



THE COMPOSITE SCHOOLS REGULATIONS 1979

KEITH HOLYOAKE, Governor-General

ORDER IN COUNCIL

At the Government House at Wellington this 27th day of August 1979

Present:

HIS EXCELLENCY THE GOVERNOR-GENERAL IN COUNCIL

PURSUANT to section 87 of the Education Act 1964, His Excellency the Governor-General, acting by and with the advice and consent of the Executive Council, hereby makes the following regulations.

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REGULATIONS

1. Title and commencement—(1) These regulations may be cited as the Composite Schools Regulations 1979.

(2) These regulations shall come into force on the 14th day after the date of their notification in the *Gazette*.

2. Interpretation—In these regulations, unless the context otherwise requires,—

“The Act” means the Education Act 1964:

“Board”, in relation to any composite school, means the Education Board within whose district that school is situated:

“Contributing school”, in relation to any composite school, means a school for the time being directed by the Minister under section 86 (2) of the Act to be a contributing school in relation to that composite school:

“Education Service” means the schools, classes, institutions, and special services (other than the pre-school service), established under Part III of the Act, and includes manual training centres and classes:

“Inspector” means the District Senior Inspector of Primary Schools or his nominee:

“National Transfer List” means the list specified in regulation 37 of the Education (Assessment, Classification, and Appointment) Regulations 1976*.

3. Application—These regulations shall apply to every composite school that is not a composite school to which the Education (Forms I to VII Schools) Regulations 1976† apply.

†S.R. 1976/325
*S.R. 1976/287

PART I

ORGANISATION

4. Composite schools to have unified educational programme—

(1) Every composite school shall be organised on the basis of a unified educational programme extending from its most junior to its most senior class; and there shall be no separate primary and secondary departments within it.

(2) Subject to subclause (1) of this regulation and to regulation 43 of these regulations, every composite school shall be organised as, in the opinion of its Principal, most suits its circumstances and needs.

5. Teachers may be required to teach classes of different types—

(1) Subject to subclause (2) of this regulation, the Principal of a composite school may require a teacher to undertake a teaching programme that includes classes at all or any of the following levels:

- (a) Primary classes at infant level:
- (b) Primary classes other levels:
- (c) Classes at secondary level.

(2) In arranging teaching programmes for teachers, the Principal of a composite school shall have regard to their qualifications, experience, and aptitudes.

PART II

GRADING AND STAFFING

6. School year for grading and staffing purposes—For the purposes of this Part of these regulations, "school year", in relation to any composite school, means a period in any calendar year commencing on the first day during that year when that school is open, and ending with the last day in that year on which it is open.

7. Composite schools to be graded—(1) On the 1st day of July in every year, or, where the school concerned is not open on that day, on the next day on which it is open, every Board shall, in respect of every composite school situated within its district, after consultation with the Inspector and Principal, estimate the roll of that school at the commencement of the following school year.

(2) For the purposes of these regulations, the grade of any composite school during any school year shall be the grade specified in the First Schedule to these regulations for schools having the roll estimated for it under subclause (1) of this regulation for that year.

8. Determination of staffing entitlements—(1) The number of teachers employed at a composite school during any school year, calculated in accordance with subclause (2) of this regulation, shall not exceed the teacher entitlement index of that school as at the previous 1st day of July.

(2) For the purposes of subclause (1) of this regulation, the number of teachers employed at a composite school shall be calculated as follows:

- (a) Every full-time first-year teacher shall be counted as 0.8 of a teacher:

- (b) Every other full-time teacher shall be counted as one teacher:
- (c) Every part-time teacher shall be counted as 0.1 of a teacher for every 2.5 hours of teaching time per week for which he is employed.
- (3) The staffing entitlement index of a composite school shall be the sum of:
 - (a) Four percent of the number of pupils enrolled in classes below Form I; and
 - (b) Five percent of the number of pupils enrolled at the school in Form I or any higher class;
 - (c) In the case of a grade 1 school, 1.8; and
 - (d) In the case of a grade 2 school, 2.3; and
 - (e) In the case of a school of a higher grade than grade 2, 2.8.

