

THE LAWRENCE SCHOOL ORDERS.

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SANAWAR, 18TH JANUARY, 1957.

No. 1, SALES—On the recommendat on of the auditors it has been decided to stop all cash sales in the stores with effect from 1st February, 1957. All items will be sold on credit and on the 22nd of each month, the deduction list will be sent by the Quartermaster to the Office for recovery.

No. 2, CONSERVANCY—Conservancy Tax will be charged at the following rates with effect from 1st March, 1957 :—

On Pay & Allcs. of Rs. 500/-	and above	...	Rs. 1/8
„ „	Rs. 401/- to Rs. 500	...	Re. 1/-
„ „	Rs. 251/- to Rs. 400	...	Re. -/12/-
„ „	Rs. 150/- to Rs. 250	...	Re. -/8/-
„ „	Rs. 100/- to Rs. 149	...	Re. -/6/-
„ „	below Rs. 100/-		Nil

This tax will not be recovered from those who stay outside the School estate.

If both husband and wife are earning and staying in Sanawar the combined income will be taken into consideration for this purpose.

Note:— No School sweepers will be employed by any member of the Staff for his private work.

R. SOM DUTT
Major,
Headmaster.

THE LAWRENCE SCHOOL ORDERS.

—:—
SANAWAR, 8TH MARCH, 1957.

No. 3, MEETING—There will be a full Staff meeting in the Masters' Common Room at 3-00 p. m. on March 9th.

No. 4, CLOTHING—March 8th, 9th & 10th will be devoted to issuing clothes to the children according to the scale laid down. All clothes will bear either the names or the numbers of the children and initials of the House in the case of B. D. and initials of the Departments in the case of G. D. and P. D. All this work of marking clothes must be completed by the evening of Sunday 10th March.

Quartermaster will issue some items of clothing for new children. Rest of the items will be provided from the stock available with matrons.

No. 5, TEXT BOOKS & STATIONERY—Subject Teachers will indent the required number of text books for their Form and issue them to the children. They will keep record of books issued to the children and return the books at the end of the year to the Stock Room. Any losses of books should be immediately reported to the Office for recovery of the cost and replacement of the book.

Form Masters will send their requirements of stationery for their Forms to the I/c Stock Room and on receipt will issue to the children.

No. 6, STRENGTH—Matrons are requested to send the number of children present and the names of the children on leave or absent, to the Office every day by 3-00 p. m. If there is no change a slip saying NO CHANGE should be sent.

No. 7, STAFF—All members of the Staff are requested to inform the Office of their academic qualifications, i. e. Degrees and Diplomas obtained by them with the names of Universities, by 12th March 1957.

Please Turn Over.

No. 8, HOUSE STAFF—The following appointments are made:—

Mr. M. S. Rawat	Housemaster	Siwalik	... B. D.
Mrs. Sant Singh	Housemistress	Nilagiri	... G. D.
Mrs. Cherian	„	Nilagiri	... P. D.
Miss Varma	„	Vindhya	... P. D.

No. 9, ELECTRICITY—Current will be available from 5 p. m.

2. All persons paying a flat rate for the number of points in their quarters, will please note that they are not allowed to use bulbs of more than 60 watts.

No. 10, CINEMA—The film “FATHER’S LITTLE DIVIDEND” will be shown in Barne Hall at 6-00 p. m. on March 9th.

R. SOM DUTT
Major,
Headmaster.

THE LAWRENCE SCHOOL ORDERS.

:o:—
SANAWAR, 15TH MARCH, 1957.

No. 11, WELCOME—The Headmaster would like to welcome to Sanawar all members of the Staff and the children and would like to wish them a very happy and successful term in School.

No. 12, PREFECTS—The following appointments have been made:—

House Prefects

Himalaya (B. S.)	...	M. S. Grewal A. K. Seth A. K. Chawla Kamaljit Singh
Nilagiri (B. S.)	...	Rajeshwarpal Singh Sangha Gurvirinder Singh
Vindhya (B. S.)	...	Vijay Kumar Nair Shyam Kumar Kak Ashok Marwaha
Siwalik (B. S.)	...	J. P. S. Soin

No. 13, HOSPITAL—With effect from Monday, the 18th March, 1957, food for the patients will be sent from B. D. Kitchen. The R. M. O. will arrange to send every morning strength return to the Quartermaster and the B. D. Steward in order to enable them to arrange for the rations and meals respectively.

