Physical Exercises for Rural Schools; Tables I to VI (for younger children).

6. HANDWORK—

Expression work in paper to illustrate stories, recitations or oral lessons. Where suitable clay is available, modelling in clay should be done.

7. GARDENING—

Observation lessons on the school garden.

8. RECREATION.

LOWER DIVISION

1. RELIGIOUS OBSERVANCES AND INSTRUCTION.

2. ENGLISH—

(a) *Reading—*

To read from an approved reading book. Suitable continuous readers should also be used and stress laid on suitable recitations. Spelling—names of common objects, e.g. home, farm, workshop. Words used in everyday speech.

(b) *Writing—*

(i) Semi-vertical script (continued).

Transcription from readers.

- (ii) Continuous cursive style should be started. Children to begin writing on paper.

(c) *Composition*—

Story telling (continued). Dramatisation of stories (continued); stories of children of other lands (the map should be used as an aid where necessary); stories of local birds, animals and flowers for oral composition. Health talks (children should be able to answer orally questions on the above).

3. ARITHMETIC—

- (a) Notation and numeration to hundreds. Simple sums in addition, subtraction, and multiplication; practical exercises in buying and changing money to 50 cents.
- (b) Notation to 1,000; simple sums involving the four rules, practical exercises in buying and changing money to \$1. Measurements: inches; $\frac{1}{2}$ inches, $\frac{1}{4}$ inches, 1 pint; 1 pound; 1 hour. Fractions: $\frac{1}{2}$, $\frac{1}{4}$, etc.

4. SINGING—

A variety of interesting songs should be taught in the lower and middle divisions.

5. PHYSICAL TRAINING AND GAMES—

Physical Exercises for Rural Schools; Tables for older children, 1 to 4.

6. GARDENING—

A garden plot sufficient to give adequate practice to 20

children should be laid out on the school premises or within convenient reach of the school. Typical garden produce, e.g. plantains, cassava, sweet potatoes, varieties of peas, tomato, lettuce, cabbage, beetroot, etc., should be cultivated. There should be system in laying out, whereby each different plant would have its own area.

7. HANDWORK—

Basket and/or hammock making, boat building to which each child above the lower division (a) should devote one whole day weekly or two half days a week. Samples of the handwork done should be kept for inspection.

8. RECREATION.

MIDDLE DIVISION

1. RELIGIOUS OBSERVANCES AND INSTRUCTION.

2. ENGLISH—

(a) *Reading—*

To read from an approved reading book. Reading from suitable continuous readers with increased proficiency. Recitations from readers and approved anthologies.

(b) *Writing and Spelling—*

- (i) Practice in script writing should be continued, but the cursive style should now be generally used.
- (ii) Spelling of more difficult words to be

continued.

(c) *Composition—*

To be able to write friendly and business letters in clear, simple style. To know some famous characters of local history, e.g. Gravesande; peoples and children of other lands; health chats should be reproduced and correlated as part of the composition course. The map should be used in dealing with peoples and children of other lands.

3. ARITHMETIC—

- (a) Notation and numeration to tens of thousands. The four rules, dealing with Guyanese and Commonwealth money to \$25.
- (b) Notation and numeration to hundreds of thousands. Simple problems in Guyanese and Commonwealth money, and weights and measures. Special attention should be paid to mental and practical arithmetic—exercises in buying and selling, measuring and squaring timber, cost of clearing grants, measuring and laying out of garden plots. All exercises should have a local bias. Easy vulgar fractions and decimals to two places.

4. SINGING.

5. PHYSICAL TRAINING AND GAMES—

Physical Exercises for Rural Schools—Tables 5 to 9. Head teachers should encourage parents to teach their children to swim, whenever conditions are safe enough to allow this to be done.

6. GARDENING—

Elementary botany, e.g. study of seed, root, flower, fruit should be correlated with gardening. Observation lessons on animal, bird, insect, and pests should be attempted. Visits should be paid to any place of interest nearby, e.g. sugar or rice factory, coffee or lime cultivation, timber grants. Opportunity should be taken when out in the open to deal with natural phenomena, e.g. clouds, rain, mist, tides.

7. HANDWORK—

Continued with increased proficiency.

8. RECREATION.

Note.—(1) *There is to be no special time for such subjects as history, geography, nature study and hygiene. These should be correlated as shown above in the composition exercises.*

(2) *Where there is a woman teacher on the staff qualified to teach sewing, this subject should be included, and the same scheme should be followed as given in Schedule—part 1 according to the division.*

N.B.—*Teachers should consult the Education Department for list of text books to be used in each subject.*

PART 3
COURSE OF INSTRUCTION IN WOODWORK
FIRST YEAR

FIRST TERM—

1. Lessons on historical facts of craft work, tracing the progress and development of constructional work from the

primitive ages to the present day. Working positions for various exercises. Lessons on the simpler tools as are in daily use.

2. Practical work—Illustrations of dressing material to required dimensions. Joints—mortice and tenon (through and secret), square tenon and hancheon, square half lap, barefaced tenon. Models—simple shelf with brackets, ink-well tray, picture frame.

3. Drawing—Contract Books 1 and 2.

SECOND TERM—

1. The various types of local woods and the localities producing them, as compared with foreign woods; the growth, characteristics and common uses of local woods and current market rates of the same. Continued lessons on the care of tools, their working parts, etc.

2. Practical—Joints—half-lap dovetail, slip joint. Continuation of first term's work. Models—bookstand, tea-tray, egg-stand, child's chair (wooden or rush seat), cutlery tray.

3. Drawing—Contract Books 2 and 3.

THIRD TERM—

1. The preparation and seasoning of timber; board measure in timber and lumber. The treatment of unseasoned, knotted or warping woods. Classification of tools; methods of sharpening and preparing for work, and reasons for the same.

2. Practical—Student's table and stool; table fitted with drawer; small medicine cupboard; camp cot.

3. Drawing—Contract Books 3 and 4.

SECOND YEAR

FIRST TERM—

1. Lessons on staining and waxing. Arithmetical exercises—simple mensuration applied to actual woodwork, making simple estimates for work to be done. Scale drawing to be carefully practised and applied.

2. Practical—Joints—compound dovetail (open and secret). Longitudinal grain jointing (dowelled, groove and tongue). Models—file tray, cutlery tray with compartments, handkerchief box, black-board. Models, except blackboard, to be finished in wax.

3. Drawing—Practical woodwork exercises in the orthographic projection to scale.

SECOND TERM—

1. Lessons on polishing. Continued arithmetical exercises as during the first term, and other exercises as experience suggests.

2. Practical—Joints—longitudinal grain jointing (loose fillet, screw-head slot) housing. Models—cupboard with compartments (suitable for school use), school furniture—sizes C and D, plain easel. Simple models to be selected from "Woodworker" magazine. All models to be finished in wax or polish.

3. Drawing—Practical woodwork exercises in

orthographic and isometric projections to scale. Templates for school furniture may be had from the Trades Centre, Georgetown.

THIRD TERM—

1. Revision of theoretical work of the previous terms.
2. Practical—Joints—splice, keyed scarf. Models—school furniture, sizes A and B, easel with map slide; step ladder; simple models from "Woodworker" magazine. All work to be finished in oil, wax or polish.
3. Drawing—Pupils must be able to draw any model they make in the most suitable projection to scale.

PART 4**COURSE OF INSTRUCTION IN SCHOOL GARDENING**

THE FOLLOWING SCHEME IS SUITABLE (WITH MINOR MODIFICATIONS WHERE REQUIRED IN ANY SCHOOL WHICH HAS A GARDEN) IN SELECTED SCHOOLS IT WILL FORM PART OF THE SPECIAL COURSE OF INSTRUCTION IN RURAL SCIENCE AND ELEMENTARY AGRICULTURE A TWO YEAR COURSE FOR THE UPPER DIVISION

1. (a) OBJECTS OF A SCHOOL GARDEN—

- (i) A training ground where children learn the cultivation methods used for growing useful and ornamental plants and the foundations of practical agriculture and horticulture.
- (ii) A means of disseminating seeds and plants.
- (iii) An agency for the trial of new crops.

- (iv) To train the children's power of observation and to interest them in their surroundings.
- (v) To teach the dignity of labour and encourage an honest pride in good work.
- (vi) To relieve the routine of indoor work with outdoor work of a pleasant and recreative nature.
- (vii) To cultivate a love of order, neatness and good taste.

