

12,5,10

T.E.D. 341.



UNION OF SOUTH AFRICA

TRANSVAAL EDUCATION DEPARTMENT

HANDBOOK
OF
REGULATIONS
AND
INSTRUCTIONS
FOR THE
GUIDANCE OF SUPERINTENDENTS
OF
NATIVE SCHOOLS AND TEACHERS

PRINTED IN THE UNION OF SOUTH AFRICA BY THE GOVERNMENT PRINTER, PRETORIA.
1938

G.P.-S.20346—1938—5,000

CONTENTS.

	Page.
SECTION OF ACT DEALING WITH NATIVE EDUCATION.....	3
REGULATIONS FOR THE ESTABLISHMENT AND PAYMENT OF GRANTS-IN-AID OF SALARIES AND OTHER PURPOSES IN NATIVE SCHOOLS AND INSTITUTIONS.....	3
ESTABLISHMENT OF SCHOOLS FOR NATIVE CHILDREN.....	4
Enrolment.....	4
Salary grants.....	4
Industrial teachers.....	4
Staffing of Native Schools.....	4
School Fees.....	5
School Furniture.....	5
Grants-in-aid of School Equipment.....	6
School Building.....	6
Higher Primary schools.....	6
Practising schools.....	6
Secondary schools.....	6
Syllabuses of Instruction.....	6
Bursaries.....	6
GRANT-IN-AID OF RENT OF SCHOOL BUILDINGS AND BOARDING HOSTELS.....	7
School Buildings.....	7
Boarding Hostels.....	7
Salary grants.....	7
ESTABLISHMENT OF SCHOOLS FOR THE INDUSTRIAL TRAINING OF NATIVE BOYS AND GIRLS.....	7
Maintenance grants.....	7
Qualifications for admission.....	7
Staff.....	8
Salary grants.....	8
Grants for equipment.....	8
Syllabus.....	8
TRAINING INSTITUTIONS FOR TEACHERS.....	8
Salary grants of Instructors.....	8
Staff.....	8
Industrial Instructors.....	8
Grants for equipment.....	8
"Per caput" grant.....	9
Bursaries.....	9
Leave of Absence.....	9
INSTRUCTION COURSES FOR TEACHERS DURING VACATIONS.....	9
EXAMINATIONS.....	9, 10
SALARY SCALES.....	10
Schedule A. Scales of salary grants of teachers in Native Training, Secondary, Practising and Higher Primary schools.....	10, 11
Additions for European Head teachers in Training and Secondary schools.....	11
Schedule B. Scales of salary grants of Teachers in Primary schools.....	12
Additions to salary grant.....	12
NATIVE SUPERVISORS.....	12
Regulations governing the payment of Subsistence allowance to Native Supervisors.....	13
REGULATIONS WITH REGARD TO TEACHERS EMPLOYED IN REGISTERED NATIVE SCHOOLS AND INSTITUTIONS.....	13, 14, 15
REGULATIONS GOVERNING THE CONSTITUTION AND FUNCTIONS OF THE TRANSVAAL ADVISORY BOARD FOR NATIVE EDUCATION.....	15, 16, 17
REGULATIONS GOVERNING EVENING CLASSES.....	17, 18, 19
APPLICATION FOR REGISTRATION OF SCHOOLS.....	19
CONTROL AND MANAGEMENT OF SCHOOLS.....	19, 20
AMALGAMATION OF SCHOOLS.....	20
Deed of Agreement.....	20, 21, 22
AMALGAMATION OF UPPER STANDARDS.....	22
VISITS TO SCHOOLS BY SUPERINTENDENTS.....	22
MONTHLY PAYMENT OF TEACHERS.....	22, 23, 24
SALARY GRANTS FOR PART TIME TEACHERS EMPLOYED IN GIVING INDUSTRIAL INSTRUCTION.....	24
SUSPENSION OR DISCHARGE OF TEACHERS.....	24, 25
SCHOOL FURNITURE.....	25
SUBMISSION OF QUARTERLY RETURNS FOR REGISTERED SCHOOLS.....	25
SURMISSION OF QUARTERLY RETURNS FOR UNREGISTERED SCHOOLS.....	26
ENROLMENT OF PUPILS.....	26
TRANSFER OF PUPILS.....	26
SCHOOL FEES.....	26, 27
GRANTS-IN-AID OF EQUIPMENT.....	27
GRANTS-IN-AID OF RENT.....	27
EXAMINATIONS.....	28
QUALIFICATIONS REQUIRED FOR ADMISSION TO A TRAINING INSTITUTION.....	28, 29
NATIVE TEACHERS CERTIFICATES.....	29
SCHOOL CALENDARS.....	29
CORRESPONDENCE.....	29
ENVELOPES.....	29



UNION OF SOUTH AFRICA

TRANSVAAL EDUCATION DEPARTMENT

HANDBOOK

OF

REGULATIONS

AND

INSTRUCTIONS

FOR THE

GUIDANCE OF SUPERINTENDENTS

OF

NATIVE SCHOOLS AND TEACHERS

Section 28 (Chapter V) of the Transvaal Act, 1907, dealing with

Native Education is quoted below.

SCHOOLS, CLASSES, AND INSTITUTIONS FOR COLOURED CHILDREN OR PERSONS.

Powers of Administrator in relation to schools, classes and institutions for coloured children or persons—the Administrator may from time to time—

- (a) Establish or maintain such schools, classes, and institutions as may be deemed necessary or expedient for the instruction of coloured children or persons;
- (b) make grants in aid of any school, class, or institution which is provided for the instruction of coloured children or persons and is under the superintendence of a European missionary or of a person approved by the Director;
- (c) establish or maintain such classes and institutions as may be deemed necessary or expedient for the training of coloured persons desirous of becoming teachers in any of the schools, classes, or institutions mentioned in this section, or for improving the qualifications of teachers engaged in such schools, classes or institutions;
- (d) make grants in aid of any classes or institutions provided for the purposes mentioned in sub-section (c) of this section which are under the superintendence of a European missionary or other person approved by the Director;
- (e) grant bursaries to assist in providing coloured children and persons domiciled in the Province of Transvaal with secondary, technical, or industrial education at schools or institutions outside the Province of Transvaal when the Administrator is satisfied that suitable facilities for such children or persons do not exist within the Province.

REGULATIONS FOR THE ESTABLISHMENT AND PAYMENT OF GRANTS-IN-AID OF SALARIES AND OTHER PURPOSES IN NATIVE SCHOOLS AND INSTITUTIONS ESTABLISHED IN TERMS OF SECTION TWENTY-EIGHT (b) AND (d) OF THE EDUCATION ACT, 1907.

