

RULE. SECTION IV.—THE CHIEF OFFICER.

33. Duties.
34. Visiting boys.
35. Employment and drilling of boys.
36. Misconduct of officers and boys.
37. Carrying out of duties.
38. Instructing subordinate officers.
39. Reports.
40. Inspection of School and grounds.
41. Disposal of keys at night.
42. Report by senior officer on night duty.
43. Inspection at night.
44. Superintending diet.
45. Residence.
46. Reporting occurrences to Headmaster.

SECTION V.—SCHOOLMASTER.

47. Training of boys in School.
48. Prayers.
49. Church and Sunday School.
50. Observing boys conduct.
51. Band.
52. Responsible for school-room, etc.
53. General duties.
54. Residence.

SECTION VI.—THE STOREKEEPER-CLERK.

55. Residence and responsibility for stores, etc.
56. Keeping of accounts, etc.
57. Issuing of diet.
58. Issuing of stores, etc.
59. Hours of opening store.
60. Delivery of provisions.
61. Keeping of store in order.
62. Inspection of scales, etc.
63. General duties.

SECTION VII.—DISPENSER.

64. Residence and charge of infirmary, etc.
65. Receiving of new boys in infirmary.
66. Keeping of books.
67. Attending parade.
68. Inspection of boys.
69. Key of dispensary.
70. Infirmary diet.
71. Cleanliness of infirmary and dormitories.
72. Visiting sick officers.

SECTION VIII.—THE ASSISTANT CLERK.

73. Keeping of records, etc.
74. Assisting Store-keeper.
75. Assisting Schoolmaster.

RULE. SECTION IX.—TAILOR INSTRUCTOR.

- 76. Responsible for materials received and instructing boys.
- 77. Keeping of books.
- 78. General instructions.

SECTION X.—BAKER.

- 79. Responsibility for foodstuff received.
- 80. Cooking.
- 81. Deficiency in quantity or quality.
- 82. Preparation of meals.
- 83. Control of boys.
- 84. Cleanliness of kitchen and bakery.
- 85. General duties.
- 86. Residence.

SECTION XI.—OTHER SUBORDINATE OFFICERS, AND INSTRUCTORS.

- 87. Carrying out of orders.
- 88. Instruction of boys.
- 89. Dealing with boys.
- 90. Night duties.
- 91. Retirement of boys.
- 92. Carrying out of orders.
- 93. Serious misconduct by boys.

SECTION XII.—GENERAL RULES.

- 94. Clergy's visit.
- 95. Church attendance.
- 96. Church Service.
- 97. Officers not to benefit from school supplies.
- 98. Officers' obedience to Headmaster's instructions.
- 99. Officers' treatment of boys.
- 100. Reclaiming of boys.
- 101. Officers' example to boys.
- 102. Observation of boys' habits, etc.
- 103. Responsibility for damage of quarters.
- 104. Residence of persons in officers' quarters, etc.
- 105. Performing of duties required by Headmaster.
- 106. Fines, etc., on subordinate officers.
- 107. Smoking prohibited.
- 108. Leave.

SECTION XIII.—BOYS.

- 109. Admission of boys and procedure.
- 110. Visits, letters from boys' relatives.
- 111. Letter writing by boys.
- 112. Permission to receive presents.
- 113. Suspension of privileges.
- 114. Object of School.
- 115. Visitors to School.
- 116. Mode of maintaining discipline of school.
- 117. Punishments.
- 118. Messing.
- 119. Reporting misconduct of boys.
- 120. Daily routine.

RULE.

- 121. Supervision of dormitories.
- 122. Monitors.
- 123. Dietary.
- 124. Copy of rules to staff.

CHAPTER 93.**ESSEQUIBO BOYS' SCHOOL.****REGULATIONS**

*made by the Governor in Council under section 9 on the
2nd November, 1926.*

RULES FOR THE ESSEQUIBO BOYS' SCHOOL.**SECTION I.—ACCOMMODATION.**

Class of
boys and
accom-
modation.

