



SUPPLEMENT
TO THE
NEW ZEALAND GAZETTE

OF
THURSDAY, JANUARY 17, 1901.

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WELLINGTON, FRIDAY, JANUARY 18, 1901.

Regulations under "The Manual and Technical Instruction Act, 1900."

RANFURLY, Governor.

By his Deputy,
JAMES PRENDERGAST.

ORDER IN COUNCIL.

At the Government House, at Wellington, this seventeenth day of January, 1901.

Present:

HIS EXCELLENCY THE GOVERNOR IN COUNCIL.

IN exercise of the powers and authorities conferred upon him by "The Manual and Technical Instruction Act, 1900," and of all other powers and authorities him enabling in this behalf, His Excellency the Governor of the Colony of New Zealand, acting by and with the advice and consent of the Executive Council of the said colony, doth hereby make the following regulations for the purposes of the said Act.

REGULATIONS.

I.—Continuation Classes.

A "CONTINUATION CLASS" means a class commencing not earlier than 4 o'clock in the afternoon, and giving instruction in such of the ordinary public-school subjects or other subjects of general or commercial education as are prescribed by regulations under "The Manual and Technical Instruction Act, 1900" (hereinafter called "the Act").

Every controlling authority of classes under the Act shall be entitled to receive, by way of capitation-payment out of the public funds, for every attendance at a continuation class, 1½d., provided that no payment shall be made in respect of any subject in which the standard is lower than the Fifth Standard prescribed by regulations under "The Education Act, 1877," nor in respect of any pupil under the age of thirteen years, nor in respect of any pupil-teacher for any subject included in his course of instruction as pupil-teacher.

The following subjects will be recognised as subjects of instruction in continuation classes:—

1. All subjects of the public-school syllabus for Standards V. and VI. Also the following if the programme of work is approved:—

- *2. English literature, composition, grammar.
- *3. French, German, Italian, Latin, Greek.

The instruction in a foreign language must include in every case a reasonable amount of continuous reading-matter, and in the case of a living language should be directed to the practical end of giving the pupils the power of speaking the language.

*4. Mathematics.

5. Book-keeping, *shorthand, typewriting, commercial and actuarial arithmetic, commercial law, political economy, economics of industry, commercial history, industrial history, commercial geography—when claims cannot be made for these subjects under the head of technical instruction.

6. Any natural, physical, or chemical science, treated practically, although not fulfilling the conditions laid down for such science as a branch of technical instruction. Not less than one-third of the time must, however, be devoted to practical work either as class demonstration or as individual work.

7. English history, general history, constitutional history.

8. Elocution.

9. (a) Linear drawing by aid of instruments; (b) freehand outline drawing of rigid forms from flat examples; (c) freehand outline drawing from the "round."

Except in the case of subjects marked with an asterisk, no payment will be made for more than two hours in any one week. In the case of subjects marked with an asterisk, payment will not be made for more than four hours in any one week.

II.—School Classes.

The following subjects will be recognised as subjects of manual and technical instruction in school classes, and annual grants will be made if the conditions are observed:—

Classes P.—Standard II.

Any of the following subjects:—

Kindergarten manual exercises (not including games)—*e.g.*, paper-weaving, paper-folding, paper-mounting, brick-laying, drawing in chalk—for not less than two hours a week continuously throughout the school year, 6d. a head per annum on the average attendance. Modelling in clay or plasticine, brush-work, modelling in carton (thin cardboard), cane-weaving, and basket-work, &c.—not less than two hours a week continuously throughout the school year, 1s. a head per annum on the average attendance. But in no case shall the payments on account of a pupil in Classes P.—Standard II. exceed 1s. per annum.

Standards III.—IV.

Modelling in clay or plasticine, brush-work, modelling in cardboard or carton, wire-work, basket-work in cane or willow, drawing in chalk or charcoal, &c.—not less than two hours a week continuously throughout the school year, 2s. a head per annum on the average attendance.

School Classes doing Work in other Subjects not lower than that of Standard V.

