

1885.

VICTORIA.

EDUCATION ACT 1872.—REGULATIONS.

PRESENTED TO BOTH HOUSES OF PARLIAMENT PURSUANT TO ACT 36 VICT. No. 447, SEC. 18.

REGULATIONS UNDER THE EDUCATION ACT 1872.

1.—The Course of Free Instruction shall be as follows :—

CLASS I.

<i>Reading and Spelling</i>	-	-	Reading tablets, the First Royal Reader, or approved equivalent.
<i>Poetry</i>	-	-	To be learning the poems in the First and the Second Royal Reader, or equivalent.
<i>Writing</i>	-	-	To be learning to form on slates small letters, short words, and capitals, from copies on the blackboard and from dictation.
<i>Arithmetic</i>	-	-	To be learning to count up to 100 ; to read and write numbers up to 20; oral addition and subtraction of numbers each less than 11.
<i>General Lessons</i>	-	-	Object lessons, and lessons on common facts.
<i>Needlework</i>	-	-	<i>Girls</i> who are able to learn, to commence.
<i>Singing</i>	-	-	Infant-school songs.
<i>Drawing</i>	-	-	Suitable elementary exercises.
<i>Marching and Disciplinary Exercises.</i>			

CLASS II.

(Average age of scholars should not exceed 9 years.)

<i>Reading, Spelling, and Explanation</i>	{		The Second Royal Reader, or approved equivalent.
<i>Poetry</i>	-	-	To learn poetry from the Reading Book.
<i>Writing</i>	-	-	Single and double turns in copy-books ; copying on slates, in manuscript, sentences from tablets or the Reading Book ; and writing on slates from copies set on the blackboard.
<i>Arithmetic</i>	-	-	Numeration and notation of numbers less than 10,000 ; simple addition and subtraction, and the multiplication table.
<i>Geography</i>	-	-	Explanation of a map and of simple geographical terms ; geography of the locality ; the continents, oceans, and larger seas, with their relative positions.
<i>General Lessons</i>	-	-	Object lessons, and the " Useful Knowledge Lessons " in the Second Royal Reader.
<i>Needlework</i>	-	-	<i>Girls</i> to be learning to hem.
<i>Singing</i>	-	-	Easy school songs.
<i>Drawing</i>	-	-	Suitable elementary exercises.
<i>Drill</i>	-	-	Class Drill, including the Extension Exercises.

[Approximate Cost of Paper.—Preparation, not given; Printing (760 copies), £14 10s. 0d.]

CLASS III.

(Average age should not exceed 10 years 6 months.)

	<i>Reading, Spelling, and Explanation</i>	}	The Third Royal Reader, or approved equivalent.
	<i>Poetry</i> - - -	-	To learn poetry from the Reading Book.
	<i>Dictation</i> - - -	-	From the Reading Book.
	<i>Writing</i> - - -	-	In copy-books, half or full text hand, with capitals.
	<i>Arithmetic</i> - - -	-	Numeration and notation ; the four simple rules and the money tables ; compound addition and subtraction of money.
	<i>Grammar</i> - - -	-	To distinguish nouns, verbs, adjectives, adverbs, and personal pronouns, and to form simple sentences containing them.
	<i>Geography</i> - - -	-	Definitions ; the principal physical features and the chief towns of Victoria ; the principal inlets, straits, islands, peninsulas, and capes of Australasia ; the relative positions of the Australasian colonies, and their capitals.
	<i>General Lessons</i> - - -	-	Object lessons, with the "Useful Knowledge Lessons" and "The World we Live in" in the Third Royal Reader, or equivalent.
}	WHERE PRACTICABLE.	<i>Needlework for Girls</i> -	Hemming and seaming, and knitting with two needles.
		<i>Singing</i> —THEORY -	The names and shapes of the notes from the semibreve to the quaver, and their corresponding rests ; the staff, the treble clef, and the letter-names of the lines and spaces, including the first ledger line below ; the order of the tones and semitones in the Major Diatonic scale ; the scale of C.
		PRACTICE -	The Major Diatonic scale and the Common chord ; melodies written in notes* of equal value, the intervals to consist of major and minor seconds only ; easy songs in unison.
		<i>Drawing</i> - - -	Right-lined geometric figures and applications.
		<i>Drill</i> - - -	Class Drill, including the Extension Exercises, and, where practicable, Part I. of the Manual of Military Drill.
	<i>Gymnastics</i> - - -	-	The free exercises, marching, running, and jumping, and, where practicable, climbing ropes and poles.

CLASS IV.

(Average age should not exceed 12 years.)

	<i>Reading, Spelling and Explanation, and History</i>	}	The Fourth Royal Reader, or approved equivalent.
	<i>Poetry</i> - - -	-	To learn poetry from the Reading Book.
	<i>Dictation</i> - - -	-	From the Reading Book.
	<i>Writing</i> - - -	-	In copy-books, half or full text and small hands.
	<i>Arithmetic</i> - - -	-	Numeration and notation ; the simple and compound rules, reduction and bills of parcels.
	<i>Grammar</i> - - -	-	The parts of speech ; inflexions of nouns, pronouns, adjectives, and adverbs ; the principal parts of verbs ; to form easy examples of the simple sentence, and give the general analysis of such sentences.
	<i>Geography</i> - - -	-	The outlines of the descriptive geography of Australasia ; the principal islands of the world, and the chief features of the coast-line of the several continents ; the relative positions of the countries of the world and their capitals.
	<i>General Lessons</i> - - -	-	Object lessons, and lessons on the chief forces of nature ; the properties of solids, liquids, and gases ; the simpler phenomena of heat (expansion of matter, liquefaction of solids, &c.) ; the atmosphere and its phenomena (winds, rain, &c.).
}	WHERE PRACTICABLE.	<i>Needlework for Girls</i> -	Hemming, seaming, knitting, stitching, and darning.
		<i>Singing</i> —THEORY -	All notes, rests, and dotted notes from the semibreve to the semiquaver, and their values ; the sharp, flat, and natural, and their use ; the construction of the Diatonic scales requiring one sharp and one flat, and their signatures ; the following time signatures, $\frac{2}{4}$, $\frac{3}{4}$, $\frac{4}{4}$, and C, and their accents.
		PRACTICE -	Melodies written in minims and crotchets, or crotchets and quavers, introducing intervals of seconds and thirds and the common chord ; also songs in unison† and simple rounds.
		<i>Drawing</i> - - -	Curved-lined geometric figures ; application of curved and straight lines ; scrolls.
		<i>Drill</i> - - -	Class Drill, including the Extension Exercises, and, where practicable, Parts I. and II. of the Manual of Military Drill.
	<i>Gymnastics</i> - - -	-	As prescribed for the Third Class ; and, where practicable, vaulting, exercises on the rings, round swing, and horizontal ladder.

* The numbers or the sol-fa syllables may be affixed at the discretion of the teacher.

† Boys of advanced age in this class should be taught to sing a second part.

CLASS V.

(Average age should not exceed 13 years 6 months.)

WHERE PRACTICABLE.	Reading, Spelling and Explanation, and History	}	The Fifth Royal Reader, or approved equivalent.	
			Poetry - - -	To learn poetry from the Reading Book.
	Dictation and Com- position	}	Dictation from the Reading Book; composition—easy exercises, including letter writing.	
			Writing - - -	In copybooks, half or full text, small and running hands.
	Arithmetic - - -		That prescribed for the Fourth Class; the meaning and notation of a vulgar fraction and a decimal; addition and subtraction of proper fractions with denominators not exceeding 10; addition and subtraction of decimals; practice and simple proportion.	
	Grammar - - -		General analysis of the complex sentence; inflexions of the parts of speech (the progressive and the emphatic forms of the verb and the potential mood not being required); full parsing of easy sentences.	
	Geography - - -		Descriptive geography of Europe and the British Possessions, with a special knowledge of the Australasian Colonies; explanation of the lines marking latitude and longitude and zones on a map of the world.	
	General Lessons - - -		Object lessons, and lessons on the causes of day and night, and of the seasons; the simpler kinds of physical and mechanical appliances, <i>e.g.</i> , the thermometer, the barometer, lever, pulley, pump, and spirit-level.	
	Needlework for Girls- Singing—THEORY	-	-	To hem, seam, stitch, darn, work button-holes, gather, and to knit stockings.
				All notes, dotted notes, and rests, from the semibreve to the demisemiquaver; a general knowledge of major keys up to three sharps and three flats, and the names of the key notes up to five sharps and five flats; the construction of the chromatic scale; the time signatures $\frac{2}{2}$, $\frac{3}{2}$, $\frac{6}{4}$, $\frac{3}{4}$, $\frac{6}{8}$, $\frac{9}{8}$, and their accents; the ordinary signs, terms, and marks of expression and speed; modulation into the keys of the dominant and sub-dominant.
		PRACTICE	-	Melodies of moderate difficulty, introducing examples of the above modulations, and songs written in two-part harmony.
	Drawing - - -			As for the Fourth Class, with more advanced scrolls; architectural details; ornamental drawing.
	Drill - - -			As for the Fourth Class.
	Gymnastics - - -			The exercises prescribed for the lower classes; and, where practicable, rod exercises, exercises on the horizontal bar and slanting ladder.

NOTE.—In the Fifth Class, exercises in Arithmetic should include the calculation of rectangular areas.

CLASS VI.

(Average age should not exceed 14 years 6 months.)