(b) FACTORS CONTROLLING THE SUCCESS OF A SCHOOL GARDEN—

- (i) Interest of teachers and pupils in agriculture.
- (ii) Suitability of site.
- (iii) Competitions.

2. SEASONS—Months for planting; rainfall, etc.

3. THE SITE—Local peculiarities (soil and climatic) and agricultural difficulties (drainage, etc.).

4. THE PLOT—

- (a) Knowledge of the plan or lay-out; convenience for drainage; position of dams and paths; seed-beds; nursery, etc.
- (b) Preparation before bringing into cultivation; general weeding, forking, levelling; division into individual, communal or propagation plots (due regard to suitability of size to allow easy reach from any point without trampling).

5. CULTIVATION—

- (a) Soil tilth, etc.; intercultivation and care of plants during growth by forking, manuring, mulching, pruning, staking, watering, weeding, ect .

6. SEEDS—

- (a)
 - (i) Germination of various seeds; time taken.
 - (ii) Seed selection.
 - (iii) Seed vitality.
- (b) Time taken by different plants to flower, to fruit, to ripen, etc.; time taken from planting to harvesting; how to store seeds.

7. NURSERY—

- (a) Its position, use, etc.
- (b) Preparation of seed-boxes and seed-beds.
- (c) How to sow seeds in boxes or beds; differences to be observed in respect of different seeds.
- (d) How to care for seedlings; watering, sunlight, etc.
- (e) Methods of plant propagation.

8. PLANTING—

- (a) How to prepare beds for planting—

- (i) Whole beds.
 - (ii) Holes.
- (b) How to plant—
- (i) Seeds.
 - (ii) Seedlings.
 - (iii) Cuttings, etc.
- (c) Distancing.
- (d) Transplanting—when, how; after-care, including watering, shading, supplying, etc.

9. MANURES AND MANURING—

- (a) Farm manure—composition; agricultural value.
- (b) Artificial fertilizers; functions; principal types.
- (c) Soil amendments—uses (liming).
- (d) Compost heaps—value of such heaps and methods of making.
- (e) Cover crops.

10. CROPS—

- (a) Crops suitable for a school garden—having regard to size, soil, locality, etc.
- (b) To distinguish between one plot and another (seed, seedling, plant).
- (c) General observation work in connection

with each crop during growth.

11. HARVESTING—Periodicity of various crops; methods to be adopted, etc. Yields per acre and cost of production.

12. MARKETING—

- (a) The necessity for choice of varieties suited to local conditions.
- (b) The necessity for quality in garden produce.
- (c) The necessity for grading of garden produce.

13. MISCELLANEOUS—

- (a) Vegetative propagation—budding, ringing, etc.
- (b) Detection of pests and diseases and early control measures; friends in the garden.
- (c) Tools necessary for a school garden; uses.
- (d) Observation work; use of note-books.
- (e) Correlation of garden work with other subjects.

14. HOME GARDENS—Students to have their own gardens at home. Seed supplies, etc., to be obtained from the school garden.

A ONE YEAR COURSE FOR MIDDLE DIVISION (b)

1. OBJECTS OF A SCHOOL GARDEN—

- (i) A training ground where children learn the cultivation methods used for growing useful and ornamental plants and the foundations of practical agriculture and horticulture.
- (ii) A means of disseminating seeds and plants.
- (iii) An agency for the trial of new crops.
- (iv) To train the children's power of observation and to interest them in their surroundings.
- (v) To teach the dignity of labour and encourage an honest pride in good work.
- (vi) To relieve the routine of indoor work with outdoor work of a pleasant and recreative nature.
- (vii) To cultivate a love of order, neatness and good taste.

2. SEASONS—Months for planting; rainfall, etc.

3. THE SITE—Local peculiarities (soil and climatic) and agricultural difficulties (drainage, etc.).

4. THE PLOT—

- (i) The dams and their use.
- (ii) The drains and their use.
- (iii) The beds—
 - (a) Their size.

[Subsidiary]

Education Code Regulations

(b) Why they should be easily reached from drains or paths.

(c) Why they should not be trampled.

5. SEEDS—Germination of various seeds; time taken, etc.

6. THE NURSERY—

- (i) Why a nursery is necessary.
- (ii) How to make seed-beds and seed-boxes, and how to use them.
- (iii) How to tend seedlings; watering, shading, etc.
- (iv) Methods of plant propagation.

7. PLANTING—

- (i) Conditions necessary for planting.
- (ii) How to plant seeds in holes (e.g. blackeye, ochro).
- (iii) How to plant seedlings in holes (e.g. boulangers, tomatoes).
- (iv) When to plant seedlings (time of day, weather, etc.).
- (v) When to care for seedlings and plants.

8. CULTIVATION—

- (a) Soil tilth, etc.; inter-cultivation and care of plants during growth by forking, manuring, mulching, pruning, staking, watering, weeding.
- (b) Crop rotation—its importance and value.
- (c) Fallowing.

- (d) Mulching—object and methods.
- (e) Weeds—the harm they do; why we weed.

9. MANURES AND MANURING—

- (a) Farm manure—composition; agricultural value.
- (b) Artificial fertilizers; functions, principal types.
- (c) Soil amendments—uses (liming).
- (d) Compost heaps—value of such heaps and methods of making.
- (e) Cover crops.

10. CROPS—What to plant at different seasons, and methods adopted for planting various crops.

11. HARVESTING—Periodicity of various crops; methods to be adopted, etc. Yields per acre and cost of production.

12. MARKETING—

- (a) The necessity for choice of varieties suited to local conditions.
- (b) The necessity for quality in garden produce.
- (c) The necessity for grading of garden produce.

13. MISCELLANEOUS—

- (a) Vegetative propagation—budding, etc.
 - (b) Detection of pests and diseases and early control measures; friends in the garden.
 - (c) Tools necessary for a school garden; uses.
 - (d) Observation work; use of note-book.
 - (e) Correlation of garden work with other subjects.
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PART 5

COURSE OF INSTRUCTION IN DOMESTIC SUBJECTS

A.—OUTLINE OF COURSE

(i) *Cookery*—

All plain cooking.

The planning of a well balanced diet based on local foods and conditions as far as possible.

The principles of nutrition.

(ii) *Housewifery*—

Hygiene in person and home.

Daily, weekly and periodical cleaning.

Division of weekly income.

Furnishing, decorating and renovating home.

Elementary care of infants.

Household accounts.

(iii) *Laundry Work*—

Family washing and care of clothes.

(iv) *Needlework*—

Making, mending and renovating garments and household linen.

(v) *Craft Work*—

Raffia and cane work.

Making of articles and ornaments for the home.

(vi) Examinations and revision will be held at the end of each term.

(vii) Pupils will make notes of recipes, etc.

(viii) Books and magazines relating to these subjects will be provided.

(ix) When possible, materials will be provided by the girls, and articles made from school supplies will be sold to them.

B.—FIRST YEAR

(1) TERM I

Cookery—

Methods of cooking. Milk.

Cereals

Vegetables.

Stoves and fuel.

Local cookery.

Food value, purchase, boiling, storing.

Rice, corn, oatmeal porridge.

Local roots and green foods.

Used in the home and school.

Laundry Work—

Accommodation

and equipment.

Care of clothing in washing.

Laundry aids.

Treatment of coarse things.

Compare with other

countries. Buttons, tapes,

etc. Soap, soda, starch,

blue. Dusters, towels,

aprons.

[Subsidiary]

Education Code Regulations

<i>Housewifery</i> —	Body, teeth, nails, hair.
Personal Hygiene. Parasites.	
Cleanliness.	In the home.
Disposal of refuse.	
Fresh air and light.	Need of fresh air, natural and artificial light.
	Trimming lamps.
Household pests	Flies, cockroaches, moths, mice, rats, etc., prevention.
Rules for sweeping and dusting.	Sweeping and dusting school and house.
<i>Needlework</i> —	
Tools.	Thimbles, scissors, needles, pins, etc.
Essential stitches and seams.	Work-bags, towels, dusters, aprons.
Fastenings.	Buttons, buttonholes, tapes.
Mending.	Darning and patching garments brought from home.
<i>Craft Work</i> —	
Dinner mats.	Cane and raffia.