1. The School is primarily intended for the reception of young offenders under sections 11, 12, 13, 14 of the Essequibo Boys' School Ordinance. The total number of children or young persons living in the School at the same time, whether committed under any Ordinance or not, shall not exceed 200.

SECTION II.—THE HEADMASTER.

Residence.

2. The Headmaster shall reside within the limits of the School premises.

Absence
from School.

3. He shall not sleep off the School premises for more than one night at a time, without leave from the Chief Secretary, and whenever he does sleep off the premises for one night, or in pursuance of such leave, he shall, before leaving the premises, hand over the charge of the School to the Chief Officer, or other person named for that purpose by the Chief Secretary.

General
powers.

4. He shall have a general superintendence over the School and boys and shall be responsible for the efficient conduct and working of the School.

Recreation
and games
for boys.

5. He shall see that adequate provision is made for free time and recreation, including organised games, and that the necessary requisites are available for use by the boys.

Diary.

6. He shall keep a diary in which he shall record from day to day every event of importance connected with the School.

7. He shall keep a General Order Book in which shall be entered all orders issued by him relative to the management and discipline of the School, and shall see that every officer affected by any such order, has read and signed his name against every such order as issued.

General
Order Book.

8. He shall issue weekly orders detailing the work to be done in the agricultural and other branches of training of the boys and in the duties of each subordinate officer for such week.

Weekly
orders.

9. He shall keep a book to be called "The Subordinate Officers Misconduct Book" in which shall be entered all offences against the discipline or rules of the School committed by any subordinate officer or instructor of the School, and the punishment awarded for each offence.

Subordinate
officers
misconduct
book.

10. He shall cause to be kept by the Clerk the School Register in which shall be recorded all admissions, and discharges.

Keeping
of School
Registers.

11. He shall examine and initial regularly all registers, records or other books of the School that have to be kept.

Examination
of records,—
books, etc.

12. In cases of gross misconduct on the part of any subordinate officer, rendering such a step necessary, the Headmaster may suspend such officer from duty, reporting the case at once to the Chief Secretary.

Suspension
of
subordinate
officers.

13. He is empowered to fine subordinate officers for negligent or improper performance of their duties or for improper conduct, a yearly return of such fines with particulars being forwarded to the Chief Secretary.

Fining of
subordinate
officers.

14. He shall frequently visit and inspect all the divisions of the School, also the kitchen, workshops, and all other buildings, and grounds and shall see that they are kept perfectly clean and in a sanitary condition. It shall be his duty to see that all boys are industriously employed. He shall occasionally go through the School at an uncertain hour of the night.

Inspection
of school.

15. He shall visit the infirmary daily and see that proper arrangements are made for the safe keeping of the sick boys, and that discipline is maintained so far as is consistent with the medical treatment prescribed for them.

Inspection of
infirmary.

He shall on all occasions support and assist the Medical Officer in the performance of his duties, and shall, when necessary consult him respecting the quality of the provisions furnished to the boys.

- Inspection of meals. **16.** He shall attend from time to time, and at least once a week the meals of the boys and see that the quality and quantity issued are in all respects satisfactory and according to regulation.
- To visit boys in solitary confinement. **17.** He shall visit daily every boy in solitary confinement or in punishment.
- Inspection of letters. **18.** He shall inspect all letters sent to or by any boy and may intercept any communication he deems improper noting the incident in his diary.
- Hearing of complaints against boys. **19.** He shall hear and determine, after due inquiry, all complaints against boys touching any offences against the School and shall cause all punishment to be recorded in the Punishment Book to be kept for that purpose.
- Procedure in complaints against subordinate officers and boys. Yearly return for Chief Secretary. **20.** In all complaints against subordinate officers and boys the facts shall be taken down in writing by the Headmaster in a Minute Book to be kept for that purpose.
- 21.** He shall submit to the Chief Secretary as soon after the 31st January as possible—
 (a) a yearly report on the whole working of the School;
 (b) a yearly return of all cases of corporal punishment.
- Boys' health. **22.** He shall call the attention of the appropriate visiting clergyman and of the Medical Officer to the case of any boy whose state of health in mind or body appears to require their attention.
- Direction of Medical Officer. **23.** He shall carry into effect the written directions of the Medical Officer with regard to boys labouring under infectious, contagious, or mental diseases, or suspected thereof.
- Requisition by Medical Officer. **24.** He shall carry into effect the written requisitions of the Medical Officer as to the supply of any additional clothing or bedding or alteration of diet for any boy not removed to the Infirmary.
- Board of Survey. **25.** Upon the report of the storekeeper that any stores sent for the use of the institution are deficient in quantity or quality or whenever the Headmaster himself may think it necessary, he shall name a Board consisting of himself, as President, the Chief Officer and Assistant Clerk, who shall examine the same, and if necessary condemn them and shall send the report of the Board to the Chief Secretary.

