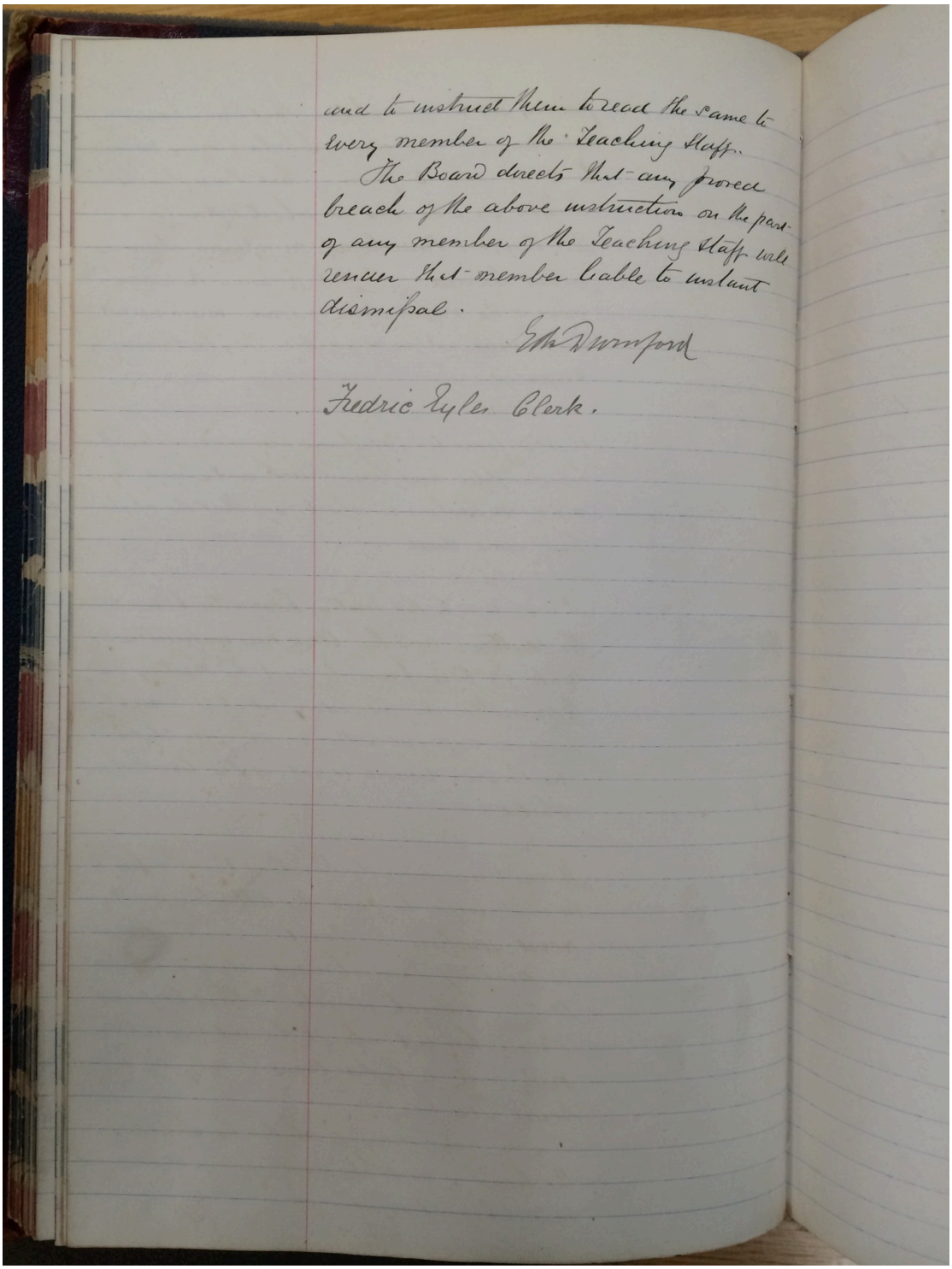


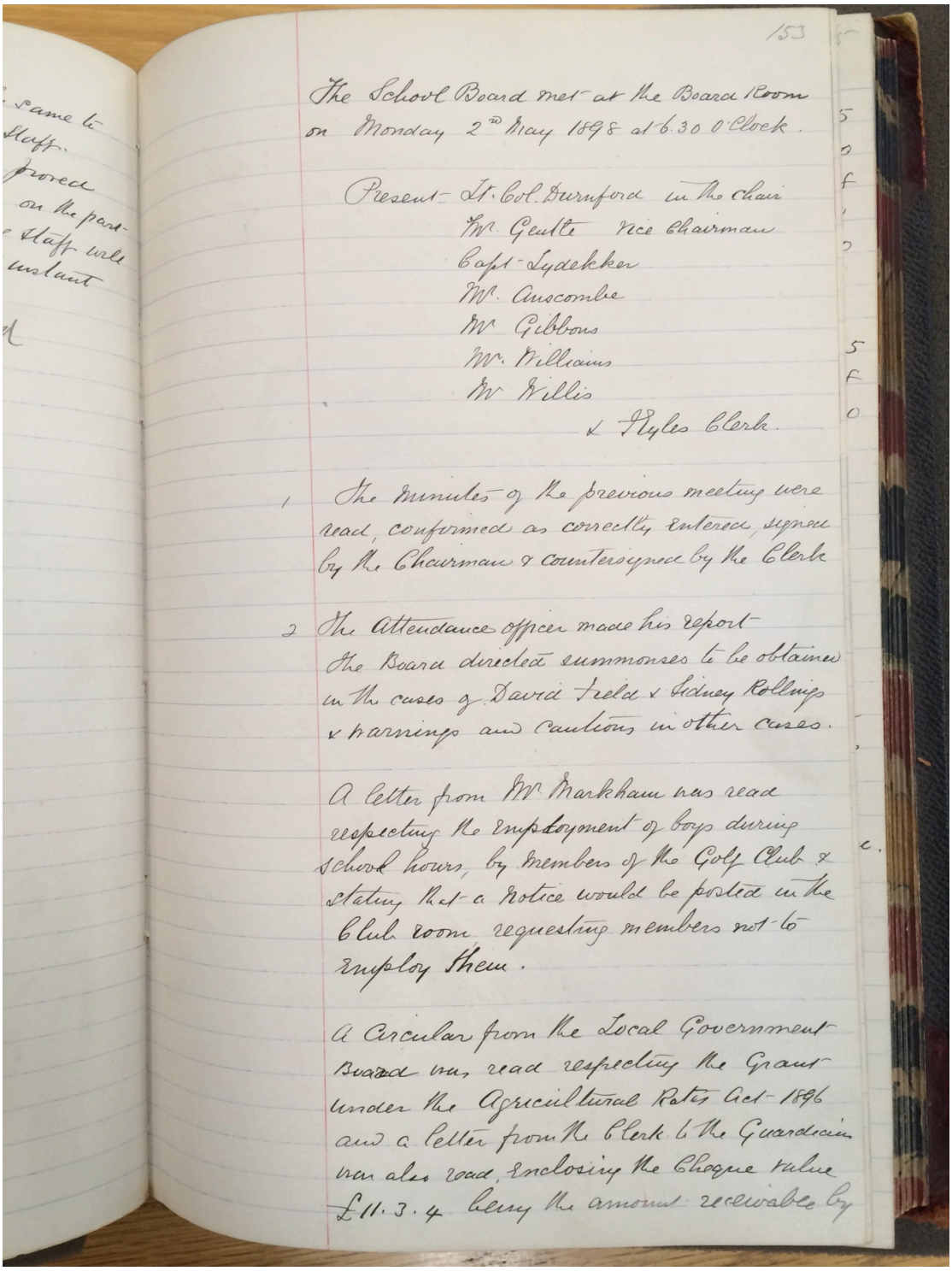
and to instruct them to read the same to every member of the Teaching Staff.

The Board directs that any proved breach of the above instruction on the part of any member of the Teaching Staff will render that member liable to instant dismissal.

Edw Dwinford

Fredric Eyles Clerk.

Document 4: School Board meeting minutes, 4th April 1898 (page 4) (HALS HEd1/23)



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The School Board met at the Board Room on Monday 2nd May 1898 at 6.30 O'Clock.

Present- Lt. Col. Burnford in the chair
Mr Goulte vice Chairman
Capt Lydekker
Mr Anscombe
Mr Gibbons
Mr Williams
Mr Willis
& Styles Clerk.

