

40.
THE FORTIETH ANNUAL REPORT
OF THE

BRITISH PROTESTANT SCHOOL

IN CONNEXION WITH ST. GEORGE'S CHAPEL
LISBON

(Late the British Free School)

Established in the year 1836

FOR THE

Education with, IN CASES OF DISTRESS, board and clothing
of the children of Resident British Subjects from the age of
Five to Fourteen years.

WITH A

LIST OF SUBSCRIBERS

AND

ACCOUNTS OF RECEIPTS AND EXPENDITURE

• «Train up a child in the way he should go:
and when he is old, he will not depart from it.»

Prov. xxii, 6.

«Blessed is the man that trusteth in the Lord,
and whose hope the Lord is.»

Jer. xvii, 7:

LISBON

ANGLO-PORTUGUESE PRINTING-OFFICE

Rua direita das Janellas Verdes, 28.

1877

Faint, illegible text, possibly bleed-through from the reverse side of the page. The text is arranged in several paragraphs and appears to be a formal document or letter. Some words are difficult to discern but may include "Dear Sir", "I have the honor", and "Yours faithfully".

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ANGLO-PORTUGUESE PRINTING-OFFICE

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1877

THE TENTH ANNUAL REPORT
OF THE
BOYDILL PROTESTANT SCHOOL
OF LONDON WITH AN APPENDIX
CONTAINING
TABLES OF THE PUPILS' WORKS
PUBLISHED IN THE YEAR 1871



LONDON:
Printed and Sold by
J. G. & J. W. BOYDILL, 10, BROADWAY,
1871

NOTE

Independent of the periodical visitors provided by the 25th rule, the School can be visited at any time by Subscribers and by strangers introduced by them.

Forms of application for the admission of children can be obtained of the School-master or of any member of the Committee.

Subscriptions in Lisbon are collected by the Treasurer, Nicol Mac Nicoll, Esq. and at Oporto by James Cassels, Esq.

Donations will be thankfully received by any member of the Committee; and contributions to the Clothing Fund will thankfully be received by the members of the Ladies' Committee from temporary residents.

1870

THE ...

The ... of the ...

The ... of the ...

The ... of the ...

The ... of the ...

Patron

*Her Britannic Majesty's Envoy
at the court of Lisbon.*
R. B. D. Morier, Esq.

Vice-Patron and President.

Her Britannic Majesty's Consul, Lisbon.
George Brackenbury, Esq.

Medical attendant

Dr. Lilburne, R. N.

Ladies' Committee for 1877

Mrs. W. Ellicott.

Mrs. Wells.

Mrs. Hickie.

Miss. Sleigh.

Mrs. Pope, *Treasurer and Secretary.*

Managing Committee for 1877

G. Brackenbury, Esq. *H. B. M. Consul. President.*
Rev. T. G. P. Pope, *British Chaplain.*

Dr. Lilburne, R. N.

J. S. Howorth.

James E. Tugman, Esq.

Watts John Garland.

A. H. Mascarenhas, *Secretary.*

N. Mac Nicoll, *Treasurer.*

John Stafford Bucknall.

Tolson

Mr. William J. Bennett's copy
of the report of the
J. E. D. Board, Inc.

Vice-President and Treasurer

Mr. William J. Bennett's copy
of the report of the
J. E. D. Board, Inc.

Medical Attendants

Dr. James H. Y.

Executive Committee for 1933

Mr. W. Bennett

Mr. W. Bennett

Mr. W. Bennett

Mr. W. Bennett

Managing Committee for 1933

Dr. J. E. D. Board, Inc.
J. E. D. Board, Inc.

Dr. J. E. D. Board, Inc.

Dr. J. E. D. Board, Inc.

Dr. J. E. D. Board, Inc.

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Dr. J. E. D. Board, Inc.