SECTION III.—THE MEDICAL OFFICER.

26. The Medical Officer shall visit the School Infirmary three times each week and oftener if necessary. Visits.
27. The Medical Officer shall examine each boy on admission and shortly before leaving the School, and shall record his state of health in the books to be kept for that purpose. Examination of boys on admission.
28. He shall give directions for separating boys having, or suspected of having, infectious diseases, and also for cleansing and disinfecting their clothing, bedding, etc. Infectious diseases.
29. He shall enter in the Hospital Case Book every order for wines, spirits, or other articles prohibited by the regulations for ordinary use. Ordering of articles prohibited by regulations.
30. He shall attend gratuitously the officers of the School and their families. Attendance to officers.
31. He shall occasionally, and not less than once in every three months, inspect every part of the School and report in writing to the Headmaster the result of such inspection, noting any neglect of cleanliness, want of drainage, or ventilation, bad quality or insufficient quantity of the provisions or water, clothing of bedding, or any matter which may affect the health of the boys. General inspection of school.
32. He shall also ascertain that the provisions are of good quality, that the water is pure and wholesome, and that there is an abundant supply of both. Inspection of provisions and water.

SECTION IV.—THE CHIEF OFFICER.

33. The Chief Officer shall assist the Headmaster on all occasions, and carry into effect his instructions and orders, and see that they are obeyed. He shall exercise the duties of the Headmaster whenever he is absent from the School or unable to attend to his duties from illness. He is on no account to alter or suspend any rules established for the internal government of the School. He shall conform to the rules laid down for the guidance of the Headmaster. Duties.
34. He shall visit the boys at their employment daily, and see that they are properly employed and trained. Visiting boys.

Employment
and drilling
of boys.

35. He shall superintend the distribution of the boys to their appointed employment, and shall instruct them in physical and general drill, and fire brigade exercise. He shall check their numbers daily.

Misconduct
of officers
and boys.

36. He shall diligently observe the behaviour of all the subordinate officers and of the boys, and shall report immediately to the Headmaster any neglect or misconduct.

Carrying out
of duties.

37. He shall especially see that the details of duties connected with order and discipline in the School, are carried on with promptness and regularity in accordance with the regulations of the School and the instructions of the Headmaster.

Instructing
subordinate
officers.

38. He shall instruct the subordinate officers in their duty.

Reports.

39. He shall make such daily, periodical or special reports as may be required by the Headmaster.

Inspection of
school and
grounds.

40. He shall inspect the dormitories, schoolroom, closets, kitchens, infirmary, and every part of the School daily, and see that everything is kept clean and in good order.

Disposal
of keys at
night.

41. He shall see that the keys are counted and securely disposed of for the night, under such general orders for the object as may be made by the Headmaster.

Report by
senior officer
on night duty.

42. He shall require a report to be made to him by the senior officer on duty in the School at the hour of closing the School for the night, that everything is correct or otherwise and shall immediately report to the Headmaster any breach.

Inspection
at night.