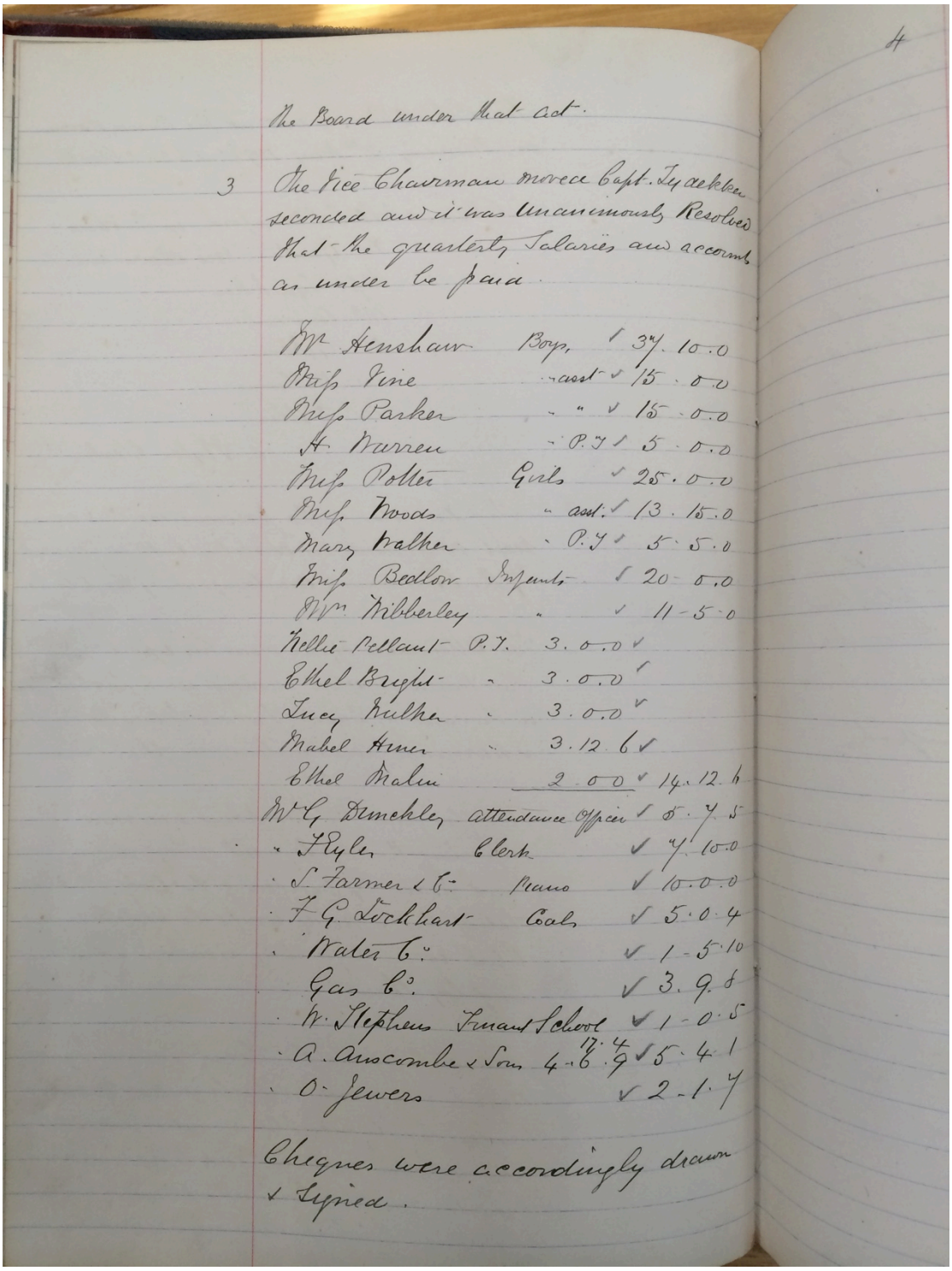
1 The minutes of the previous meeting were read, confirmed as correctly entered, signed by the Chairman & countersigned by the Clerk

2 The Attendance officer made his report
The Board directed summonses to be obtained in the cases of David Field & Sidney Rollings & warnings and cautions in other cases.

A letter from Mr Markham was read respecting the employment of boys during school hours, by members of the Golf Club & stating that a notice would be posted in the Club room requesting members not to employ them.

