

Serial Number **1953/39****THE MAORI SCHOOLS REGULATIONS 1953**

C. W. M. NORRIE, Governor-General

ORDER IN COUNCIL

At the Government Buildings at Wellington, this 13th day of April 1953

Present:

THE RIGHT HON. S. G. HOLLAND PRESIDING IN COUNCIL

PURSUANT to the Education Act 1914, His Excellency the Governor-General, acting by and with the advice and consent of the Executive Council, hereby makes the following regulations.

REGULATIONS

1. These regulations may be cited as the Maori Schools Regulations 1953.
2. In these regulations, unless the context otherwise requires,—
 - “Director” means the Director of Education:
 - “Maori” means any person belonging to the aboriginal race of New Zealand, and includes a half-caste and a person intermediate in blood between half-castes and persons of pure descent from that race:
 - “Minister” means the Minister of Education:
 - “Parent”, in relation to any pupil, includes the pupil’s guardian and both the father and mother of the pupil:
 - “School age” means any age between the ages of five and fifteen years.

SCHOOL COMMITTEES

3. (1) For every Maori school there shall be a School Committee consisting of five members for a school with a roll of not more than one hundred pupils, seven members for a school with a roll of more than one hundred and not more than two hundred pupils, and nine members for a school with a roll of more than two hundred pupils:

Provided that in a school at which European children are enrolled, if the elected members are all Maoris, the Director may appoint one or more European parents to be additional members of the Committee of that school.

- (2) For the purposes of this regulation the term “roll” means the roll on which the school is graded for the year and, in the case of a district high school, includes the roll of the secondary department.

4. The members to be elected to the Committee shall be elected at a public meeting of parents of the pupils of the school. The meeting shall be held in the school on a date fixed by the Director in the month of February in the year 1955 and in that month in every second year thereafter. The time and place for holding the meeting shall be notified by the head teacher in accordance with instructions issued by the Director.

5. At each biennial meeting, the Chairman of the retiring Committee or, in his absence, some member of the retiring Committee shall preside as Chairman at the opening of the meeting and conduct the election of a Chairman, who will then preside as Chairman of the meeting.

6. Only parents present at the meeting shall be entitled to vote thereat. In case of doubt as to the eligibility of a voter, the Chairman for the time being of the meeting shall decide. At all meetings of parents the Chairman for the time being of the meeting shall have a deliberative vote and, in the case of an equality of votes, a casting vote on all motions before the meeting.

7. Any parent, whether present at the meeting or not, may be nominated for election as a member of the Committee. In the case of a candidate nominated for election who is not present at the meeting, his consent to nomination must be held by the Chairman of the retiring Committee in writing prior to the commencement of the meeting.

8. A list of candidates so nominated shall be written on the blackboard.

9. If the number of duly nominated candidates does not exceed the number of persons to be elected, the Chairman for the time being of the meeting shall declare that those candidates have been duly elected.

10. If the number of duly nominated candidates is in excess of the number of persons to be elected, a ballot shall be taken.

11. If the number of candidates duly nominated is less than the number required to be elected, the candidates duly nominated shall be declared duly elected, and the Director shall appoint such persons as he deems fit to make up the number of members of the Committee to the number required.

12. As soon as all the votes have been recorded, the Chairman for the time being of the meeting shall declare the ballot closed and hand the ballot papers to scrutineers, if any have been appointed by the meeting. If no scrutineers have been appointed, he shall, in the presence of the meeting, open the ballot papers and declare to be duly elected those candidates, not exceeding the number of members of the Committee to be elected, for whom the highest number of votes has been recorded.

13. Where any two or more candidates have received the same number of votes, and the addition of a vote would entitle one of those candidates to be declared to be elected, the Chairman shall give a casting vote.

14. At an election every person qualified to vote may vote for any number of candidates not exceeding the number of members of the Committee to be elected, but no elector may give more than one vote for any one candidate.

15. If any dispute shall arise respecting the validity of the proceedings, the matter in dispute shall be submitted to the Director, whose decision shall be final. Pending the settlement of any such dispute, the Director may appoint some person to exercise the functions of the Committee.

16. As soon as practicable after the election is complete, the members of the Committee present shall elect one of its members to be Chairman of the Committee and another to be Secretary-Treasurer until the next biennial meeting. The Chairman of the Committee shall enter the names of the new Committee in the minute book provided for the purpose, and shall forward to the Director, through the head teacher, the names of the elected members. The members shall hold office until their successors are elected or appointed.

17. If an elected member of the Committee dies, or resigns, or otherwise vacates his office, the remaining members shall appoint a successor, and the Chairman of the Committee shall duly report the appointment to the Director.