(a.) (i.) Drawing, painting, modelling, or design, or any other of the subjects named for special or associated classes in manual or technical work, as in Section III., Division A (except subjects 1, 2, and 3), and Division B, but treated in a more elementary manner. (ii.) Modelling in cardboard. (iii.) Sgraffito work. (iv.) Wood-carving. (v.) Parquetry work—not less than two hours a week continuously throughout the school year, 2s. 6d. per head per annum on the average attendance.

Other subjects similar to the above may be recognised, but the programme must be in any case submitted for the approval of the Minister before the commencement of the instruction.

It will in general be a sufficient indication of the programme if the handbook followed be named—*e.g.*, "carton work, as in 'Carton Work,' by G. C. Hewitt, published by King and Sons, Halifax."

(b.) For the following subjects, 2s. 6d. will be paid for each pupil who has received not less than twenty lessons during the school year: First aid and ambulance (boys); first aid and nursing (girls); cottage gardening (boys and girls)—each lesson to be for at least one hour; swimming and life-saving (boys and girls)—each lesson, as a rule, to be for at least half an hour.

The work in these classes (b) must be practical. In the cases of cottage gardening, 5s. will be paid for such pupil who has received forty lessons of not less than one hour each during the school year.

(c.) Where special and appropriate provision has been made for the practical teaching of woodwork or of work in iron, a payment of 10s. will be made on account of any boy whose work in other subjects is not

lower than that of Standard V.* and who has received instruction in woodwork for at least two hours weekly for not less than thirty weeks in any school year. The two hours may include half an hour weekly for the special drawing required, and must include at least one hour and a half weekly of actual use of the tools by the boys themselves working at the bench.

In these classes (c) the claims for payment must certify—(i.) That the instruction is carried out continuously throughout the school year for two hours weekly; (ii.) that the instruction is in the use of the ordinary tools used in the handicrafts in wood or iron; (iii.) that the instruction is given in a properly fitted workshop; (iv.) that the instruction is connected with the instruction in drawing—that is to say, the work must be from drawings to scale previously made by the pupils; (v.) that every pupil instructed is receiving instruction in other subjects not lower than that of Standard V.†; (vi.) that every pupil for whom a grant is claimed has received instruction for at least two hours a week for not less than thirty weeks during the school year; (vii.) that the number of pupils receiving practical instruction from one teacher at any one time has not exceeded twenty-four; (viii.) that a special register of attendance is kept and supervised by the controlling authority or by some one appointed by the controlling authority, who should record thereon the number of pupils present at the time of each visit, attesting the same by a dated signature.

A pupil leaving school during the school year may continue his attendance at the class in which he was enrolled for instruction in woodwork, and his attendance may be counted as if he were still a pupil of the school, provided he has while still a pupil of the school attended not less than fifteen lessons.

In the case of a pupil removing from one school to another during the school year, and continuing attendance at a woodwork class in the second school, one-half the grant may be paid on account of each school at which he has received not less than fifteen lessons during the part of the year that he was a pupil of such school, provided that in no case shall more than 10s. be paid on account of any one individual.

In the case of a boy leaving school during the school year, and receiving instruction in woodwork at a special or associated class, one-half of the grant may be paid on account of his attendance at the school class, provided that he has received not less than fifteen lessons during the part of the year that he was a pupil of such school class.

In every such case of the transference of a pupil from one class to another, a note must be made in the register opposite the name of such pupil, stating the class to which such pupil has been transferred and the date on which he entered such class.

(d.) Where special and appropriate provision has been made for the practical teaching of cookery, a payment of 10s. will be made on account of any girl whose work in other subjects is not lower than that of Standard V.‡, and who has received instruction in cookery for not less than forty hours during the school year (of which not more than eight hours may be in any one week or more than four hours in any one day) at a cookery class of not more than twenty scholars, and has spent not less than twenty hours in cooking with her own hands. This grant will not be made on account of any girl if a grant is also claimed on her account for dairy-work. Nevertheless, if cookery and dairy-work are both taken, 15s. per head may be claimed.