The terms used in these regulations have the same meanings as in the text of the Education Act, 1907, and are to be interpreted with section *two* thereof.

“ Superintendent ” shall in these regulations mean the European missionary or other person approved by the Director for the general management of a native school or institution.

It shall be the duty of the superintendent to see that such records are kept and such returns submitted as may be required by the Department from time to time.

“ Established ” school or institution shall mean a school or institution approved for purposes of grants in terms of the Act.

ESTABLISHMENT OF SCHOOLS FOR NATIVE CHILDREN.

Application for the establishment of a native school shall not be considered unless the following conditions are fulfilled:—

- A. The school is already in existence.
- B. The school is not within three miles of an established school save in cases specially approved by the Director.
- C. There are more than 20 pupils in average attendance.
- D. Provision is made for industrial instruction for boys and girls.

1. Application for the establishment of a school for native children shall be made to the Department by the superintendent of the school through the Inspector of Native Schools.

2. If the establishment of the school is sanctioned, the salary grants of the teachers appointed with the approval of the Department to such school, together with such allowances as may be due to them in accordance with regulations shall be paid by the Department, provided that the Department shall not pay the full salary grant of a certificated teacher if, in the opinion of the Director, the post should be occupied by an uncertificated teacher.

Enrolment.

3. (1) The Director shall prescribe the age of admission of pupils to any Government or grant-aided native school.

(2) The Director shall prescribe the maximum age levels for the various standards in Government or grant-aided native schools.

(3) The Director shall prescribe the maximum number of pupils per class and per teacher in any Government or grant-aided native school.

(4) The staff of a native school shall be limited to nine teachers except with the express permission of the Director.

Salary Grants.

4. The salary grants and allowances of teachers employed with the approval of the Department in schools for native children shall be in accordance with the scales and allowances sanctioned by the Administrator from time to time: Provided that the Department shall not pay the full salary grants and allowances unless the necessary financial provision has been made.

The above provision shall be applicable to any teacher, irrespective of the notch in any scale on which such teacher may be and/or of his or her length of service. The payment of increments on the prescribed scales shall be at the discretion of the Director.

Industrial Teachers.

5. Approved teachers engaged exclusively for industrial work shall not be counted on the staff of the school for the purpose of section 6.

Staffing of Native Schools.

6. The number of teachers in respect of whom salary grants can be paid by the Department shall be based on the average attendance for not less than two successive terms in accordance with the follow-

ing scale, provided that the payment of teachers in excess of that allowed under this regulation may be authorized by the Director in the case of higher primary and secondary schools and in special circumstances at primary schools.

<i>Average Attendance.</i>	<i>No. of Teachers.</i>
20- 35	1
36- 80	2
81-115	3
116-150	4
151-190	5
191-230	6
231-270	7
271-310	8
311-350	9
351-390	10
391-430	11
and so on.	

In the case of schools having an average attendance of twenty or less the salary grant of the teacher shall not be paid unless there is, in the opinion of the Director, a prospect of an increase of the average attendance to 20 or more.

SCHOOL FEES.

7. (a) School fees shall be payable in all grant-aided native schools at the rate of one shilling per child per quarter or part of a quarter for all children in classes up to and including Standard IV. The fees shall be 1s. 6d. per child per quarter, or part of a quarter, for all children in Standard V and VI.

(b) No child shall be enrolled for the quarter unless the fee for the quarter has been paid or a certificate of exemption has been granted by the Superintendent of the school.

In the case of more than three children of the same family being in attendance at the same school, fees shall only be payable in respect of three children. No other exemptions shall be granted except on the grounds of poverty or illness save with the approval of the Director of Education.

(c) The Head teacher shall be responsible for the collection of school fees and shall see that the total fees collected are paid over to the Superintendent of the school who shall give a receipt in writing therefor. The fact that a pupil's name appears in the school attendance register shall be regarded as proof that the fees due have been paid, or that an exemption certificate has been granted. Exemption certificates and receipts must be produced by the Head teacher upon demand of the Inspector or Superintendent of the school.

School fees shall be used for school purposes only and superintendents of schools shall render a return at the end of each school year of all the income derived from school fees and a summary of the main items for which it was expended.

SCHOOL FURNITURE.

8. The provisions of adequate school furniture and equipment shall be made by the superintendent of the school.

9. In the event of the superintendent failing to maintain a satisfactory supply of furniture and equipment, the authority for the establishment of the school may be withdrawn on the recommendation of the Inspector of Native Schools.

GRANTS-IN-AID OF SCHOOL EQUIPMENT.

10. Subject to funds being made available by the Native Affairs Department grants-in-aid of school equipment may be made by the Department on the £ for £ principle up to a maximum of £30 per classroom. Rooms used for purposes other than school purposes shall not be regarded as eligible for such grants. All equipment purchased by means of such grant shall be approved by the Director and shall be used for school purposes only. The equipment shall remain the property of the Body administering the school with the sanction of the Director.

SCHOOL BUILDINGS.

11. It shall be the duty of the superintendent to maintain the school building in a satisfactory condition. The authority for the establishment of the school may be withdrawn on the recommendation of the Inspector of Native Schools if, after due warning, the superintendent fails to maintain the building in a satisfactory condition.

HIGHER PRIMARY SCHOOLS.

12. A native primary school having an enrolment of twenty-five or more in Standards V and VI may be converted by the Director into a higher primary school on the recommendation of the Inspector of Native Schools.

PRACTISING SCHOOLS.

13. A native primary school at which provision is made for students in training to receive practical instruction in teaching may be converted by the Director into a practising school on the recommendation of the Inspector of Native Schools.

SECONDARY SCHOOLS.

14. A native higher primary school at which pupils have passed Standard VI and desire to proceed further may be converted by the Director into a native secondary school on the recommendation of the Inspector of Native Schools.

NOTE.—In considering applications for higher primary, practising, and secondary schools, the Director will take into account the facilities for adequate boarding accommodation at or near the school.

SYLLABUSES OF INSTRUCTION.

15. The syllabuses to be followed shall be as prescribed by the Department from time to time and must be followed in all schools.

BURSARIES.

16. On the recommendation of the superintendent of the school and the Inspector a limited number of bursaries not exceeding £20 per annum may be awarded to pupils who have passed Standard IV and desire to proceed further.

17. Bursaries may also be awarded at a rate not exceeding £30 per annum to selected pupils who have completed the course prescribed

for Standard VIII and who desire to proceed further.

GRANT IN AID OF RENT OF SCHOOL BUILDINGS AND BOARDING HOSTELS.

School Buildings.

18. The Administration may enter into a lease for the use of school buildings and will pay an annual rental grant-in-aid equivalent to 5 per cent. of the capital expended, provided the maximum capital expenditure per room does not exceed £150.