WHERE PRACTICABLE.	Reading, Spelling and Explanation, and History	}	The Sixth Royal Reader, or approved equivalent, and newspapers.	
			Poetry or Prose - - -	To learn passages from the Sixth Royal Reader, or equivalent.
	Dictation and Com- position	}	Dictation from the Reading Book or a newspaper; composition—more advanced exercises.	
			Writing - - -	In copy-books, running hand.
	Arithmetic - - -		To vulgar and decimal fractions, compound proportion, and interest, inclusive.	
	Grammar - - -		Full parsing; analysis; the structure of words; the rules of syntax and their application.	
	Geography - - -		That prescribed for the Fifth Class, and the descriptive geography of Asia, Africa, and America.	
	General Lessons - - -		Object lessons, and lessons on the general characteristics of animal and vegetable life; the principal divisions of the animal and vegetable kingdoms; the chief organs of the body.	
	Needlework for Girls		To put work together, cut out, and do all kinds of plain needlework.	
	Singing - - -	-	-	As for the Fifth Class.
				That prescribed for the Fifth Class; figure and flower drawing, constructive geometry and perspective.
	Drill - - -			As for the Fifth Class.
	Gymnastics - - -			As for the Fifth Class.

NOTE.—In the Sixth Class, exercises in Arithmetic should include the calculation of the areas of right-angled triangles and of circles, and the contents of rectangular and of cylindrical solids.

GENERAL NOTES.

Arithmetic.—Children above the First Class should be taught to work dictated exercises in arithmetic, and examples in the practical applications of the rules prescribed for their several classes. Suitable mental exercises in the various rules should be given in each class.

Exercises under the head of "Proportion" may be worked by the unitary method.

The tables to be learnt should be those contained in the Arithmetical Table Book placed on the Department's list of books and requisites.

Singing.—Suitable school songs should be taught in all classes.

Special Lessons.—Lessons on Morals and Manners suitable for the several classes should be given at least fortnightly. Collective lessons on the rules to be observed for the Preservation of Health, on the Treatment of the Apparently Drowned and of those Bitten by Snakes, should be given periodically.

II.—STAFF, SALARIES, AND ALLOWANCES.

1. No person shall be employed as a head teacher, assistant teacher, or relieving teacher, unless he shall hold a certificate of competency or a license to teach.

2. Staffs will be allotted and salaries paid in accordance with the provisions of Act No. 773 and the schedules thereto.

3. The number of teachers employed in any school will be increased or reduced from time to time, as the average attendance for the two months immediately preceding may render necessary; but in cases where the attendance has been reduced by the prevalence of sickness or other exceptional cause, a longer trial may be given before the staff is reduced.

4. In the case of a new school, a staff of teachers will be allotted upon the expected attendance at the school.

5. In addition to their salaries, head teachers of day schools will be paid monthly allowances for maintenance expenses, according to the following scale:—

	Rate per annum.			Rate per annum.	
	For the six months commencing 1st October.	For the six months commencing 1st April.		For the six months commencing 1st October.	For the six months commencing 1st April.
In schools with an average attendance of—	£ s. d.	£ s. d.	In schools with an average attendance of—	£ s. d.	£ s. d.
Under 20 scholars ...	8 0 0	10 0 0	400 but under 450 scholars ...	56 0 0	66 0 0
20 but under 30 " ...	10 0 0	12 10 0	450 " 500 " ...	60 0 0	70 10 0
30 " 50 " ...	12 0 0	15 0 0	500 " 550 " ...	64 0 0	75 0 0
50 " 75 " ...	15 0 0	18 10 0	550 " 600 " ...	68 0 0	79 10 0
75 " 100 " ...	18 0 0	22 0 0	600 " 650 " ...	72 0 0	84 0 0
100 " 125 " ...	21 0 0	25 10 0	650 " 700 " ...	76 0 0	88 10 0
125 " 150 " ...	24 0 0	29 0 0	700 " 750 " ...	80 0 0	93 0 0
150 " 175 " ...	27 0 0	32 10 0	750 " 800 " ...	84 0 0	97 10 0
175 " 200 " ...	30 0 0	36 0 0	800 " 850 " ...	88 0 0	102 0 0
200 " 225 " ...	33 0 0	39 10 0	850 " 900 " ...	92 0 0	106 10 0
225 " 250 " ...	36 0 0	43 0 0	900 " 950 " ...	96 0 0	111 0 0
250 " 275 " ...	39 0 0	46 10 0	950 " 1000 " ...	100 0 0	115 10 0
275 " 300 " ...	42 0 0	50 0 0	1000 " 1050 " ...	104 0 0	120 0 0
300 " 325 " ...	45 0 0	53 10 0	1050 " 1100 " ...	108 0 0	124 10 0
325 " 350 " ...	48 0 0	57 0 0	Above 1100 in proportion.		
350 " 400 " ...	52 0 0	61 10 0			

The average attendance during the six months ending 30th April and 31st October in each year will be generally adopted as the basis for determining the allowances from 1st July and 1st January respectively next ensuing; but, in cases where exceptional fluctuations in attendance have occurred, the average attendance of any other month or months may, with the sanction of the Minister, be adopted.

6. In consideration of the above allowances, the head teacher will be required—

- (a) To have the floors of all the school rooms, class rooms, porches, out-offices, &c., properly swept and thoroughly scrubbed out with sufficient frequency to keep the rooms clean and healthy. To keep all eaves, spouting, and down-pipes free from leaves and dirt, and all drains clean and free from stoppages.
- (b) To provide water for the use of the children for drinking and washing; also, soap and towels.
- (c) To keep the chimneys and windows clean, and all locks, latches, &c., to doors and cupboards and glass in windows in proper repair.
- (d) To keep properly emptied and attended to the pans in earth-closets, and the cesspits where there are no earth-closets.
- (e) To provide pens, penholders, ink, slate-pencils, chalk, sewing materials, and all stationery (except copybooks).
- (f) To provide fuel for warming the school rooms.

All articles must be provided, and the duties specified must be performed, to the satisfaction of any officer of the Education Department who may be authorized by the Minister of Public Instruction to visit and examine the schools.

III.—PAYMENTS BY WAY OF RESULTS.

1. Payments by way of results will be made to head teachers and assistant teachers, upon examination of their schools by an inspector in the subjects specified in the course of free instruction.

2. The maximum payment which any teacher can obtain by way of results will be an amount equal to one-half of his fixed salary.

3. In order to entitle the teachers of any school to this maximum:—

(1.) Every scholar who has attended such school during any part of the two weeks preceding the inspector's visit must be presented for examination, unless prevented from attending by one of the following causes:—

- (a) Removal from the district;
- (b) Suffering from severe bodily accident or sickness, or being excluded on account of infectious disease in the home;
- (c) Flooded state of the roads;
- (d) Death of a near relative.

(2.) The inspector must be satisfied—

- (a) That all the scholars below seven years of age in class I. are under proper instruction and discipline.
- (b) That every other scholar has been satisfactorily instructed up to the standard of the class with which he is presented by the teacher.

N.B.—Scholars over seven years of age in class I. who have been on the roll not less than six months must be presented with class II.; in other cases, scholars must be presented with the class with which they are taught, and on the roll of which their names and correct ages have been entered.

- (c) That the scholars are properly classified and are instructed in accordance with Regulation I.
- (d) That the discipline and tone of the school are good. In determining this, regard will be paid to the behaviour, neatness, and cleanliness of the children, and the neatness of their work.

(3.) The average age of the scholars must not exceed, in class II., nine years; in class III., ten years and six months; in class IV., twelve years; in class V., thirteen years and six months; and in class VI., fourteen years and six months. But the ages of any scholars whom the teacher may present for examination as proficient to the full extent of the course of free instruction will be omitted in calculating the average age of class VI.

Any school complying with the above conditions will have the maximum number of marks awarded to it.

4. Marks will be withdrawn for individual scholars and for classes failing to comply with any of the above conditions, and the result payment made to the teachers will be in the same ratio to the maximum as the number of marks actually awarded is to that which might have been obtained.

5. Any change in the amount payable for results, consequent upon an examination of the school, will take effect from the first day of the month succeeding that in which the examination is held.

6. In new schools result payments will be based upon an inspector's percentage of 75 until the school shall have been examined for results; but the payments upon that percentage will cease from the last day of the month in which the examination takes place.

7. All examinations for results held prior to the 31st December, 1886, shall, as regards the subjects of examination and the ages of the several classes, be conducted and determined in accordance with the regulations in force on the 1st January, 1885.

IV.—FEES FOR EXTRA SUBJECTS.

1. Fees payable by parents for subjects not included in the First Schedule to the Act, herein called extra subjects, will be at weekly rates not exceeding the sums mentioned in the following scale:—

Latin	One shilling
French	One shilling
German	One shilling
Natural Science	Sixpence
Euclid	Sixpence
Algebra	Sixpence
Trigonometry	Sixpence
Mensuration	Threepence
Book-keeping	Threepence

For any approved subject not included in the above list the fee to be charged will be at the discretion of the teacher, but must not, in any case, exceed one shilling per week.

2. A percentage, not exceeding 5 per cent., is appropriated for payments by results. The amount thus appropriated will remain in the hands of the head teacher till the school is inspected, when, if the inspector is satisfied with the instruction, it will be returned to the teachers; otherwise it must be remitted to the Department for distribution amongst those in whose schools the instruction has been found satisfactory.

3. Instruction in extra subjects must not be given so as to interrupt the course of instruction in accordance with Regulation I.