9. Manual training teachers to be counted as part of staffing entitlement—Manual training teachers shall be provided from within the number of teachers, calculated in accordance with regulation 8 of these regulations, to which any composite school is entitled.

10. Additional staffing for special reasons—(1) Subject to subclause (2) of this regulation, where—

- (a) The roll of a composite school increases during any year; or
- (b) There are, in the opinion of the Inspector, special teaching problems at a composite school that make an increase in staffing desirable—

the Board may employ, in addition to the staff authorised to be employed by regulation 8 of these regulations, such number of additional staff as the Inspector, after such consultation (if any) as he thinks fit with the District Senior Inspector of Secondary Schools or his nominee, approves.

(2) Except with the approval of the Director-General, the Inspector shall not give any approval under subclause (1) of this regulation that would result in the employment at the composite school concerned of a number of teachers, calculated in accordance with regulation 8 of these regulations, exceeding the staffing entitlement index of that school by more than 0.5 of a teacher.

11. Positions of responsibility—(1) Subject to subclause (2) of this regulation, during any school year there shall be in each composite school such number of positions of responsibility, and each being of such grade, as is specified in the Second Schedule to these regulations for schools having the roll estimated for it as at the previous 1st day of July.

(2) In circumstances that are, in the opinion of the Minister, exceptional, he may approve, in respect of any composite school, such number of positions of responsibility in addition to those specified for that school in the Second Schedule to these regulations, each being of such grade, and for such period as he thinks fit.

12. Part-time teachers not to be employed in full-time positions—Except with the approval of the Inspector, no part-time teacher shall be employed in any composite school in a full-time position.

13. Appointment of relieving teachers—(1) Subject to the provisions of this regulation, the Board may appoint a full-time relieving teacher at a composite school—

(a) Where the Principal of the school certifies that—

(i) Without the appointment of the relieving teacher, the work of a full-time permanent teacher who is absent will not be able to be adequately undertaken; and

(ii) The relieving teacher is competent to do that work:

(b) During any period between the termination of the engagement of a full-time permanent teacher and the date on which that teacher's replacement commences duty:

(c) During any period between an increase of the number of teachers to which the school is entitled by 1 teacher or more and the appointment of the additional permanent teachers to which the school has become entitled.

(2) A relieving teacher shall not be appointed under subclause (1) of this regulation for a period of less than 1 day.

(3) Within 1 month of the appointment of a relieving teacher to a position at a composite school under subclause (1) (c) of this regulation the Board shall advertise for a permanent teacher for that position.

(4) Within 1 month of the appointment of a relieving teacher to a position at a composite school under subclause (1) of this regulation the Board shall forward to the Director-General written notice of the appointment, specifying—

(a) The position filled; and

(b) The date the teacher was appointed; and

(c) The name and qualifications of the teacher appointed.

(5) No Board shall engage an unqualified or superannuated teacher as a relieving teacher if a suitably qualified teacher is available to carry out the relieving duties.

14. Temporary appointments to positions of responsibility—(1) Where a teacher holding a position of responsibility at a composite school is granted leave of absence for a period of 6 months or more, the Board may, after advertisement and with the approval of the Director-General, make a temporary appointment to the position for the duration of the leave of absence.

(2) Any teacher who is appointed a relieving teacher under subclause (1) of this regulation shall be granted the necessary leave by his Board; and that Board may fill any position from which the leave was granted by making a temporary appointment to it.

15. Record of absent and relieving teachers—The Principal of every composite school shall keep a daily record of all teachers absent from, and all relieving teachers employed to fill temporarily vacant positions in, the school; and shall at the end of every week that the school is open forward to the Board, on a form provided by the Director-General for the purpose, a return of the matters so recorded during that week.

16. Effect of change in roll number on grades of positions of responsibility—(1) Notwithstanding regulation 11 of these regulations, where, during any school year, any Board satisfies the Director-General

that the number of pupils enrolled at a composite school is such that it would, if it had been the case when the roll of the school for the following school year was last estimated, have resulted in the school's having a different grade, and—

(a) A position of responsibility becomes vacant; or

(b) That different grade would entitle the school to a further position of responsibility,—

the Board may appoint a teacher to that position as if the school had that different grade.