43. He shall make such occasional inspections of the School at night as the Headmaster may direct.

Superin-
tending diet.

44. He shall superintend the arrangements for the regular distribution of the proper diet to the boys. He shall see that their clothing is in proper repair, and due cleanliness observed both in their habits and persons, and shall give his particular attention to all matters of detail connected with the interior economy of the School.

Residence.

45. He shall reside within the limits of the School premises.

46. He shall communicate to the Headmaster without delay every circumstance which may come to his knowledge likely to affect the health or comfort of the boys, or the efficiency of the officers, and any other matter requiring the Headmaster's attention.

Reporting occurrences to Headmaster.

SECTION V.—THE SCHOOLMASTER.

47. The Schoolmaster shall have the elementary and general training of the boys by regular teaching in the School at such hours as may from time to time be fixed by the Headmaster by general orders.

Training of boys in School.

48. He shall commence each day school with simple family worship and close the evening sessions with prayers, as fixed or as ordered by the Headmaster in general orders.

Prayers.

49. He shall attend church parade on Sundays with the boys as directed by the Headmaster, and on such Sundays as the boys do not go to church, he shall conduct Service in the Schoolroom as directed by the Headmaster. He shall also hold Sunday School from 4 p.m. to 5 p.m. on Sundays.

Church and Sunday School.

50. He shall observe the boys conduct, and with kindness and firmness teach them habits of cleanliness, self-control and order.

Observing boys conduct.

51. He shall be in charge of the band and be responsible for the band instruments, appliances, music, etc.

Band.

52. He shall be responsible for the cleanliness, tidiness and general appearance of the schoolroom and immediate surroundings, the School books, maps, etc., shall also be under his care.

Responsible for schoolroom, etc.

53. He shall generally be required to perform such duties as the Headmaster may require of him from time to time.

General duties.

54. He shall reside within the limits of the School premises or in such building elsewhere as may be provided for him by the Government.

Residence.

SECTION VI.—THE STOREKEEPER—CLERK.

55. He shall reside within the limits of the School premises. He shall be responsible for and shall receive and have charge of and issue all stores and materials. He shall be responsible for

Residence and responsibility for stores, etc.

the proper quality and sufficient quantity of all articles received on requisition, unless he shall take exception to either quantity or quality at the time of receiving the stores.

Keeping of
accounts, etc.

56. Such accounts, books and records shall be kept as the Financial Secretary shall from time to time order.

Issuing
of diet.

57. He shall calculate the issues of the provisions by the diet table, and extras by the table made out for that purpose, copies of which table shall be exhibited in the store.

Issuing of
stores, etc.

58. He shall not deliver any article whatever out of the store, except the ordinary daily issue of provisions, without a written order countersigned by the Headmaster or Chief Officer.

Hours of
opening
store.

59. He shall only allow the store to be opened at such hour or hours as may from time to time be fixed by the Headmaster by general order for the issue of stores to the officers and their families.

Delivery of
provisions.

60. The provisions for the boys shall be delivered by him to the baker accompanied by a note stating the quantities and he shall go into the kitchen daily for the purpose of seeing that due economy is observed in the management thereof.

Keeping of
store in order.

61. He shall be responsible that the store-rooms are kept in proper order, and all stores properly and systematically arranged therein.

Inspection of
scales, etc.

62. He shall from time to time inspect the various scales, weights and measures in use throughout the School for issue or distribution of provisions, and shall ascertain that they are accurate and in good order, reporting immediately to the Headmaster such as are not accurate or not in good order.

General
duties.

63. He shall perform generally such duties as the Headmaster may from time to time require of him.

SECTION VII.—DISPENSER.

Residence
and charge of
infirmery,
etc.

64. The Dispenser shall reside within the limits of the School premises. He shall have charge of the infirmery and shall receive and take charge of all medicines, medical appliances, clothing and bedding, ordered for the use of the infirmery, and shall be held responsible for the issuing of the same.