V.—EXAMINATION AND CLASSIFICATION OF TEACHERS.

1. Licenses to teach will be granted—

- (a) To candidates who have passed in all subjects for a certificate of competency, except those included under "Theory and Practice of Teaching," on their passing an examination in the "Art of Teaching."
- (b) To pupil teachers who have completed their course.
- (c) To teachers classified in the second division of competency under Act CXLIX.
- (d) To teachers employed under the former National or Denominational Board previous to the 1st October, 1857, on their passing an examination in the "Art of Teaching."

2. Certificates of competency will be granted to candidates upon examination, and to those classified in the first division of competency under Act CXLIX.

3. Trained teachers, and teachers classified in honours, will have their additional qualifications entered upon their certificates.

4. The requirements in "Art of Teaching" for a license to teach will be—

To give a satisfactory lesson to a class in reading, writing, arithmetic, grammar, or geography; to keep the class in order, attention, and activity; and to be able to drill a class.*

5. The examination for a certificate of competency will comprise the following subjects:—

Reading.—To read fluently, and with proper expression and emphasis, both prose and poetry, from any book or newspaper.

Dictation and Composition.—To write from dictation, with correct spelling and punctuation, from any ordinary book or newspaper, and to compose a short essay on some given subject.

Writing.—To write neatly full or half text and small hands.†

Grammar.—Grammar, including structure of words, analysis and syntactical parsing; to answer questions on the language and subject-matter of a book of some standard English author, to be prescribed from time to time.

Geography.—The form, motions, magnitude, and measurement of the earth; latitude and longitude; the surface of the earth, including mountain systems, plateaux, plains, and valleys, volcanoes and their distribution, river systems and lakes, oceans and their phenomena; climatology, including winds, heat and moisture; distribution of plants and animals; descriptive and political geography of the world generally; map drawing.

Arithmetic.—Arithmetic generally, book-keeping, and elements of mensuration.

History.—General outlines of history of the British Empire, with a more detailed knowledge of Australasian discovery and settlement, and of the history of Victoria.

Elementary Science.—A knowledge of the subjects specified under "Elementary Science" in the programme for pupil teachers.

Needlework.—Females to be able to cut out and to do any kind of plain needlework, to darn and to knit, and to teach such work.

Theory and Practice of Teaching.—

- (a) To compose the notes of, and to give, a collective lesson on a subject chosen by the inspector; to be able to drill a class.*
- (b) To answer questions in school organization and management, and methods of teaching. A knowledge of the subjects to be treated of, and of the methods to be adopted, in giving lessons on morals and manners will be included under this head.
- (c) Males to draw up and carry out a time-table suitable for the school of which the candidate has charge.

6. The requirements for classification in honours will be as under:—

For Second Honours:

- (1.) To have obtained one of the first four literary qualifications prescribed for a third-class teacher under the Public Service Act; and
- (2.) To have passed at the Melbourne University the first ordinary examination for the degree of Bachelor of Arts; or to have passed in four of the subjects prescribed for the first ordinary examination, at least two of which must be passed at one examination, and the remaining subject or subjects at one examination held in the same or the next succeeding academic year.

For First Honours:

To have obtained second-class honours and to have passed at the Melbourne University the second or the third ordinary examination for the degree of Bachelor of Arts; or to have obtained second-class honours and to have passed in four of the subjects prescribed for the second ordinary examination in the course for the degree of Bachelor of Arts, at least two of which must be passed at one examination, and the remaining subject or subjects at one examination held in the same or the next succeeding academic year.

Provided that the candidate, unless he hold a trained teacher's certificate, shall have passed at some examination of the University of Melbourne—(a) in Latin or Greek, and also (b) in Mathematics, as in any ordinary examination for the completion of a year, or in Algebra and Geometry, as in the Matriculation Examination.

* Knowledge of class drill is held to comprise: *Ability of a Teacher.*—1. When standing apart from his class (i.e., where he cannot touch the scholars), by word of command alone, to move it from the desks into the body of the school-room and place it in a gallery, if there be one, or, if not, replace it in the desks. 2. To arrange a class (by word of command) at intervals or half intervals. 3. To carry his class (by word of command) through a set of extension exercises. Also to be fully acquainted with, and to put his class through, so much drill as is comprised in the following words of command:—"Fall in;" "Number off;" "Prove;" "Stand at Ease;" "Attention;" "Eyes right;" "Eyes left;" "Eyes front;" "Dress;" "Right close;" "Left close;" "Right turn;" "Left turn;" "Right about turn;" "Left about turn;" "Right half turn;" "Left half turn;" "Quick march;" "Halt—mark time;" "Forward;" "Front, right (or left) wheel in file;" "Right about (or left about) wheel (in file)."

† The general character of the writing in the examination papers will be considered in judging of this subject.

Provided also that no teacher shall be classified in first or second honours against whom an unfavorable report shall have been recorded at any time during the two preceding years.

Application for permission to attend the University Examination at the reduced fee must be made to the Secretary, on or before 15th September and 22nd January in each year, on a form which will be supplied on application at the Education Office.

7. Examinations for certificates of competency will be held annually at Melbourne and such other places as the Minister may appoint, when all male candidates of eighteen years of age, and female candidates of seventeen years, except pupil teachers of the second or a lower class, who present themselves for examination, and who produce satisfactory certificates of moral character and health, may be examined in the literary subjects required.

8. Candidates must bear their own travelling expenses; and all candidates who are not actually employed as teachers, pupil-teachers, or sewing-mistresses will be required to pay a fee of ten shillings previous to examination.

9. Clauses 5 and 6, so far as they alter the requirements for a certificate of competency and for classification in honours, shall not apply to the departmental examination to be held during the year 1885, nor, unless the candidate so desire, to the examinations for honours to be held during the academic year 1885-6 of the Melbourne University.

PUPIL-TEACHERS.

10. Pupil-teachers will be divided into four classes.

11. Pupil-teachers will, as vacancies occur, be appointed to the Fourth or lowest class, in accordance with the Regulations made by the classifiers under Section 47, Act No. 773.

12. The requirements for the three higher classes will be as follows:—

For Third Class :

Reading.—To read fluently from the Fifth Reader, or equivalent.

Poetry.—To be able to write from memory, or repeat, any passage from prescribed poetry in the reading book.

Writing.—To write fairly half or full text and small hands.

Dictation and Composition.—To write out neatly in small hand, with correct spelling and fair punctuation, any passage dictated from the Fifth Reader, or equivalent.

Arithmetic.—To know numeration and notation, the simple and compound rules, reduction and bills of parcels, the meaning and notation of a vulgar fraction and a decimal, addition and subtraction of proper fractions with denominators not exceeding 10, addition and subtraction of decimals, practice, and simple proportion.

Grammar.—To know the general analysis of the complex sentence, inflexions of parts of speech, the full parsing of an easy sentence.

Geography.—To know the descriptive geography of Europe and of the Australasian Colonies ; the form, magnitude, and motions of the earth ; meridians, parallels, and zones.

History.—History of England ; to know the outlines from the Conquest to the accession of Henry VII.

Elementary Science.—The chief forces of nature ; the properties of solids, liquids, and gases ; the simple phenomena of heat (expansion of matter, liquefaction of solids, &c.) ; the atmosphere and its phenomena (winds, rain, &c.).

Needlework for Girls.—To hem, seam, stitch, darn, work button-holes, gather, and also to knit stockings.

Art of Teaching.—To be able to give satisfactory lessons in reading and geography. Class drill : attention, right and left turn, marching, and extension exercises.

For Second Class :

Reading.—To read with fluency and expression from the Sixth Reader, or equivalent.

Poetry.—To be able to write out from memory, or repeat, any passage from prescribed poems.

Writing and Composition.—To write half or full text and small hands. To write from memory neatly, in small hand, with correct grammar, spelling, and punctuation, the substance of a narrative read aloud.

Arithmetic.—The work of the Third Class ; vulgar and decimal fractions, and interest.*

Grammar.—To know the rules of syntax and their application ; analysis, and full parsing, together with prefixes and affixes.

Geography.—To know the physical and descriptive geography of the continents.

History of England.—Outlines from the accession of Henry VII. to the Revolution, and such historical lessons on the same period as may be contained in the reading books.

Elementary Science.—To know the causes of day and night, and of the seasons ; the simpler kinds of physical and mechanical appliances—*e.g.*, the thermometer, barometer, lever, pulley, pump, spirit-level.

Needlework.—Girls to show a suitable garment cut out and completed by themselves, and to teach hemming.

Art of Teaching.—To be able to give satisfactory lessons in writing, grammar, and arithmetic. To understand class drill.

For First Class :

Reading.—To read with fluency and expression any prose or poetry.

Writing and Composition.—To write text or half text, small and running hands.

Composition.—To write from memory neatly, and with correct grammar, spelling, and punctuation, the substance of a short essay read aloud.

* Exercises in arithmetic for this class should include the calculation of the areas of rectangular surfaces.

Arithmetic.—The work of the lower classes; compound proportion, square root, and the elements of book-keeping.*

Grammar.—As in the Second Class, with the structure of words, and a knowledge of some English classic to be prescribed from time to time.

Geography.—The work of the Second Class; physical and descriptive geography of the oceans; climatology, including the laws relating to winds, and the distribution of heat and moisture; to draw maps of the continents, showing their outlines, chief mountains, inland water, and towns.