In the case of school buildings in Municipal areas an annual rental grant equivalent to 6 per cent. of the capital expended, provided that the maximum capital expenditure per classroom does not exceed £200.

Boarding Hostels.

An annual grant-in-aid of rent, equivalent to 5 per cent. per annum of the capital expenditure may be paid for buildings erected subsequent to 1st April, 1936, which are used exclusively as boarding accommodation for Native pupils attending Native Training Institutions and Secondary schools provided the cost of erection does not exceed:—

- £10 per caput for dormitories.
- £2 per caput for dining-rooms.
- 10s. per caput for lavatories.

SALARY GRANTS.

19. The salary grants and allowances of teachers employed with the approval of the Department in Higher Primary, Practising, Secondary and Higher Boarding Schools shall be in accordance with the scales and allowances sanctioned by the Administrator from time to time, subject to the provisions contained in Section 4 of these regulations.

ESTABLISHMENT OF SCHOOLS FOR THE INDUSTRIAL TRAINING OF NATIVE BOYS AND GIRLS.

20. Industrial schools for natives may be established as follows:

- (a) For native boys to train them for the crafts and also for occupations connected with farming;
- (b) for native girls to train them for household work and domestic occupations generally.

Maintenance Grants.

21. Maintenance grants at the rate of £10 per annum may be paid in respect of pupils whose admission is approved. The whole of such grants shall be devoted to the maintenance of the students. Payment of the grants shall be made on receipt of a certificate from the superintendent that the students in respect of whom the grant is claimed have been maintained at the institution during the whole or part of the quarter.

Qualifications for Admission.

22. To qualify for such grants the pupils shall, if boys, have passed Standard IV and, if girls, have passed Standard III. The pupils shall be indentured to the superintendent for a period of three years, the form of indenture to be approved by the Director.

Staff.

23. The number of teachers to be employed in industrial schools shall be determined by the Director.

Salary Grants.

24. The Salary grants of teachers employed with the approval of the Department in schools for the industrial training of boys and girls shall be in accordance with the scales sanctioned by the Administrator from time to time, subject to the provisions of Section 4 of these regulations.

Grants for Equipment.

25. An initial grant of a sum not exceeding £100 may be paid to an approved industrial school for the purpose of providing necessary equipment approved by the Director. Vouchers or other satisfactory evidence that the grant has been expended for the approved purpose must be submitted.

Syllabus.

26. The subjects of instruction shall be such as in the opinion of the Director are suitable to the sex of the students and to the peculiar characteristics of the locality and of its inhabitants.

TRAINING INSTITUTIONS FOR TEACHERS.

Salary Grants of Instructors.

27. The salary grants and allowances of instructors appointed with the approval of the Department for the training of teachers shall be in accordance with the scales and allowances sanctioned by the Administrator from time to time, subject to the provisions contained in Section 4 of these Regulations.

Staff.—Instructors.

28. Salary grants shall not be paid on behalf of two instructors unless the total number of students exceeds thirty.

Salary grants shall not be paid on behalf of three instructors unless the total number of students exceeds fifty.

Salary grants for more than three instructors shall not be paid unless the total number of students exceeds eighty, or unless the institution contains two departments—one for men and one for women students.

Salary grants shall not be paid in respect of a chief instructor unless at least one assistant instructor is employed in addition to the chief instructor.

Industrial Instructors.

29. Salary grants in respect of instructors of industrial subjects may be paid by the Department to persons qualified to train students to give instruction in some industrial subject in native schools.

The number of industrial instructors to be employed shall be at the discretion of the Director.

30. The salary grants of teachers employed with the approval of the Department as industrial instructors in training institutions shall be in accordance with the scales and allowances sanctioned by the Administrator from time to time, subject to the provisions of Section 4 of these regulations.

Grants for Equipment.

31. An initial grant of a sum not exceeding £300 may be made by the Department for the purpose of providing the necessary equipment, provided that the particulars with regard to such equipment are

previously submitted to the Director and approved by him. Vouchers or other satisfactory evidence that the grant has been spent for the approved purpose must be submitted.

“ Per Caput ” Grant.

32. A per caput grant at the rate of £2 per annum in aid of the expenses of the institutions will be paid in respect of all students in training at approved training institutions. Payment will be made at the end of each quarter, and will be based on the average attendance for that quarter.

Bursaries.

33. A limited number of bursaries may be awarded by the Department to students in training at a rate not exceeding £20 per annum on the recommendation of the superintendent of the institution and the Inspector of Native Schools. Such bursaries shall be devoted wholly towards meeting the cost of boarding and tuition fees of the students to whom they have been awarded. A student to whom a bursary has been awarded shall undertake to complete the course of training and to teach in an established native school for at least three years after the completion of the course of training, provided that the student undertakes to refund to the Department any sums expended in bursaries on his behalf if these conditions are not fulfilled unless exemption from such refund is granted by the Director.

Leave of Absence.

34. Leave of absence may be granted to instructors at training institutions on such conditions as may be prescribed by the Director.

INSTRUCTION COURSES FOR TEACHERS DURING VACATIONS.

35. Courses of instruction may be held periodically at training institutions or other approved centres with the approval of the Director where not less than thirty acting teachers present themselves for instruction.

36. The period of the course shall be prescribed by the Director. The number of hours' instruction per diem shall be not less than four and the number of days of instruction not less than five per week during the course.

37. Payment of instructors appointed by the Department for such courses shall be at a rate not exceeding 9s. per hour.

38. Payment at the rate of 30s. per head may be made by the Department to the institution at the end of the course towards the subsistence of each teacher in regular attendance, provided the institution has provided board and accommodation to the individual teachers themselves in cases where no common boarding arrangements can be made.

39. A grant not exceeding £20 for every thirty teachers in attendance may be made towards the provision of such books and other school material as may be required for the course.

EXAMINATIONS.

40. (1) The Director shall have power to prescribe conditions and syllabuses of any examination held by the Department and deal with all matters affecting the conduct of such examinations and the award of certificates.

(2) The fees payable for examinations conducted by the Department shall be as prescribed by the Administrator.

(3) All candidates eligible for admission to the Transvaal Native Teachers' Certificate Examinations shall pay an entrance fee of 5s. An additional fee of 5s. shall be payable if the entrance fee is paid after the date prescribed in the school calendar.

SALARY SCALES.

41. The salary grants and allowances as set forth in the following schedules A and B are approved subject to the provisions of Section 4 of these regulations.

42. A teacher newly appointed to a school will be paid as from the date of assumption of duty, but if such teacher is transferred from any other school (European, Coloured or Native) under the Department of Education without any break in service, salary will be paid as from the first day of the month.