(2) TERM II

<i>Cookery</i> —	
Cereals, rice, all roots.	Boiling, steaming, baking, roasting.
Fish (shrimps, salt fish).	Methods of cooking.
Salads, green food, etc.	Value in diet. Boiling of green foods.
Fruits grown locally.	
Eggs.	Food value. Methods of cooking,
Preparing of simple meals based on work done.	
Care and storing of food	

Laundry Work—

Treatment of different fabrics. One each week.
Continue work as last term.

Housewifery—

Cleaning of house. Daily and weekly cleaning of home and surroundings.

Care of plain and polished wood. Scrubbing tables, desks and forms; cleaning and polishing furniture.

Diets. Planning meals for children.

Cleaning of metals. Cleaning of lamps. Brass, tin, aluminium, cutlery.

Needlework—

Materials. Their source, manufacture and price.

Pattern making. Divisions of figure. Taking of measurements. Drafting simple garments

Continue work as last term.

Craft Work-

Raffia bag.

(3) TERM III*Cookery—*

Soups and stocks. Creole soup compared with other soups.

Meats, choice and preparation. Salt and fresh, boiling, roasting, grilling,

[Subsidiary]

Education Code Regulations

	baking.
Meats left over.	Rissoles.
Air as a raising agent.	Pancakes, bread.
Fresh fish.	Choice, preparation, price, methods of cooking.
Children's food	Preparation, choice, etc.

Meals to be prepared based on work done.

Laundry Work—

Continue work of previous terms.	
Undergarments.	Own garments.
Treatment of fast and loose dyes.	Printed dresses.
Ironing.	Equipment and preparation.

Housewifery—

Bedroom work.	Making and care of beds.
Laying of table.	Breakfast and tea for students.
Rules for washing up.	Washing glasses and all crochery.
Cleanliness and order in kitchen and pantry (including disposal of day's refuse).	Cleaning kitchen and equipment.

Needlework—

Mending and renovating garments brought from home.	
Care and use of machine.	
An undergarment to be made, introducing simple decorative stitches.	
Machine to be used for long seams only.	

Craft Work—

Students to make some article for the home.	
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C. – SECOND YEAR (1)

Term I

Cookery—

Milk and eggs.	Custards and puddings.
Fruit.	Stewed fruit.
Preserves.	Jams, jellies, pickles.
Beverages.	Coffee, cocoa, roasting, grinding, storing,

Complete meals planned by girls based on first year's work.

Housewifery—

Care and cleaning of garments.	Outer garments, boots and shoes.
Expenditure of income.	Division of weekly wages.
	Household accounts.
Citizenship.	Habits, care of property, truthfulness, honesty.

All general household duties.

Laundry Work—

Removal of stains.	Homely methods.
Care of clothes in drying.	Use of clothes line and pegs.
Preparation of clothes for wash.	Simple mending.
Continue work of last year.	

Needlework—

Continue work taken in first year.	
Use of paper patterns.	Adapting of patterns.
Dressmaking.	School dresses.

straw, combined with raffia.

(3) TERM III

Cookery—

Invalid cookery. Beef tea, barley water,
etc.

Cakes. Sponge sandwich, fruit
cake, small rock cakes.

Custard and puddings Ice-cream, milk
puddings.

Planning of meals. For children; for family.

Complete meals to be planned
and cooked.

Housewifery—

All household duties.

Laundry Work—

Family washing All clothing with the
exception of large sheets,
or any very heavy
garments.

Needlework—

Outfit for baby. Large doll to be dressed.
Cradle to be fitted up.

Craft Work—

Decoration of simple pottery.
Revise any work necessary this term.

[Subsidiary]

Government General Certificate Scholarship Regulations

GOVERNMENT GENERAL CERTIFICATE SCHOLARSHIPS REGULATIONS

ARRANGEMENT OF REGULATIONS

REGULATION

1. Citation.
2. Number of Scholarships to be awarded annually.
3. Condition of eligibility.
4. Form of application and evidence of eligibility.
5. Test examination.
6. Method of award.
7. Awards to be made by the Minister.
8. Tenure and value of scholarships.
9. Schools at which tenable.
10. Scholarship not to be held with other scholarships.
11. Supervision of scholars.

Regs. 6/1951
22/1952
17/1958
4/1959
14/1961
4 of 1972

GOVERNMENT GENERAL CERTIFICATE SCHOLARSHIPS REGULATIONS

made under section 54

Citation.
[Reg. 22/1952
17/1958
4 of 1972]

1. These Regulations may be cited as the Government General Certificate Scholarships Regulations.

Number of
scholarships to
be awarded
annually.
[22/1952
4 of 1972]

2. Fifteen Government General Certificate Scholarships (hereinafter referred to as "the scholarships") shall be open to competition annually.

Condition of
eligibility.

3. Any boy or girl may compete for the scholarships

LAWS OF GUYANA

152 **Cap. 39:01**

Education

[Subsidiary] *Government General Certificate Scholarship Regulations*

[Reg. 14/1961] who—

- (a) is a Commonwealth citizen;
- (b) is sixteen years of age or under on the first day of January in the year in which the examination is held;
- (c) satisfies the Chief Education Officer as to his or her good character and conduct; and
- (d) has had his or her usual place of residence in Guyana—
 - (i) if born in Guyana or the child of parents one of whom was born in Guyana, for a period of not less than two years immediately preceding the first day of the examination; or
 - (ii) in all other cases, for a period of not less than five years immediately preceding the first day of the examination.

Form of application and evidence of eligibility.

4. (1) Any boy or girl desiring to compete for one of the scholarships shall submit to the Chief Education Officer a form of application giving such information as the Chief Education Officer may require.

(2) Each form of application shall be supported by written evidence of the candidate's eligibility under regulation 3 hereof and shall be forwarded so as to reach the Chief Education Officer at his office in Georgetown not later than 4 p.m. on such date as the Chief Education Officer may fix by notice in the *Gazette* and in a newspaper circulating in

[Subsidiary]

Government General Certificate Scholarship Regulations

Guyana.

Test
examination.
[Reg. 4 of 1972]

5. The text examination shall be the General Certificate Examination of the University of London (Overseas), or such other examinations as the Minister may from time to time direct. The Chief Education Officer shall publish a notice in the *Gazette* and in a newspaper circulating in Guyana not less than six months before the first day of the examination, stating the subjects of the examination, the date thereof and the place or places where it will be held.

Method of
award.
[Reg. 22/1952
4/1959]

6. (1) The fifteen scholarships shall be awarded annually as follows—

- (a) three to the boys who are placed first, second and third in order of merit among the approved boy candidates;
- (b) three to the girls who are placed first, second and third in order of merit among the approved girl candidates; and
- (c) nine to the candidates (of either sex) who are placed next in order of merit:

Provided that no scholarship shall be awarded to any candidate who, in the opinion of the examining body, fails to attain either a Grade I or Grade II pass in the text examination.

(2) In the event of any candidate not being awarded a scholarship in pursuance of paragraph (1) (a) or (b) as a result of such candidate not attaining either a Grade I or Grade II pass in the test examination, such scholarship shall be awarded to the candidate who attains either a Grade I or Grade II pass in the test examination and is next in order of merit after the candidates who have been awarded

LAWS OF GUYANA

154 Cap. 39:01

Education

[Subsidiary] Government General Certificate Scholarship Regulations

scholarships in pursuance of paragraph (1)(c).

Awards to be made by the Minister.

7. The Chief Education Officer shall report the results of the examination to the Minister by whom the awards will be made.

Tenure and value of scholarships.

8. Each successful candidate (hereinafter referred to as "the scholar") shall be entitled to—

- (i) free tuition for three years at an approved school, the cost of which to the Government shall not exceed \$30 per term for a school year of three terms; and
- (ii) the sum of \$40 *per annum* for three years payable to the parent or guardian of such scholar in three equal instalments.

Schools at which tenable.

9. The scholarships shall be tenable at such secondary schools as the Minister may from time to time direct.

Scholarship not to be held with other scholarships. [4 of 1972]

10. No boy or girl who holds a scholarship or is in receipt of any other aid towards the cost of his or her education which is administered or provided by any public department or public officer, shall at the same time hold a Government General Certificate Scholarship.