History.—Outlines of history of the British Empire from the Revolution to the present time, with such historical lessons on the same period, on Australasian discovery and settlement and on the history of Victoria, as may be contained in the reading books.

Elementary Science.—To know the general characteristics of animal and vegetable life; the principal divisions of the animal and vegetable kingdoms; the chief organs of the body.

Needlework.—Girls to be able to cut out and do any kind of plain needlework, to darn, and to knit, and to teach any kind of plain sewing.

Art of Teaching.—

(1.) To draw up lesson notes and to give general lessons.

(2.) To answer easy questions on methods of teaching, and to be able to keep the school records.

(3.) To understand class drill.

N.B.—Candidates in all classes will be required to show and explain how short mental exercises in arithmetic are to be solved.

In judging of the writing, in all classes, the general character of the penmanship in the examination work will be taken into consideration.

13. A general examination of pupil-teachers will be held annually, and all pupil-teachers who have been appointed not less than twelve months will be required to attend thereat under pain of forfeiting their salaries.

14. At the annual examination pupil-teachers will be classed for the year. They will be allowed to advance more than one class, but must pass in order the examination prescribed for each class.

15. Pupil-teachers will be liable to dismissal, on the recommendation of the classifiers, for misconduct or failure to pass the annual examination.

16. Head teachers will be required to give to their pupil teachers, either personally or by competent assistants, instruction outside of the ordinary school hours, as follows:—

In a school having but one pupil teacher, five hours per week; in a school having more than one pupil-teacher, at least six hours per week. The time for such instruction must in all cases appear on the time-table.

17. Pupil-teachers will not be reckoned as scholars in any examination, under Regulation III., for payment by way of results.

18. A bonus of £6 will be paid to the head teacher for every pupil-teacher who shall pass the annual examination for promotion; and if no pupil-teacher in a school fails to pass, the head teacher will receive a sum of £6 in addition.

19. In the case of pupil-teachers appointed prior to 1st January, 1886, clause 12, so far as it alters the requirements for the several classes of pupil-teachers, shall not apply, unless the candidates so desire, to any examination to be held prior to 31st December, 1888.

MUSIC.

20. Licenses to teach and certificates of competency will be granted upon examination.

FOR A LICENSE TO TEACH, THE CANDIDATE WILL BE REQUIRED—

Reading.—To read at sight an exercise consisting of diatonic intervals, easy modulations only being admitted.

Writing.—To write a short and simple passage, composed of minims, sung in the presence of the candidate.

Theory of Music.—Notation in the various clefs, time, accent, the major and minor scales, the common chord and its inversions.

Teaching.—To be able to teach a class properly.

FOR A CERTIFICATE OF COMPETENCY, THE CANDIDATE WILL BE REQUIRED—

Reading.—To read at sight any ordinary passage from an oratorio or opera.

Writing.—To write in correct time an ordinary passage from an oratorio or opera.

Theory of Music.—To know the theory and practice of harmony and thorough bass, and to understand the formation of the voice.

Teaching.—To be able to teach a class properly. To produce a class, taught by the candidate for a period of twelve months, which shall pass a satisfactory examination.

21. Licenses to teach will be granted without examination to all teachers who passed for the Second or Third Class under, or who hold a second division certificate from, the Board of Education; and certificates of competency to all those who passed under the former National or Denominational Board, or who passed for First Class under, or hold a first division certificate from, the Board of Education.

* Exercises in arithmetic for this class should include the calculation of the sides and areas of rectangular surfaces and of right-angled triangles, the diameter, circumference, and area of circles, and the contents of rectangular and cylindrical solids.

VIII.—THE STANDARD OF EDUCATION.

The Standard of Education shall be determined by an examination in which the candidate shall be required—

- To read fluently from any ordinary book or newspaper a passage not containing any unusual scientific or technical words.
- To write neatly in small-hand from dictation, with correct spelling, a short passage containing no words of exceptional difficulty.
- And to state and work sums in arithmetic up to the four compound rules and reduction inclusive.

IX.—EXHIBITIONS.

The Minister of Public Instruction will annually award Exhibitions to eleven scholars of State schools in the manner and on the conditions hereinafter mentioned :—

1. Exhibitioners will be selected upon competitive examinations held during the last three months of each year. No competitor will be permitted to attend any such examination unless he shall have been classified in the sixth class of his school from at least the first day of July immediately preceding, and shall have produced a certificate of birth showing that he will have completed his twelfth, but will not have completed his fourteenth, year before the first day of January succeeding the examination ; and no competitor will be selected unless he shall, during the two years immediately preceding the latter date, have been continuously on the rolls of, and in attendance at, a State school.

2. The subjects for examination will be :—

- | | | |
|--------------------------|---|---------------------------------------|
| Spelling from dictation. | } | As far as prescribed in Regulation I. |
| Composition. | | |
| Penmanship. | | |
| Arithmetic, | | |
| Grammar, | | |
| Geography, | | |
| History, | | |
| Elementary Science, | | |

3. Each Exhibition will be of the annual value of £35, tenable for six years, upon the following conditions :—

(a) That the exhibitioner shall, at the commencement of the session following the award of the Exhibition, become a student in one of the following public grammar schools :—Church of England Grammar School, St. Patrick's College, Scotch College, or Wesley College, all of Melbourne ; or in the Church of England Grammar School of Geelong ; or in one of such other schools as may be approved of by the Minister.

(b) That, until he enters upon his University course, he shall continue to attend one of the above schools, and shall obtain at the end of each year a report from the authorities of the same.

If no report or an unfavorable report be received, or if at any time the Minister be satisfied that the conduct of any exhibitioner has been disorderly or immoral, the Exhibition and all the advantages connected therewith shall thereupon cease and determine.

(c) That at or before the end of the second year of the exhibitioner's tenure he shall pass the matriculation examination at the University of Melbourne.

(d) That during the fourth, fifth, and sixth years of his tenure he shall be a student of the Melbourne University, enrolled as attending lectures, and that he shall in each year keep courses of lectures in as many subjects as he must pass in to complete his year.

(e) That at the end of the fourth year of his tenure he shall have passed the first ordinary examination for a degree, or for the certificate of engineering ; and at the end of the fifth year the second ordinary examination for a degree, or for the certificate of engineering.

4. Payments will be made quarterly. All payments, however, by the Minister will be conditional on moneys being placed at his disposal by the Legislature.

5. The examinations for exhibitions to be held prior to the 31st December, 1886, shall, as regards the subjects for examination and the qualifications for competitors, be conducted in accordance with the regulations in force on the 1st January, 1885.

X.—SCHOOL HOURS AND TIME-TABLE.

1. The hours of work to be observed in every school shall be such as may from time to time be determined by the Minister ; but in every full-time school "four hours at least shall be set apart during each school day for secular instruction alone, and of such four hours two shall be before noon, two after noon, which shall in each case be consecutive."

2. Between the morning and afternoon school meetings there shall be an interval of not less than one hour, except on days of heavy rain, when the interval may, at the discretion of the head teacher, be reduced to half-an-hour. Whenever this is done—and it should rarely be necessary—the times of opening and of closing the afternoon school meeting must be specially noted on the roll sheets in the column for "Remarks."

3. The time-table must be kept hung up in a conspicuous place in the school-room, and shall set forth the hours of opening and closing school, the employment of the several classes at any time, the teachers in charge thereof respectively, the time set apart for instruction in extra subjects, and the arrangements made for the supervision of children in the play ground.

4. The time-table should be so arranged that female teachers and pupil-teachers may not be required to stand continuously for a longer period than one hour and a half.

XI.—RELIGIOUS INSTRUCTION IN STATE SCHOOLS.

1. For the purpose of affording facilities for giving Religious Instruction in State schools, the ordinary school business shall, on one or two days in each week, as the Board of Advice may determine, terminate at half-past three o'clock p.m.
2. On these occasions the teachers shall, immediately after announcing the dismissal of the school for the day, give notice that all pupils whose parents do not object to their receiving religious instruction may remain for that purpose.

XII.—DISCIPLINE.

1. Corporal punishment shall be administered only by the head teacher, and by such assistant teachers as he may authorize.
2. When more than one stroke is given, an entry, giving the date, the name, class, and age of the pupil, the nature of the offence, and the extent of the punishment, shall be made in a book kept for the purpose, entitled the "Register of Corporal Punishment."
3. The instrument employed should be a strap or cane, preferably the former. Boxing ears or striking on the head is strictly prohibited.
4. Corporal punishment shall only be inflicted upon boys.
5. The names of the assistant teachers authorized by the head teacher to inflict corporal punishment shall be entered, from time to time, by the head teacher on the first page of the "Register of Corporal Punishment."
6. The head teacher will be held responsible for the nature and extent of the punishment inflicted in the State school under his charge.
7. No pupil shall be expelled from a State School except with the express sanction of the Minister. In extreme cases, a head teacher may suspend the attendance of a pupil, at once reporting the matter to the Minister and the Board of Advice. If, after inquiry, the circumstances seem to call for expulsion, the Minister may so order. Otherwise, the pupil shall be re-admitted.

XIII.—RECORDS.

