

(5) The Senior Division shall be divided into two classes, the lower of which shall be called Form I and the higher Form II, and shall, in general, consist of those pupils who have been under instruction at school or elsewhere for six years or more and have not gained a Certificate of Proficiency.

(6) Pupils who have satisfactorily completed a course of study in Form II and cannot, on account of distance, conveniently attend a secondary school, district high school, or technical school, shall be classified as belonging to Form III.

(7) The syllabus of work for the classes in each division shall, subject to such modifications as are approved by the Director, be as defined in the Syllabus of Instruction for Public Schools.

(8) Subject to the approval of the Inspector, nothing in these regulations shall be so interpreted as to prevent pupils ordinarily classified in different classes from being instructed together in a common class, and in a programme of work suitably modified to meet the circumstances.

(9) The classification of the pupils shall be determined at the beginning of the year but, if necessary, promotion of individual pupils from class to class may be made at any other time by the head teacher. In the Preparatory Division, especially where it contains more than two classes, the pupils should be promoted at least half-yearly. Teachers shall submit for the information of the Inspector an explanation of the presence in the class of any pupils who have been under instruction for more than the maximum number of years specified in subclauses (2) to (5) hereof: Provided that in the case of Maori children speaking Maori in the home, an additional year may be allowed for the preparatory work. Undue retardation of pupils is always to be regarded as an element of weakness in classification.

(10) Pupils shall for all purposes of record, but not necessarily of teaching, be classified according to their capacity and attainment in English.

67. (1) The head teacher shall hold periodical examinations of the classes, the last of which, called the "annual examination," shall be held in November or December, and he shall keep for the information of the Inspector a record of the nature and results of these examinations. Examinations.

(2) In regard to any periodical examination, except the annual examination, the record kept in the school examination register shall be held to be sufficient if it contains the particulars referred to in (a), (b), (c), and (e) of subclause (4) hereof, and also, in lieu of (d), merely the changes from class to class made as a result of the examination to which it relates.

(3) (a) The written questions used at the periodical examinations are to be set by the head teacher, who shall also make the standard of marking his special care. The assistant teachers may be called upon to mark the errors in the pupils' work, but the head teacher should, as far as possible, allot the marks himself.

(b) The written work done at the periodical examinations, together with the questions set, shall be kept in the school for twelve months or for such shorter period as the Inspector may direct.

(4) Immediately after the annual examination the head teacher shall forward to the Inspector, on forms provided by the Department, a report to be called "The Teacher's Annual Examination Report," setting out the results of that examination as contained in the school examination register. The report shall contain—

- (a) The names and ages, as on the 31st of December, of all the pupils on the school-roll, excluding those who have already been examined for Certificates of Proficiency, the class in which a pupil has been placed for English during the preceding three months determining the list on which his name shall appear:
- (b) The names of all retarded pupils—*i.e.*, those whose ages exceed the average ages determined by the Director of Education for the various classes throughout New Zealand—such names to be underlined in red, and an explanation to be furnished in each case:
- (c) The number of marks gained by each pupil of the Junior, Middle, and Senior Divisions, according to the following scale:—

English—

Language (composition, 100; formal language, 50)	150
Reading (including recitation and appreciation)	100
Spelling	25
Writing	25
<i>Arithmetic</i>	100

Other Subjects—

History, geography, science, drawing, hand-work, each	50
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