SCHEDULE A.

SCALES OF SALARY GRANTS OF TEACHERS IN NATIVE TRAINING, SECONDARY, PRACTISING AND HIGHER PRIMARY SCHOOLS.

GRADE A.

	<i>Europeans.</i>	<i>Natives.</i>
Men :	£340—£20—£580 after five years £600.	£180—£9—£306.
Women :	£270—£15—£435 after five years £450.	£120—£6—£204.

Qualifications required for above salary grant scale:—

- (1) Degree and T.T.D. or equivalent.
- (2) Three years' experience (in the case of Europeans).
- (3) Ability to conduct classes in the Native language of the Institution.
- (4) Knowledge of both official languages.

GRADE B.

	<i>Europeans.</i>	<i>Natives.</i>
Men :	£270—£15—£360—£20—£480, after five years £20—£520.	£144—£9—£270
Women :	£220—£10—£270—£15—£375, after five years £15—£405.	£96—£6—£180.

Qualifications required for above salary grant scale:—

- (1) T.T.D. or equivalent.
- (2) Knowledge of both official languages.

GRADE B (1).

	<i>Europeans.</i>	<i>Natives.</i>
Men :	£240—£15—£330—£20—£450, after five years £20—£490.	£144—£9—£270.
Women :	£190—£10—£240—£15—£345, after five years £15—£375.	£96—£6—£208.

This scale applies only to teachers employed in Native Institutions prior to the 1st April, 1937, holding the qualifications of T.T.D. or equivalent.

GRADE C.

*Europeans.**Natives.*

Men : £195—£15—£405, after five years £420. £117—£9—£243.
 Women : £160—£10—£270, after five years £280. £78—£6—£162.

Qualifications required for above salary grant scale:—

Matriculation and Lower Professional Training.

Teachers appointed on scales B or C to receive an additional increment of (£20, £15, £20, £15, £15, £10), if after three years of satisfactory experience their ability to conduct classes in the Native language of the Institution is admitted by the Department. The maximum will then be £540, £420, £510, £390, £435 and £290, respectively.

GRADE D.

*Europeans.**Natives.*

Men : £150—£15—£360.

£100—£9—£207.

Women : £130—£10—£240.

£72—£6—£144.

Qualifications required for above salary grant scale:—

European Primary Lower or Native Primary Higher Certificate.

GRADE E.

Natives.

Men £90—£9—£180.

Women £66—£6—£120.

Qualifications required for above salary grant scale:—

Native T. 3 or equivalent certificate.

GRADE F.

*Europeans.**Natives.*

Men : £120 to £300.

£60 to £108.

Women : £100 to £250.

£40 to £72.

This salary grant scale is applicable to unqualified teachers. Salary grant may be paid between the respective limits at the discretion of the Director.

Heads of practising schools to draw the same salary grants as assistants above but not higher than Grade B, with the Head Teacher's Allowance payable for Primary Schools.

Native assistant teachers in such schools to receive salary grants of teachers in native primary school with additions of £18 per annum for men and £12 per annum for women.

NOTE.—Industrial teachers to be included in Grades C, D, E or F according to qualifications.

*Additions for European Head Teachers in Training and
 Secondary Schools.*

(Allowances in addition to above salary grants.)

In Institutions with average enrolment under 100: £90 per annum.

In Institutions with average enrolment of 101-149: £120 per annum.

In Institutions with average enrolment of 150 and above: £150 per annum.

SCHEDULE B.

SCALES OF SALARY GRANTS OF TEACHERS IN PRIMARY SCHOOLS.

	<i>Men.</i>	<i>Women.</i>
Uncertified	£36	£30
P.T.1	42-3- 60	36-3- 48
P.T.2	54-3- 81	42-3- 69
P.T.3	66-3-108	54-3- 90
Higher Primary	78-3-120	66-3-102

NOTE.—Teachers who are awarded the Transvaal Native Teachers' Provisional Certificate with effect from the 1st July, 1934, shall be paid at the following rate per annum:—

	<i>Men.</i>	<i>Women.</i>
Commencing salary grant	£60	£48
After first renewal of certificate	62	50
After second renewal of certificate	64	52
After award of the Unprovisional Certificate	66	54

Additions to Salary Grant.

(1) Head teacher's allowance (payable provided the head teacher is a certificated teacher and an assistant teacher is employed).

36- 45 in average attendance	£6	per annum.
46- 90 " " "	£12	" "
91-250 " " "	£18	" "
Over 250 " " "	£24	" "

(2) Heads of schools with approved Standard VI will get an additional £12 per annum.

(3) Special qualifications:—

One increment for each year of academic, professional or technical training beyond the general course prescribed for the certificate held by the teacher.

(4) Teachers engaged exclusively for industrial work, who shall not be counted on the staff of the school, a grant at a rate not exceeding £20 per annum.

NATIVE SUPERVISORS.

43. The Administrator may appoint from time to time native supervisors from the native teaching staff for such duties as may be defined by the Director.

Subject to the provision of Section 4 of these regulations, the salary scale for native supervisors shall be £140—£9—£203.

REGULATIONS GOVERNING THE PAYMENT OF SUBSISTENCE ALLOWANCE TO NATIVE SUPERVISORS.

1. Subsistence allowance at the rate of five shillings per diem will be paid to native supervisors for each completed day of twenty-four hours that they are absent from their headquarters, irrespective of the time that they are absent, subject to the provisions of Section 3 below.

2. The allowance shall not be payable in the case of visits to schools situated within a radius of four miles of their headquarters.

3. The amount of allowance payable will be computed as follows :

- (a) For each completed day of twenty-four hours (reckoned from the time of departure) at the rate of five shillings per diem.
- (b) For each completed hour of absence in excess of twenty-four hours or multiple of twenty-four hours, one twenty-fourth of the daily rate.
- (c) For a period of less than twenty-four hours, and more than twelve hours (provided the supervisor is required to hire sleeping accommodation) at the rate of five shillings per diem; if the supervisor is not required to hire such accommodation, one half of the daily rate.
- (d) For absence of twelve hours or less, and more than six hours, only reasonable out-of-pocket expenses, actually incurred, not exceeding half a day's allowance.
- (e) For absence of six hours or less, reasonable out-of-pocket expenses actually incurred.

4. Claims for the allowance shall be submitted on the prescribed subsistence and transport form, through the Inspector of Native Schools, who shall certify that the claims are correct, and that the supervisors have carried out satisfactorily the duties assigned to them.

REGULATIONS WITH REGARD TO TEACHERS EMPLOYED IN REGISTERED NATIVE SCHOOLS AND INSTITUTIONS.