1. The rolls and registers are records of the school, and are to be kept in the school, together with all circulars and all invoices of free grants of furniture, apparatus, books, and other requisites.
2. *School Rolls*—
 - (1.) The roll, which must be original and not copied from papers, slates, &c., will always commence on the 1st January and 1st July, and terminate on the 30th June and 31st December respectively.
 - (2.) The names of all children above three years of age attending school are to be entered in the order of their classes, and the age of each child at the time of commencing the roll is to be given.
 - (3.) The roll is to be called, and marked in ink, two hours previous to the time fixed for closing the school, morning and afternoon, and only those children who are present at roll-call and answer to their names may be marked as present. The time for roll-call must be stated in the time-table. The attendance of children under three years of age must not be recorded.
 - (4.) If a child leaves before school is closed, and has not attended two hours, the mark denoting presence must be cancelled in the manner prescribed in the directions for filling up the rolls printed on the face of each roll sheet.
 - (5.) The number of attendances made by the school must be entered at the close of each school meeting.
 - (6.) When any day is observed as a holiday, the word "Holiday" should be written in the attendance column for that day.
 - (7.) The reasons assigned by parents for the absence of their children from school should be noted in the attendance columns.
3. *Teachers' Rolls and Attendances*—
 - (1.) The time of his arrival and of his departure is to be entered by each member of the staff in the roll sheets provided for the purpose. If any teacher leaves the school premises during the day, the interval of his absence should be recorded in the same manner. Visiting teachers will also enter the time they arrive at and leave the school.
 - (2.) The absence of any member of the staff shall be promptly reported and explained; and whenever leave of absence on account of illness is required for a longer period than two days a medical certificate showing the nature of the illness or injury and the probable extent of absence must be forwarded.
4. *Registers*—

The registers are to be kept in accordance with the directions accompanying them, and they with the other records are at all times to be open to the inspection of the officers of the Department and to the members of the Board of Advice when visiting the school.

XIV.—SCHOOL BOOKS AND REQUISITES.

1. It is expected that children will generally supply themselves with the books, slates, and other articles required to enable them to take part in the work of their class.
2. In places where these can be purchased from tradesmen at rates not exceeding those at which the teacher could supply them, the sale of such articles by teachers is prohibited. If, however, it is found that the scholars do not purchase suitable *copy-books*, a stock of these may be kept by the teacher for sale.
3. Wherever, owing to the absence of other adequate means of supply, it becomes necessary for teachers to keep a stock of school requisites for sale, the prices charged to the scholars must be not more than sufficient to cover the original cost with the expense of carriage added, and a list of such prices must be kept conspicuously exhibited on the wall of the school-room.
4. Free grants of school requisites will be made as they may be required for children who are unprovided with them, or for use in the school; but these must on no account be taken out of the school-room without the special permission of the teacher, who will be held responsible for any loss or damage beyond fair wear and tear.

XV.—HOLIDAYS.

1. The holidays observed in State schools, exclusive of Saturdays, shall be as follows, except in cases in which a different arrangement may be specially sanctioned by the Minister:—
 - (a.) Three weeks at midsummer, commencing on the Monday preceding Christmas Day, unless Christmas Day fall on Monday, in which case the holidays shall commence on that day.
 - (b.) Good Friday and Easter week.
 - (c.) Three days at midwinter, commencing on the first Wednesday in July.
 - (d.) The public holidays not included in the above, viz.:—May 24th; November 9th; and such other days as may be gazetted as public holidays, except those proclaimed in connection with races.
 - (e.) Such other holidays, not exceeding four in each financial year, as may be approved by the Board of Advice.
2. No other holidays than those specified above shall be given without the express sanction of the Minister, except days on which the school building may be required for election purposes.
3. Whenever a school is closed on days other than those specified in clause 1, the head teacher shall notify the same with full particulars to the Board of Advice and to the District Inspector.
4. When a holiday is granted by the Board of Advice out of the four days placed at its disposal, the head teacher shall previously send notice to the District Inspector, and shall make a special report thereof to the Department in his monthly return.
5. In the absence of such special report, or in the event of any other days than those specified in clause 1 being observed as holidays and no explanation thereof being furnished in the monthly return, pay will be deducted, and no appeal against such deduction will be entertained.

XVI.—SINGING AND DRAWING.

1. Qualified teachers, members of the ordinary school staff, who are either head teachers of schools whose average attendance does not exceed 250 pupils, or assistant teachers, or first-class pupil-teachers, or workmistresses, and who may be appointed as teachers of singing or drawing in accordance with section 14 of the Regulations of the Public Service Board respecting teachers of singing and drawing, will be paid an allowance of £10 per annum for either or each of the two subjects taught by them, provided that the school has an allotment based on an average attendance of not fewer than 50 pupils.

2. In consideration of this allowance, such teachers will be required to give two lessons per week, each of three-quarters of an hour in duration, in each of the subjects they are appointed to teach.

3. In the case of singing, instruction shall be given, where the number of teachers is sufficient for the purpose, to all children in classes above the second class, and in the case of drawing to all children in classes above the third class. Where practicable, the second class also should share in the instruction in singing, and the third class in the instruction in drawing, but the children in those classes respectively will not be included in estimating the number of teachers of singing and drawing to which a school is entitled.

4. The number of such teachers will generally be determined as follows:—

Where the average attendance at the singing or drawing class, exclusive of the children taught by visiting teachers—

does not exceed	80	One teacher;
	exceeds	80	}	...	Two teachers;
but does not exceed	160	Three teachers;
	exceeds	160	}	...	Three teachers;
but does not exceed	240	Three teachers;

and so on.

5. The payments to a teacher of singing or drawing may at any time be discontinued if the attendance of the school cease to be that specified in 1 *supra* as requisite for the appointment of such teacher, or should the attendance at the singing or drawing class, as the case may be, render a reduction in the number of teachers of singing or drawing necessary.

6. On days on which singing or drawing is taught, it will be required that, as on other days, not less than four hours shall be devoted to the other subjects embraced in the course of free instruction.

XVII.—DRILL AND GYMNASTICS.

1. Allowances by way of results will be made to teachers who may be appointed in accordance with the provisions of the Public Service Act 1883 to give instruction in military drill, subject to the following conditions :—

(a.) That the teacher giving the instruction hold a certificate of qualification from the department, or have passed in the written work of the examination for such certificate and have not failed, or refused to submit to examination, in the art of teaching drill, or have passed an examination in Parts I. and II. Field Exercise before a military board.

(b.) That every class receiving instruction be taught for not less than one hour per week at the time specified in the school time-table.

(c.) That the pupils exhibit a fair amount of proficiency.

2. The maximum allowance that may be obtained will be as follows :—

Where the Average Attendance at Drill Class is—				First Teacher.	Second Teacher.	Third Teacher.
				£	£	£
	Under	50	...	10
Not less than	50 but under	100	...	15
„	100	„	150	...	10	...
„	150	„	200	...	15	...
„	200	„	250	...	15	10

and so on ; but teachers of drill will not be appointed to schools with an allotment based upon an average attendance of less than 50 pupils, and only boys in classes above the second will be included in estimating the attendance by which the number of teachers of drill will be determined.

3. The payments to a teacher of drill may at any time be discontinued should the allotment be based on an attendance of less than 50 pupils, or should the attendance at the drill class render necessary a reduction in the number of teachers of drill.

4. The proportion of the maximum allowance to be paid to a school will be determined upon examination by an inspector or other officer appointed for the purpose.

5. When gymnastics are taught by a qualified instructor appointed in accordance with the provisions of the Public Service Act, an allowance at the rate specified in 2 above will be paid subject to the foregoing regulations respecting military drill so far as they are applicable.

XVIII.—TRAINING.

1. The training institution will consist of a training college in Melbourne, and of district training schools, not exceeding twenty in number, in various parts of the colony. The members of the training institution will be a Superintendent, who will be principal of the training college, a vice-principal of the college, lecturers, associates, and students.

2. Training will be conducted in the training college in Melbourne by the principal and the other officers of the college, and in the district training schools by the associates.

3. The district training schools will be such State schools as shall be determined under regulations framed under section 47 of Act No. 773, and the head teacher for the time being of each such school will hold the office of associate so long as his school continues to be a branch of the institution.

4. The course of instruction in the training institution will be free, and will extend over two years, the first of which will be passed in a district training school, and the second in the training college.

5. Associates will be required to train and adequately instruct all students placed in training with them by the Department, and to provide for their receiving, outside of the ordinary school hours, not less than six hours' instruction per week in the subjects prescribed for study during the first year's course. They will also be required to train in the practice of teaching any teachers who may be temporarily transferred to their schools for that purpose.

6. Each associate of the training institution will receive a fixed sum of £50 per annum, and £10 for every student whom, after not less than six months' instruction in his school, he qualifies for admission to the second year's course of training.

7. Students will receive allowances as under :—

(a.) If paid as pupil-teachers and residing at home, £5 per annum in addition to their salaries.

(b.) If residing at home and not paid as pupil-teachers, £35 per annum.

(c.) In all other cases, board and lodging free of cost.

8. Every student will be required to enter into an agreement by himself and an approved surety not to relinquish his course of training without the permission of the Minister, and for four years after the termination of his studentship to teach in any school to which he may be appointed.

9. The course of instruction in the training institution will be as under :—

DURING THE FIRST YEAR.

Reading,
Dictation,
Composition,
Writing,
Grammar,
Geography,
Arithmetic.

} As may be from time to time prescribed for the Certificate of Competency.

History.—General outlines of history of the British Empire, with a more detailed knowledge of Australasian discovery and settlement, and of the history of Victoria.

Euclid.—Book I.

Algebra.—The four simple rules, and easy simple equations.

Latin, or
French, or
German. } Accidence and easy exercises.