18. The Committee shall meet at least once in every three months at such time and place as it determines. A meeting may be convened at any time by the Chairman of the Committee, who shall convene a meeting if so requested by two or more members of the Committee. At every meeting of the Committee three members shall form a quorum in the case of a Committee of less than seven members, four members shall form a quorum in the case of a Committee of seven or eight members, and five members shall form a quorum in all other cases. At every meeting of the Committee the Chairman presiding at the meeting shall have a deliberative vote and, in the case of an equality of votes, a casting vote on all motions before the meeting. Minutes of proceedings shall be kept in the book provided for the purpose by the Director; and at every meeting of the Committee the minutes of the previous meeting shall be read over and signed by the Chairman presiding at the meeting. The minutes shall be kept in English.

19. If a member of a Committee is absent from three consecutive meetings without leave of the Committee, except by reason of illness or other cause which the Committee deems to be sufficient, or if a member ceases to reside in the school district, he shall cease to be a member of the Committee, and his office shall thereupon be vacant.

20. Notwithstanding anything in these regulations, the Minister may declare to be vacant the position as Chairman or member of the Committee held by any person who has been shown to be guilty of immoral conduct or gross misdemeanour, or to be otherwise unfitted for the position.

21. It shall be the duty of the Committee to co-operate with the head teacher in ensuring the efficient management and successful functioning of the school, and in particular to ensure that the pupils attend regularly; also to assist the head teacher in keeping the school clean and in providing heating for the school.

SCHOOL PREMISES

22. The head teacher shall have the sole charge of the school, the residence, and the grounds, and shall be responsible to the Department alone for the general management of the school.

23. The school building shall be used solely for school purposes, and the head teacher shall not allow it to be used for any other purpose unless permission has been first obtained from the Director.

24. Permission to use school buildings for other than school purposes shall be given only if the Director is satisfied that proper provision is made for the insurance of the buildings and contents thereof against

loss or damage by fire, that the persons obtaining the permission shall be responsible for any damage done to the buildings or contents thereof, and that the buildings will be properly cleaned after use.

25. A teacher as occupier of a house provided by the Education Department shall be responsible for its proper care, and shall be required to undertake at his own expense such repairs as in the opinion of the Director are due to his negligence and not to fair wear and tear.

26. In every case the head teacher shall live in the house provided for his use, unless his residence elsewhere has previously been sanctioned by the Director.

27. The head teacher shall not let the school house or allow the buildings to be occupied by any other person, except with the sanction of the Director first obtained and under such conditions as he may lay down.

28. It shall be the responsibility of the head teacher to ensure, with such assistance as the School Committee may afford, that minor repairs required to maintain the fences and gates in good order are effected and the school garden and school grounds are maintained in good order and condition. A teacher's right to use a portion of the school site for private purposes is subject to the condition that the efficiency of the school and the needs of the children are not, in the opinion of the Director, impaired thereby.

29. No alterations or additions of any kind shall be made to existing buildings, nor shall additional buildings of any kind be erected without the authority of the Director.

CONDUCT OF THE SCHOOL

30. At all Maori schools there shall be three hours of instruction in the mornings and two hours in the afternoons. An interval of ten minutes shall be observed during the course of each morning, and of five minutes during the course of each afternoon, on the days on which the school is open.

31. If a teacher is also the Postmaster, he shall not allow the duties of that position to interfere in any way with his duties as a teacher.

32. Visitors admitted to a school during the hours of instruction shall not, without the permission of the Director or the head teacher, speak to the children or interrupt the work of the school.

33. The conduct of pupils in the playground shall be carefully supervised by a teacher in person; and, in schools where two or more teachers are employed, one of them shall be in the playground during the school intervals. Teachers are also, as far as possible, to see that their pupils behave properly on their way to and from school.

34. The head teacher may, with the approval of the Director, forbid the attendance of a child on the following grounds—namely, want of cleanliness; gross misconduct; or danger of communicating a contagious disease. In serious cases he shall act promptly on his own judgment, but he shall in every case forthwith report the matter in full to the Director.

35. A teacher appointed as head teacher of a school shall notify the Director promptly of the date of his arrival and the date of his commencing duty, and head teachers shall notify the Director promptly of the date on which assistant teachers appointed to the school take up or cease duty at the school. The Director shall be notified of the absence from duty of any member of the staff.

36. Except with the prior approval of the Director, no teacher in a Maori school shall engage for pecuniary gain or profit in any profession, occupation, or business which lies beyond the scope of his duties as an officer of the Department.

37. Before leaving a school a head teacher shall hand over all school property to a person duly authorized by the Director to receive it. He shall make out, in duplicate, an inventory thereof duly certified as correct, forwarding one copy to the Director and placing the other in the school records. He shall complete all the school records to the date of his ceasing duty; and he shall leave them, together with the timetable, work book, and schemes of work, available for his successor.