A Circular from the Local Government Board was read respecting the Grant under the Agricultural Rates Act 1896 and a letter from the Clerk to the Guardians was also read, enclosing the Cheque value £11.3.4 being the amount receivable by

Document 5: School Board meeting minutes, 2nd May 1898 (page 1) (HALS HEd1/23)



4

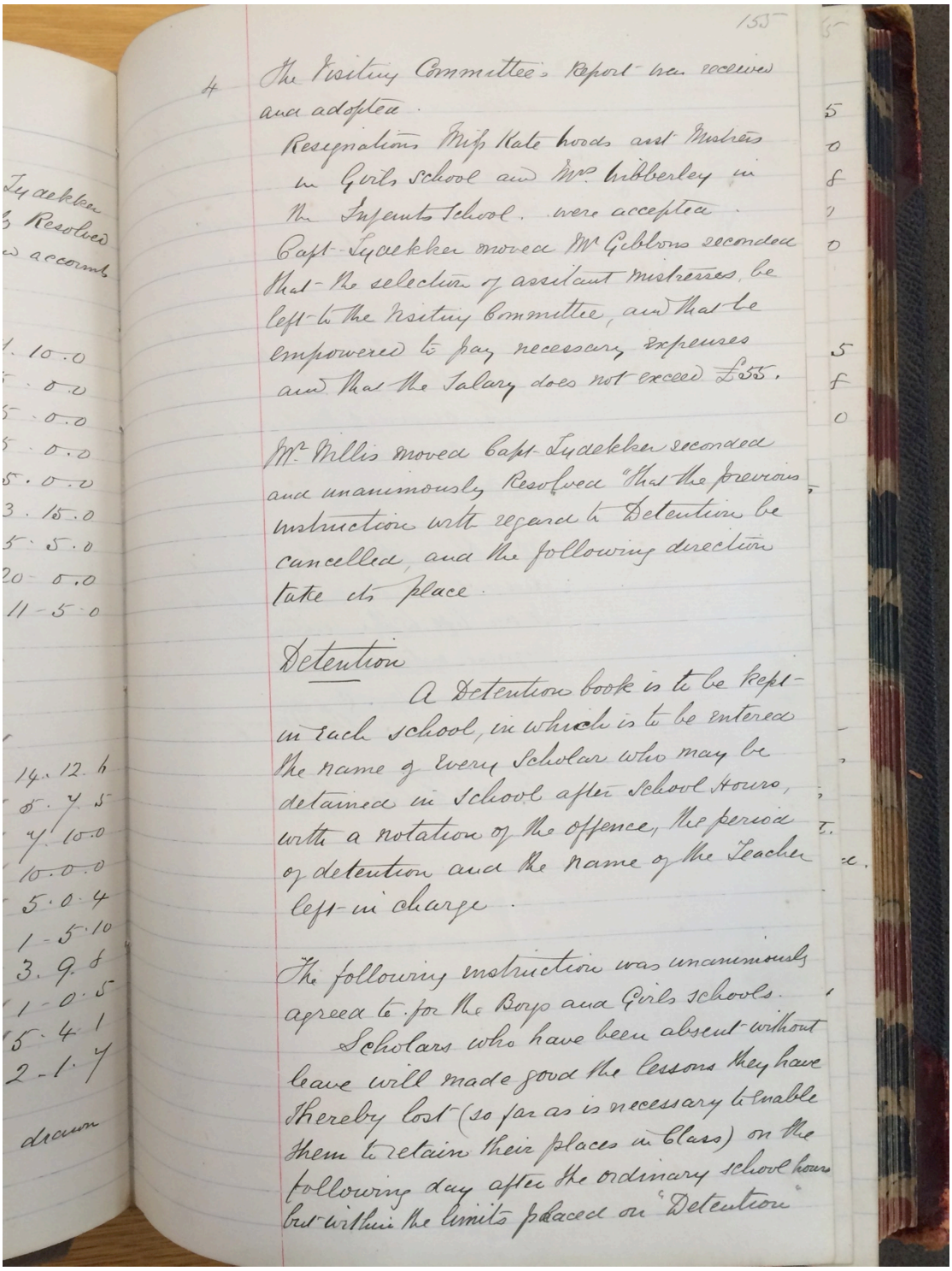
the Board under that act.