Theory and Practice of Teaching.—Discipline, methods of teaching, registration; preparing lesson notes and giving class lessons; class drill.

DURING THE SECOND YEAR.

1. *Theory and Practice of Teaching*.—

(a.) The leading principles of education; the faculties, their training and development; habit and character. (b.) School organization and management; methods of teaching; notes of lessons. (c.) Controlling and teaching a class, or two classes simultaneously; and class drill.

(Marks obtainable at final examination—150.)

2. *English Language and Literature*.—

Structure of the English language, Chaucer and the chief authors since, with a knowledge of prescribed selections;

or *History of England and Australia*.—

(a.) Outlines of history of British Empire.

(b.) History of a selected period in detail.

(c.) History of the Australasian Colonies.

(Marks obtainable at final examination—100.)

3. *Mathematics*.—

Geometry.—Euclid, Books I.—III.; and Algebra.—To easy quadratic equations.

(Marks obtainable at final examination—100.)

4. *Latin*.—

A general knowledge of the Grammar.

Translation of easy Latin from a prescribed book.

or *French*.—

The Grammar. Translation of French prose and poetry from a prescribed book.

Translation of English into French.

or *German*.—

The Grammar. Translation of German prose and poetry from a prescribed book.

Translation of English into German.

(Marks obtainable at final examination—100.)

5. *Science*.—

Elementary Physics;

or Elementary Chemistry;

or Elementary Physiology;

or Elementary Botany.

(Marks obtainable at final examination—100.)

6. *Music* (Marks obtainable at final examination...50).

7. *Drawing* (" " " " ...50).

8. *Gymnastics* (" " " " ...30).

9. *Military Drill* or *Needlework* (" " " " ...30).

10. During the first year's course students will be required to attend regularly the meetings of the school to which they are attached, and to take part in the ordinary work of the school for at least half of each day—or for a greater portion, at the discretion of the head teacher. The time not employed in actual teaching will be devoted, under the direction of the head teacher, to the study of the subjects prescribed above.

11. Students will at the end of their first year be examined in the subjects prescribed for study during the first year's course, and those who pass a satisfactory examination will be admitted to the second year's course.

12. Students who fail to pass a satisfactory examination at the end of their first year may, at the discretion of the Minister, have their studentships suspended or forfeited altogether.

13. During the second year's course students will be required to attend lectures at the training college in the subjects in which they must pass in order to obtain a trained teacher's certificate, and in Music, Drawing, Gymnastics, Drill or Needlework, and such other subjects of the course as the principal may direct. Students will also, from time to time, attend and teach classes at the practising schools.

14. At the end of their second year students will be examined in the subjects prescribed during the second year's course, and a trained teacher's certificate will be awarded to those who pass in the subjects numbered 1 to 5 and obtain a total of 350 marks. (In estimating this total, no credit will be given for less than 25 per cent. of marks in any subject.)

15. Students who fail to pass in all the subjects prescribed for the completion of the first or second year's training, but who have passed in those which form part of the examination for the certificate of competency, may receive the certificate of competency on passing at one examination in the remaining subjects required for such certificate.

16. Students will be liable to dismissal from the training institution for idleness or misconduct.

17. The Superintendent will periodically inspect and report on the district training schools, and the students therein, and will furnish an annual report to the Minister on the training institution generally.

18. All examinations of students will be conducted under the direction of the Inspector-General.

19. Clauses 11 and 14, so far as they alter the conditions for admission to the second year's course and for passing the final examination for a trained teacher's certificate, will not apply to the examinations to be held in June, 1885, nor to the final examination to be held in December, 1885.

XIX.—BOARDS OF ADVICE.

1. School districts shall mean the districts which shall from time to time be constituted and defined by order in Council. School districts.
2. The Board of Advice for each school district shall consist of such number of members, not less than five nor more than seven, as shall be specified in the order constituting the same. Number of members of Board of Advice for each district.
3. For every school district the Governor in Council may from time to time, as occasion may require, appoint a person to be returning officer, and may remove every such person; and every such appointment and removal shall be notified in the *Government Gazette*. The returning officer may appoint a deputy or deputies to assist him, or to act in his room, at any such election, and any such deputy may do all or any of the acts or things which the returning officer is hereby authorized or required to do. Governor in Council to appoint returning officer for each district.
4. "Ratepayer" shall mean any person whose name is on the roll of ratepaying electors for the whole or any part of a school district in force for the time being, and residing within such school district, or any person who shall prove to the satisfaction of the returning officer that he is a ratepayer residing within such school district although his name is not on such roll of ratepaying electors.
5. The first general election of a Board of Advice in any school district shall be held as soon as convenient after the appointment of the returning officer of the district, and every such election and all subsequent elections shall take place on a day to be fixed by the returning officer, and notified by him by advertisement, as hereinafter mentioned. Time of holding elections.

NOMINATION OF CANDIDATES.

6. Fourteen clear days before any election of members of any Board of Advice the returning officer shall give notice of such election by advertisement, inserted in some newspaper circulating in the school district, notifying the same to the department by letter, and by such notice shall require all candidates at such election to be nominated at some place to be named in such advertisement in manner hereinafter mentioned between the hours of Ten o'clock in the forenoon and Four o'clock in the afternoon on some day before the election hereinafter called the day of nomination, being not less than four days from the time of giving such notice; and any person desirous of nominating a candidate shall, before Four o'clock in afternoon of the day next preceding the nomination day, cause to be delivered to the returning officer or his deputy a nomination paper in the form in the First Schedule or to the like effect, stating therein the christian name and surname of such candidate, together with the other particulars required in and by the said Schedule; and such nomination paper shall be signed by not less than ten persons duly qualified to vote at such election, and also by the person named therein as a candidate. Notice of election.
Mode of nomination.
First Schedule.
7. The returning officer shall, between the hours of Nine o'clock in the forenoon and Four o'clock in the afternoon upon each day between the giving as hereinbefore provided of notice of any election and the day of nomination named therein, keep posted outside the place so as aforesaid named for the delivery of nomination papers the names of all persons who shall previously have become candidates for such election. Returning officer to post names of candidates.
8. If at the expiration of the time limited as hereinbefore provided for the nomination of candidates the number of persons who shall have become candidates as aforesaid shall not exceed the number of members then to be elected, the returning officer shall then declare such candidates to be duly elected, and shall notify under his hand the same to the Minister of Public Instruction, and shall forthwith publish in some newspaper circulating in the school district the names of the members so elected. Declaration of election where uncontested.

POLLING, ETC.

9. Any State school building in a school district and any other place which may be fixed by the returning officer shall be a polling place for such district. Polling places.
10. If at the expiration of the time aforesaid the number of candidates shall exceed the number of members to be elected, then the returning officer shall forthwith transmit the names of such candidates to the department, which will cause ballot papers to be printed with the christian names and surnames of all the candidates in full in the form in the Second Schedule. The returning officer shall also forthwith give notice by advertisement inserted in some newspaper circulating in the school district, stating the names of the persons so nominated, and that a poll will be taken for the election of such members on the day appointed for holding the election under the provisions hereof, and named in such notice, at the polling place or polling places, and which shall be specified in such notice, and such poll shall take place accordingly, and shall commence at Eight o'clock in the forenoon and close at Five o'clock in the afternoon. Contested election.
Second Schedule.
Notice and time and place of poll.
11. If after a poll shall stand appointed as aforesaid at any election, any person who shall duly have become a candidate for such election and five of the persons having signed the paper nominating him as aforesaid shall be desirous that he retire from such candidature, such candidate and the persons aforesaid, not later than four clear days before the day of polling, may sign and deliver to the returning officer between the hours of Nine o'clock in the forenoon and Four o'clock in the afternoon a notice in the form in the Third Schedule, stating that such candidate so retires, and may publish in some newspaper circulating in the school district a copy of such notice; and the returning officer, on such receipt of such notice and on sufficient proof of such publication as aforesaid, if the number of candidates shall by such retirement be reduced to the number of members to be elected at such election, shall on the day appointed for the election declare the remaining candidates to be duly elected, and if the said number shall not be so reduced shall omit the name of such person so retiring from the ballot papers to be used at the said election, and if such ballot papers shall have been already printed shall erase such name therefrom, and such person shall not be capable of being elected at such election. Candidate may retire within certain time.
Third Schedule.
12. At every election the returning officer, if it shall appear to him expedient for taking the poll, may cause school buildings to be divided and allotted into compartments as to the returning officer shall seem most convenient, and the returning officer may also appoint poll clerks to attend at such election. Polling booths, &c.
13. The returning officer or his deputy or some one to be appointed by writing under the hand of the returning officer or his deputy shall preside at each polling booth for taking the poll. Returning officer or deputy, &c., to preside at each booth.

Scrutineers.
What persons
may be present
in booth.

14. Each candidate shall be entitled to appoint in writing one scrutineer to be present in each polling booth; and such scrutineers and the returning officer or deputy or other person and the poll clerks, and any voters not exceeding six in number actually engaged in voting and to be named if necessary by such returning officer or deputy or other person so appointed, shall alone be permitted at any one time to enter or remain in the polling booth.

Ballot box, &c.

15. The returning officer or his deputy or other person so appointed shall provide pencils in every polling booth for the use of the voters, and also a locked box to be called the ballot box with a cleft or opening therein capable of receiving the ballot papers; and such box shall be opened and exhibited to the poll clerks and scrutineers before the polling begins, and shall stand on a table opposite the returning officer or deputy or other person so appointed, who shall keep the key of such box.