THE FORTIETH ANNUAL REPORT
OF THE
BRITISH PROTESTANT SCHOOL
IN CONNEXION WITH ST. GEORGE'S CHAPEL
AND THE RESOLUTIONS ADOPTED
AT THE
GENERAL MEETING OF SUBSCRIBERS,
HELD AT THE SCHOOL-HOUSE,
Lisbon, 21th May, 1877



In the absence of H. B. Consul, George Brackenbury, Esq., President of the Institution, the Rev. T. Godfrey P. Pope took the chair, and the books and papers of the Institution, including the Treasurer's accounts duly audited, being laid before the meeting, the Secretary read the following report from the Managing Committee for the year 1876.

Report

In accordance with Rule 10, the Managing Committee of the British Protestant School in connexion with St. George's Chapel have the pleasure of presenting to the Subscribers of the Institution a Report of the proceedings of the past year and statement of the finances.

Your Committee are glad to say that through the

kindness of the Rev. L. S. Tugwell of London, they have been enabled to secure to this Institution the services of a duly qualified master, in the person of Mr. Bruce, who was introduced to them by Mr. Ed. Daniels, Principal of the Battersea Training College. Mr. Bruce arrived here with his wife in May ult.^o shortly before the departure of Mr. Pitman the late master, and has since had charge of the School. The testimonials he holds from his previous employers are fully borne out by your Committee's experience of his management of the School for the last twelve months.

The children admitted into the School during the past year have been 10, and 17 have left. Since the beginning of the present year, 8 more have been admitted, so that the total number on the School Register now is 33. Of this number, 22 are boarders; i. e. 12 girls and 10 boys; the remaining 11 being day-scholars.

The average daily attendance for the past year was 17 for boarders, and 12 for day scholars, making a total of 29, which, when compared with the previous year, shows a decrease of 14 for boarders, an increase of 4 for day scholars. The decrease in the attendance of boarders is accounted for by the number of children who left School throughout the year, and whereas our last report closed with 25 boarders, the present one closes with 22 only, of which 4 were admitted this year.

The progress of the children continues to be very satisfactory, your Committee are also pleased to be able to state that their health has been very good, and with the exception of a rather serious fall which one of the boys had, and a few minor ailments, to all of which Dr. Lilburne kindly attended, they have nothing of moment to notice.

Your Committee regret that the Treasurer's accounts for 1876 show a deficit of Rs. 51:460, although the year was begun with a balance on hand of Rs. 93:510. This unfavorable result is accounted for partly by the reduced number of boarders in the school. The payment from these in 1876 was only Rs. 529:475. In 1875 it was Rs. 1;139:675, or more Rs. 610:200. The reduction in House expenses, the account of which in 1875 was Rs. 1:818:920, and in 1876 Rs. 1;335:180, is only Rs. 483:740. Consequently the nett account in 1876, as compared with 1875, is augmented by Rs. 126:460. Besides this difference in House expenses, sundry payments in 1876 for repairs, eultery, crockery, and passage money of Mr. and Mrs. Bruce, have contributed to produce the deficit. In conclusion, your Committee are sorry to have to record the death of Mr. James Garland, who was one of their members, and the loss of whose services in connexion with this Institution they deeply regret.

Albert H. Mascarenhas.

Secretary.

The Report having been read and approved, it was resolved that it should be printed, and circulated among the subscribers.

In conformity with Rule 9, Mr. Mac Nicoll and Mr. Albert H. Mascarenhas as senior members, retire from the Committee. A vote of thanks to the retiring members was proposed by Mr. Pope, and carried.

Proposed by Mr. Watts J. Garland, and seconded by Mr. John S. Howorth, that in accordance with Rule 9, Mr. Mac Nicoll, Treasurer, and Mr. Albert H. Mascarenhas, Secretary, be re-elected to their former posts in the Managing Committee.

A vote of thanks to the Ladies' Committee for their

kind attention to the well-being of the School, was proposed by Mr. Pope, and unanimously carried.