The time for cookery should not be less than a continuous hour and a half at any one meeting. A list of the dishes taught during the school year must be included in the details of the work forwarded to the Minister at the close of the instruction in any year, and the record of the instruction given at each lesson must be shown to the Inspector of the Board or of the Department at the time of his visit, if he should so desire.

For the purpose of demonstration not more than three classes of twenty scholars may be present, provided that the number present may be conveniently accommodated. But for the twenty hours required for cooking with their own hands (during which time no demonstration lesson can be given) not more than twenty scholars shall be taught at the same time by one teacher.

The conditions and principles laid down for work and for classes in respect of woodwork classes, *mutatis mutandis*, shall hold in the case of cookery classes as far as they apply.

(e.) Where special and appropriate provision has been made for the practical teaching of laundry-work, a payment of 5s. will be made on

* In public schools of less than 100 in average attendance Standard IV. boys may be included.

† Or of Standard IV. in public schools of less than 100.

‡ In public schools of less than 100 in average attendance, Standard IV. girls may be included.

account of any girl whose work in other subjects is not lower than that of Standard V.,* and who has attended not less than twenty hours during the school year (of which not more than eight hours may be in any one week, or four hours in any one day) at a laundry class of not more than twenty scholars, and has spent not less than ten hours in working with her own hands.

Other conditions, &c., as for cookery.

(f.) Where special and appropriate provision has been made for the practical teaching of dairy-work, a payment of 10s. will be made on account of any boy or girl whose work in other subjects is not lower than that of Standard V.,* and who has attended for not less than twenty lessons of at least two hours each a class of not more than twenty scholars, and has spent not less than twenty hours in working with his or her own hands.

Other conditions, &c., as for cookery.

(g.) Dressmaking, as for laundry-work; a payment of 5s.; but forty hours during the school year will be required.

(h.) Where special and appropriate provision has been made for the practical teaching of elementary agriculture, elementary physics, or elementary chemistry, a payment of 2s. 6d. (or 5s.) will be made on account of any boy or girl whose work in other subjects is not lower than that of Standard V.,* and who has attended not less than forty (or eighty) hours at such a class, and who has spent not less than twenty (or forty) hours in actual laboratory practice with his or her own hands.

It should be observed that for the school classes (b), (c), (d), (e), (f), (g), (h), payments will not be made upon the basis of average attendance.

In no case can any claim be made on account of any pupil in a school class for whom any claim is made during the same term or quarter in respect of attendance at a special or associated class or *vice versa*, but attendance at such special or associated class may be reckoned if necessary as attendance at a school class, and claim for payment may be made accordingly.

Claims made on account of any individual pupil attending two or more school classes must not exceed a total of 15s. per annum.

III.—Special and Associated Classes for Manual and Technical Instruction.

The following subjects will be recognised as subjects of manual or technical instruction:—

Division A.

†(1.) Linear drawing by aid of instruments: Linear geometry, linear perspective, architecture, sciography. †(2.) Freehand outline drawing of rigid forms from flat examples. †(3.) Freehand outline drawing from the "round." †(3a.) Drawing from memory. †(3b.) Free-arm and black-board drawing. (4.) Shading from flat examples. (5.) Shading from the "round" or solid forms. (6 and 7.) Drawing the human figure and animal forms, and flowers, foliage, and objects of natural history from flat examples. (8.) Drawing the human figure or animal forms from the "round" or from nature. (9.) Anatomical studies of the human figure or of animal forms. (10.) Drawing flowers, foliage, landscape details, and objects of natural history from nature. (11.) Painting ornament from flat examples. (12.) Painting ornament from the cast. (13.) Painting from flat examples flowers, still-life, &c. (14 and 15.) Painting flowers, landscape, and drapery, and groups of still-life, flowers, &c., as compositions of colour from nature. (16.) Painting the human figure or animals in monochrome from casts. (17.) Painting the human figure or animals in colour. (18.) Modelling ornament. (19.) Modelling the human figure or animals, and drapery, from casts and from nature. (20.) Modelling fruits, flowers, foliage, and objects of natural history from nature. (21.) Time sketches in clay of the human figure or animals from nature. (22.) Elementary design. (23.) Drawings from actual measurements of structures, machines, &c.; applied designs; technical or miscellaneous studies.