Mode of voting.

16. The returning officer or his deputy or other person so appointed shall deliver to every voter who shall require the same a ballot paper in the form aforesaid and initialed by the returning officer; and every such voter shall without leaving the booth strike out from such paper the names of every candidate for whom he shall not desire to vote; and in case any voter shall be unable to read or write, the returning officer or his deputy or other person so appointed if required shall, in view of such one of the scrutineers as such voter may desire, strike out the names of such candidates as such voter may designate, and after such names shall be so struck out the ballot paper shall be forthwith deposited in the said box.

Ballot papers to
be numbered.
Only one ballot
paper to be
delivered to
each voter.

17. Before delivering a ballot paper to a voter the returning officer or his deputy or other person so appointed shall write upon the back of such ballot paper, as near as practicable to the lower edge thereof, the number corresponding to the number set opposite to the voter's name in the roll of ratepaying electors, if any, and, if necessary, some mark to designate such roll, and shall thereupon upon a copy of such roll check off such voter's name as having voted, and if such voter's name is not on the roll of ratepaying electors he shall enter such name in a book to be kept for that purpose, and shall number such name and the ballot paper with a corresponding number.

Votes for exces-
sive number of
candidates to be
void.

18. If any voter shall suffer to remain upon his ballot paper a greater number of names not struck out than the number of members to be elected, the vote given on and by such paper shall be void and of no effect.

Questions to be
put to voter at
elections.

19. At all elections in any school district the returning officer, or his deputy or other person so appointed as aforesaid, may if he see fit, or if required so to do by any candidate or scrutineer, shall put to any person tendering his vote—

As being on a roll of ratepaying electors, the questions following:—

- (i.) Are you the person whose name appears as (A.B.) in the roll of ratepaying electors now in force for [*naming the municipal division*] ?
- (ii.) Are you still a ratepayer residing in the school district ?
- (iii.) Have you already voted at the present election ?

And no person who shall refuse to answer any of such questions, or who shall not answer the first and second of such questions absolutely in the affirmative and the third of such questions absolutely in the negative, shall be permitted to vote.

Where the person claiming to vote as a ratepayer and whose name is not on the roll of ratepaying electors, the questions following:—

- (i.) What is your name ?
- (ii.) Are you the owner or occupier of property within this school district for which you are liable to be rated ?
- (iii.) What is the property in respect of which you claim to vote, and the name and situation thereof, and to what corporation are you liable to pay rates in respect thereof ?
- (iv.) Have you already voted at the present election ?

And no person who shall refuse to answer any of such questions or whose answers to the same shall not show his right to give such vote shall receive a ballot paper or be permitted to vote.

Declaration of
poll and casting
vote.

20. Immediately upon the close of the poll the returning officer or his deputy, or such other person so appointed at each polling booth, shall proceed, in the presence and subject to the inspection of the poll clerks and of so many of the scrutineers of the candidates as shall please to be present, to ascertain the number of votes for each candidate; and such returning officer and deputy or other person respectively shall abstain from inspecting the number written as aforesaid on any ballot paper, and take care that the same is not seen by any person before being sealed up as herein provided; and the deputy or such other person shall immediately forward the ballot papers sealed up, together with a list made up under the inspection of the said scrutineers of the total number of votes for each candidate, to the returning officer; and the returning officer shall in like manner seal up the ballot papers deposited in the booth in which he shall have presided; and such returning officer shall as soon as conveniently may be on or after the day of the poll give public notice of the number of votes given to each candidate, and shall declare the candidates not exceeding the number of vacancies to be filled up who have received at all the polling booths taken together the greatest number of votes to be duly elected as members of the Board of Advice, and shall forthwith publish in some newspaper generally circulating in the school district the names of the members so elected; and if two or more candidates shall have received an equal number of votes the returning officer shall in each case have the casting vote.

Ballot papers.

21. The returning officer shall forthwith after the declaration of the poll cause all the sealed parcels of ballot papers to be sealed up in a packet endorsed with a description of the contents thereof signed by the returning officer, and shall safely and secretly keep the same for six months; and shall after the expiration of such period of six months cause such ballot papers to be destroyed in presence of three of the members of the Board of Advice so elected.

Adjournment of
election by
reason of riot,
&c.

22. When the proceedings at any election of any Board of Advice shall be interrupted or obstructed at any polling place by any riot or open violence, the returning officer or deputy, or person appointed as aforesaid as the case may be, shall not finally close the poll, but shall adjourn the taking of the poll at the polling place at which such interruption or obstruction shall have happened to the day following; and, if

SCHOOL DISTRICTS, ETC.—continued.

No. of School District.		No. of Members.	No. of School District.		No. of Members.
38	Borough of Kew ...	5	132	Shire of Darebin—Epping Riding ...	5
39	Shire of Kilmore—Kilmore Riding ...	5	133	" " Woodstock Riding ...	5
40	Borough of Koroit ...	5	134	" " Whittlesea—Morang and Yan Yean Ridings ...	5
42	" " Malmsbury ...	5	135	" " Dundas—South Riding ...	5
43	" " Maryborough ...	5	136	" " " East Riding ...	5
44	" " Newtown and Chilwell ...	7	137	" " " West Riding ...	5
45	" " Portland ...	5	138	" " East Loddon—North and South Ridings ...	5
46	" " Queenscliffe ...	5	141	" " Eltham—North Riding ...	5
47	" " Raywood ...	5	142	" " " East Riding ...	5
48	" " Rutherglen ...	5	143	" " " South Riding ...	5
49	" " Sale ...	5	144	" " Malvern ...	5
50	" " Port Melbourne ...	7	145	" " Gisborne ...	5
51	" " Sebastopol ...	7	146	" " Glenelg—South Riding ...	5
51	" " Smythesdale ...	5	147	" " " Central Riding ...	5
52	Shire of South Barwon—Barwon and Kardinia Ridings ...	5	148	" " " North Riding ...	5
53	Borough of St. Arnaud ...	5	149	" " Glenlyon—West Riding ...	5
54	" " St. Kilda ...	7	150	" " " North and East Ridings ...	5
55	" " Stawell ...	7	151	" " Goulburn ...	5
57	" " Tarnagulla ...	5	152	" " Grenville—North Riding ...	5
58	" " Walhalla ...	5	153	" " " West Riding ...	5
59	" " Wangaratta ...	5	154	" " " East Riding ...	5
60	Town of Warrnambool ...	7	155	" " Hampden—North Riding ...	5
61	Borough of Williamstown ...	7	156	" " " East Riding ...	5
62	" " Wood's Point ...	5	157	" " " West Riding ...	5
63	Shire of Alberton ...	7	158	" " Heidelberg—Heidelberg and Ivanhoe Ridings ...	5
64	" " Alexandra—Darlingford Riding ...	5	159	" " Huntly—South and West Ridings ...	5
65	" " " Alexandra Riding ...	5	160	" " Jika ...	5
66	" " " Merton Riding ...	5	161	" " Keilor ...	5
67	" " Ararat—North Riding ...	5	165	" " Kowree ...	5
68	" " " West Riding ...	5	166	" " Kyneton—Tylden and Trentham Riding ...	5
69	" " " East Riding ...	5	167	" " " Karlsruhe Riding ...	5
70	" " Avoca—North Riding ...	5	168	" " " Lauriston and Edgcombe Riding ...	5
71	" " " South Riding ...	5	169	" " " Kyneton Riding ...	5
72	" " " West Riding ...	5	170	" " Leigh—West Riding ...	5
73	" " Avon—East Riding ...	5	171	" " " Middle Riding ...	5
74	" " Maffra ...	5	172	" " " East Riding ...	5
75	" " Avon—South Riding ...	5	173	" " Lexton—North Riding ...	5
76	" " Bacchus Marsh ...	5	174	" " " South Riding ...	5
78	" " Bairnsdale—West Riding ...	5	175	" " " West Riding ...	5
79	" " " East and Central Ridings ...	5	176	" " Lilydale—Eastern Riding ...	5
80	" " Ballan—East Riding ...	5	177	" " " North-Western and South-Western Ridings ...	5
82	" " " Central Riding ...	5	180	" " Mansfield ...	5
83	" " Ballarat—South Riding ...	5	181	" " Marong—North-West Riding ...	5
84	" " " East Riding ...	5	182	" " " North-East Riding ...	5
85	" " " West Riding ...	5	183	" " " South Riding ...	5
86	" " Bannockburn—West Riding ...	5	184	" " Melton ...	5
87	" " " East Riding ...	5	185	" " Meredith—East Riding ...	5
88	" " " North Riding ...	5	186	" " " North and South Ridings ...	5
89	" " Barrabool—Ceres Riding ...	5	187	" " Merriang—Beveridge Riding ...	5
90	" " " Coast Riding ...	5	188	" " " Donnybrook Riding ...	5
91	" " " Moriac Riding ...	5	189	" " " Wallan Wallan Riding ...	5
92	" " Beechworth—Borough Riding ...	5	190	" " Metcalfe—North and West Ridings ...	5
93	" " " Shire Riding ...	5	191	" " " South and Taradale Ridings ...	5
94	" " Belfast ...	5	192	" " Minhamite—North-East Riding ...	5
95	" " Bellarine—Bellarine Riding ...	5	193	" " " South-East Riding ...	5
96	" " " Paywit Riding ...	5	194	" " " West Riding ...	5
97	" " " Moolap Riding ...	5	195	" " Moorabbin ...	5
98	" " Benalla—North and Central Ridings ...	5	196	" " Mornington ...	5
99	" " Euroa ...	5	197	" " Mortlake—Woorndoo Riding ...	5
100	" " Benalla—South Riding ...	5	198	" " " Mortlake Riding ...	5
101	" " Berwick—Scoresby Riding ...	5	199	" " " Darlington Riding ...	5
102	" " " Berwick Riding ...	5	200	" " McIvor—South-Western Riding ...	5
103	" " " Pakenham Riding ...	5	201	" " " Eastern Riding ...	5
104	" " Bet Bct—Tarnagulla Riding ...	5	202	" " " North-Western Riding ...	5
105	" " " Bealiba Riding ...	5	203	" " Mount Alexander—Campbell's Creek Riding ...	5
106	" " " Dunolly Riding ...	5	204	" " " Fryer's Riding ...	5
107	" " Borondara ...	5	205	" " " Guildford Riding ...	5
108	" " Braybrook ...	5	206	" " Mount Franklin—Northern Riding ...	5
109	" " Bright—North Riding ...	5	207	" " " Central Riding ...	5
110	" " " South Riding ...	5	208	" " " Southern Riding ...	5
111	" " " West Riding ...	5	209	" " Mount Rouse—Penshurst Riding ...	5
112	" " Broadmeadows ...	5	210	" " " Chatsworth Riding ...	5
113	" " Bulla ...	5	211	" " " Dunkeld Riding ...	5
114	" " Bungaree ...	5	212	" " Newham ...	5
115	" " Buninyong—North Riding ...	5	213	" " Newstead—South Riding ...	5
116	" " " South Riding ...	5	214	" " " North and East Ridings ...	5
117	" " " West Riding ...	5	215	" " North Ovens—Tarrawingee Riding ...	5
118	" " Caulfield ...	5	216	" " " Central Riding ...	5
119	" " Colac—Beac Riding ...	5	217	" " " Estcourt Riding ...	5
120	" " " Coranganite Riding ...	5	218	" " Nunawading ...	5
121	" " " Weering Riding ...	5	219	" " Oakleigh ...	5
122	" " Corio—Lara Riding ...	5	220	" " Omeo ...	5
123	" " " Peak Riding ...	5	221	" " Oxley—Western Riding ...	5
124	" " " Moorpanyal Riding ...	5	222	" " " Central Riding ...	5
125	" " Cranbourne—Cranbourne Riding ...	5	223	" " " Eastern Riding ...	5
126	" " " Lyndhurst Riding ...	5	225	" " Pyalong ...	5
127	" " " Yallock Riding ...	5			
128	" " Creswick—North Riding ...	5			
129	" " " South Riding ...	5			
130	" " " East Riding ...	5			
131	" " Dandenong ...	5			