The serving of food and cleaning of plates will be done by the Hospital Staff and the B. D. bearer will be responsible for taking food to the Nursing Sister.

Quartermaster will further arrange for the required crockery and cutlery (for 25 persons) which will be kept permanently in the hospital.

No. 14, WATER—Until the water situation eases, baths in all Departments will be three times a week.

No. 15, FURNITURE—Every quarter will be furnished by the Quartermaster according to scale, as far as possible, and members of Staff will not take any furniture with them from the quarter previously occupied by them if and when they are asked to shift to another quarter.

No. 16, CRICKET—The first match of the Season, the Headmaster's XI vs. The School XI, will be played on March 16th.

Please Turn Over.

All members of Staff are invited to have tea at 4-00 p. m. in the Lower Pavillion.

No. 17, RATIONS—The rate of bread has been fixed Rs. -/5/- per lb. with effect from 7th March, 1957.

No. 18, CLUB—There will be a Meeting on Sunday, the 17th March, at 11-00 a. m. All members are cordially invited. Tea will be provided.

No. 19, SANITATION—Members of the Staff are requested to ensure that their private sweepers do NOT throw rubbish, etc., down the khud side or drains. Should any private sweeper be found doing so, he will be liable to a fine, and should there be any difficulty in the recovery of the fine, the sum will be recovered from the employer; failing this the sweeper will be removed from the School premises.

Members of the Staff are requested to make this quite clear to their servants and to explain to them that this rule will be a condition of employment.

No. 20, WALKING OUT PASSES—Housemasters and Housemistresses will have absolute discretion with regard to the issue of Walking Out Passes to children on Sunday and other School holidays. The rule that no passes will be issued for a month from arrival no longer applies.

No. 21, BARRACK DAMAGES—In view of the considerable loss to the School on account of damages, particularly with regard to furniture, window panes, and so on, the Headmaster has no option but to debit the cost of repairs to the House Funds of the House concerned if the culprit concerned is not reported.

No. 22, NEWSLETTER—Neena Dubey and Arun Maira are appointed Editors of the Sanawar News Letter for 1957.

No. 23, CONTRACT—Shri Girdhari Lal of Garkhal has been given the contract of resin tapping in the School area.

No. 24, MEDICAL—The following are exempted from P. T. & Games for the period shown against them:—

J. S. Man	B. S.	First Term
S. C. Gautam	B. S.	4 months
Mrinal Kumar Dass	P. S. B.	4 months.

R. SOM DUTT
Major,
Headmaster,

THE LAWRENCE SCHOOL ORDERS.

:o:
SANAWAR, 22ND MARCH, 1957.

No. 25, TIME-TABLE—From Monday, 25th March, 1957 :—

	B. D.	G. D.	P. D.
Rouser 0600	-do-	0630
Chhota Hazri 0630	0640	—
P. T. 0645-0720	0650-0720	—
M. I. 0815	0700	0730
House Duties (Dormitories) 0730	-do-	—
Breakfast, fall in 0745	0740	—
Breakfast 0750	-do-	0745
Assembly, fall in 0825	-do-	-do-
Assembly 0835	-do-	-do-
Schools 0845-1305	-do-	0845-1225
Break 1045-1105	-do-	-do-
Lunch 1315	-do-	1235
House Duties 1345-1430	-do-	—
Rest —	—	1315-1415
Games/Hobbies 1430-1730	-do-	1430-1600
Tea 1630	-do-	1610
Baths (Mon: Wed: Friday) 1700-1815	-do-	1630-1730
Prep., fall in 1820	-do-	1735
Prep. 1830-2000	-do-	1740-1820
Supper 2010	-do-	1830
Lights Out 2100	-do-	1930

No. 26, EXTRA CURRICULAR ACTIVITIES—The following will be incharge of the activities mentioned against their names :—

Miss R. Chatterji The Sanawarian
Miss S. Joshi & Mr. Gopinathan The Sanawar News Letter
Mr. Mukherji Educational Films
Mr. Kemp Commercial Films (English)
Mr. Vayas Commercial Films (Hindi)

Please Turn Over.

Mr. Gupta	...	Hindi Society, Seniors
Mr. Atma Ram	...	Hindi Society, Juniors
Mr. Gopinathan	...	English Society, Seniors
Miss Sant Singh	...	English Society, