

- (v) The instruction and training of the junior assistants :
- (vi) The arrangements for playground supervision, for keeping grounds tidy and attractive, and for physical instruction, organized games, and the like.
- (b) The head teacher's management of the school with respect to his direction of the work of his staff, and the extent and manner in which he makes his influence felt throughout the school, particularly in the development of a good tone, of corporate life, and of the patriotic sentiment ; his relations with his staff and with the parents of his pupils ; and the discretion he displays in the determination of the promotion of pupils from class to class.
- c) The efficiency of each assistant teacher with respect to his development of the scheme of work outlined by the head teacher, his method and power of imparting instruction, his influence over his pupils as shown by his ability to secure their co-operation in the work of instruction, in class government, in keeping their class-room tidy and attractive, and in organizing playground activities.
- (d) Any other matter the Inspector may see fit to comment on.

It shall be the duty of the head teacher to show his assistants and allow them to copy those portions of the notes that relate to their work, and such notes shall be the personal property of the teacher ; but, so long as the teacher remains in the same school, the notes shall always be available for the Inspector. A copy of the report and notes shall be filed by the Inspectors along with the copy of the inspection report that is retained for the use of the Department.

(4) At each of his visits the Inspector should make such notes on the quality of the teaching, discipline, environment, tone, and organization as will enable him to grade the teacher with confidence. The work of the Inspector is not, however, to be subordinated to the grading of the teachers : his chief duty is to endeavour to raise the efficiency of the schools in his charge. If the Inspector is satisfied that the teacher's work is in any respect ineffective he shall recommend and, where practicable, demonstrate improved methods which it shall be the duty of the teacher to put into operation.

(5) The Inspector's investigation should be made on the broadest lines possible, and he should guard against estimating the efficiency of a school or a teacher solely in accordance with measurable results, irrespective both of the manner in which these results have been produced and the effect the production of such results may have had on the mental and spiritual development of the pupil as evidenced by his intelligence, his spontaneity, his interest in his work, and his general alacrity. He should pay particular attention to the manner in which the teacher is training and developing the character of his pupils. Every encouragement should be given to teachers to investigate and experiment with new methods of education, provided the pupils' general progress is not impeded thereby. It shall be the Inspector's duty to see that the pupils are being trained to be careful and accurate in their work, and, where either care or accuracy is wanting, to show the teacher how it may be secured. Inspectors will be expected to reduce the formal examination of the pupils to a minimum. As a rule an investigation of this kind should be made only when the efficiency of a teacher is in doubt. At both visits of inspection the Inspector should see the teacher at work and should, by example as well as by precept, endeavour to remedy any faults that may appear. He should, as a rule, allow the lessons to be taken in the order and manner prepared by the teacher ; but he may, where necessary, arrange differently, taking lessons himself or directing the teacher to substitute lessons in other subjects.

(6) After consultation with the head teacher the Inspector may, where he thinks fit, modify the organization of a school, the schemes of work, and the classification of the pupils, and such modification shall remain in operation for whatever period the Inspector deems to be necessary.

(7) Any neglect of rooms or premises, or any want of tidiness in the school rooms and grounds, should be brought under the notice of those concerned, and reported to the Director, while special commendation should be given to teachers who so affect the environment of the children as to cultivate their taste for order and beauty and to create pride in their school.

(8) One copy of the inspection report shall be filed for the use of the Department, and one sent by the Director to the head teacher, by whom it shall be placed among the school records.

(9) No portion of an inspection report shall be published.