Division B.

(1.) Practical geometry. (2.) Mathematics, which must include algebra up to quadratic equations, and the subjects treated in Euclid I.—IV., VI. § (3.) Theoretical mechanics. (4.) Applied mechanics. (5.) Navigation. (6.) Nautical astronomy. (7.) Machine construction. (8.) Building construction. (9.) Architecture. (10.) Geology. (11.) Mineralogy.

* In public schools of less than 100, Standard IV.

† The work must be in advance of that prescribed for public schools.

‡ (3a) and (3b) may be taken together, and may count as one subject, or either or both of them may be taken and counted with any other subject in this division.

§ This work may be spread over a two-years' course.

Division C.

(1.) Steam. (2.) Sound. (3.) Light. (4.) Heat. (5.) Magnetism. (6.) Electricity. (7.) Inorganic chemistry. (8.) Organic chemistry. (9.) Metallurgy. (10.) Mining. (11.) Chemistry of commerce. (12.) Surveying.

Division D.

(1.) Telegraphy and telephony. (2.) Electric-light and power distribution. (3.) Metal-plate work. (4.) Photography. (5.) Plumbers' work. (6.) Mechanical engineering. (7.) Carpentry and joinery. (8.) Brickwork. (9.) Plasterers' work. (10.) Painters' and decorators' work. (11.) Cabinetmaking. (12.) Dressmaking. (13.) Plain needlework. (14.) Plain cookery. (15.) Wheelwrights' work. (16.) Woodwork. (17.) Metalwork. (18.) Agriculture. (19.) Horticulture. (20.) Dairy-work. (21.) Laundry-work. (22.) Household management.

In Divisions A and B not more than 160 attendances in any one subject will be counted during each year on account of any student. Any appropriate grouping of subjects in Sections A, B, C, D will be allowed.

In Divisions C and D not more than 240 attendances in any one subject will be counted during each year on account of any student.

In the case of any subject in Divisions A or C the class must be held for not less than fifty hours in the year, of which not more than eight hours may be in any one week or more than four hours in any one day. In the case of any subject in Divisions B or D, the class must be held for not less than thirty hours in the year, of which not more than six hours may be in any one week or more than two hours in any one day. These limits do not apply to classes established for teachers or instructors.

In all cases students must receive an appropriate amount of practical instruction to the satisfaction of the Minister.

In Divisions C and D, in addition to the practical work necessary for demonstration, at least half of the total time for which payment is claimed must be devoted to individual practice by the students working with their own hands; such individual practice must in general not be less than a continuous hour and a half in any one lesson.

Division E.—Commercial Work.

To be entitled to payment under the head of "technical instruction" commercial work must include three or more of the following subjects, two at least of which must be taken from subdivision (a):—

(a.) Book-keeping; shorthand; commercial law; industrial law; economics of industry; chemistry of commerce.

(b.) Typewriting; correspondence and précis-writing; commercial or actuarial arithmetic; commercial history; industrial history; commercial geography.

For the subjects of the two subdivisions together there will be counted for payment not more than 180 hours in a year, or six hours in any one week, or three hours in any one day. At least two-thirds of the time must be given to subjects taken from subdivision (a).

To entitle it to be counted as technical instruction, not less than sixty hours in a year must be devoted to commercial work as above defined.

IV.—College Classes.

1. All the subjects in divisions A, B, C, and D of Section III. will be recognised as subjects of technical instruction in college classes; also

2. Chemistry, or any other science treated practically with immediate reference to agriculture, horticulture, or dairy-work, or to any other industry, or to manufactures.

3. Commercial law; industrial law; economics of industry; actuarial arithmetic (including the use of logarithms); commercial history; industrial history; higher commercial geography.

Claims for payment on account of the subjects named in 3 are subject to the conditions named in Division E of Section III. No claim for payment will be recognised in respect of any subject on account of a student who is taking such subject in the ordinary course of his university studies. In other respects the conditions are the same as for special or associated classes.