(2) Notwithstanding regulation 11 of these regulations, where, in any school year, a Board is satisfied that the grade of a composite school for the following year will be lower than its present grade, it may advertise and fill any position that becomes vacant at the scale of salary that will, in the opinion of the Board, be applicable during that following year.

17. Reduction in staff—(1) Where it is satisfied that the roll of a composite school has fallen to an extent that would not entitle it to its current level of staffing, the Board may make appropriate reductions in—

(a) The number of full-time teachers at the school; and

(b) The number of part-time teachers at the school; and

(c) The hours of any part-time teachers at the school,—

or any of them.

(2) Where, in the opinion of the Director-General, a fall in the roll of a composite school is such that it should not continue to have its current level of staffing, he may direct the Board to reduce—

(a) The number of full-time teachers at the school; and

(b) The number of part-time teachers at the school; and

(c) The hours of any part-time teachers at the school;—

or any of them; and in that case a reduction shall be made to an extent approved by him.

(3) Every reduction in the number of full-time teachers at a composite school shall be effected by the Board's giving each of the teachers concerned a notice of transfer; and where there is no position available to which such a teacher can be transferred, the Board shall give him a notice of termination of engagement.

18. Ascertainment of teacher to be transferred in certain cases—Where, through a change in the grade of a composite school where more than 1 teacher occupying a basic grade position is employed, 1 such teacher is required to lose his position, that teacher shall be ascertained as follows:

(a) Where 1 or more of those teachers desires to be transferred, that teacher or, as the case may be, such 1 of those teachers as the Board concerned thinks fit, shall lose his position:

(b) Where none of those teachers desires to be transferred, and 1 of them was appointed to a position at the school more recently than any of the others, that teacher shall lose his position:

(c) Where none of those teachers desires to be transferred, and 2 or more of them—

- (i) Were appointed to positions at the school on the same day; and
 - (ii) Were so appointed more recently than any of the others—
- the Board shall refer the matter to the Appointment Committee; and such 1 of them as the Committee recommends to the Board shall lose his position.

PART III

APPOINTMENT OF TEACHERS

19. Teachers to be appointed on recommendation of Appointments Committees—(1) Subject to regulation 20 of these regulations, all appointments of teachers to positions at Composite schools shall be made by the Board on the recommendation of the appropriate Appointments Committee constituted under Part II of the Education (Assessment, Classification, and Appointment) Regulations 1976; and that Part of those regulations, so far as it is applicable and with the necessary modifications, shall apply accordingly.

(2) Regulation 23 of the Education (Assessment, Classification, and Appointment) Regulations 1976 is hereby consequentially amended by inserting, after subclause (4), the following subclause:

“(4A) When an Appointments Committee is considering the appointment of a teacher to a position at a composite school—

“(a) It shall have 3 additional members, who shall be the District Senior Inspector of Secondary Schools for the district concerned, the Chairman of the Committee of Management of that school, and a person appointed by the National Executive of the New Zealand Post Primary Teachers Association (Inc.); and

“(b) Those additional members shall hold office with all the rights, duties, and responsibilities of the other members of the committee; and

“(c) The Principal of the school may be present but shall not be entitled to speak except where that position is a position of responsibility, and shall not in any case be entitled to vote:

“Provided that the Principal shall not be present while the committee is considering the appointment of a Principal to succeed him.”

20. Transfer of teachers—(1) Subclause (2) of this regulation applies to a teacher at a composite school who—

- (a) Is receiving a salary higher than that pertaining to the position he holds; or
- (b) Has lost or is about to lose his position through a change in the grade of the school; or
- (c) Through no fault of his own has suffered, or is about to suffer, a reduction of salary; or
- (d) Should, in the opinion of the Board and the Inspector, for the efficient conduct of the school, be transferred.