The cordial thanks of the meeting were by acclamation given to the Rev. T. Godfrey P. Pope for his able conduct in the chair.

Albert H. Mascarenhas,
Secretary.

EXTRACT

FROM THE

TREASURER'S ACCOUNTS

FOR 1876

From Subscribers in Lisbon



His Ex. R. B. D. Morier.	31:500
Sir G. F. Bonham	15:000
H. Clarke Jervoise, Esq.	4:500
G. Brackenbury, Esq.	22:500
Rev. T. Godfrey P. Pope	30:000
Airey, Virconde de.	13:500
Alder, Miss.	6:750
Arnaud, Mrs.	6:750
A. Friend, per Viscondessa de Monserrate .	4:500
Bartlett, the Misses.	9:000
Basto, Mrs. E. F. Pinto	18:000
Bailey and Leetham	18:000
Brown, Sir William, per Mr. Branckenbury.	9:000
Bucknall, R. C.	18:000

Carried forward, Rs. 207:000

<i>Brought forward, Réis.</i>	207:000
Bucknall, J. S.	6:750
Calleya, Theodorico.	4:500
Cannell, F. C.	6:000
Carnide, Viscondessa de	13:500
Carpenter, the Misses	3:000
Carpenter, E. N.	6:750
Chamigo Junior, Fortunato	4:500
Chassereau, James D.	5:000
Chaster, George	4:500
Chaster, James W.	3:000
Cleife, John	22:500
Cleife, Junior, John	9:000
Cook, Frederick	5:640
Creswel & C. ^o	25:000
Custance, W. P.	4:500
Dagge, A. P.	4:500
Davidson, F. A.	13:500
Diman, Henry W.	2:250
Durand, Mrs.	9:000
Ellicott, W. R.	2:000
Elles, M. J. Oporto.	4:500
Garland, James.	22:500
Garland, Watts J.	18:000
Garland, Junior, Watts.	4:500
Garnett, J.	9:000
Gibson, John	9:000
Goodair, J. J.	4:500
Graham, J. H. N.	22:500
Gruis, William.	18:000
Howorth, John S.	18:000
Hutchen, Charles.	13:500
Ivens, Arthur H.	13:500
<i>Carried forward Rs.</i>	518:890

	<i>Brought forward, Réis.</i>	518:890
Ivens, A. F.		6:000
Ivens, Oswald, B.		2:250
Jauncey, Henry.		9:000
Johnson, Major A.		4:500
Johnson, Cap.		4:500
Jones, Mrs.		6:500
Kaffe, Mrs.		4:500
Kennedy, John.		4:500
King, Alfred		4:500
Knowles, Richard.		20:000
Lahmeyer, Dr.		11:500
Laidley, the Misses		6:000
Lilburne, Dr. R. N. H.		4:500
Lucas, the Misses.		8:000
Mac Nicoll, Nicol.		22:500
Mac Nicoll, Jun. Nicol		4:500
Martin, John.		4:500
Martin, Thomas L.		6:000
Mascarenhas, Philip.		9:000
Mascarenhas, Albert H.		5:500
Medlicott, William.		4:500
Moran, B.		4:500
Monserratte, Visconde de		13:500
Munro, Mrs. Henry.		2:500
Oakley & C. ^o		9:000
O'Neil, George.		4:500
Parry, J.		6:000
Payant, Mrs		5:000
Payant, C. W.		2:500
Price, Edward.		13:500
Price, Henry John		6:000
Randall, W. (per Mr. Pope.)		4:500

Carried forward, Rs. 744:140

	<i>Brought forward, Reis.</i>	744:140
Rankin, Jun. William		13:500
Hawes, James		9:000
Russell, Jun. John		9:000
Sandeman, Bros		22:500
Shaw, A. F. H.		6:000
Shore, Darlaston C.		2:250
Sleigh, J. Arthur		6:000
Smith, Colonel Astley C.		18:000
Tugman, James E.		4:500
Turner, Archibald		30:000
Vanzeller, Mrs. Edward.		13:500
Wark, Andrew.		22:500
Wells, William		4:500
Wheelhouse, George.		22:500
Wigham, Thomas		4:500
Wood, William Thorold		4:500
Wynne, Mrs.		9:000
Youle Frederick		13:500
		<hr/>
		959:390