65. He shall, on a boy's admission into the School, receive him into the infirmary and keep him there for inspection until duly passed by the Medical Officer; when he shall be handed over to the Chief Officer; but should a boy be suspected of having any contagious or infectious disease, he shall be kept separate, and the matter immediately reported to the Headmaster.

Receiving of
new boys in
infirmary.

66. He shall keep the books and records of the infirmary and shall take stock monthly of the bedding, linen, etc., and write up the quantity correctly in a book kept for that purpose.

Keeping of
books.

67. He shall attend parade daily as directed by the Headmaster and admit into the infirmary any boy who may require medical treatment.

Attending
parade.

68. He shall have a general inspection of all the boys of the School at such times as the Headmaster may direct.

Inspection
of boys.

69. He shall, on all occasions, hand over the key of the dispensary to the Chief Officer in the event of his temporary absence on any emergency from the infirmary.

Key of
dispensary.

70. He shall see that the infirmary diet is of good quality and well cooked; also of proper quantity, according to the dietary scale.

Infirmary
diet.

71. (1) He shall be responsible for the cleanliness, tidiness and general order of the infirmary, latrines, bedding and clothing of patients.

Cleanliness
of infirmary
and dor-
mitories.

(2) He shall be responsible that the dormitories are kept scrupulously clean by the orderlies, that the bedding, etc., is aired daily, and shall generally carry out all orders given him by the Headmaster.

72. He shall immediately visit any officer who reports sick and is absent from duty and shall immediately afterwards report the result of his visit to the Headmaster.

Visiting sick
officers.

SECTION VIII.—THE ASSISTANT CLERK.

73. The Assistant Clerk shall keep the records and prepare and enter all reports and returns, periodical or otherwise, which may be required and shall duly enter in the proper books, the daily and other reports made to the Headmaster, also the proceedings upon the investigation of any complaints inquired into by that officer.

Keeping of
records, etc.

Assisting Storekeeper. 74. He shall assist the Storekeeper in his duties, in such manner as may from time to time be required by the Headmaster.

Assisting Schoolmaster. 75. He shall also assist the Schoolmaster in the Schoolroom as Assistant Schoolmaster as directed by the Headmaster.

SECTION IX.—TAILOR INSTRUCTOR.

Responsible for materials received and instructing boys. 76. The Tailor Instructor shall be responsible for all material received for the boys' use from the Storekeeper during the month; shall give an account of the same; and shall instruct the boys under his charge in the tailoring trade as far as practicable.

Keeping of books. 77. He shall have charge of the boys' clothing and of the tailor shop, keeping an account of the articles made. He shall keep a book to be called the "Boys Kit Book" in which he shall enter against each boy's number all clothing and bedding issued for use by such boy.

General instructions. 78. He shall strictly carry out all instructions issued for his guidance by the Headmaster.

SECTION X.—BAKER.

Responsibility for foodstuff received. 79. The Baker shall take charge of, and be held responsible for all, articles of food issued by the Storekeeper for the boys and for the serving of the meals to the boys.

Cooking. 80. He shall pay strict attention to the cooking of the meals, and the baking department.

Deficiency in quantity or quality. 81. He shall immediately report to the Headmaster any deficiency in the quantity or quality of the provisions issued to him.

Preparation of meals. 82. He shall prepare the meals at the appointed hours, and shall observe the strictest economy, cleanliness, and order in the kitchen, and the cooking range and utensils.

Control of boys. 83. He shall report immediately any dereliction of duty or disorderly conduct on the part of the kitchen orderlies under his charge.

Cleanliness of kitchen and bakery. 84. He shall see that the kitchen and bakery, both inside and outside, are kept scrupulously clean, as also the immediate surroundings, gutters, tanks and pipes. He shall also give

special attention to the absolute cleanliness of all kitchen and baking utensils, water barrels, etc.

85. He shall strictly carry out all instructions issued for his guidance by the Headmaster. General duties.

86. He shall reside within the limits of the School premises. Residence.

SECTION XI.—OTHER SUBORDINATE OFFICERS AND INSTRUCTORS.