1. A teacher who fails to resume duty at the commencement of a term shall be deemed to have vacated his post as from the last day of the previous term, unless the Director is satisfied that such failure to resume duty was due to unavoidable causes.

2. A teacher shall not be permitted to resign from his post except after due notice expiring at the end of the term save with the approval of the Director.

3. A teacher may be summarily suspended by the Director or by the Inspector of Native Schools or by the superintendent of the school in which he is employed for any serious breach of discipline or for immorality, but no such teacher shall be dismissed except with due notice expiring at the end of a school term save with the approval of the Director.

“ Serious breach of discipline ” shall be taken to include the following, which are laid down as offences in the regulations published in Administrator's Proclamation No. 79 of 1919 :—

In the case of a teacher who—

- (a) disobeys, disregards, or makes wilful default in carrying out a lawful order given to him by a person having authority to give the same; or
- (b) is negligent or careless in the discharge of his duties; or
- (c) becomes inefficient or incompetent in the discharge of his duties from causes within his own control; or
- (d) conducts himself in a disgraceful, improper, or unbecoming manner either in the discharge of his duties or in public; or
- (e) habitually uses to excess any intoxicant or drug.

The Director of Education shall as soon as possible hold an inquiry into any appeal against dismissal which shall be lodged by a teacher. No such appeal shall be heard by the Director unless it is lodged within one month of the date of notice of such dismissal.

4. Full information regarding the absence from his post of any teacher shall be reported immediately by the superintendent to the inspector of native schools.

5. Salary grant in full may be paid in respect of a teacher who is unavoidably absent from his post for not more than three days during any one quarter on the recommendation of the superintendent and the inspector of native schools.

6. The appointment of a teacher who has absented himself from his post without leave and without reasonable cause may be terminated by the Department on the written recommendation of the superintendent and the inspector of native schools.

7. Salary grants shall be paid in respect of a teacher absent from school through illness for a period of more than three days and not exceeding 30 days, provided that—

- (a) the work of the school is carried on to the satisfaction of the inspector of native schools;
- (b) the salary grant is paid to the teacher who is absent through sickness or in part to such teacher and in part to his or her substitute;
- (c) a medical certificate or other evidence satisfactory to the Department is submitted.

8. Leave without pay on urgent private affairs arising out of unforeseen circumstances (other than a teacher's illness) and leave for the purpose of attending church conferences may be granted by the Department on the request of the superintendent, conveyed through the inspector of native schools and with his recommendation, for such period as may be necessary.

9. Sick leave granted to married women teachers on account of their accouchement must be taken without pay and must be taken for a period of not less than one month before and not less than one month after accouchement.

10. If considered desirable by the superintendent such leave without pay may be taken for a period of one full term.

11. Teachers attending approved examinations may be granted leave on full pay for such period as the superintendent and the inspector of native schools may approve.

12. A teacher summoned to appear before the representative of a Government Department as a matter of public duty shall be granted leave on full pay during the necessary period of his absence on the recommendation of the superintendent and the inspector of native schools.

Such leave shall not, necessarily, apply to a teacher when subjected to legal prosecution.

REGULATIONS GOVERNING THE CONSTITUTION AND FUNCTIONS OF THE TRANSVAAL ADVISORY BOARD FOR NATIVE EDUCATION.

1. There shall be constituted a Board to be called the Transvaal Advisory Board for Native Education. The Board shall be appointed by the Administrator.

2. The function of the Board shall be to make recommendations to the Administrator in regard to any matter concerning the education of natives, upon which the Board desires to make recommendation or in regard to which the Administrator desires to receive a recommendation from the Board.

3. The Board shall be constituted as follows and shall consist of Europeans only:—

- (a) One member representing the Transvaal Education Department.
- (b) One member nominated by the Department of Native Affairs.
- (c) One member nominated by and representative of each of the following missionary societies supervising native schools registered with the Education Department:—
 - Wesleyan Mission.
 - Anglican Mission.
 - Berlin Lutheran Mission.
 - Hermansburg Lutheran Mission.
 - Swiss Presbyterian Mission.
 - Dutch Reformed Church Mission.
 - Roman Catholic Church Mission.
- (d) One member representing the Native Training Institutions.
- (e) One member with expert knowledge of native affairs to be selected by the Director.
- (f) One member representing the Transvaal Missionary Association.
- (g) One member representing the Transvaal African Teachers' Association.

4. The number of members of the Board shall be not less than eleven or more than twenty. If the number of members to be nominated in terms of paragraph (c) of regulation No. 3 is such that the number of members of the Board may at any time fall below eleven or exceed twenty the Administrator may vary the proportion laid down in that paragraph.

5. The members of the Board shall hold office for three years and shall be eligible for reappointment.

6. Any member of the Board who is absent from two consecutive ordinary meetings of the Board without leave of absence from the Board shall cease to be a member of the Board.

7. A member of the Board may resign from the Board by notice in writing to the secretary, who shall thereupon take steps to fill the vacancy as provided in the next succeeding regulation, No. 8.

8. The Administrator may call upon any member of the Board to resign from the Board, and such member shall thereupon cease to be a member of the Board and shall be deemed to have resigned from the Board.

9. If a vacancy arise in the membership of the Board the vacancy shall be filled by nomination to be made by the Department or body mentioned in regulation No. 3 which nominated the member in respect of whom the vacancy has occurred.

10. (a) There shall be two ordinary meetings of the Board every year, one in the first six months of the year and the other in the second six months of the year.

(b) Extraordinary meetings shall be held on the requisition of not less than four members of the Board.

(c) Not less than one month's notice of any meeting of the Board shall be sent to every member of the Board.

11. At the first meeting of the Board a chairman shall be elected from among the members. The Chairman shall hold office during the period of office of the Board and shall be eligible for re-election provided he continues to be a member of the Board. The Board shall also appoint a secretary, who may not be a member of the Board. The post of secretary shall be unpaid.

12. If the chairman is absent from a meeting of the Board, the members of the Board who are present shall elect a chairman.

13. A quorum shall consist of one-half the total number of members of the Board.

14. It shall be the duty of the secretary to send to every member of the Board and to the Education Department a copy of the minutes of every meeting and a copy of the agenda to be laid before the Board at its next meeting.