From subscribers in Oporto

Cassels, Mrs.	9:000	
Ellicott, Henry, S.	2:250	
Reid, Robert	2:250	
Roope, C.	2:250	
Smithis, John	4:500	
Teage, John L.	2:250	22:500
		<hr/>
	Reis.	981:890
		<hr/> <hr/>

**Subscriptions to the Clothing Fund, Col-
lected by the Ladies' Committee du-
ring 1876.**

Arnaud, Mrs.	2:250
Brackenbury, Mrs.	6:000
Bucknall, Mrs. J. S.	2:250
Cairns, Mrs.	2:250
Cannell, Mrs.	2:250
Chassereau, Mrs. J. D.	2:250
Cleife, Mrs.	4:500
Davidson, Mrs.	4:500
Ellicott, Mrs. W. R.	2:000
Garland, Mrs. J.	2:500
Garland, Mrs. Watts	2:500
Hickie, Mrs.	2:250
Howorth, Mrs.	2:400
Hutchens, Mrs.	4:500
Hutchens, Miss.	1:500
Ivens, Mrs.	2:500
Ivens, Mrs. F.	2:000
Laidley, Miss.	1:500
Laidley, Miss. K.	1:500
Lilburne, Mrs.	2:250
Lucas, the Misses	2:250
Mac Nicoll, Mrs.	4:500
Monseratte, Viscondessa de	4:500
Munro, Mrs. Henry	2:000

Carried forward Rs. 66:900

	<i>Brought forward, Réis.</i>	66:900
Payant, Mrs.		2:250
Pinto Basto, Mrs. E. F.		2:250
Pope, Mrs.		4:500
Portugal, Mrs.		2:250
Rawes, Mrs. J.		2:250
Scholfield, Miss.		2:250
Shaw, Mrs. A. F.		2:250
Smith, Mrs, Astley		4:500
Turner, A. Esq.		4:500
Vanzeller, Mrs.		2:250
Wells, Mrs.		2:000
Wynne, Mrs.		2:250

Réis . 100:400

Date	Particulars	Amount
1872	Jan 1	
1872	Jan 2	
1872	Jan 3	
1872	Jan 4	
1872	Jan 5	
1872	Jan 6	
1872	Jan 7	
1872	Jan 8	
1872	Jan 9	
1872	Jan 10	
1872	Jan 11	
1872	Jan 12	
1872	Jan 13	
1872	Jan 14	
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1872	Jan 25	
1872	Jan 26	
1872	Jan 27	
1872	Jan 28	
1872	Jan 29	
1872	Jan 30	
1872	Jan 31	
1872	Feb 1	
1872	Feb 2	
1872	Feb 3	
1872	Feb 4	
1872	Feb 5	
1872	Feb 6	
1872	Feb 7	
1872	Feb 8	
1872	Feb 9	
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1872	Feb 25	
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1872	Feb 27	
1872	Feb 28	
1872	Feb 29	
1872	Feb 30	
1872	Mar 1	
1872	Mar 2	
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1872	Mar 27	
1872	Mar 28	
1872	Mar 29	
1872	Mar 30	
1872	Mar 31	