Supervision of scholars.

11. (1) For the purposes of his education every scholar shall be subject to the general supervision of the Chief Education Officer.

(2) The Principal of the school which the scholar attends shall, at the end of each term, forward to the Chief

[Subsidiary]

Government General Certificate Scholarship Regulations
Government Technical Institute Regulations

Education Officer a report on the work, conduct, and progress of the scholar.

(3) If any scholar is the subject of an unfavourable report by a Principal, the Chief Education Officer may, at his discretion, suspend for one or more terms any or all of the rights conferred on such scholar by regulation 8 hereof.

(4) If any scholar is the subject of two consecutive unfavourable reports from a Principal, the Minister may direct that such scholar shall forfeit the scholarship and thereupon all rights and privileges under the scholarship shall determine.

Reg. 26/1955

GOVERNMENT TECHNICAL INSTITUTE REGULATIONS

made under section 54

Citation.

1. These Regulations may be cited as the Government Technical Institute Regulations.

Control and Management.

2. (1) The control and management of the Government Technical Institute (hereinafter referred to as "the Institute") shall be vested in a Board of Governors (hereinafter called "the Board").

(2) The Board shall consist of not less than ten and not more than twelve members.

(3) The Chairman of the Board shall be nominated by the Minister and the Vice-Chairman shall be elected from among the members by the members themselves.

(4) The Chief Labour Officer and the Chief Works

and Hydraulics Officer shall be ex officio members of the Board.

(5) The Principal of the Institute (hereinafter referred to as "the Principal") shall be an ex officio member, but shall not vote on questions under consideration by the Board.

(6) Subject to the foregoing paragraphs, every member of the Board shall be appointed by the Minister and shall hold office for two years and be eligible for re-appointment for further periods of two years.

(7) Five members (including the presiding member) shall form a quorum.

(8) In the absence of the Chairman, the Vice-Chairman shall act as Chairman, and in the absence of both the Chairman and the Vice-Chairman, the members may elect any of their number to preside at a meeting of the Board.

Age of admission to evening courses.

3. No candidate shall be admitted to any evening course until he or she has attained the age of 14 years. There shall be no upper age limit for students.

Enrolment.

4. No person shall be admitted to any course unless he or she complies with the requirements of the Board in connection therewith.

Fees.

5. (1) Every candidate shall before admission pay the appropriate fee for the course, as fixed from time to time by the Board.

(2) At their discretion, the Board may waive fees for teachers or students of the Government Training College who attend for special courses.

[Subsidiary]

Government Technical Institute Regulations

Curriculum and course of instruction.

6. (1) The curriculum shall provide Technical Education for apprentices, learners and others engaged in industry and commerce through day and evening classes and the Institute shall conduct such classes and other courses of instruction as the Board in consultation with other bodies may deem expedient for the promotion of culture and knowledge in persons desirous of entering or already engaged in industry and commerce.

(2) The Board, with the advice of the Principal, shall prepare schemes for curricula, examinations and certificates. Particulars of these schemes shall appear in a prospectus to be published annually.

Trading as a result of the activities of the Institution.

7. The activities of the Institute shall be principally confined to the training of students and trading may be resorted to as is commensurate with the particular course of training, and shall be subject to the approval of the Board.

Control of internal administration.

8. The Principal shall be in complete control of the internal administration of the Institute.

Academic year.

9. The academic year of the Institute shall not exceed thirty-six weeks and shall be divided into three terms as decided by the Principal in consultation with the Board.

Annual estimates.

10. The Board shall submit to Government, through the Chief Education Officer, annual estimates, accompanied by any proposals for development involving capital or recurrent expenditure.

Scholarship Fund.

11. The Board shall be responsible for the operation of the "Government Technical Institute Scholarship Fund" and shall be authorised to receive and disburse moneys.

Annual Report and accounts.

12. The Board shall within three months of the end of the final academic year prepare an Annual Report to be submitted to the Minister through the Chief Education Officer

[Subsidiary]

Government Technical Institute Regulations
Secondary School Regulations

and a statement of accounts which shall be duly audited by an auditor approved on that behalf by the Minister.

Advisory
Committees.

13. (1) The Board may appoint Advisory Committees in respect of and representative of industries or trades or of both industries and trades for which courses are or are to be provided.

(2) Each Advisory Committee shall include one member of the Board.

Equipment
Factory.

14. The Equipment Factory shall be under the control of the Equipment Principal. Students shall be permitted to work in the Factory for such periods as may be desirable in the interests of their training.

Reg. 18/1957
5/1960

SECONDARY SCHOOLS REGULATIONS

made under section 54

Citation.

1. These Regulations may be cited as the Secondary Schools Regulations

Interpretation.
[Reg. 5/1960]

2. (1) In these Regulations—

"Board of Governors" means a Board of Governors of a Government-aided secondary school constituted in accordance with regulation 17;

"the Council" means the National Council of Education established by the Act;

"school" means a secondary school being either a Government

[Subsidiary]

Secondary School Regulations

secondary school or a Government-aided secondary school;

"teacher" includes everyone who forms part of the educational staff of a school.

(2) Any duty or power relating to visits of inspection imposed or conferred by these Regulations on the Chief Education Officer may be performed or exercised, as the case may be, by any person or persons duly authorised by him for that purpose.

(3) The Chief Education Officer shall prepare and maintain a list (hereinafter called "the Aided Schools List") of all schools other than Government Schools in respect of which applications for grants-in-aid have been received and which are eligible for grants-in-aid under these Regulations.

Application to
be placed on
Aided Schools
List.
[Reg. 5/1960]

3. (1) Application for a school to be placed on the Aided Schools List shall be made in writing to the Chief Education Officer by the person or authority for the time being responsible for the control and management of the school, and shall contain such particulars as may be required by the Chief Education Officer.

(2) On application being made for the school to be placed on the Aided Schools List, the school shall be liable to inspection by the Chief Education Officer.

(3) Such inspection shall have regard to the general conditions prevailing at the school, the suitability of education provided by the school, and the relation of the school to other schools available for the area.

(4) If the school satisfies the conditions prescribed in these Regulations, the Chief Education Officer shall place the school on the Aided Schools List,

(5) The Chief Education Officer may remove from the Aided Schools List any school which in his opinion no longer satisfies or otherwise fails to conform with the conditions prescribed in these Regulations:

Provided that there shall be a right of appeal to the Minister from any decision of the Chief Education Officer that a school should not be placed on the Aided Schools List or should be removed from the said List, and the decision of the Minister on any such appeal shall be final.

(6) The Aided Schools List as amended from time to time shall be submitted to the Council who shall as often as they think fit consider the List and recommend to the Minister on a priority basis the aid to be given to the approved schools out of such funds as may be available for the purpose.

(7) The Minister shall prescribe the aid, if any, to be given to a school on the Aided Schools List out of moneys provided by Parliament for that purpose.

General
qualifications
for grants-in-
aid.

4. In order to qualify for grants-in-aid a school shall offer to each of its pupils a progressive course of general education as defined in these Regulations (with the requisite organisation, curriculum, teaching staff and equipment) of a kind and an extent suitable for pupils between the ages of 11 and 19 years. This course should be of at least four years duration leading to the General Certificate of Education (Ordinary Level) or its equivalent, and wherever possible should include an additional two-year course leading to the General Certificate of Education (Advanced Level) or its equivalent. Any provision made for pupils below the age of 11 years shall similarly be appropriate and in proper relation to the work in the main section of the school:

Provided, however, that no grant shall be payable in respect of provision made in any school for pupils below the

[Subsidiary]

Secondary School Regulations

age of 11 years.

School not to be conducted for private profit.

5. No grant-in-aid shall be payable to any school conducted for private profit, but such a school may nevertheless be placed on the Aided-Schools List if the Chief Education Officer is satisfied that there is in preparation a scheme under which such school will cease to be conducted for private profit upon receipt of any grant under these Regulations.

Premises.

6. (1) Every school shall have adequate accommodation for the number of pupils enrolled, with minimum classroom floor space of 12 square feet per pupil.

(2) The school premises shall at all times be kept in a sanitary condition, shall be convenient for teaching purposes and shall be provided with adequate equipment and appliances for the curriculum approved in accordance with these Regulations.

(3) No grant shall be payable to any school unless the Chief Education Officer is satisfied that the Board of Governors have reasonable security to tenure of the school premises.

Minimum enrolment.

7. A school shall not be placed or retained on the Aided Schools List unless it has at least 100 pupils between the ages of 11 and 19 years undergoing an approved course of secondary education.

Duration of school year.

8. (1) Every school shall meet regularly during not less than 36 weeks in the course of each year, the school hours, dates of vacations and occasional holidays being notified to the Chief Education Officer. Periods of closure on the advice of the medical or sanitary authorities or for other unavoidable cause shall be notified to the Chief Education Officer and shall be deemed for the purpose of these Regulations to be periods during which the school met.

(2) For the purpose of school work and of calculating average attendance and other statistics and returns required under these Regulations the school year shall, except in special cases and with the approval of the Chief Education Officer begin on the 1st September, and end on the 31st August.

Curriculum.

9. (1) The curriculum (with time analysis) of every school shall be submitted to the Chief Education Officer for approval. It shall provide for due continuity of instruction in each of the subjects taken and for an adequate amount of time being given to each subject.

(2) The curriculum shall provide instruction in English Language and English Literature, at least one language other than English, mathematics, geography and history.

(3) The curriculum shall make such provision for physical education, manual instruction, science, art and music as the Chief Education Officer may accept as adequate, having regard to the circumstances of the school.

Practical instruction.

10. In schools for girls, or in co-educational schools in respect of girls, the curriculum shall, wherever possible, include provision for theoretical and practical instruction in home economics and an approved course in this subject may in such cases be substituted wholly or in part for science and for mathematics other than arithmetic.

Language.

11. By permission of the Chief Education Officer, languages other than English may be omitted from the curriculum of any school provided that the Chief Education Officer is satisfied that the instruction in English includes an adequate course in language and literature, and that practical instruction is being given in science, manual training or home economics.

[Subsidiary]

Secondary School Regulations

Special courses.

12. Special groups of pupils in any school may, with the approval of the Chief Education Officer, follow a curriculum different from the curriculum approved for the rest of the school.

Alteration in curriculum.

13. Where it is proposed that permanent alterations should be made in the approved curriculum of any school, such alterations shall be submitted to the Chief Education Officer for approval, but an approved curriculum need not be resubmitted to the Chief Education Officer so long as no substantial alteration in it is desired by the Board of Governors or required by the Chief Education Officer.

Teaching staff and size of classes.

14. (1) The teaching staff of every school shall be adequate in number and sufficiently qualified to provide proper instruction in each subject of the approved curriculum.

(2) The Board of Governors of every school shall notify the Chief Education Officer of all appointments to the teaching staff and of the qualifications and teaching experience of the persons appointed.

(3) The size of any class in a school shall not exceed 35 except with the approval of the Chief Education Officer.

Religious observances and instructions.

15. It shall not be required that a pupil shall attend or abstain from attending any Sunday school or any place of religious worship or that he shall, or shall not, attend any religious observance whatever.

(2) Religious observances may be held in any school but in such cases should ordinarily be held at the beginning or end of the school sessions, and the time of any religious instruction shall be specified in the time table. For the purpose of such observances and instructions the pupils may be taken to a neighbouring church.

(3) Any pupil may, at the request of his parent or guardian, be withdrawn from any such religious observance or instruction without forfeiting any of the other benefits of the school.

(4) Religious instruction, if given, shall not be provided from any grant-in-aid under these Regulations.

Control and
management.

16. (1) The control and management of every school not being a Government school shall be vested in a Board of Governors.

(2) The Board of Governors shall consist of not less than five and not more than nine members, of whom not more than two shall be appointed by the Minister:

Provided that the Board of Governors shall not be required to be constituted or, if constituted, to comprise any member appointed by the Minister until such time as the Minister has approved of the payment of a grant in respect of the school.

(3) The Board of Governors shall act in accordance with Rules prescribed for it and approved by the Minister after consultation with the Education Committee. Such Rules shall, as regards the responsibility for general control, prescribe the constitution and define the functions of the Board of Governors, and as regards the responsibility for management of the school, define the functions of the Board of Governors and of the Principal.

(4) A copy of such Rules shall be deposited with the Chief Education Officer and shall not be varied or departed from in any important respect without previous notification to the Chief Education Officer.

(5) The Board of Governors shall appoint a person

[Subsidiary]

Secondary School Regulations

to act as its correspondent with the Chief Education Officer.

(6) A meeting of the Board of Governors shall be held at least once in every term, and shall normally be held when the school is inspected. The accounts and any other documents relating to the control and management of the school shall be produced when required by the Chief Education Officer.

Inspection.

17. (1) Every school shall at all reasonable times be open to inspection and examination by the Chief Education Officer. The school premises and surroundings shall also be subject to inspection by the Chief Medical Officer or any member of the Medical Department authorised by him for that purpose.

(2) When a grant is paid out of public funds in respect of or towards the assistance of the education of pupils at an institution or any branch thereof, all branches of educational work carried on in or by that institution shall be subject to inspection and examination by the Chief Education Officer.

Organization.

18. Every school shall be generally organized and conducted in a manner which the Chief Education Officer considers efficient.

Returns.

19. (1) Any statistical returns and estimates relating to any school called for by the Chief Education Officer shall be furnished promptly by the Board of Governors.

(2) An audited statement of income and expenditure for each school year in such form as may be required by the Chief Education Officer and made up to the 31st day of August shall be furnished by every Board of Governors in respect of schools under their control and management not later than the 30th day of September in each year. No such statement shall be published without the

LAWS OF GUYANA

166 **Cap. 39:01**

Education

[Subsidiary]

Secondary School Regulations

consent of the Board of Governors concerned.

Schools open to all pupils. **20.** (1) Every school shall be open to pupils of all denominations and races.

(2) Every school shall accept as a pupil the holder of any scholarship or foundation administered by the Education Department who applies for admission and who is recommended for admission by the Chief Education Officer.

Free or reduced fee places. **21.** In addition to the places reserved for scholarship or foundation holders, each school may, at the discretion of the Board of Governors, grant a number of free or reduced fee places, the number of such places to be approved by the Chief Education Officer.

Registers. **22.** Records of the admission and attendance of all pupils shall be kept in registers approved by the Chief Education Officer. All such registers shall be open to inspection by the Chief Education Officer or any officer authorised by him.

Payment of grants. **23.** (1) Grants for practical instruction, and special grants shall be payable by the Accountant General on the application of the correspondent of the Board of Governors certified by the Chief Education Officer.

(2) Salaries grants shall be payable monthly by the Accountant General on the application of the correspondent of the Board of Governors certified by the Chief Education Officer.

(3) The payment of all grants is dependent on the amount provided annually for that purpose by Parliament and nothing in these Regulations shall be regarded as constituting a right to any such grant.

[Subsidiary]

Secondary School Regulations

(4) The Chief Education Officer may at any time suspend the issue of grants to any school which in his opinion has ceased to be efficient or to fulfil any other of the conditions prescribed by these Regulations for the issue of grants from public funds. Before doing so, he shall send to the Board of Governors a statement showing in what respect the school has fallen below the standard required and such statement shall be laid before the Education Committee at the first opportunity.

(5) The Board of Governors of any school whose grant has been suspended by the Chief Education Officer under the foregoing paragraph may appeal in writing to the Minister from such suspension and the decision of the Minister shall be final.

Increase in
school fees.
[Reg. 18/1957
5/1960]

24. (1) An increase in school fees may only be effected as from the commencement of a school year and at no other time. Any such increase shall be subject to approval of the Chief Education Officer being first obtained.

(2) An application for such approval which shall state the amount by which it is proposed to increase the school fees shall be made in writing not later than six months prior to the commencement of the school year at the commencement of which the increase is to become effective.

(3) Parents and guardians shall be informed of any increase in school fees for which the approval of the Chief Education Officer has been obtained not later than the commencement of the term immediately preceding the school year at the commencement of which the increase is to become effective.

[Subsidiary]

Centenary and John Wray Scholarship Regulations

Reg. 14/1959

**CENTENARY AND JOHN WRAY
SCHOLARSHIPS REGULATIONS***made under section 54*

Citation.

1. These Regulations may be cited as the Centenary and John Wray Scholarships Regulations.

Centenary Scholarships.