15. Members of the Board travelling to and from meetings of the Board shall be entitled to the following subsistence and transport allowances:—

(1) *Subsistence:*

An allowance to cover reasonable out of pocket expenses not exceeding 15s. per diem calculated in accordance with the following rates:—

(a) For each completed day of twenty-four hours (reckoned from the time the member leaves his residence) the full daily rate shall be payable;

(b) for each completed hour in excess of twenty-four hours, or multiple of twenty-four hours, one twenty-fourth of the daily rate shall be payable;

- (c) for a period of less than twenty-four hours, and more than twelve hours provided the member is required to hire sleeping accommodation, a full day's allowance shall be payable; if the member is not required to hire such accommodation, half a day's allowance shall be payable;
- (d) for a period of twelve hours or less and more than six hours, only reasonable out of pocket expenses actually incurred, not exceeding one half a day's allowance shall be payable;
- (e) for a period of six hours or less reasonable out of pocket expenses actually incurred shall be payable.

(2) *Transport :*

- (a) Rail warrants for journeys between the railway station nearest to their homes and Pretoria.
- (b) When travelling by road the actual fare will be refunded if it is necessary for the member to travel by coach, post cart, or other public conveyance (a receipted voucher for the fare paid must be attached to the claim).

NOTE.—No allowance for subsistence or transport shall be payable unless a member travels outside a boundary determined by a radius of four miles from his residence.

REGULATIONS GOVERNING EVENING CLASSES.

1. (a) Classes, hereinafter referred to as evening classes, may be registered for the purpose of supplying education to natives subject to the provisions of the following sections:

(b) Such classes shall be under the general supervision of superintendents of native schools and, with regard to the registration of such classes and the appointment of teachers for such classes, the same procedure as obtains in respect of day schools shall be followed.

(c) The conditions of appointment and dismissal shall be the same as for teachers in registered native day schools.

2. Evening classes may be held at any convenient time during the afternoon or evening.

3. Application for the registration of evening classes may be made by superintendents or any other bodies or individuals interested in the spread of education. Such application must be made to the department, and no class may be registered unless the sanction of the Administration has been previously obtained.

4. A pupil of any age may be admitted to such classes provided he is not in attendance at any registered native school, and that he is, in the opinion of the superintendent or of an inspector of native schools, capable of profiting from the course of instruction given.

5. Evening classes may be established to provide instruction in the subjects included in the curriculum for primary schools as enumerated in the syllabus for primary schools, viz. :—

- (1) English, including reading, writing, spelling, grammar, and composition.
- (2) Afrikaans, including reading, writing, spelling, grammar, and composition.
- (3) Arithmetic.
- (4) Geography.
- (5) History.
- (6) Drawing.
- (7) Hygiene and temperance.
- (8) Vocal music.
- (9) Elementary book-keeping.
- (10) Native language, including reading, writing, spelling, grammar, and composition.

6. Evening classes shall be open during four terms in the year, and these terms will coincide with the terms for native primary schools, save when any departure from the terms for native primary schools is sanctioned by the Director. The number of hours' instruction given by each teacher per week shall not exceed eight.

7. A class may be suspended at any time if either the enrolment or the attendance does not, in the opinion of the Director, justify the continuation of the class. In such cases the teacher will be paid for the work that has actually been done.

8. The registration of a class shall not be sanctioned if the enrolment is less than nine in the case of an urban centre, or five in the case of a rural centre, and no class shall be continued save with the special sanction of the Director if the enrolment at the end of the third meeting of the class is less than nine.

9. Fees, which must be paid in advance unless the Director shall otherwise decide, shall be charged for tuition at the rate of 6s. (six shillings) per term.

10. In order to be employed as a teacher in evening classes, a person must be either employed as a teacher in a registered native day school, or approved by the Director. No teacher may be appointed unless he holds the Third Year Certificate.

11. Teachers shall receive salary grant at the following rates:—

<i>Average enrolment for the Term.</i>	<i>Per Hour.</i>
	s. d.
Less than nine per class	1 0
Nine or more per class	1 6

12. Where there are two or more classes at a centre, one or more of the teachers may be appointed to undertake the duties of principal of the classes, and payment may be made to such principal or principals, in addition to the ordinary salary as a teacher at the centre at the rate per term of 10s. for two classes and an additional 2s. 6d. for every class above two; provided that such payment may not be made to any individual employed by the Department whose duties include the superintendence of any group of continuation classes.

13. The duties of the principal provided for in the preceding section shall be—

- (a) to be responsible for the necessary arrangements and the proper conduct of the classes;

- (b) to submit a syllabus of work for each class, together with a time-table showing when the classes are carried on;
- (c) to keep the register of enrolment and attendance in the form required;
- (d) to submit at the end of each term a pay-sheet on form T.E.D. 339 certified to be correct, showing the number of hours each teacher has taught during the term;
- (e) to submit quarterly returns of enrolment and attendance on the prescribed forms; and such other returns as may be required of him.

14. Where there is only one teacher, the duties herein prescribed for the principal shall be performed by him without any remuneration beyond that paid for teaching.

At the end of the last term of each year, and at such time as may be deemed expedient, examinations will be held in the subjects taught in the evening classes, and certificates of proficiency will be awarded to candidates who satisfy the examiner.

THE FOLLOWING INSTRUCTIONS FOR THE GUIDANCE OF SUPERINTENDENTS AND TEACHERS IN CARRYING OUT THE TERMS OF THE REGULATIONS SHOULD BE NOTED AND OBSERVED IN ALL CASES:—

APPLICATION FOR REGISTRATION OF SCHOOLS.

Applications for the registration of new schools will be made on form T.E.D. 92. This form, when completed, should be forwarded direct to the Inspector of Native Schools together with a copy of the quarterly return for the previous term.

CONTROL AND MANAGEMENT OF SCHOOLS.

If it is considered desirable in the interests of any school serving pupils of several denominations the Director will be prepared to regard such a school as a Public School under the control of a Managing Committee who will co-operate and collaborate with the superintendent in the general management of the school.

A constitution for the Managing Committee on the following lines is suggested as suitable for the purpose.

1. The Committee should consist of—

- (a) a Superintendent to be nominated by the Education Department;
- (b) members who should be elected by the parents having children at the school at the time of the election, these members to hold office for one year and to be eligible for re-election. The number should not exceed seven;
- (c) the Education Department to appoint *one, two or three* members who may be either Native or European;
- (d) the principal of the school should attend all meetings of the committee in an advisory capacity and record minutes of meetings in the school log book.

2. The duties of the committee would be to help the Superintendent by—

- (a) making provision for the necessary school accommodation and keeping it in a satisfactory state of repair;
- (b) making provision for the adequate housing of teachers;
- (c) making provision for the necessary school furniture and

- (d) keeping it in a satisfactory state of repair;
- (d) taking steps to see that the children of the community come to school regularly;
- (e) offering to the Superintendent any suggestions that they consider to be in the interests of the school;
- (f) rousing the interest of the community as regards the welfare of the school;
- (g) carrying out recommendations made by the Inspector in reports, and forwarded by the Department to the committee;
- (h) assisting the principal in the maintenance of good order in and out of the school.