J. H. [Name] [Address]

**British Protestant School in connexion
Dr. rent with**

1876				
April 30	To House expenses to this date.	493:944		
Dec. 31	» —do—.	841:235	1:335:179	
	» Less recd. for board of children, to April 30	221:550		
	» Less rec. for board of children, to December 31	307:924	529:474	805:705
	» Mr. Pitman's salary to May 5.			156:250
	» Prem. of Ins. on Réis 7.000:000, Norwich Union.			9:900
	» Print. Rept. for 1875, and circs.			11:000
	» Cutlery per account.			17:100
	» Crockery per d.º			8:000
	» Books for prizes at Midsummer.			4:200
	» Mr. Bruce's salary, 3 months, to July 31.			112:500
	» Repairing chairs and sofa.			3:000
	» Passage of Mr. and Mrs. Bruce from London.			54:000
	» Repairs, cleaning drains etc.			54:580
	» Carpeting Master's sitting-room			27:560
	» Stationery per Mr. King's acct.			26:080
	» Rep. Gas-fittings and door-locks			2:550
	» Books for prizes at Christmas.			6:430
	» Ground Rent for 1876.			44:050
	» Mr. Bruce's salary to Dec. 31.			187:500
				<hr/>
				Réis 1:530:405

Audited

Arthur H. Ivens.

Albert H. Mascarenhas.

**with St. George's Chapel in account cur-
Treasurer. Cr.**

1876			
Jan. 1	By Balance from 1875, in Treasurer's hands		93:510
Dec. 30	» Collection at Church after morning:		
	» Service, 5th March	151:380	
	» Amount received afterwards.	5:750	160:130
	» —do— at Oporto Church received May 15.		25:940
	» Amount found in Charity boxes.		1:475
	» Interest for 1876 on Rs. 7:200\$ endowment fund at 3 per cent per annum		216:000
	» Subscriptions and donations in Lisbon this year		959:390
	» Subscriptions and donations in Oporto this year		22:500
	» Balance owing Treasurer this date		51:460
			<hr/>
	Réis.		1;530:405

Lisbon 30th December, 1876.

*Nicol Mac Nicoll.
Treasurer.*

**British Protestant School Clothing Fund in account with
Dr. Ladies' Committee Cr.**

1876 Dec. 31	To amount expended in	1876 Dec. 31	By Ladies' subscriptions in
	• clothing & Shoes.....	39.200	1876.....
	• Ditto in house linen	52.950	• Amount received for
	etc.....		children's Needle-work.
	• Ditto in sewing mate-	9.425	• Balance in Treasurer's
	rials.....		hands.....
			235
			===== 101.575
	Reis.....	101.575	
			===== 101.575

Audited

Lisbon December 30, 1876.

Arthur H. Ivens.
Albert H. Mascarenhas.

Loisa A. Pope.
Treasurer, Ladies' Committee.

GENERAL RULES
OF THE
BRITISH PROTESTANT SCHOOL
LISBON

(as amended at the General Meeting of subscribers held March 23,—1874.)

Name

1 That the Institution be designated "The British Protestant School in connexion with St. George's Episcopal Chapel."

Design

2 That the design of this Institution be to educate children of both sexes, being British subjects; to train them in habits of industry and frugality; to instil into their youthful minds the principles of the Christian religion; to qualify them by education to fill useful stations in life; and, when practicable, to place them in situations where they will be at a distance from temptation, and have the means of gaining an honest livelihood.

Government

3 That this Institution be under the management of a President, the resident British Chaplain for the time being, and Seven Subscribers, who shall form a Committee of nine members, their services being gratuitous; that the British Envoy for the time being

at the Court of Lisbon be requested to be Patron; that her Britannic Majesty's Chief Consular agent at Lisbon, also for the time being, be Vice-Patron and President; and that the Committee of the British Protestant Episcopal Church Establishment of Lisbon for the time being, appointed in conformity with the act of Parliament and registered at the Consulate office, be the Trustees of the Institution.

General meetings

4. That the General Meeting of the Subscribers be held yearly in February or March.

5. That it be the duty of the Secretary to convene a Special General Meeting, on receiving a requisition to do so, signed by at least five Subscribers,—or by three Subscribers, one of whom must be a member of the Committee.