(2) Where any teacher becomes a teacher to whom this subclause applies, he shall be dealt with in accordance with the following provisions:

- (a) If an equivalent position is available at another composite school within the district in which the first-mentioned school is situated, the Board shall, without advertisement, offer that position to him; and if he accepts that position he shall be appointed to it:
- (b) If no such equivalent position is available, or if the teacher indicates to the Board that he does not want such a position, the Board shall—
- (i) If the teacher indicates to the Board that he desires it to do so, send his name to the Director-General for inclusion on the National Transfer List; and in that case any name so sent shall so be included and the teacher concerned, or if more than one teacher whose name has so been included pursuant to this paragraph applies, one of them shall be appointed to any position at a composite school (being a position appointment to which does not result in an increase in salary) for which he applies; or
- (ii) If the teacher indicates to the Board that he wishes to be employed at some school other than a composite school, subclause (3) of this regulation shall apply to him.
- (3) Where a teacher to whom this subclause applies was, before the employment from which he resigned, last employed in the Education Service (otherwise than at a composite school)—
- (a) As a primary teacher within the meaning of the Education (Assessment, Classification, and Appointment) Regulations 1976*, the Board shall place his name on the National Transfer List; and he shall be dealt with under those regulations as if he were a teacher available for transfer; or
- (b) As a teacher at a secondary school within the meaning of those regulations, the Board shall provide him with a certificate that this subclause applies to him; and in that case regulation 81 (2) of those regulations shall apply to him as if that certificate were evidence of the matters referred to in regulation 81 (2) (a) of those regulations.
- (4) In any case where a teacher in a composite school has signified to the Board his desire to transfer to a position in another composite school, the Board may, if—
- (a) It considers that the grounds on which the application is made justify the transfer; and
- (b) The transfer does not result in an increase in salary—
- appoint that teacher to a position in some other composite school under its control.
- (5) Before making an appointment under this regulation, a Board shall ask the appropriate Appointments Committee to recommend a position to which the teacher concerned could be transferred, and shall consider that recommendation; but the Board shall not be bound by that recommendation.

21. Appointment of teachers returning after pregnancy—(1) Subclause (2) of this regulation applies to every person who—

- (a) Has resigned from a position as a permanently appointed teacher at a composite school; and

- (b) Satisfies the Board that she was pregnant when she resigned; and
 - (c) Within 12 months of the termination of the pregnancy, notifies the Board that she wishes to resume full-time teaching.
- (2) Where a teacher to whom this subclause applies was, before the employment from which she resigned, last employed in the Education Service (otherwise than at a composite school)—
- (a) As a primary teacher within the meaning of the Education (Assessment, Classification, and Appointment) Regulations 1976*, the Board shall place her name on the National Transfer List; and she shall be dealt with under those regulations as if she were a teacher available for transfer; or
 - (b) As a teacher at a secondary school within the meaning of those regulations, the Board shall provide her with a certificate that this subclause applies to her; and in that case regulation 81 (3) of those regulations shall apply to her as if that certificate were evidence of the matters referred to in regulation 81 (3) (a) of those regulations.

22. Teachers with previous service at composite schools only—Where a person to whom subclause (3) of regulation 20 or subclause (2) of regulation 21 of these regulations applies has not previously been employed as a primary teacher or a teacher at a secondary school, within the meaning of the Education (Assessment, Classification, and Appointment) Regulations 1976*, the Board by which that person is or, as the case may be, was last employed shall certify whether, in its opinion, that person's position at the composite school concerned is or, as the case may be, was more closely analogous to that of a primary teacher or a teacher at a secondary school as aforesaid; and paragraph (a) or paragraph (b), as the case may be, of that subclause shall apply to that person accordingly.

23. Qualification for appointment—Subject to regulation 26 of these regulations, no person shall be appointed to a full-time teaching position in a composite school on any basis unless he is eligible to be appointed to a full-time teaching position in a State primary school or a secondary school on the same basis.

24. Positions to be advertised—(1) Except as provided in regulations 13 and 20 of these regulations, no person shall be appointed to a full-time position in a composite school unless applications for appointment to the position have been invited by the Board by advertisement, in terms agreed by the Principal of that school and the Inspector (or, in the case of the position of Principal, in terms approved by the Inspector and the District Senior Inspector of Secondary Schools or his nominee), published at least 14 days before the date specified in the advertisement as the closing date for applications for appointment to that position.