As all the school work done in the school must be in accordance with rules and regulations laid down by the Department from time to time, committee members should not interfere with the principal and staff in the exercise of their professional duties. They may, however, bring to the notice of the Superintendent any complaints of the parents made against a teacher or teachers.

All correspondence with the Department or its officials would be through the Superintendent of the school.

If considered desirable the Director will be prepared to agree to the placing of a group of schools under a District Managing Board provided the constitution of such Board is approved by him.

AMALGAMATION OF SCHOOLS.

In many of the urban locations and in other densely populated areas parallel schools have been established under the control of various missionary bodies.

It is the policy of the Department to unite such schools in all cases where the number of school children does not warrant the continued existence of separate schools.

The amalgamation of such schools should be on the lines laid down in the following Deed of Agreement:—

DEED OF AGREEMENT.

“ We the undersigned, Ministers of the..... and..... Missions, with the knowledge of the parents concerned, hereby agree to the amalgamation of the Native schools under our control at..... under the following conditions:—

- (1) *Name*.—This school shall be called the “ United Christian (Native) School.”
- (2) *Instruction*.
 - (a) All instruction shall be in accordance with the syllabus issued by the Transvaal Education Department and the regulations issued from time to time by the Department. Religious Instruction remains within the scope of the amalgamation and will be given in accordance with the code of the Department and will be examined by officers of the Department.
 - (b) Instruction in Church Doctrine and Catechism may be given a week in the school by the representatives of the various churches.

- (c) There shall be no attempt at proselytising. When a scholar joins the school the name of the denomination to which his parents belong shall be entered in the register after his name and the scholar shall attend the religious lesson of that denomination. When a scholar joins, whose parents do not belong to any of the denominations uniting to form the amalgamated school the parents of that child shall be asked to state which denomination they wish the child to go for the instruction mentioned in 2 (b) above. It shall be the duty of the teachers to send out of the religious classes which they conduct on this particular day any children who do not belong there.
- (d) The Executive Committee may permit representatives of Missions, other than those party to the amalgamation to enter the school during the religious instruction period in order to satisfy themselves that this subject is adequately taught.
- (e) Representatives of the amalgamated Missions may enter the school at any time provided entry of such visit is made in the logbook.
- (3) Any one of the denominations which have combined to form the United school shall be at liberty to withdraw on giving six months' notice in writing, but on withdrawal shall forfeit its claim to any salary grants. In exceptional circumstances the Department may allow such a withdrawing school to re-open immediately as an aided school.
- (4) The party withdrawing from the amalgamation shall have no claim to any property belonging to the United school.
- (5) *Property.*—All the property belonging to any of the denominational schools before the amalgamation shall remain the property of that denomination after the amalgamation irrespective of the building in which it may be housed or used; but any equipment or any other property bought with the funds of the United school shall remain the property of the United school. Each of the amalgamating parties shall draw up an inventory in triplicate of such property as belonged to them prior to the amalgamation (one copy of such inventory shall be forwarded to the Department, one copy to the Superintendent and one for retention in the school records).
- (6) *Buildings.*—The buildings in use by the denominational schools before the amalgamation may be used by the United school as classrooms unless the Executive can make other satisfactory arrangements.
- (7) *Superintendent.*
- (a) The superintendent of the United School shall be one of the ministers of the denominations represented in the amalgamation and shall be nominated by the Executive Committee of the School, but he shall not hold office for more than two consecutive years unless unanimously desired to do so by the Executive Committee.

(b) The Superintendent shall administer the school in consultation with an Executive Committee consisting of the accredited representatives of the amalgamating parties.

Representatives of the amalgamating parties may each nominate one member.

- (8) A school committee shall be elected to represent the parents.
- (9) The Superintendent and the Executive Committee shall duly consider the interests of the amalgamating parties in appointing the staff.
- (10) *Executive Committee Meetings.*—The Executive Committee shall meet as often as necessary but at least once per annum. The Superintendent shall have a vote and a casting vote.
- (11) *Status of Teachers.*—The Executive Committee in consultation with the Circuit Inspector shall decide the status of the teachers of the amalgamated school, i.e. who shall be principal, first assistant, etc.
- (12) *Filing of Agreement.*—A copy of this agreement shall be kept by the Minister of each of the parties represented in the United School, one copy shall be sent to the Education Department and one to each of the Governing Bodies of the denominations concerned.

Signed on behalf of the

.....Church.....
Church.....
Church.....

Place.....

Date.....

Amalgamation of Upper Standards.

In cases where it is not feasible to have one central school for all the children in the locality it will nevertheless be necessary to make provision for the establishment of such a school for the higher primary standards.

VISITS TO SCHOOLS BY SUPERINTENDENTS.

No money may be taken from school funds to pay for the transport of the Superintendent to visit a school. If the Superintendent visits one of his schools at the request of the Department the Department may refund to the Superintendent any out-of-pocket expenses incurred by him.

MONTHLY PAYMENT OF TEACHERS.

The Department will pay the salaries of teachers employed in registered native schools at the end of each month except in the case of part-time teachers engaged in teaching industrial subjects, who will be paid at the end of the term on the submission of form T.E.D. 339 duly completed and signed by the superintendent of the school.

It is necessary to impress on superintendents the great importance of the submission of the forms T.E.D. 126A (notice that a teacher is leaving) and 126 (notice of staff change) and also form T.E.D. 88 (particulars of teachers not previously employed in registered schools), as the correct payment of salaries will depend entirely on the early receipt of these forms completed fully and accurately and duly signed by the inspector of native schools.

The staff change forms must therefore, in all cases, be submitted immediately any change of staff takes place in a school, as otherwise serious delay in the payment of the salaries may occur.

At the end of each month the Department will forward to the superintendent individual cheques for the salaries of the teachers accompanied by a schedule showing the names of the teachers and the amount of the cheque. At the foot of this schedule a certificate is appended for signature by the superintendent to the effect that the cheques have been forwarded to the teachers concerned and that the teachers have been employed for the period for which payment is made. In the event of any teacher not being entitled to salary for the full period, the cheque must be returned to the Department and the reasons why the cheque is returned stated in a separate letter.

The attention of superintendents is drawn to the regulations with regard to teachers in native schools wherein it is laid down that a teacher who fails to resume duty at the commencement of a term shall be deemed to have vacated his post as from the last day of the previous term. To obviate difficulties which may arise in carrying out this regulation, superintendents should satisfy themselves that their teachers have actually resumed duty before their salary cheques for the first month of the new term are handed to them.

The certificate mentioned above must be returned to the Department immediately. Delay in doing this may involve the withholding of the salary cheques for that school for the following month.