6. That the General Meetings be composed of British Subjects, resident in Lisbon, who are annual subscribers, of at least three mil réis, and have paid nine mil réis, towards the support of the Institution. No General Meeting to be held of which the said Subscribers have not had a week's notice: and that a Chairman be elected from the Subscribers present, when the President cannot attend.

7. That the Rules of this Institution may only be altered, or revoked, at any General, or Special General Meeting providing specific mention be made of the proposed alterations, in the notice convening the same, in accordance with the preceding Rule.

8. That no business be transacted at any Special General Meeting, except that for which it has been convened, and that such business be specified in the

notices convening the same.

9. That the Committee be annually elected from and by the Subscribers at the General Meeting in February or March; that the two seniors of the seven elective members retire annually, but be open to re-election by the General Meeting at which their retirement is reported; that the medical attendant, if a Protestant, be requested to serve upon the Committee as one of the seven elective members; that a list of the names of the Managing Committee, and Ladies' Committee be printed with each annual report, in the same order as entered upon the minutes when elected, and that all references to Seniority contained in these Rules be regulated by that list.

10. That a report of the proceedings of the preceding year, and a statement of the finances of the Institution be laid before the Committee, at their Meeting in February, for approval, previous to their being presented to the General Meeting.

11. That all questions at General Meetings be decided by a majority of Subscribers present; and that in cases of equality of votes, the President or Chairman have a casting vote.

12. That in the absence of the President, a Chairman for the day shall be chosen from the members present, and that the Committee have power to make up any deficiency in their number that may occur between the days of annual election. That they also be empowered to appoint a Committee of four Ladies to superintend the domestic arrangements of the School, in conjunction with the wife of the Chaplain for the time being, who shall be invited to be a permanent member of the Committee, *the senior elective member* of which shall retire annually, being open however to re-election, as in the Managing Committee.

13. That the Committee meet monthly, or oftener when necessary, for the purpose of conducting the affairs of the Institution; and that three be a quorum. That three days notice be given of all Committee Meetings, unless specially prorogued at the close of one meeting for an earlier day.

14. That every member of the Committee, who has not attended the Meeting for twelve successive months, be considered as having resigned.

15. That the Ladies' Committee have the management of the Clothing fund, Library, household linen and all accounts relating thereto, which are to be balanced and included in the Treasurer's accounts at the end of each year. That the other business of the Institution not specially provided for in these Rules, as well as the offices of Treasurer and Secretary be distributed amongst the Seven Elective members of the Committee. — That the Committee have the appointment to, and removal from all such offices, as also that of the Medical Attendant, School Master, Mistress, and all the Servants of the Institution.

16. That the Treasurer receive all monies belonging to the Institution, and dispose of the same as the Committee may direct.

17. That the Secretary take minutes of the proceedings of all General and Committee Meetings; that he summon the Committee, and attend to such general business of the Institution, as may not be specially distributed to other members of the Committee. *That the President, or Chairman for the time being, be empowered to summon either a General, or Committee Meeting in default of the Secretary.*

18. That the Medical Attendant be requested to attend the children professionally in the Institution as often as needful, and to report the state of the

children's health in a book kept for the purpose.

19. That the Committee, at their first Meeting in January, nominate two Auditors of accounts, one to be chosen from the Committee, and one from the Subscribers; and that the accounts be audited before the annual General Meeting.

20. That the children eligible for gratuitous admission into the School be British subjects recognized by Consular certificate; but parents of children, whose means will admit of it, will be expected to contribute monthly to the support of the Establishment, such sums as the Committee consider they can afford. That the children whose Parents desire to pay for their education as day Scholars, be admitted on payment of a monthly Sum, to be fixed by the Committee.

21. That the Committee have power to admit *children of foreign parents*, on receipt of a monthly or annual payment from the parents or friends of such children; the amount to be left to the decision of the Committee; and that all practicable preference be shewn to children of English mothers married to foreigners. That no such children be admitted without some responsible person engaging to take charge of them when required to be removed from the School.