38. The head teacher shall be responsible to the Director for the management and organization of the school, and the members of the staff shall be responsible to the head teacher for the efficient performance of their duties.

39. Head teachers shall be responsible for the training of their junior assistants in teaching and class management. Head teachers may arrange for junior assistants to have up to one hour a day during school hours for study purposes.

40. Every head teacher shall forward at the end of every term, on the form provided for the purpose, a report on the conduct, attention to duties, and progress in teaching of the probationary and junior assistants employed on his staff. Every such report shall be seen and initialed by the assistant concerned.

41. Teachers shall give at least one month's notice in writing to the Director of their intention to resign their positions.

42. The head teacher shall keep a log book in which he shall record briefly such matters as the principal events in the history of the school during each year, absences of staff, causes affecting attendance, and observance of Arbor Day and special days other than holidays. Any entry affecting a member of the staff shall be initialed by that member. The log book shall not be open to inspection by any person except officers of the Education Department.

43. The head teacher shall be responsible for preparation of schemes of work and arrangement of timetables, and, in schools of Grade IVB and higher, shall forward copies of all organization schedules on the form supplied for the purpose to the Director within four weeks after the beginning of the school year.

44. It shall be the duty of the head teacher to hold himself responsible for the safe keeping of all school records and the making out of all returns. Certain duties in connection with the daily attendance registers, term and other returns, admission register, and the record of school surveys may be allotted to assistant teachers.

45. The syllabus for any class shall, subject to such modifications as are approved by the Director, be the syllabus for that class in the Syllabus of Instruction for Public Schools.

46. (1) The head teacher shall conduct periodical surveys in each year of the work of the classes, the last of which shall be held in November or December of the year, and he shall enter in a register provided for the purpose a record of the nature and results of these surveys. Promotion from class to class shall be made on these records taken in conjunction with the general character of the pupil's work during the year.

(2) The written work done at the periodical examinations, together with the questions set, shall be kept in the school for twelve months.

47. All admission registers, attendance registers, and other school records shall be treated as strictly confidential and shall be carefully preserved by the head teacher. In the case of the closing of the school, all such registers and records shall be delivered up to the Director.

48. (1) A Primary School Certificate shall be issued to every pupil who, in any Maori school, has completed a course for Form II. The Primary School Certificate shall be on the form provided for the purpose, and shall be signed by the head teacher or sole teacher of the school in which the pupil has completed his course for Form II. Primary School Certificates shall not be issued to pupils on the roll of any Maori school earlier than the Monday of the week preceding that fixed for the closing of the schools for mid-summer vacation, except to pupils who are about to leave the Dominion, or who have been more than one year in Form II.

(2) A Certificate of School Attainment not lower than Standard 3 nor higher than Form I may be issued by an Inspector of Schools to any person who is shown by the head teacher's report or the records of a Maori school, or the results of a head teacher's examination, to have completed the work of the standard for which the certificate is required.

49. (1) In every Maori school the head teacher shall keep record cards as follows, namely:—

(a) A Primary School Progress Card for every pupil until he completes a course for Standard 4; and

(b) An Educational and Vocational Guidance Card Form for every pupil in Forms I and II.

(2) When a pupil transfers to another school and it is definitely known to which school he is transferring, his record card shall be posted to that school by the head teacher of the school he is leaving.

(3) If after the lapse of two weeks subsequent to a pupil entering a school his record card is not received by the head teacher, the head teacher shall forthwith make application for the card to the head teacher of the school from which the pupil transferred.

(4) If after the lapse of two months the record card of a transferring pupil is not claimed from the school he has left, the head teacher of that school shall forward the card to the Director of Education with a brief explanation of the circumstances.

(5) The Primary School Progress Card shall not be given to a pupil who is transferring to another primary school.

50. The dates of terms and the public holidays to be observed in Maori schools shall be such as are approved by the Director in accordance with the regulations for fixing terms and holidays to be observed in public, secondary, technical, and combined schools.*

51. Should circumstances render it necessary, the head teacher may be instructed to postpone any holiday. Otherwise, all holidays must be strictly observed on the dates determined as aforesaid by the Director.

52. No holidays other than those determined as aforesaid by the Director shall be given without the prior approval of the Director, except in the case of days on which the school building may be required for parliamentary election purposes.

53. A child who is below school age or a child who is above school age may, with the approval of the Senior Inspector of Maori Schools, be allowed to attend school, but in no case shall the name of any child who is below the age of five years be entered on the school register, nor shall his attendances be taken into account.

54. The head teacher of every school shall, immediately after the end of each term, send to the Department on the form provided a return of attendance for the school for the term.