SCHOOL DISTRICTS, ETC.—continued.

No. of School District.		No. of Members.	No. of School District.		No. of Members.
226	Shire of Ripon—North Riding	5	293	Shire of Portland—West Riding	5
227	" " East Riding	5	294	" Mortlake—Ballangeich Riding	5
228	" " West Riding	5	295	District of Upper Yarra South	5
229	" Romsey—Monegeeta Riding	5	296	" " North	5
230	" " Romsey Riding	5	299	" Upper Acheron	5
231	" " Lancefield Riding	5	300	Shire of Wannan—Coleraine Riding	5
232	" Rosedale	7	301	" " Balmoral Riding	5
233	" Rutherglen	5	302	" " Nareen Riding	5
234	" Seymour	5	304	" Maldon—Maldon Riding	5
235	" Springfield—North and Central Ridings	5	305	" " Baringhup Riding	5
236	" " South Riding	5	306	" " Walmer Riding	5
237	" St. Arnaud—East Riding	5	307	" Towong—Mitta Mitta Riding	5
238	" " West Riding	5	308	" " Koetong Riding	5
239	" Kara Kara	5	309	" " Murray Riding	5
240	" Stawell—North Riding	5	310	" Echuca — Central and South-East Ridings	5
241	" " East Riding	5	312	" " Moira Riding	5
242	" " West Riding	5	313	" " North-West Riding	5
243	" Strathfieldsaye—Axedale Riding	5	314	" Ballan—West Riding	5
244	" " Strathfieldsaye Riding	5	315	" " South Riding	5
245	" " Mandurang Riding	5	317	" Echuca—South-West Riding	5
246	" Swan Hill—Lower Murray Riding	5	319	" Stawell—North-East Riding	5
247	" " East Loddon Riding	7	320	" Yarrowonga	5
248	" " West Loddon Riding	5	321	" Mount Alexander—Vaughan Riding	5
249	" Talhot—East Riding	5	322	" " Dumunkle	7
250	" " West Riding	5	324	" " Narracan	5
251	" " South Riding	5	325	" " East Loddon—East Riding	5
252	" Tullaroop—West Riding	5	327	" " Traralgon	5
253	" " East Riding	5	329	Borough of Geelong West	5
254	" " North Riding	5	330	Shire of Warragul	5
256	" Waranga—Central Riding	5	331	" " Buln Buln	5
257	" " Western Riding	5	333	" " Tambo—Bruthen and Snowy River Ridings	5
258	" " Eastern Riding	5	334	" " Bumberah Riding	5
259	" Warrnambool—East Riding	7	335	" " Buchan Riding	5
260	" " North Riding	5	336	" " Bairnsdale—South Riding	5
263	" Winchelsea—East and West Ridings	5	339	Borough of Northcote	5
264	" " Cape Otway Riding	5	342	Shire of Huntly—North Riding	5
265	" Wyndham—North and East Ridings	5	343	Borough of Flemington and Kensington	5
266	" " South Riding	5	344	Borough of Horsham	5
267	" Yackandandah—Barnawartha Riding	5	345	Shire of Korong—North Riding	5
268	" Wodonga	5	346	" " Central Riding	5
269	" Yackandandah—Kiewa and Yackandandah Ridings	5	347	" " South Riding	5
270	" Broadford	5	348	" Romsey—Riddell's Creek Riding	5
272	" Coburg	5	349	" " Rochford Riding	5
273	" South Barwon—Connemara Riding	5	350	" " Kilmore—Bylands and Glenburnie Riding	5
275	" Heidelberg—Greensborough Riding	5	351	" " Willowmavin and Morandng Riding	5
276	" Howqua — Howqua and Jamieson Ridings	5	352	" Flinders and Kangerong—East Riding	5
277	" " Lauraville Riding	5	353	" " Centre Riding	5
278	" Chiltern	5	354	" " West Riding	5
280	" Phillip Island—Phillip Island Riding	5	355	" Warrnambool—South Riding	5
281	" Bulleen	5	356	" Wimmera—North Riding	5
283	" Whittlesea—Whittlesea Riding	5	357	" " West Riding	5
284	" Yea	5	358	" " South Riding	5
285	District of Wagra-Bendoc	5	359	" Shepparton	5
286	" West Tanjil	5	360	" South Shepparton	5
287	Shire of Phillip Island—Corinella and Woolamai Ridings	5	361	" Dimboola	5
288	District of Wonangatta East	7	362	" Lowan—Centre Riding	5
291	Shire of Portland—East Riding	5	363	" " West Riding	5
292	" " South Riding	7			

XX.—TERMS UPON WHICH SCHOOL BUILDINGS MAY BE USED UNDER THE DIRECTION OF BOARDS OF ADVICE.

1. A guarantee must be given to repair any damage to the premises or school property.
2. If it is necessary to displace the furniture or school apparatus, this must be done at the expense and risk of the persons using the room, and everything must be replaced at least one hour before the commencement of the next school meeting.
3. Five shillings must be paid for the use of each room when used for general purposes to the head teacher, who will retain 2s. 6d. towards the expense of cleaning the room, and pay the balance to the Board of Advice towards a fund for prizes for the scholars.
4. When school rooms are used periodically for local purposes, the fee may, with the consent of the Board of Advice, be reduced to One shilling, to be paid to the teacher.
5. When school rooms are used for religious instruction on school days, and immediately after the ordinary school hours, no charge will be made. When so used on other than school days, a fee of One shilling will be charged for each room, subject to the condition that the total charge shall not exceed Two shillings and sixpence, whatever the number of rooms used. This fee will be retained by the head teacher towards the expense of cleaning the rooms.

6. No charge will be made for the use of school rooms for meetings of Boards of Advice or for elections.

NOTE.—The Minister will not approve of any use of State school buildings—

- (a.) If such use be objected to in writing by one-fifth of the parents of children attending such school.
- (b.) If it is likely to interfere with the work of the school.
- (c.) If the school property is likely to be injured.

XXI.—RESIDENCES.

1. When schools are provided with residences, rent will be charged to the head teacher. The amount in each case will be from time to time determined by the Minister on the report of an officer of the department.

2. The head teacher will be required to occupy the residence, or to place in it a person approved by the Minister, and will be held responsible for the due protection of the property of the Minister upon the school site.

3. All repairs to residences, ordinarily called tenant's repairs, shall be effected by the head teacher, who, on leaving the school, will be required to furnish an acknowledgment from his successor that he has received everything in proper order.

Education Office,
Melbourne, 21st September 1885.

D. GILLIES,
Minister of Public Instruction.

Approved by the Governor in Council
the 21st September 1885.

ROB. WADSWORTH,
Clerk of the Executive Council.