87. Other Subordinate Officers and Instructors shall strictly carry out all orders and instructions issued by the Headmaster for their guidance. Carrying out of orders.

88. They shall take charge of the boys in their respective employment daily, and as far as possible instruct them in their agricultural work or trades to which they may be allotted. Instruction of boys.

89. They shall be kind and persuasive, but at the same time firm, in their dealings with the boys, and report all insubordination and dereliction of duty on the part of the latter without delay to the Chief Officer. Dealing with boys.

90. When on night duty they shall take charge of the dormitories as directed by the Headmaster in general orders, and will be held responsible for the safe charge and proper order of the boys during the night. Night duties.

91. They shall see that the boys retire, each to his respective place, at the approved hour. Retirement of boys.

92. They shall pay due regard to all orders issued for their guidance, from time to time, by the Headmaster. Carrying out of orders.

93. Any disorderly conduct or disturbance in the dormitories, if it be of a serious nature, shall be immediately reported to the Headmaster by the inlying officer. Serious misconduct by boys.

SECTION XII.—GENERAL RULES.

94. The clergy of all recognised denominations shall have access to the boys belonging to their denominations at the School, on fixed hours and days of the week, and on Sundays. Clergy's visit.

95. Those boys who belong to the Anglican Church shall be marched to the Parish Church on Sunday mornings. The Church attendance.

Roman Catholic boys shall attend Church as arranged between the Priest and the Headmaster.

Church Service.

96. In the event of the boys being unable to attend Church on any Sunday the service of the Church of England shall be read to them (except those who may express religious scruples and on that ground may be excused) by the Headmaster, Chief Officer or Schoolmaster.

Officers not to benefit from school supplies.

97. No officer shall derive directly or indirectly any emolument or benefit, pecuniary or otherwise, from the supplies furnished for the use of the boys, or from the sale or disposal of any article produced in the School, nor shall he let any part of the dwelling allotted to him, or any buildings or grounds belonging to the School; neither shall he receive any fee, gratuity or perquisite, either pecuniary or otherwise, from any boy or friend of any boys.

Officers' obedience to Headmaster's instructions.

98. All officers shall observe and obey all such instructions as may be issued by the Headmaster, from time to time, for the better management and discipline of the School.

Officers' treatment of boys.

99. All officers are required to treat the boys with kindness and humanity, and to listen patiently to and to report their complaints; at the same time firmly to maintain order and discipline.

Reclaiming of boys.

100. The great object of reclaiming the boys must always be kept in view by all officers, who shall strive to acquire a moral influence over them by the conscientious discharge of their own duties.

Officers' example to boys.

101. They shall exhibit a consistent example of regard for truth and integrity, even in the smallest matters, being assured that such conduct will most effectually ensure the respect and obedience of the boys.

Observation of boys' habits, etc.

102. All officers shall carefully observe the character and habits of each boy under their charge, and as it is of the utmost importance that the Headmaster should be accurately informed on these points, the officers shall give the Headmaster all information in their power.

Responsibility for damage of quarters.

103. Officers shall be responsible for any damage committed in their quarters during their occupancy, and shall pay the cost of repairing the same, before the Headmaster shall certify the officer for salary due.

104. No persons, other than the wives and children of the officers shall be permitted to reside in the quarters allotted to them, without permission of the Headmaster. Residence of
persons in—
officers'—
quarters, etc.

105. Every officer shall be liable to perform such duty as may be required of him by the Headmaster. Performing
of duties re-
quired by
Headmaster.

106. Subordinate officers shall be liable for negligence or impropriety in the performance of their duties or other breach of the rules, to have fines imposed on them, which fines shall be deducted from their salaries by the Headmaster. Fines, etc.,
on subordi-
nate officers.

107. Officers are strictly forbidden, at any time, to smoke on the School premises. Smoking
prohibited.

108. The Headmaster shall be empowered to grant leave of absence to the officers in accordance with the Leave Regulations in force. Leave.