2. Three Centenary Scholarships shall be awarded annually on the basis of the results of the Government County Scholarship examination to the boys or girls who are placed next in order of merit to those who have been awarded Government County Scholarships.

John Wray Scholarship.

3. One John Wray Scholarship shall be awarded annually on the John Wray basis of the results of the Government County Scholarship examination to a boy or girl who is placed next in order of merit to those who have been awarded Centenary Scholarships.

Qualifying standard.

4. No Centenary or John Wray Scholarship shall be awarded to Qualifying any candidate who has obtained less than 60 per cent of the total marks in the subjects of the examination and less than 50 per cent of the marks in English.

General Regulations.

5. The Regulations hereinafter set out shall apply in all respects and in like manner to the holders of Centenary Scholarships and John Wray Scholarships respectively.

Award to be made by the Minister.

6. The Chief Education Officer shall report the results of the examination to the Minister by whom the awards shall be made.

Tenure and value of scholarships.

7. Each scholar shall be entitled to free tuition for five years at such secondary school as the Minister may direct.

[Subsidiary]

Centenary and John Wray Scholarship Regulations

The cost of tuition shall be borne by the Government.

No maintenance allowance.

8. No maintenance allowance shall be payable to scholars awarded Centenary or John Wray Scholarships.

Scholarships not to be held with any other scholarships, etc.

9. (1) No boy or girl who holds a scholarship or is in receipt of any other aid towards the cost of his or her education which is administered by the Education Department or by any other public department or officer shall at the same time hold a Centenary or John Wray Scholarship.

(2) Any candidate who becomes eligible for the award of a Centenary or John Wray Scholarship but is either the holder of another scholarship or is in receipt of any other aid towards the cost of his or her education, shall be entitled to relinquish his or her rights under the said scholarship or aid and accept in lieu thereof the benefits of a Centenary or John Wray Scholarship as the case may be.

Extension of scholarships.

10. (1) If the holder of a scholarship qualifies for the School Certificate or a recognized Schools Examination Board with credits in four or more subjects including English Language or for the General Certificate of Education of any approved University or any University Joint Board with passes in five or more subjects obtained at one and the same sitting of that examination the Minister may extend the scholarship for such period as the holder is eligible to sit for the Guyana Scholarship.

(2) During any period of extension the scholar shall be entitled to the benefits of the scholarship as stated in regulation 7 but shall be subject to regulation 11.

Supervision and discipline of scholars.

11. (1) For the purposes of his education every scholar shall be subject to the general supervision of the Chief Education Officer.

(2) The Principal of the school which the scholar

[Subsidiary]

Centenary and John Wray Scholarship Regulations
Queens College and Bishops' High School Scholarships Regulations

attends shall, at the end of each term forward to the Chief Education Officer a report of the work, conduct and progress of the scholar.

(3) If any scholar is the subject of an unfavourable report by the Principal, the Chief Education Officer may, at his discretion, suspend for one or more terms all or any of the rights conferred on such scholar by these Regulations.

(4) If any scholar is the subject of two consecutive unfavourable reports from the Principal, the Minister may direct that such scholar shall forfeit the scholarship and thereupon all rights and privileges under the scholarship shall determine.

(5) A Principal who issues an unfavourable report to the Chief Education Officer in respect of a scholar shall inform the scholar, as well as the parent or guardian of the scholar of that unfavourable report.

Reg. 1/1960

QUEEN'S COLLEGE AND BISHOPS' HIGH SCHOOL SCHOLARSHIPS REGULATIONS

made under section 54

Citation.

1. These Regulations may be cited as the Queen's College and Bishops' High School Scholarships Regulations.

Award of scholarships.

2. (1) Queen's College and Bishops' High School Scholarships each of the value of forty dollars per annum and free tuition shall be offered annually to boys attending Queen's College and girls attending Bishops' High School to enable winners to continue their studies at their respective

[Subsidiary]

Queens College and Bishops' High School Scholarships Regulations

schools until they cease to be eligible to compete for the Guyana Scholarships.

(2) The sum of forty dollars per annum shall be payable in three instalments one at the beginning of each term, to the parent or guardian of such scholar.

Number of
scholarships

3. The total number of such scholarships tenable in each school during any one year shall be calculated on the basis of one scholarship for every complete unit of forty pupils in that school.

Eligibility for
scholarships.

4. (1) To be eligible for a Queen's College or Bishops' High School Scholarship a candidate must obtain passes in at least five subjects at the Ordinary Level at one and the same sitting in the General Certificate of Education Examination of the Joint Board of the Universities of Oxford and Cambridge and must be under seventeen years of age on the first day of January of the year of the award.

(2) No boy or girl who holds a scholarship or is in receipt of any other aid towards the cost of his or her education which is administered or provided by any public department or public officer, shall at the same time hold a Queen's College or Bishops' High School Scholarship.

(3) Any candidate who becomes eligible for the award of a Queen's College or Bishops' High School Scholarship but is either the holder of another scholarship or in receipt of any other aid towards the cost of his or her education, as mentioned in paragraph (2) of this regulation, shall be entitled to relinquish his or her rights under the said scholarship or aid and accept in lieu thereof the benefits of a Queen's College or Bishops' High School Scholarship, as the case may be.

Method of
award.

5. The awards in any one year shall be in accordance with the order of merit at the General Certificate of Education

(Ordinary Level) Examination of the Joint Board of the Universities of Oxford and Cambridge. The order of merit shall be based on the average of the five subjects in which the candidates attain the highest results at one and the same sitting of the examination.

Supervision of scholars.

6. (1) For the purposes of his education every scholar shall be subject to the general supervision of the Chief Education Officer.

(2) The Principal of the school which the scholar attends shall at the end of each term, forward to the Chief Education Officer a report of the work, conduct and progress of the scholar.

(3) If any scholar is the subject of an unfavourable report by the Principal, the Chief Education Officer may, at his discretion, suspend for one or more terms all or any of the rights conferred on such scholar by regulation 2.

(4) If any scholar is the subject of two consecutive unfavourable reports from the Principal, the Minister may direct that such scholar shall forfeit the scholarship and thereupon all rights and privileges under the Scholarship shall determine.

(5) A Principal who issues an unfavourable report to the Chief Education Officer in respect of a scholar shall inform the scholar, as well as the parent or guardian of the scholar, of that unfavourable report

Lapse of scholarships.

7. A scholarship shall lapse when the holder ceases to be eligible to compete for the Guyana Scholarships or in the event of his winning or being awarded one of those scholarships.

[Subsidiary]

Secondary Schools (Admission) Regulations

Reg. 8/1963

**SECONDARY SCHOOLS (ADMISSION)
REGULATIONS***made under section 54*

Citation.

1. These Regulations may be cited as the Secondary Schools Citation. (Admission) Regulations.

Interpretation.
[Reg. 18/1957]

2. In these Regulations—

"aided secondary school" means a secondary school in respect of which a grant-in-aid is paid under the Secondary Schools Regulations;

"examination" means the Secondary Schools Entrance Examination conducted by the Minister for the purpose of allocating places in a secondary school;

"free place" means a place in a secondary school awarded to a person on the basis of his performance at the examination and entitling him to free tuition;

"free place student" means a person who is awarded a free place at a secondary school;

"governing body" means the person responsible for the control and management of a secondary school;

"parent" in relation to any candidate includes a guardian and any person who has the actual custody of that candidate;

"secondary school" means either a Government or a Government aided secondary school;

"specified score" means the number or grade indicating the level of performance which the Minister may from time to time require to be attained at the examination in order

to render a candidate eligible for admission to a secondary school.

Admission.

3. (1) No person shall be admitted to a secondary school unless he has attained the specified score and has been allocated a place or a free place in accordance with these Regulations:

Provided that the Minister may in any case where he thinks fit permit a governing body to admit any person to a secondary school notwithstanding that the person did not take the examination or does not qualify to take the examination by reason of his age.

(2) Every person who is not less than ten years of age and not more than twelve years of age on the 31st March in the year of the examination shall be eligible to take the examination.

Provided that the Minister may permit a person who has attained the age of nine years but is less than ten years on the aforesaid qualifying date to take the examination if he is satisfied that the ability of that person justifies the taking of the examination by that person.