(2) Every such advertisement shall be published—

(a) In the *Education Gazette*; and

(b) In such other manner (if any) as the Director-General, in any particular case, requires.

(3) Every advertisement relating to a position of responsibility shall state the specific areas of responsibility relating to that position.

25. Applications—(1) No application for an advertised position shall be considered unless it—

- (a) Is in writing on a form provided for the purpose by the Director-General; and
- (b) Contains full details of the applicant's academic record, training as a teacher, and teaching experience, and any special qualifications he possesses that he regards as relevant to the position; and
- (c) Is received by the Board before the date specified in the advertisement as the closing date for applications for appointment to the position concerned.

(2) Subject to subclause (3) of this regulation, there may be included in any application for an advertised position of responsibility or more senior position the names of not more than 3 referees.

(3) Where an applicant includes the names of only 1 or 2 referees, that referee or, as the case may be, each of them shall be a person who can, from his knowledge of the applicant and the applicant's work as a teacher, advise the Appointments Committee on his professional competence and general suitability for the position applied for.

(4) Every Board shall refer all applications for advertised positions received by it that comply with subclause (1) of this regulation to the Appointments Committee.

(5) The Appointments Committee shall take all reasonable steps to secure references from all referees whose names have been supplied by applicants pursuant to this regulation on a form supplied by the Director-General for the purpose.

(6) The Appointments Committee shall consider all applications for an advertised position, and all references so supplied relating to any applicant received within 21 days of the closing date for applications for the position and, subject to regulation 20 of these regulations, shall recommend to the Board for appointment to the position the applicant who, in the opinion of the Committee, is best suited by virtue of his qualifications, professional experience, and professional competence, to hold that position.

(7) In coming to its decision, the Appointments Committee shall have regard concerning the recommendation for appointment of an applicant for a position of responsibility at a composite school (other than the position of Principal) to the opinion of the Principal regarding the suitability of all applicants.

(8) Subject to regulation 20 of these regulations, the Board shall appoint the teacher recommended for appointment by the Appointments Committee unless it considers that some other applicant should be appointed; and in that case it shall either—

- (a) Ask the Appointments Committee to reconsider its recommendation; or
- (b) Re-advertise the position.

(9) Where the Board has asked the Appointments Committee to reconsider its recommendation and the Committee has refused to do so, the Board shall either—

- (a) Appoint the person originally recommended for appointment;
or
- (b) Re-advertise the position.

(10) Notwithstanding anything in this regulation, no Board shall make any appointment to a position of responsibility without the prior approval of the Director-General.

26. Appointment of student teachers—(1) Notwithstanding regulation 23 of these regulations, but subject to subclause (2) of this regulation, a student in his final year of training at a teachers college may, in accordance with these regulations, apply for and be appointed to a position in a composite school that has been advertised in the *Education Gazette*; but the following provisions shall apply to his application and appointment:

(a) The Appointments Committee concerned shall, before making any recommendation that the student be appointed, request from the Principal of the teachers college that the student is attending and consider, and the Principal shall prepare and deliver to the Inspector, a report on the student's suitability for the position applied for:

(b) The appointment of the student shall be provisional until the date on which he is granted his teacher's certificate, but he may at any time after that date request the Board to confirm his appointment as permanent; and in that case—

(i) Where he has completed a course of training for secondary teaching but has not been granted his teachers certificate before the end of his 4th year of teaching the Board may; and

(ii) In every other case the Board shall—
confirm his appointment as permanent from that date.

(2) In any year, no student shall be eligible to apply for any position in a composite school before a date specified in that behalf in respect of that year by the Director-General by notice in the *Education Gazette*.

27. Country service in relation to positions of responsibility—Notwithstanding anything in these regulations, no teacher shall be appointed to a position of responsibility in any composite school that is not classified as a country service school unless he has completed the period of country service required by law, or has been lawfully exempted from that requirement.