22. That the Committee dismiss from the Institution any child whose society they consider will be injurious to the other children, as also such children as do not return to School at the end of the vacations or at the expiration of any special leave of absence, unless explanations satisfactory to the Committee are given by the respective parents or friends.

23. That all children admitted into the Institution shall attend Divine Service every Sabbath when practicable, at the British Protestant Church; and that the religious instruction be in conformity with the

precepts and doctrines of the Church of England.

24. That the Committee do not admit any child until assured that rule 23 has been fully explained to the parents or friends of the candidate for such admission, and that the parents or friends of all such children admitted into the School be furnished with a printed *resumé* of the General and Committee Rules necessary for their information and guidance.

25. That the resident British Chaplain for the time being, be requested to superintend, subject to the control of the Committee, the education of the children. That the Subscribers in general be invited to join in a system by which they may each in turn take part in the inspection of the School as periodical visitors; and that a book, or *printed forms*, be provided, in which such visitors may write any remarks or suggestions they may desire to make to the Committee.

26. That the School Master or Mistress do not relinquish their situations in the School without giving at least six months' notice; or, failing to do so, that they forfeit six months' salary.

27. That all questions at Meetings of the Committee be decided by a majority of members present; and that in cases of equality of votes, the President or Chairman have a casting vote.

28. That the number of children to be received into this Institution be determined by the Committee, and that application for the admission of children be made personally at the Monthly Meeting, or at any other time, to such member of the Committee as may be charged with the duty of receiving and investigating the applications.

Admission of Children

29. That no child be admitted into the School under the age of five years, nor exceeding that of nine for Boys, and ten for Girls; and that each candidate for admission be provided with a certificate of baptism; and a declaration made whether such child has had, small-pox, hooping-cough, measles, and been vaccinated; also with a certificate of having undergone examination by the Medical Attendant of the Institution. In extraordinary cases the Committee have power to depart from the strict observance of this Rule.

School Regulations

30. That each day be commenced and concluded with prayer.

31. That the Sabbath be made as much as possible a day of devotion and rest, and that the intervals not engaged in public worship be devoted to the reading and explanation of the Scriptures. — That Sunday Classes be promoted as much as possible, and that the Committee make such regulations as may appear calculated to encourage the attendance of those who, not belonging to the School, are likely to derive benefit from such instruction.

32. *That no Book be admitted into the School-house until it has been examined by the visiting Clergyman and been approved by him or by the Committee; that the general daily routine of the Institution, School hours, lessons, etc. be approved by the committee, and entered in a book to be kept for that purpose; the system of education followed in the School being that of a plain English one, embracing reading, writing, arithmetic, plain needlework and ironing; and that the elder children be taught the Portuguese*

language. That a copy of the General routine be framed and placed in the Schoolhouse, signed by the Secretary.

33. That the Chaplain be requested to examine the children previous to the Midsummer and Christmas holidays, and to lay a written report of their progress before the next General Meeting.—At the Christmas examination, prizes shall be distributed to the most deserving children.

34. That independent of the above examinations, the Chaplain be requested to catechise the children upon the lessons they learn, as often as he may judge requisite.

35. That no child be allowed to leave the School without a written authorisation signed by the Secretary, or in his absence by some other member of the Committee, except in case of a child's illness, when it must be signed by the Medical Attendant.—That the Master or Mistress of the School keep a Diary containing entries of the admission, temporary absence, return and removal of Children, with such other matters as the Committee may direct in addition to the class-book and verbal report at each monthly meeting, in order that the Committee may be fully informed of all circumstances connected with the management of the Institution, the conduct of the Children, their progress in education, etc.

36. That no child having gone home ill, or visited its friends in case of their illness, be permitted to return to the School, until the Medical Attendant has ascertained that it can do so without danger of infection, and given a written declaration to that effect.