(3) Proof of the age of a candidate shall be produced to the satisfaction of the Minister.

Subjects of examination.

4. (1) The subjects of the examination shall be English and Arithmetic and such other subjects as the Minister may from time to time specify.

(2) The Minister shall from time to time publish a notice in the *Gazette* stating the subjects, the date and the place of the examination, and such other details as he may consider necessary.

[Subsidiary]

Secondary Schools (Admission) Regulations

Allocation of places.

5. Candidates who attain the specified score at the examination shall be allocated places in secondary schools by the Minister in accordance with their order of merit and, where practicable, the choice of school made by their parents.

Award of free places.

6. (1) The Minister shall award each year such number of free places as he thinks fit.

(2) Free places awarded in pursuance of the preceding paragraph shall be tenable only at Government secondary schools:

Provided that in any area where there is no Government secondary school the award of a free place may be tenable at any Government aided secondary school which exists in that area.

Free place.

7. (1) A candidate shall be eligible for a free place if he attains at the examination such score as the Minister may from time to time deem appropriate for the award of a free place.

(2) Notwithstanding paragraph (1) the Minister may award a free place to a candidate with a score lower than that deemed appropriate for the award of a free place.

(3) Before making any award in pursuance of paragraph (2), the Minister shall have regard to the existing facilities for education in the area in which the candidate attends school and the performance of the candidate at the examination and shall be satisfied of the likelihood of the candidate deriving substantial benefit from the training to be provided for him by virtue of the award of a free place.

Taking up of free place.

8. Each free place shall be taken up immediately after the award, or after such interval as the Minister may approve and shall entitle the free place student to free tuition for five years.

[Subsidiary]

Secondary Schools Admission Regulations

Assistance allowance.

9. (1) The Minister may if he thinks fit and subject to such conditions as he may consider necessary, grant a free place student on the ground of need an assistance allowance for the purpose of assisting him to purchase books or to maintain himself or for both of these purposes.

(2) The assistance allowance shall be paid in accordance with rates which the Minister may from time to time approve.

Cost of tuition.

10. The cost of tuition and assistance allowances given to free place students shall be paid out of moneys provided by Parliament.

Free place scholarship not to be held concurrently with another.

11. No person shall hold concurrently a free place as well as a scholarship or similar award administered by the Government.

Supervision by Minister.

12 (1) For the purposes of his education every free place student by shall be subject to the general supervision of the Minister.

(2) The Principal or Head of the school which the free place student attends shall, at the end of each term, forward to the Minister a report on the work, conduct and progress of the free place student.

(3) If any free place student is the subject of an unfavourable report by a Principal or Head, the Minister may, at his discretion, suspend for one or more terms any or all of the rights conferred on such free place student under these Regulations.

(4) If any free place student is the subject of two consecutive unfavourable reports from a Principal or Head the Minister may direct that such free place student shall forfeit the free place and thereupon all rights and privileges

[Subsidiary]

Secondary Schools (Admission) Regulations

under the free place including any assistance allowance payable shall determine.

(5) The Minister may, upon such conditions as he thinks fit, restore to any free place student all or any of the rights and privileges determined under the provisions of the last preceding paragraph, if in the opinion of the Minister the subsequent conduct of the student justifies the restoration.

Continuation of awards.

13. Where any free place was awarded out of moneys provided by Parliament prior to the commencement of these Regulations and that free place continues to be held, these Regulations shall apply in respect of the remainder of the term of that free place as if it were a free place awarded in pursuance of these Regulations.

Other scholarships not to be affected.

14. These Regulations shall not affect the allocation of places other in any secondary school by virtue of any scholarship awarded under any other written law.

Awards in 1963.

15. In respect of that part of the year 1963 remaining after the Awards in commencement of these Regulations —

- (a) regulation 3 (2) and (3) and regulation 4 shall have no application;
- (b) the examination shall, in respect of the provisions of these Regulations other than those mentioned in paragraph (a) of this regulation, be the Secondary Schools Common Entrance examination conducted by the Minister on the 10th April, 1963, and the specified score shall be such score as the Minister may determine.

Suspension of grant-in-aid.

16. When a governing body admits any person as a student to a secondary school except as provided by these

[Subsidiary]

Secondary Schools Admission Regulations

Guyana Scholarships Regulations

Regulations, the Minister may, in respect of such school, direct the Accountant General to suspend the issue of any grant-in-aid payable under the Secondary Schools Regulations.

Reg. 13/1965
14/1967
28/1969
8/1978

GUYANA SCHOLARSHIPS REGULATIONS

made under section 54

Citation. 1. These Regulations may be cited as the Guyana Scholarships Regulations.

Interpretation. 2. In these Regulations—

“examination” means the examination for the scholarship;

“scholar” means the holder of a scholarship; and

“scholarship” means a Guyana scholarship.

Number of scholarships. 3. Six scholarships shall be open to public competition at an examination to be held once in each year.

Objective of award of scholarship. 4. The objective of the award of the scholarships shall be to encourage studies in relation to occupational fields which are relevant to the needs of Guyana.

Duration. 5. (1) Scholarships shall be for courses of study of not less than three and not more than six years duration.

Provided that scholarships of six years shall be awarded only where a scholar will pursue a course of study requiring such period of time.

(2) The value of the scholarship shall vary according

[Subsidiary]

Guyana Scholarships Regulations

to the institution and country in which the scholarship is tenable, the course of study and its duration.

(3) During the duration of the scholarship, every scholar shall be entitled to—

- (i) (a) a monthly maintenance allowance; and
- (b) an allowance for the purchase of books; and
- (c) an annual allowance for the purchase of clothing,
at the rates from time to time determined by the Minister; and
- (ii) all expenses for tuition and fees for the course of study undertaken pursuant to these regulations; and
- (iii) all expenses certified by the institution of study as being incurred as a necessary consequence of undertaking the course of study, except expenses incurred in travelling from the usual place of residence of the scholar to his usual place of study; and
- (iv) the provision of a passage to the place of study and a return passage to Guyana after completion of the course of study, where a scholarship is tenable in another country:

Provided that the value of

any passage to which a scholar may be entitled under this regulation shall be at the student concessionary or economy class rate and shall be based on the cost of air travel by the most direct and economical route.

(4) Scholarships shall be tenable at such universities or other institutions as may be approved by the Minister.

Competition of scholarship.

6. (1) Any person (hereinafter referred to as a "candidate") shall be eligible to compete for a scholarship who—

- (a) is not more than nineteen years of age on the 1st January in the year in which the examination is held; and—
- (b) was born in Guyana, or is the child of parents at least one of whom
 - (i) is a citizen of Guyana; or
 - (ii) has had his permanent residence in Guyana throughout the period of five years immediately preceding the date of the examination; or
 - (iii) had established permanent residence in Guyana not less than five years before the date of the examination and died prior to the date of the examination; and
- (c) had resided therein during the twelve

[Subsidiary]

Guyana Scholarships Regulations

months immediately preceding the date of the examinations; and

- (d) is attested by his principal instructor or instructors in the form of the certificate set out in the schedule to be of good moral character; and
- (e)
 - (i) had passed a school certificate examination recognised by the Minister with credits in not less than four subjects; or
 - (ii) has passed a General Certificate of Education Examination recognised by the Minister in less than four subjects at the ordinary level with not less than Grade C in each; or
 - (iii) has obtained a qualification which, in the opinion of the Minister is equivalent to any of the qualifications mentioned in the foregoing provisions of this subparagraph.

(2) Every candidate shall apply in writing for permission to compete for a scholarship stating the three optional subjects which he has selected under regulation 7(2), and shall forward the application to the Chief Education Officer so as to reach him at his office in Georgetown not later than a date to be notified annually by him in the *Gazette*.

(2A) Notwithstanding anything contained in paragraph (2), but subject to the other provisions of these regulations, an application may be made by any person eligible under paragraph (1) to compete for a scholarship, after the date notified for the relevant year under paragraph (2)–

- (a) permission to compete for a scholarship;
- (b) for a scholarship on the basis of the results of the examination for the relevant year already taken by the applicant,

and if the Minister is satisfied that there was good and sufficient reason for the delay in making the application, he may grant the applicant a scholarship.

(3) Each application made under this regulation shall be accompanied by evidence in writing that the candidate has satisfied the conditions set out in paragraph (1).