It should be noted that—

- (1) a teacher newly appointed to a school will be paid as from the date of assumption of duty, but if such teacher is transferred from another school without any break in service, salary will be paid as from the first day of the month;
- (2) if a teacher is absent on leave without pay or on half-pay, the method of computing the salary due for the month will be the same as for teachers in European schools;
- (3) salary during school holidays will be paid at the full rate provided the teacher has been employed for not less than one month prior to and including the last day of the previous school term;
- (4) a teacher who has been employed for less than the period prescribed in (3) above, will be paid up to and including the last day of the term only;
- (5) teachers who have passed only the First and Second Year Examinations of the Teachers' Course are not regarded as certificated and will therefore be paid the salary grant applicable to uncertificated teachers.

Teachers who have passed the Third Year of the course in the aggregate will be paid the salary grant applicable to P.T. 2 of Schedule B;

- (6) an additional salary grant of £12 p.a. will be paid in the case of certificated teachers who pass the Junior Certificate Examination;
- (7) an additional salary grant of £24 p.a. will be paid in the case of certificated teachers who pass the Matriculation Examination.

SALARY GRANTS FOR PART-TIME TEACHERS EMPLOYED IN GIVING INDUSTRIAL INSTRUCTION.

The Department will pay the salary grants for approved part-time teachers employed in giving industrial instruction at such rates as may be prescribed by the regulations. Payment of the grants will be made on the submission of the form T.E.D. 339 duly completed.

Salary grant will be paid in full provided not less than two hours' instruction per week has been given during the term.

If instruction has been given for less than two hours per week, a proportion only of the full grant will be paid.

In order to facilitate the carrying out of the regulation that no school will be registered and no registered school will continue to receive grants unless proper provision is made for the industrial training of pupils of both sexes, Superintendents should endeavour to employ female teachers in every school with an average attendance of not less than 36.

SUSPENSION OR DISCHARGE OF TEACHERS.

With reference to section 3 of the regulations dealing with the conditions of service of teachers employed in registered native schools, this regulation does not appear to be clearly understood, as several cases have occurred of native teachers being dismissed by superintendents without due notice and without the approval of the Director of Education.

In some of these cases the native teachers have instituted legal proceedings against the superintendents for unlawful dismissal.

The Department therefore considers it necessary to point out that changes of staff applied for on the form T.E.D. 126 cannot be approved unless the following information is furnished:—

- (1) If a teacher leaves a school at his own request, the fact must be clearly stated in the column "Reasons for leaving," and also on the form T.E.D. 126A.
- (2) If a teacher leaves for any reason other than at his own request, the fact must be stated briefly in the column "Reasons for leaving," and a statement must be attached to the form T.E.D. 126 giving full particulars as to the circumstances under which the teacher's appointment is being terminated if such information has not already been supplied on the form T.E.D. 126A.
- (3) All notices of termination of the appointment of a teacher given either by the teacher in terms of section 2 or by the Superintendent in terms of section 3 of the regulations

should be given in writing. It is advisable that a copy of the notice be attached to the form T.E.D. 126A submitted to the Department.

SCHOOL FURNITURE.

In view of the general lack of equipment in many native schools, it should be noted that it may be possible, subject to the approval of the Department, to supply to native schools at a very low cost school desks and books which have been condemned for use in European schools.

It is therefore suggested that superintendents get into communication with the local school board or district inspector of European schools if they are in need of these articles.

A list of the school boards and their addresses is appended:—

Bethal School Board, Bethal.
 Bloemhof School Board, Christiana.
 Carolina-Belfast School Board, Carolina.
 Ermelo School Board, Ermelo.
 Heidelberg School Board, Heidelberg.
 Klerksdorp School Board, Klerksdorp.
 Lichtenburg School Board, Lichtenburg.
 Lydenburg School Board, Lydenburg.
 Marico School Board, Zeerust.
 Middelburg School Board, Middelburg.
 Pietersburg School Board, Pietersburg.
 Potchefstroom School Board, Potchefstroom.
 Potgietersrust School Board, Potgietersrust.
 Pretoria District School Board, P.O. Box 532, Pretoria.
 Pretoria Town School Board, P.O. Box 518, Pretoria.
 Rustenburg School Board, Rustenburg.
 Schweizer Reneke School Board, Schweizer Reneke.
 Standerton School Board, Standerton.
 Ventersdorp School Board, Ventersdorp.
 Vereeniging School Board, Vereeniging.
 Wakkerstroom School Board, Volksrust.
 Waterberg School Board, Nylstroom.
 Witbank School Board, Witbank.
 Witwatersberg School Board, P.O. Box 82, Krugersdorp.
 Witwatersrand Central School Board, P.O. Box 1135, Johannesburg.
 Witwatersrand East School Board, P.O. Box 212, Boksburg.
 Witwatersrand West School Board, P.O. Box 157, Krugersdorp.
 Wolmaransstad School Board, Wolmaransstad.
 Zoutpansberg School Board, Louis Trichardt.
 Zwartuggens School Board, Zwartuggens.

SUBMISSION OF QUARTERLY RETURNS FOR REGISTERED SCHOOLS.

One copy of the quarterly return (T.E.D. 16A) form for each school must be forwarded to the Department and one copy to the inspector of native schools immediately after the close of each school term.

Collection Number: AD1715

SOUTH AFRICAN INSTITUTE OF RACE RELATIONS (SAIRR), 1892-1974

PUBLISHER:

Collection Funder:- Atlantic Philanthropies Foundation

Publisher:- Historical Papers Research Archive

Location:- Johannesburg

©2013

LEGAL NOTICES:

Copyright Notice: All materials on the Historical Papers website are protected by South African copyright law and may not be reproduced, distributed, transmitted, displayed, or otherwise published in any format, without the prior written permission of the copyright owner.

Disclaimer and Terms of Use: Provided that you maintain all copyright and other notices contained therein, you may download material (one machine readable copy and one print copy per page) for your personal and/or educational non-commercial use only.

People using these records relating to the archives of Historical Papers, The Library, University of the Witwatersrand, Johannesburg, are reminded that such records sometimes contain material which is uncorroborated, inaccurate, distorted or untrue. While these digital records are true facsimiles of paper documents and the information contained herein is obtained from sources believed to be accurate and reliable, Historical Papers, University of the Witwatersrand has not independently verified their content. Consequently, the University is not responsible for any errors or omissions and excludes any and all liability for any errors in or omissions from the information on the website or any related information on third party websites accessible from this website.

This document forms part of the archive of the South African Institute of Race Relations (SAIRR), held at the Historical Papers Research Archive at The University of the Witwatersrand, Johannesburg, South Africa.