3 The Vice Chairman moved Capt. Tyacke seconded and it was unanimously Resolved that the quarterly Salaries and accounts as under be paid

Mr Henshaw	Boys	✓	37. 10. 0
Miss Pine	asst	✓	15. 0. 0
Miss Parker	"	✓	15. 0. 0
A. Warren	P.T.	✓	5. 0. 0
Miss Potter	Girls	✓	25. 0. 0
Miss Woods	asst.	✓	13. 15. 0
Mary Walker	P.T.	✓	5. 5. 0
Miss Bedlow	Infants	✓	20. 0. 0
Mrs Wibberley	"	✓	11. 5. 0
Nellie Pellant	P.T.	3. 0. 0	✓
Ethel Bright	"	3. 0. 0	✓
Lucy Walker	"	3. 0. 0	✓
Mabel Hemer	"	3. 12. 6	✓
Ethel Malin		2. 0. 0	✓ 14. 12. 6
W.G. Demchley	attendance Officer		✓ 5. 7. 5
Hyde	Clerk		✓ 4. 10. 0
J. Farmer & Co.	Piano		✓ 10. 0. 0
F.G. Lockhart	Coals		✓ 5. 0. 4
Water Co.			✓ 1. 5. 10
Gas Co.			✓ 3. 9. 8
W. Stephens	Tenant School		✓ 1. 0. 5
A. Anscombe & Son		4. 6. 7. 4 / 9	✓ 5. 4. 1
O. Jewers			✓ 2. 1. 7

Cheques were accordingly drawn & signed.

Document 6: School Board meeting minutes, 2nd May 1898 (page 2) (HALS HEd1/23)



The Visiting Committee's Report was received and adopted.

Resignations Miss Kate Woods asst Mistress in Girls School and Mrs Cubberley in the Infants School were accepted.

Capt Tydeker moved Mr Giblons seconded that the selection of assistant mistresses be left to the Visiting Committee, and that be empowered to pay necessary expenses and that the Salary does not exceed £55.

Mr Willis moved Capt Tydeker seconded and unanimously Resolved "That the previous instruction with regard to Detention be cancelled, and the following direction take its place.