V.—Regulations for the Appointment of Managers of Associated Classes.

For the Auckland Technical Classes, the "Elam" School of Art, the Masterton Technical School, the Christchurch School of Domestic Instruction, the Dunedin Technical Classes, the Invercargill Technical Classes, being the associated classes specified in Part II. of the Second Schedule of the Act, there shall be in each case five managers, who shall be elected by the subscribers or trustees, or subscribers and trustees, as the case may be, yearly, in the month of January or February, at a meeting specially called for the purpose, notice in every case of not less than ten clear days

being given of such special meeting, in accordance with the rules of the institution. The chairman of the meeting at which the election is held shall, within fourteen days after the election, forward to the Minister a notification of the names of the managers, and the managers shall forward to the Minister the names of one or more persons authorised to pay and to receive moneys on their behalf.

For all other associated classes the Minister may make regulations for the appointment of managers in accordance with "The Manual and Technical Instruction Act, 1900," which shall provide that the number of managers shall be not less than five or more than nine, as may seem fit to the Minister; that the powers of appointment possessed by the controlling authority and the public associations shall be in proportion to the cost of maintenance borne by them severally, the estimate of such cost of maintenance to include all rents and benefits derived from buildings or endowments, or otherwise, and used for the maintenance or accommodation of such classes; that the managers shall be elected at specially convened meetings of the several bodies concerned during the month of January or February in each year; that the controlling authority shall within fourteen days after the completion of the election forward to the Minister a notification of the names of the managers, with the names of one or more persons authorised to pay and to receive moneys on their behalf.

VI.—Grants in Aid of Buildings.

In cases where no suitable buildings are available in the district in which the classes are held, and there is reasonable probability that the classes for which the buildings are required will be regularly attended by a sufficient number of pupils, being in no case less than twelve for any one class, the Minister may make grants in aid of the cost of such buildings as may be needed for practical work in physics, chemistry, or metallurgy, or in woodwork or work in iron, cookery, laundry-work, dairy-work, or in any other of the subjects specified in Division D of Section III. of these regulations, or in aid of such buildings as may be needed in the case of special, associated, or college classes for the accommodation and proper instruction thereof.

Under the head of "Buildings" may be included necessary furniture and fittings, and apparatus of a permanent character—*i.e.*, not requiring to be replaced from year to year; but no grants under this head will be made for breakages of apparatus.

No grants will be made unless it is proved to the satisfaction of the Minister that the conditions are complied with. The plans must be approved and the buildings must be begun or a contract for their erection be signed before a payment is made. Grants in aid of buildings (including furniture, fittings, and permanent apparatus) must not be applied to any other purpose; a separate account must be kept by the controlling authority of all moneys granted in aid of buildings, which account shall be open for the inspection and audit of any Inspector of the department, or of any officer of the Audit Department.

The maximum grants which may be made in aid of buildings are: (1) For school and special classes established by a Board of Education, the full cost; (2) for associated classes in which a Board of Education is the controlling authority, £2 for each £1 contributed; (3) for all other classes, £1 for each £1 contributed.

All grants for buildings will be paid out of the moneys voted by the General Assembly for that purpose, and the Minister may, if he deem fit, pay the whole or part of the amount for which application is made, or he may decline to make any grant whatever. Grants in aid of buildings for manual or technical classes will be paid to the controlling authority thereof.

No grant shall be made in respect of any contribution upon which subsidy is payable under section 17 of the Act.