SECTION XIII.—BOYS.

109. On a boy's first admission, he shall be detained in the infirmary until examined and passed by the Medical Officer. He shall then be handed over to the Chief Officer, who shall classify and place him with the other boys, to receive elementary and religious instruction and industrial training. He shall have close supervision and control for at least one month after his admission, to determine his character and disposition. Admission of
boys and—
procedure.

110. The parents, relatives and friends of the boys shall be allowed to write to them and to visit them at the discretion of the Headmaster. Visits, letters
from boys'
relatives.

111. The boys shall be encouraged to write to their parents at least once a month. Letter writing
by boys.

112. The boys may be permitted, through the Headmaster, to receive presents of money, which shall be placed to their credit in the Savings Bank, until their discharge from the School. Permission to
receive
presents.

113. Any infringement of these rules may immediately be followed by the suspension of the privileges mentioned herein. Suspension
of privileges.

114. Every boy throughout his training in the School shall be taught to consider the School as a place of improvement, not of punishment, and every boy in the School shall behave in an orderly and decent manner and shall obey the officers, teachers and instructors of the School. Object of
School.

Visitors to
School.

115. No person will be permitted to visit anybody in the School without permission of the Headmaster. In the event of a refusal the Headmaster shall make a note of the same in his diary setting forth his reasons, for future reference.

Mode of
maintaining
discipline of
school.

116. The discipline of the School shall be maintained by the personal influence of the Headmaster and Staff, and shall be promoted by a considered system of rewards and privileges.

Punishments.

117. The punishments vested in the Headmaster shall be—

(a) degradation at meals;

(b) loss of holiday and play hours;

(c) reduced ration;

(d) confinement to a room for a period not exceeding five days;

(e) confinement to a room for a period not exceeding 48 hours, with or without bread and water:

Provided this punishment shall not be inflicted on any child under 12 years of age;

(f) loss of marks;

(g) caning with a cane not to exceed six strokes by order, and in the presence, of the Headmaster; and in serious cases of misconduct or insubordination—

(h) whipping with tamarind rods not to exceed 12 strokes.

Messing.

118. The boys shall mess at tables as directed by the Headmaster.

Reporting
misconduct
of boys.

119. The officers and instructors shall immediately report any misconduct on the part of the boys under their tuition.

Daily
routine.

120. The daily routine of the School shall be as follows—

TIME-TABLE.

5.00 a.m.	Reveille. Boys rise, rearrange bedding and change clothing. Short prayer, then march downstairs and wash faces.
5.30— 6.00 a.m.	Drill.
6.00— 6.15 a.m.	Coffee.
6.15— 6.30 a.m.	Boys march into school, morning prayers by schoolmaster.
6.30— 9.00 a.m.	Class work.
9.00— 9.15 a.m.	Boys march from school, change clothing and march off to respective employment.
10.50 a.m.	Cease work.
11.00—11.30 a.m.	Breakfast.
11.30—12.00	Recreation.

12.00— 4.45 p.m.	At employment.
4.45— 5.00 p.m.	Cease work and change clothes.
5.00— 5.15 p.m.	Short recreation.
5.15— 5.30 p.m.	Supper.
5.30— 6.30 p.m.	Recreation.
6.30— 7.15 p.m.	Schoolroom, preparation of lessons, lectures.
7.15— 7.45 p.m.	Recreation in schoolroom.
7.45 p.m.	Prayers and march upstairs to bed.

SATURDAYS.

Half-holiday, no afternoon work or school.

SUNDAYS.

Reveille and time-table for necessary work will be arranged by the Headmaster in Weekly Orders.

121. The dormitories shall be supervised as ordered by the Headmaster in General Orders.

Supervision
of
dormitories.

122. Certain of the well-behaved boys may be told off in the dormitories as monitors whose duties it shall be to afford some assistance to the Night Officers in maintaining order amongst the boys, if necessary.

Monitors.