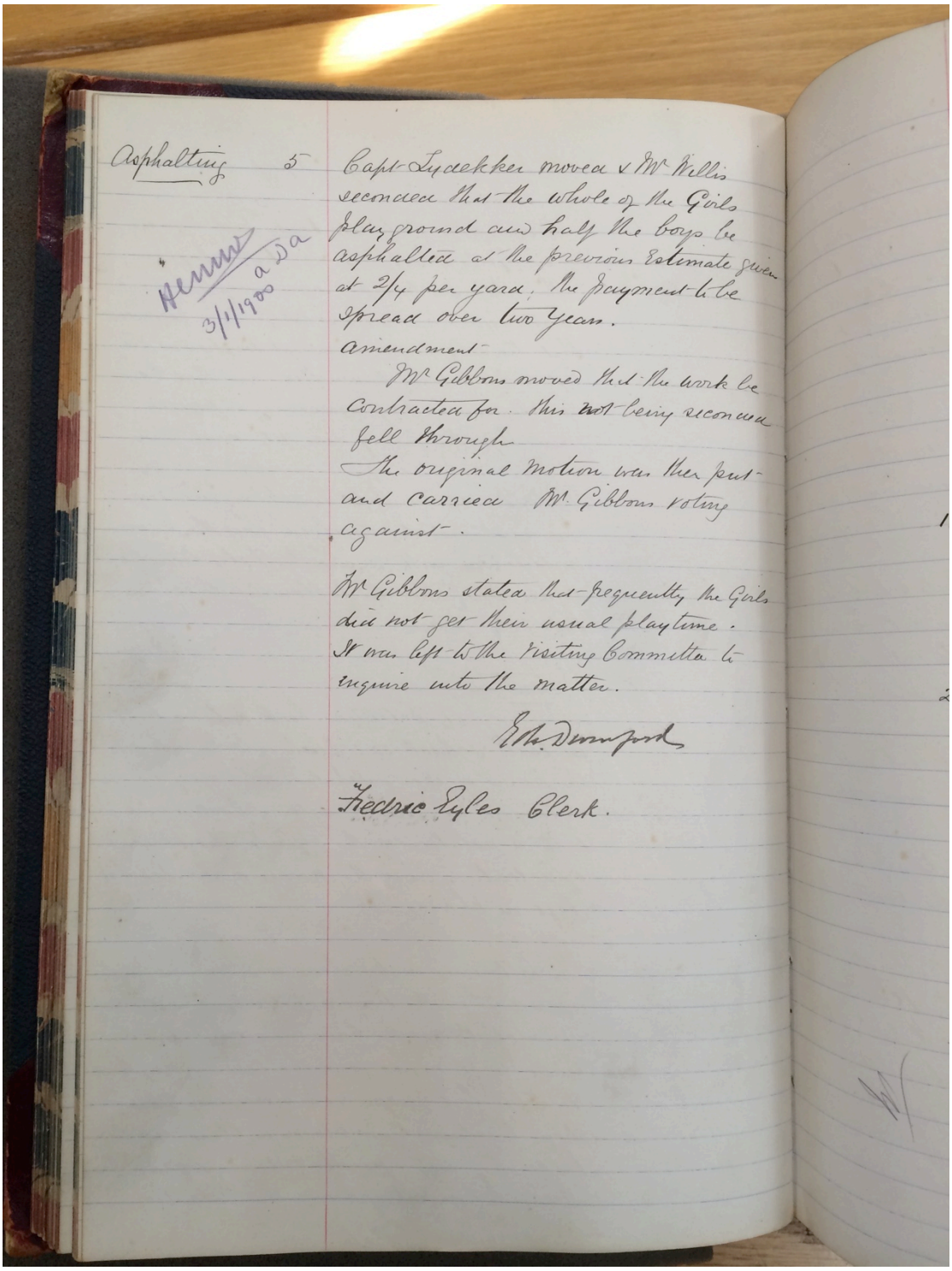
Detention

A Detention book is to be kept in each school, in which is to be entered the name of every Scholar who may be detained in School after School Hours, with a notation of the offence, the period of detention and the name of the Teacher left in charge.

The following instruction was unanimously agreed to for the Boys and Girls schools.

Scholars who have been absent without leave will made good the lessons they have thereby lost (so far as is necessary to enable them to retain their places in Class) on the following day after the ordinary school hours but within the limits placed on "Detention"

Document 7: School Board meeting minutes, 2nd May 1898 (page 3) (HALS HEd1/23)



Asphalting 5

Capt Lydekker moved v Mr Willis seconded that the whole of the Girls playground and half the boys be asphalted at the previous Estimate given at 2/4 per yard, the payment to be spread over two years.

amendment

Mr Gibbons moved that the work be contracted for. This not being seconded fell through

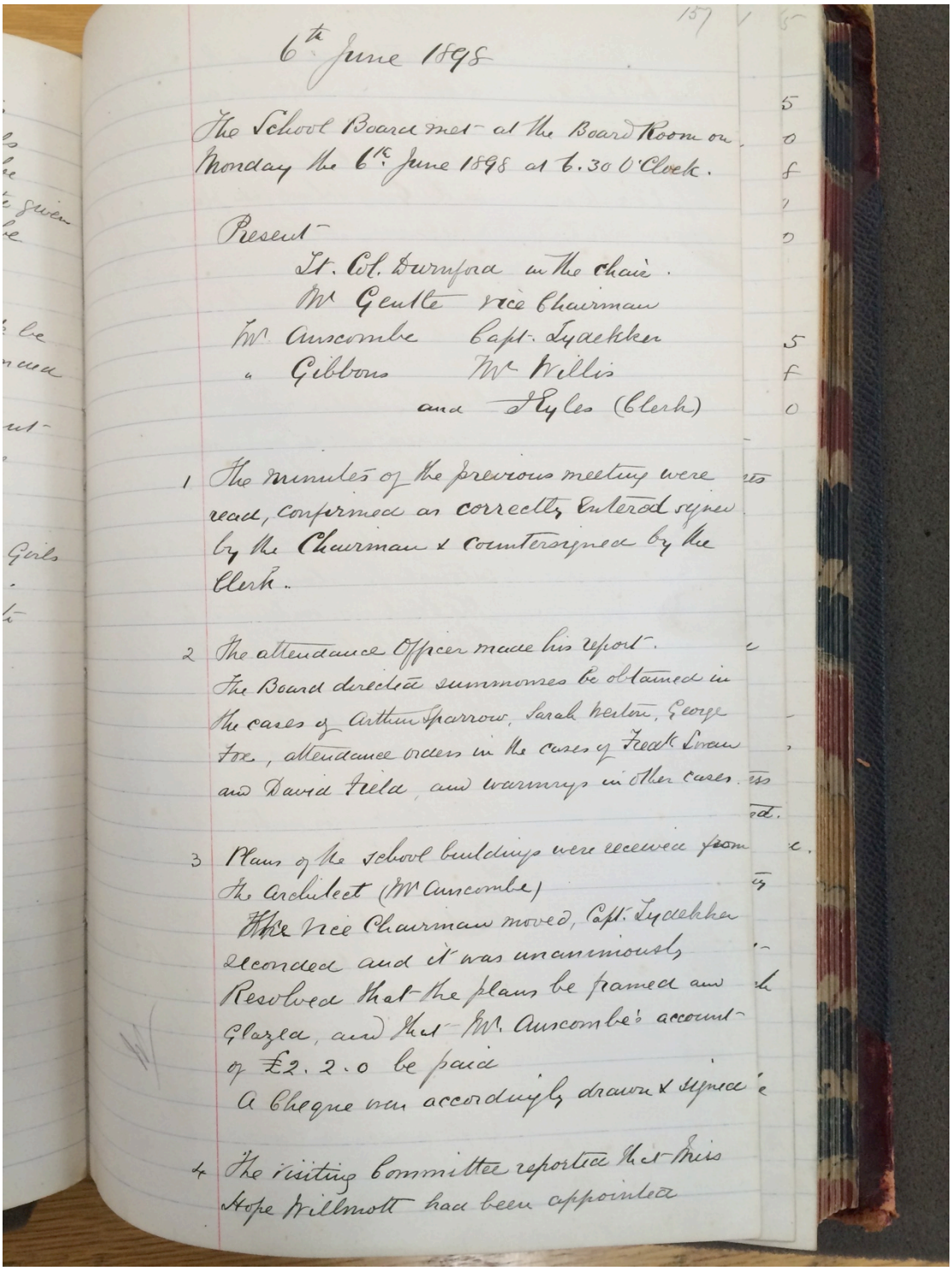
The original Motion was then put and carried Mr Gibbons voting against.