Applications for building-grants must be made in the following form, copies of which will be supplied by the Department:—

- (1.) In what town or district are the classes or proposed classes to be held?
- (2.) What is the controlling authority?
- (3.) In the case of associated classes, what are the public associations joining in the establishment of the classes?
- (4.) For what classes are the buildings (or furniture, fittings, and apparatus) required? Give the number or probable number of pupils in each class.
- (5.) Are there any buildings, public or private in the district, suitable and available?
- (6.) Are the buildings to be used solely for manual or technical instruction? If not, for what other purpose are they to be used?
- (7.) Give details of the buildings and their character, accompanied, if possible, by plans. (State if of wood, brick, iron, &c.)
- (8.) What is the estimated cost of the buildings?
- (9.) What is the total amount of the contributions upon which the application is made in respect of such buildings?
- (10.) Give details of the furniture, fittings, and apparatus in respect of which application is made, and of the cost thereof. (This may be given on a schedule attached.)
- (11.) What is the total cost of the furniture, fittings, and apparatus required?
- (12.) What is the total amount of the contributions upon which the application is made in respect of such furniture, fittings, and apparatus?

- (13.) What was the total amount of building-grants for manual and technical instruction last quarter?
- (14.) What balance of building-grants remained unexpended at the close of last quarter?
- (15.) For what sum is application now made?
- (16.) At what bank is the account of the controlling authority kept?

I certify that the foregoing statements are correct to the best of my knowledge and belief.

, Secretary or Chairman of [Controlling authority].

For Departmental Use only.

Amount granted for buildings	£	:
" furniture and fittings	£	:
" apparatus	£	:

VII.—Grants in Aid of Material.

Under the head of "Material" may be included the material necessary for the demonstration of the instruction and for individual practical work in classes under the Act, and also such apparatus and appliances as require to be replaced from year to year.

The grants to school classes set forth in Section II. hereof are intended to cover the cost of material, and no further grant under this head will be made to such classes.

In the case of special, associated, and college classes the Minister may make grants in aid of material which in general shall not exceed two-thirds of the cost of such material, but in the case of classes for teachers or instructors may be equal to the total cost of the material required.

No grants in aid of material will be made unless the circumstances are such as in the opinion of the Minister warrant his giving his approval.

No grants for material will be made on account of continuation classes.

Grants for material will be payable out of moneys voted by the General Assembly for manual and technical instruction under the Act.

Applications for grants in aid of material must in general satisfy the conditions laid down in the case of grants for buildings, and must be made in the following form:—

- (1.) In what town or district are the classes or proposed classes to be held?
- (2.) What is the controlling authority?
- (3.) In the case of associated classes, what are the public associations joining in the establishment of the classes?
- (4.) For what classes is the material required? Give the number or probable number of pupils in each class.
- (5.) Is the material to be used solely for manual or technical instruction?
- (6.) Give details of the material in respect of which application is made, and of the cost thereof.
- (7.) What is the total cost of the material required?
- (8.) What part of this will the managers or controlling authority contribute?
- (9.) What was the total amount of grants for material for manual and technical instruction last quarter?
- (10.) What balance of grants for material remained unexpended at the close of last quarter?
- (11.) For what sum is application now made?
- (12.) At what bank is the account of the controlling authority kept?

I certify that the foregoing statements are correct to the best of my knowledge and belief.

, Secretary or Chairman of [Controlling authority].

For Departmental Use only.

Amount granted for material	£	:
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VIII.—Scholarships.

The Minister may establish local scholarships tenable by students attending or who have attended any classes under this Act or under "The Manual and Technical Elementary Instruction Act, 1895," and may make regulations in regard to such scholarships, provided in general that the number of scholarships offered in the several education districts shall be as nearly as possible in proportion to the number of pupils in the several districts who are receiving instruction under this Act.

The Minister may also establish colonial scholarships tenable by students who have attended any classes under this Act or under "The Manual and Technical Elementary Instruction Act, 1895," at any institution, either within or without the colony, at which higher instruction is given in technical, commercial, or agricultural subjects, and may make regulations in regard to such scholarships.

Notwithstanding anything to the contrary in any regulations as to scholarships made under "The Education Act, 1877," the Education Board of any district may, if it see fit, allow such scholarships to be held at any educational institution approved by the Minister, at which instruction is given in technical, commercial, or agricultural subjects, provided that such instruction is higher than is given in public schools in school classes under this Act.

IX.—Subsidies on Voluntary Contributions.