123. The dietary scales for the boys shall be those approved from time to time by the Governor in Council.

Dietary.

124. A copy of these rules shall be given to each member of the staff of the School, who will observe the rules and maintain the discipline of the School and arrange for the instruction and training of the boys in conformity with the rules.

Copy of rules
to staff.

REGULATIONS

made by the Governor in Council under section 9 on the 12th January, 1909.

OFFICIAL VISITOR.

1. The Official Visitor shall have full power and authority to visit and inspect the school and to inquire, if he thinks fit, into all matters relating to such school, and to call for and inspect all books and papers relating thereto.

2. The Official Visitor shall visit the School not less than once in each quarter, unless prevented by illness or other cause, and whenever so prevented he shall notify the same in writing to the Chief Secretary.

3. On every such visit the Official Visitor shall visit the infirmary and all the boys under punishment for offences in the School, and shall inquire into all matters regarding the conduct of the officers of the School, the state of the School and the discipline of the boys.

4. The Official Visitor is hereby empowered to punish any offence proved against any subordinate officer of the school, who may be brought before him by the Headmaster, by suspension from office or by a fine.

5. If an offence is proved to the satisfaction of the Official Visitor to have been committed by any subordinate officer of the School, the Official Visitor may suspend him from office or reduce him to a lower rank, or order him to pay a fine not exceeding one month's pay of such officer, provided that the Official Visitor shall immediately on the suspension of any officer report the case to the Chief Secretary, with the grounds of suspension, for the consideration of the Governor.

6. The Official Visitor shall on every visit inspect the official journals of the Headmaster and Medical Officer and the punishment book, and shall satisfy himself that the books and records of the School generally are duly kept. He shall also satisfy himself that the punishments meted out to boys for breaches of discipline and other offences are not unduly severe or harsh.

7. The Official Visitor shall on his visits hear and examine into any complaint made by any boy as to such boy's treatment by any officer of the school, or by any boy as to his food, or as to any matter whatsoever arising during his detention in the School, and the Official Visitor shall, if any such complaint be proved, take such steps as he may deem necessary to immediately redress such complaint.

8. The Official Visitor shall on every visit to the School inspect the provisions issued to the boys, and ascertain whether they are wholesome, sufficient and such as are provided for by the Diet Scale. He shall further satisfy himself that they are well cooked and properly served.

9. The Official Visitor shall on each visit write, in a book to be kept in the Headmaster's office, the date of his visit and any remarks as to the state and discipline of the School which he may deem it right to record, and shall sign the same.

REGULATIONS

approved by the Governor on the 19th July, 1928.

FINE FUND.

1. These regulations may be cited as the Essequibo Boys' School Fine Fund Regulations. Short title.

2. All fines imposed on the employees of the Essequibo Boys' School shall be promptly paid by the Headmaster into the Post Office Savings Bank to the credit of an account entitled "The Essequibo Boys' School Fine Fund." All fines to be paid into the Post Office Savings Bank.

3. The Headmaster may invest the Fund or any part of it in such securities as the Governor may approve, and the interest derived from such investments shall at once be deposited in the Savings Bank to the credit of the Fund. Investment of Fund.

4. There shall be two accounts, the capital account and the income account. The balances on hand on the 31st December, 1928, shall be carried forward to their respective accounts. Half of the fines levied in every year shall be carried to capital account. Capital and Income Account. Balances on 31st December, 1928.

5. The income account shall consist of all interest on capital and of half the fines levied in the preceding year and an unexpended balance in one year may be carried forward to the next: Income Account.

Provided, however, that when the balance at the end of any year exceeds the amount of fines paid during that year, an amount equal to the excess shall be carried to capital.

6. The income of the Fund may be applied as follows— Application of the Fund.
 - (a) for making grants to recreation rooms or grounds used exclusively by the employees;
 - (b) for grants to employees' Christmas entertainments;
 - (c) for providing books and papers for employees' libraries;
 - (d) in such other manner for the benefit of the employees as the Governor may from time to time direct.

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