Mr Gibbons stated that frequently the Girls did not get their usual playtime. It was left to the Visiting Committee to enquire into the matter.

E Wm Dennyford

Fredric Eyles Clerk.

Document 8: School Board meeting minutes, 2nd May 1898 (page 4) (HALS HEd1/23)



6th June 1898

The School Board met at the Board Room on Monday the 6th June 1898 at 6.30 O'Clock.

Present-

Lt. Col. Durnford in the chair.
Mr Gentle vice Chairman
Mr Anscombe Capt. Tyacke
" Gibbons Mr Willis
and Myles (Clerk)

1 The minutes of the previous meeting were read, confirmed as correctly Entered signed by the Chairman & Countersigned by the Clerk.

2 The attendance Officer made his report. The Board directed summonses be obtained in the cases of Arthur Sparrow, Sarah Herbert, George Fox, attendance orders in the cases of Frank Swan and David Field, and warnings in other cases.

3 Plans of the school buildings were received from the Architect (Mr Anscombe)
The Vice Chairman moved, Capt. Tyacke seconded and it was unanimously Resolved that the plans be framed and Glazed, and that Mr. Anscombe's account of £2.2.0 be paid
A Cheque was accordingly drawn & signed

4 The visiting Committee reported that Miss Hope Willmott had been appointed

Document 9: School Board meeting minutes, 6th June 1898 (HALS HEd1/23)

Harpenden School Board

Punishments

The School Board desires that the general scheme of punishments should be, as far as possible be assimilated: it therefore directs:-

1. That corporal punishment shall be administered only with a light cane and only by a Head Teacher.
   In no case may a child be struck on the head; and no other description of personal punishment is allowed.

2 Corporal punishment is only to be resorted to in special cases - chiefly those of moral culpability and on no account for inability to do school work. If inflicted for absence there must have been "aggravating cases" & those must have been wilful on the part of the child.

3 Corporal punishment should only be inflicted in a calm & serious manner.

The above are to be considered as enclosed in Standing Orders Nos. 33 & 34.

The general scheme of punishment should be
1 Bad marks. - Low places in Class &c
2 Detention - Extra tasks
3 Corporal - as a last resort.

Punishments should bear relation to faults,
as for late coming - late sitting
for work badly done - work done again
for wasting time - forfeit some time
&c

Punishment Record.

A punishment Book is to be kept, in which is to be entered every case of Corporal Punishment to commence 12th January 1897

By order of the Board
Frederic Lyle
Clerk.

12th January 1897

Document 10: Harpenden School Board, Punishment Guidelines, 12th January, 1897