28. Special provisions relating to appointment of Principals—Notwithstanding anything in these regulations, the following provisions shall apply to the appointment to the position of Principal of a composite school:

(a) When the Board concerned has received applications for the position it shall submit to the Director-General a list specifying the name of each applicant and his qualifications as stated in his application:

(b) At any time within 21 days after the list is sent to him, the Director-General may make to the Board any comments he thinks fit as to the fitness for appointment to the position of all or any of the applicants:

(c) Upon the expiration of 21 days from the date on which the list was sent to the Director-General, the Board shall send to the Appointments Committee either—

- (i) Any comments received; or
- (ii) A notice that no comments had been received during that period—
(as the case may require):
- (d) The Appointments Committee shall not make any recommendation with regard to the position—
 - (i) Until it has received those comments or that notice; and
 - (ii) Where comments have been received, without considering the comments:
- (e) Where the position is at a composite school that has not yet opened, an appointment to it may be made to take effect from a date before the school's opening; and in that case, subject to paragraph (f) of this regulation, the salary of the appointee shall be payable on and from that date:
- (f) No appointment to the position of Principal at a composite school shall take effect—
 - (i) Before the 1st day of November in any year where the school is to open before the 7th day of February in the following year; or
 - (ii) More than 6 weeks before the school is due to open in any other case.

29. **No rights of appeal**—Notwithstanding anything in the Education (Assessment, Classification, and Appointment) Regulations 1976, no person who applies for a position at a composite school shall have a right of appeal against the appointment of any other person to that position.

30. **Interviews**—(1) The Director-General may from time to time approve categories of position at composite schools the applicants for which may be interviewed by the Appointments Committee; and the Committee may interview all or any, as it sees fit, of the applicants for any position belonging to a category for the time being so approved.

(2) No applicant for a position belonging to a category not for the time being approved under subclause (1) of this regulation shall be interviewed.

(3) Where any applicant for a position at a composite school is, in accordance with this regulation, interviewed by an Appointments Committee, he shall be reimbursed for the expenses incurred by him in attending the interview on such basis and to such extent as the Director-General approves.

PART IV

TEACHERS' CONDITIONS OF SERVICE

31. **Classification of teachers**—The Director-General shall from time to time publish in the *Education Gazette* the provisions under which teachers in composite schools may receive or continue to hold a primary teachers' personal report or a classification as a secondary teacher.

32. Removal expenses—Regulations 16 and 16A of the Education (Salaries and Staffing) Regulations 1957*, so far as they are applicable and with the necessary modifications, shall apply to teachers employed in composite schools as if composite schools were State primary schools.

33. Calculation of holiday pay—The holiday pay of teachers employed in composite schools shall be calculated in the same manner as for teachers in State primary schools.

34. Travelling expenses and travelling allowances—A teacher who is required to travel away from his school in the course of his duties or otherwise as approved by the Board or by the Director-General may receive such expenses as the Director-General approves.

35. Overseas exchanges—The provisions of the regulations relating to exchange of New Zealand teachers with teachers from another part of the British Empire, published in the *Gazette* on the 8th day of November 1934 at p. 3534 shall, with the necessary modifications, apply to teachers in composite schools as if they were teachers employed in secondary schools.

36. Compassionate grant on death of teacher—In the event of the death of a teacher employed in a permanent teaching position in a composite school a compassionate grant shall be paid subject to the same conditions as for teachers in State primary schools.

37. Termination of employment—The employment of both part-time and relieving teachers at composite schools may be terminated by the Board without notice.

PART V

ADMINISTRATION

38. Control—Each composite school shall be under the control of the Education Board of the district in which it is situated.

39. Committee of Management—Each composite school shall have a Committee of Management which shall have the same powers and responsibilities as the school committee of a State primary school; but may have such additional functions and powers as the Board from time to time delegates to it.

40. Constitution of Committee of Management—(1) The Committee of Management of every composite school shall comprise not fewer than 5 nor more than 7 members, elected in accordance with section 41 of the Act.

(2) Where, in the year in which any biennial meeting of electors is held, the roll number of the school estimated in the manner prescribed by regulation 7 of these regulations does not exceed 100 pupils, the number of members of the Committee of Management to be elected at that meeting shall be 5; where that roll number exceeds 100 and

does not exceed 200, the number of members to be elected at that meeting shall be 6; and where the roll number exceeds 200 the number of members to be elected at that meeting shall be 7.