* *Gazette*, 16 November 1933, Vol. II, page 2761.

SCHOLARSHIPS FOR MAORI CHILDREN

55. Scholarships tenable at denominational boarding schools previously approved by the Minister for the education of Maori boys and Maori girls and at public post-primary schools approved by the Minister may be awarded in accordance with the following provisions of these regulations.

56. The number of scholarships awarded and the value of the scholarships shall be determined from time to time by the Minister.

57. Maori boys or Maori girls attending any Maori school or public school or registered private school will be qualified for the award of a scholarship if—

- (a) They are of pure descent from the aboriginal race of New Zealand or intermediate in blood between half-castes and persons of pure descent from that race; and
- (b) They have obtained the Primary School Certificate or an equivalent or higher qualification; and
- (c) There is no secondary school, technical high school, combined school, or district high school which, without living away from home, they can reasonably be expected to attend as holders of free places under the regulations respecting free places, and which provides the required course.

58. The Director of Education shall determine the awards of the scholarships according to the individual merits of the candidates, based on the pupils' school records and the results of a written examination in the subjects English and arithmetic and in a general paper covering social studies, nature study, and music.

59. Subject to satisfactory reports as to diligence, conduct, and progress, scholarships shall be tenable for four years from the 1st day of January preceding the actual date of admission to school, but in no case after the end of the year in which the holder of the scholarship reaches the age of nineteen years.

60. Every general scholarship holder shall receive instruction according to the Education (Post-primary Instruction) Regulations 1945.*

61. The Education Department shall pay the reasonable fares of scholarship holders when they first leave home to take up their scholarships and when they return home at the completion thereof.

62. University scholarships not exceeding six in number in any one year may be awarded by the Director to Maori boys and Maori girls to enable them to undertake a course at a University college or agricultural college of the University.

63. A candidate for a University scholarship shall satisfy the following conditions:—

- (a) He shall have passed well in the University Entrance Examination; and
- (b) He shall be recommended by the Principal of the post-primary school attended as suitable in all respects to undertake a University course.

64. Applications for University scholarships shall reach the Director not later than the 1st day of February in each year.

65. The holder of a University scholarship shall receive a bursary allowance of £30 per annum and an allowance of £40 per annum towards the cost of board, in addition to the amount of tuition, college, and examination fees payable by him for the classes and course of study approved by the Professorial Board of his college.

* Statutory Regulations 1945, Serial number 1945/143, page 342.

66. The scholarship shall be tenable at the nearest University college or agricultural college providing the approved course of study, and the Education Department shall pay the reasonable fares of the scholarship holder to enable him to travel to the University college or agricultural college at the commencement of each year and to return home at the end of the year.

67. The scholarship allowances shall be paid in three equal instalments, at the end of each college term, on receipt of a satisfactory report from the Chairman of the Professorial Board on the attendance, diligence, conduct, and progress of the holder.

GENERAL

68. An applicant for any of the scholarships provided for in these regulations may be required to furnish the Director of Education with evidence that he is of good character.

69. On receipt of an unfavourable report from the head master or principal of the secondary school or from the Chairman of the Professorial Board of the University college at which the holder is enrolled on the attendance, diligence, conduct, or progress of any holder, the Director may at any time determine the tenure of the scholarship.

70. The Director of Education, or any person appointed by him or by the Minister, may visit any scholar and inspect or examine his work in order to ascertain his diligence and progress.

71. The regulations specified in the Schedule to these regulations are hereby revoked.

SCHEDULE

REGULATIONS REVOKED

1. The regulations relating to Maori schools made by Order in Council published in the *Gazette* of the 25th day of June 1931, Vol. II, page 1811.
2. The Maori School Regulations 1931, Amendment No. 3 (Statutory Regulations 1937, Serial number 128/1937, page 471).
3. The Maori School Regulations 1931, Amendment No. 5 (Statutory Regulations 1937, Serial number 283/1937, page 1001).
4. Regulation 4 of the Education Amending Regulations 1940 (Statutory Regulations 1940, Serial number 1940/275, page 962).
5. Part III of the Education Amending Regulations 1946 (Statutory Regulations 1946, Serial number 1946/190, page 550).
6. Regulation 18 of the Education Amending Regulations 1950 (Statutory Regulations 1950, Serial number 1950/182, page 840).

T. J. SHERRARD,
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 consolidate and simplify the existing regulations relating to Maori schools. They provide for the constitution, election, and operation of School Committees for the schools; for the control and use of school premises; for the conduct of the schools; and for scholarships for Maori children.

Issued under the authority of the Regulations Act 1936.

Date of notification in *Gazette*: 16 April 1953.

These regulations are administered in the Department of Education.