All claims for subsidies on bequests under section 17, subsection (1), of "The Manual and Technical Instruction Act, 1900," must be accompanied by a statutory declaration setting forth the amount of the bequest, name of the benefactor, date of probate of the will, and including a statement that the total amount of the bequest has been actually received by

the controlling authority, and that the total amount, without any deduction, is available and will be applied by the said controlling authority for the sole purpose of encouraging the formation or increasing the efficiency of classes under "The Manual and Technical Instruction Act, 1900."

All claims for subsidies on voluntary contributions under section 17, subsection (2), of "The Manual and Technical Instruction Act, 1900," must be accompanied by a declaration in the following form:—

"Manual and Technical Instruction Act, 1900," Section 17.

DECLARATION ACCOMPANYING CLAIM FOR SUBSIDY.

I, _____, of the _____, the controlling authority within the meaning of the above-recited Act of the classes known as _____, do solemnly and sincerely declare,—

1. That hereto attached is a statement, marked "A," showing the voluntary contributions, amounting to £ _____, received by the aforesaid controlling authority for the purposes of the said classes from _____, 19 to _____, 19, together with the names of the donors of the same.

2. That all the amounts set forth in the said statement have been given for the purpose of encouraging the formation or increasing the efficiency of classes under "The Manual and Technical Instruction Act, 1900," and that the total amount is available and will, without any deduction, be applied by the said controlling authority for the purpose of the said classes.

3. That none of the said amounts or any part thereof have been included in any sum on account of which subsidy has already been claimed, or a grant in aid of buildings has been made.

And I make this solemn declaration conscientiously believing the same to be true, and by virtue of an Act of the General Assembly of New Zealand intitled "The Justices of the Peace Act, 1882."

Declared at _____, this _____ day of _____, 19 _____, before me—
_____, Justice of the Peace.

*"Treasurer," or other official designation.

† Name of controlling authority.

Voluntary contributions must be in money, except that where a building is given or granted rent-free by any person not being a controlling authority, or by any local authority, for the purpose of classes under this Act, account may be taken of the value or annual rental of such building on the basis of the assessment for local rates, and account may be taken of new books, new apparatus, and new material given for the use of classes under the Act at their market value, provided that such books, apparatus, and material are such as are, in the opinion of the Minister, required for the use of such classes.

X.—Inspection.

An Inspector of the Department will from time to time visit classes under this Act, and report on the condition and suitability of the premises and fittings, sufficiency of the apparatus, &c., used in the instruction, the character and quality of the instruction, the sufficiency of the teaching staff for the number of pupils under instruction, the general management of the classes, and the manner in which the regulations for registration, examination, &c., are carried out.

The Inspector may question any pupil in the subject in which he has been under instruction, and may, if reasonable notice has been given, examine any class established under this Act.

In the case of associated classes, a representative of the managers must, if required, be present when the Inspector visits the school; but sufficient notice will be given, and the Inspector may require the production of such accounts and documents as will enable him to verify the allocation of the receipts and expenditure in respect of such classes.

XI.—General.

Registers of attendance must be kept on the forms supplied by the Education Department.

A time-table showing the subjects and hours of instruction and the names of the instructors must be put up in a conspicuous place wherever classes are held.

Not more than twenty hours in any one week will in any case be counted on account of any student for all subjects altogether.

A full programme of work to be done during the year and a satisfactory proof of the competency of the instructor must be transmitted to the Minister before the commencement of the instruction, otherwise no claims can be recognised. It should be understood that no payment can be made on account of any class whose programme of work is not approved by the Minister. The Education Department will from time to time issue programmes of work which will serve as guides as to the character and amount of work expected.

The payment on account of special and associated classes will be based in general upon the average attendance, but no payment will be made on account of any student who has attended less than half the number of times on which the class was held after the date on which he joins that class.

All claims for payment must be made on forms to be obtained from the Department.

All manual and technical work must be carried on in rooms adapted for the purpose, fitted with the apparatus or tools suitable for the practical teaching of the particular science, art, or branch of industry.

ALEX. WILLIS,
Clerk of the Executive Council.