(3) There shall be added to the Committee of Management for the first 2 years of the Committee's existence 1 member appointed by the Board:

Provided that the Board may appoint a member to represent it on the Committee for such longer period as the Board decides in consultation with the Committee.

(4) There may, from time to time, with the approval of the Board, be added to the Committee of Management not more than 2 members co-opted by the Committee itself for such period or periods as it thinks necessary.

(5) Except as provided in this regulation, section 41 of the Act and regulations 19, 20, 21, 22, 23, 24, and 25 of the School Committees Administration Regulations 1965*, so far as they are applicable and with the necessary modifications, shall apply to the Committee of Management of every composite school as if that Committee were the committee of an intermediate school.

41. Terms and holidays—The length of the school year of a composite school shall be ascertained as if it were a State primary school.

42. Classes in continuing education—There may be provided in any composite school such classes in continuing education as are from time to time recognised by the Director-General under section 91 of the Act.

43. Powers and responsibilities of Principal—Subject to the general direction of the Board, the Principal of a composite school shall have the powers and responsibilities of the Principal of a secondary school.

44. Right of Principal to attend meetings of Committee of Management—(1) Subject to subclause (2) of this regulation, the Principal of a composite school shall be entitled to be present and to speak, but not to vote, at any meeting of the Committee of Management of the school.

(2) The Principal of a composite school shall not be entitled to be present at any meeting of the Committee of Management of the school at any time when—

- (a) The meeting is deliberating on the course of action to be taken following the hearing of a complaint against him; or
- (b) The matter under discussion is one in which he has a pecuniary interest.

45. Inspection—(1) In every 3rd year the Inspector of Schools and the District Senior Inspector of Secondary Schools shall jointly inspect each composite school and it shall be the duty of the Principal to complete in quadruplicate, by such date before the inspection as the Director-General requires, a schedule on a form approved by the Director-General, setting out the responsibilities of the teachers on his staff, the size of their classes, and such other matters pertaining to the organisation of his school as is provided for on the schedule.

(2) The Principal shall send 1 copy of the schedule to the Board, 1 copy to the Inspector, and 1 copy to the District Senior Inspector of Secondary Schools.

(3) The inspection shall be concerned with the accommodation and staffing organisation of the school, the effectiveness of its educational programmes, and any other matters that the 2 District Senior Inspectors consider necessary; but the Board or the Principal may at any time request the District Senior Inspectors to investigate any other matter.

(4) The 2 District Senior Inspectors shall, after their inspection, jointly make a written report to the Board.

SCHEDULES

Reg. 7 (2)

FIRST SCHEDULE

GRADING OF SCHOOLS

Roll					Grade
-100	1
101-175	2
176-250	3
251-325	4
326 and over	5

Reg. 11 (1)

SECOND SCHEDULE

POSITIONS OF RESPONSIBILITY

Roll	Principal (Scale F5)	PR3 (Sc F4)	PR2 (Sc F3)	PR1 (Sc F2)	Total PR's (Excl Princ's)
- 75	Gd 1			2	2
76-100	Gd 1			2	2
101-125	Gd 2			2	2
126-150	Gd 2		1	2	3
151-175	Gd 2		1	2	3
176-200	Gd 3		1	3	4
201-225	Gd 3		1	3	4
226-250	Gd 3	1	1	3	5
251-275	Gd 4	1	1	3	5
276-300	Gd 4	1	2	3	6
301-325	Gd 4	1	2	3	6
326-350	Gd 5	1	2	4	7
351-375	Gd 5	1	2	4	7
376-400	Gd 5	1	3	4	8
401 and over	Gd 5	1	3	4	8

P. G. MILLEN,
Clerk of the Executive Council.

EXPLANATORY NOTE

This note is not part of the regulations, but is intended to indicate their general effect.

These regulations relate to those composite schools (commonly called area schools) that are not Form I to VII schools. In particular they provide for the grading and staffing of those schools, and the conditions of service of teachers in them.

Issued under the authority of the Regulations Act 1936.

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These regulations are administered in the Department of Education.