37. That upon serious illness appearing in the School, the Master or Mistress immediately give notice thereof to the Secretary and Medical Attendant.

38. That the Library of useful and entertaining books be for the use of the children, which their friends also out of the School, may have the privilege of reading, on application to Ladies' Committee.

Removal of Children

39. That boys having attained the age of 14 years, and girls the age of 15 years, be considered as having completed the term of their education, and be subject to removal; but, in extraordinary cases, upon application from the parents or friends, the Committee have power to depart from the strict observance of this rule.

40. That no child educated at this Institution, be removed from it, until it has been examined by the Committee; and if its general conduct has been good, and its progress in learning satisfactory, it shall receive a certificate in its favor, signed by the President or Chairman. That each child, about to leave the school, shall receive a Bible and a Prayer-book.

RULES AND REGULATIONS
FOR THE
GUIDANCE OF THE LADIES COMMITTEE

OF THE
BRITISH PROTESTANT SCHOOL

May 7—1877

—
General Rules

Rule 9—Rule 12 and Rule 15

COMMITTEE REGULATIONS

Dress for children. To be simple and uniform, as provided in the Committee minutes of June 2 — 1847 and Dec. 5—1856.

Household Linen. Accounts to be kept by Ladies' Committee are understood to include everything required to be made of linen, cotton, wool etc. An inventory to be kept of the principal articles, such as blankets, sheets, tablecloths towels, etc. The inventory to be examined at least once a year, when all needful renewals shall be made, in order to avoid an accumulation of expense by general renewals at long intervals.

Children's work. The proceeds of children's work to appear separately in the yearly accounts kept by the Ladies' Committee, although it may be applied

to the purchase of cottons, tapes etc. as the Ladies may direct. The Ladies will regulate from time to time the tariff of charges for children's work, take such steps as may be necessary to keep them supplied with work, and see that the girls are taught ironing and other domestic duties.

Prizes for children's work. The Ladies' committee will provide two yearly prizes for needle-work, and one for knitting, to be distributed with the other prizes according to rule 53. The first prize, however, is not to be given twice to the same child; but rather to be held as an incentive to all the girls, who ought to look forward to its attainment as soon as they have perfected themselves in needlework, ironing, etc.

Situations for the girls. To the Ladies' Committee more especially belongs the duty of providing, as far as practicable, suitable situations for those girls who require them when about to leave the school.

meetings of Ladies' Committee. That the Ladies' Committee meet monthly the last Friday in each month at 12 o'clock without further notice.

Visiting of Ladies' Committee. That each lady of the Committee visit the school in turn on at least one morning in the month from 10 to 12 o'clock, the day or days to be chosen for the ensuing month at each meeting of the Ladies' Committee. During such visits, the visitor will hear lessons said to the Master and Mistress, sometimes take a class herself when disposed to do so, take an account of needle-work done during the week, provide needle-work for the following week, attend to the changing of books in the circulating library, and sign her name as a visitor in a book kept for the purpose. In case any lady is prevented attending on her day of visiting,

she should ask one of the other ladies to take her place.

Duties of Secretary and Treasurer. That the secretary and treasurer of the Clothing and Library funds be only required to attend as a weekly visitor when there are five Fridays in the month; that she receive the library subscriptions collected by each lady on their day of meeting; that she superintend the whole of the domestic affairs of the school; that she be referred to in all cases of difficulty of internal management, and illness of the children.

Report etc. to Managing Committee. Should the Ladies' committee have anything to report or suggest at the end of each month, they will use their discretion in either writing to the secretary, or submitting the minutes of their proceedings, containing such report, suggestions, etc. to the Committee meeting held at the beginning of each month.

Appointment of Ladies' Committee. It is desirable the election of the new member of the Ladies' Committee take place at the first Committee meeting in each year, in order that no delay may arise in the collection of subscriptions for the library and clothing Funds, should the Ladies' have to make any change in the appointment of Treasurer to their Committee.