Examination.

7. (1) The examination shall be the General Certificate of Education Examination of the University of London, advanced level or such other examination as may be determined by the Minister.

(2) Each candidate shall be examined in three subjects, the subjects being offered at the advanced or scholarship level; as notified by the Chief Education Officer, from time to time in the *Gazette*.

Report.

8. (1) The Minister shall base the award of the scholarship on the order of merit of candidates as stated in a report on the work of each candidate in each subject, furnished to him as soon as practicable after each examination:

Provided that, if in any year the Minister is of the opinion that the standard of the scholarship disclosed by the report is not such as to merit the award of a scholarship to a candidate, the Minister may direct that scholarships be awarded in that year only to those candidates who have attained the standard

[Subsidiary]

Guyana Scholarships Regulations

qualifying for the award of a scholarship.

(2) The Minister may award additional scholarships in any year when the standard of scholarship disclosed by the report in respect of candidates other than the successful candidates is such as in the opinion of the Minister, merits the award.

(3) A person shall not, at the same time, hold a scholarship and any other award which, in the opinion of the Minister, is of equivalent value.

(4) A person to whom a scholarship is awarded and who holds or is granted an award of the class described in paragraph (3) shall be required to relinquish either the scholarship or the award.

Medical
certificate.

9. (1) Not later than two weeks after a candidate has been informed of the award of the scholarship, he shall come forward to the Chief Education Officer a medical certificate certifying that he has been examined by a Government Medical Officer and found to be medically fit.

(2) Not later than two months after a candidate has been informed of the award of a scholarship, he shall apply in writing to the Chief Education Officer for approval of the university or other institution which he desires to enter and of the course of study which he proposes to undertake and shall state the vocation he proposes to follow on the completion of his studies.

(3) The Chief Education Officer shall invite the parents or guardian of a scholar to express in writing their or his views concerning the proposals contained in the application of the scholar made under this regulation.

(4) The Chief Education Officer shall also invite the principal instructor of a scholar to submit to him in writing

any information concerning the scholar which, in the opinion of the instructor, may be of assistance to the Minister when considering the application of the scholar.

Documents to be forwarded to Minister.

10. (1) As soon as practicable after the receipt of the documents mentioned in regulation 9, the Chief Education Officer shall forward them, together with his comments thereon, for the consideration of the Minister.

(2) The Minister may approve the University or other institutions and the course of study proposed by a scholar or may direct that a scholar attend some other university or institution or that he pursue some other course of study or give both such directions.

(3) A scholar shall be informed of the decisions of the Minister and shall conform thereto.

(4) Except with the prior approval of the Minister, no scholar shall change either the university or the institution or the course of study approved or selected by the Minister.

Entry to University.

11. Unless the Minister otherwise approves pursuant to regulation 10(4), a scholar shall enter the university or institution approved by the Minister pursuant to regulation 10(2) as soon as practicable after the award of the scholarship and thereafter shall keep his terms regularly until the scholarship expires.

Progress report.

12. The Chief Education Officer shall, from time to time, request from the proper authority of the university or institution at which a scholar is studying, a report on the conduct of the scholar and the progress he has made in his studies.

Provided that a scholar shall authorise the proper authority to furnish the report in circumstances where such

[Subsidiary]

Guyana Scholarships Regulations

authorisation is required.

Supervision of scholar.

13. During his course of study a scholar shall be under the supervision and control of the Minister or of such other person whom the Minister may nominate to exercise such supervision and control.

Conditions may be imposed by Minister.

14. (1) The Minister may from time to time, without prejudice to his powers under regulation 10, impose such other conditions as he may consider necessary for the holding of a scholarship.

(2) Without prejudice to the generality of paragraph (1), the Minister may, in particular, require a scholar to—

- (a) enter into an agreement to return to Guyana immediately on completion of his course of study; and
- (b) report to the Permanent Secretary immediately upon his arrival in Guyana for instructions regarding employment; and
- (c) accept employment with the Government, or an employer approved by the Government, for a continuous period of not less than five years:

Provided that failure to offer such employment to the scholar within four months after the date of his reporting to the Permanent Secretary shall relieve the scholar of all obligations under these regulations, and failure on the part of the scholar to accept any employment so offered shall cause the entire expended by the Government in connection with the scholarship to become due and payable for the

Government; and

- (d) undergo training in the organization known as the Guyana National Service prior to taking up the award for a period to be determined by the Minister:

Provided that if the scholar has commenced his course of study prior to the award he may be required to return to Guyana at the expense of the Government during his long vacation for the purpose of undergoing that period of training.

(3) The Minister may declare a scholarship to be forfeited or may reduce the value of a scholarship, or may take such other disciplinary action as may deem fit, if a scholar—

- (a) is expelled from the university or institution at which he is studying; or
- (b) fails to satisfy the authorities of the university or institution in any examination prescribed by them:

Provided that if the scholar furnishes an explanation for his failure to the satisfaction of the Minister, the Minister after consultation with the said authorities may decide not to exercise in relation to the scholar any power conferred on him by this paragraph; or

- (c) fails to fulfil any of the requirements of these Regulations, unless he furnishes an explanation for his failure to the satisfaction of the Minister; or

[Subsidiary]

*Guyana Scholarships Regulations**Bain Gray Prizes (Government Training College and Broad Street Government School (Rules))*

Minister; or

- (d) engages in any occupation, or activity, or accepts appointment of the university or institution, is detrimental to his progress in the course of study approved, or selected, by the Minister.

Power of
Minister.

15. Subject to these Regulations, the Minister shall have power to decide all questions that may arise in respect of the administration of these Regulations.

Revocation of
Regulations.

16. The Guyana Scholarship Regulations are hereby revoked.

Saving
provision.

17. Notwithstanding regulation 16, any scholarship being held immediately before the commencement of these Regulations shall continue to be held in accordance with the Guyana Scholarship Regulations as if those regulations had not been revoked.

R.20/9/1950
1/1953

**BAIN GRAY PRIZES (GOVERNMENT
TRAINING COLLEGE AND BROAD STREET
GOVERNMENT SCHOOL) RULES**

made under section 50

Citation.

1. These Rules may be cited as the Bain Gray Prizes (Government Training College and Broad Street Government School) Rules.

Award of prize.

2. There shall be awarded by the Chief Education

[Subsidiary] *Bain Gray Prizes (Government Training College and Broad Street Government School) Rules*

Officer in the month of September each year, commencing in the month of September 1951, a prize known as the Bain Gray Prize to each of the following:

- (a) the student teacher at the Government Training College who in the final year of the ordinary course obtains the highest number of points in the manner hereinafter specified; and
- (b) the most outstanding pupil of the Upper Division of the Broad Street Government School leaving school who—
 - (i) has been on the Register not less than three years; and
 - (ii) has made not less than 80 per cent of the maximum number of attendances during the three years immediately preceding the award,

and who obtains the highest number of points as hereinafter provided:

Provided that the Chief Education Officer may in any year award the prize to the candidate obtaining the highest number of points, notwithstanding that he has failed to make the number of attendances prescribed by subparagraph (ii), where such failure has been due to circumstances beyond his control.

3. Each prize shall consist of books to the value of one-half of the annual income of the fund for the provision of Bain Gray Prizes, and such books shall be inscribed with the words "Government Training College—Bain Gray Prize" or "Broad

[Subsidiary]

*Bain Gray Prizes (Government Training College and Broad Street
Government School (Rules)*

Street Government School—Bain Gray Prize,” as the case may be.

Points.
[R.1/1953]

4. Points shall be awarded—

- (a) in respect of a candidate from the Government Training College, in the manner following:
 - (i) for an essay of not less than 5,000 words on an educational subject. The subject shall be selected by the student from subjects set by the Chief Education Officer each year, and such choice shall be made six months before the essays are to be submitted—50 points;
 - (ii) character honesty of purpose, determination to overcome difficulties, adaptability and co-operation 50 points;

 - (b) in respect of a candidate from the Broad Street Government School—
 - (i) for school work during the past three years, including work in special subjects such as Gardening, Woodwork, Handicraft, Domestic Science, Art and Sewing—50 points;
 - (ii) the candidates record in extra-curricular activities—25 points;
 - (iii) character—25 points.
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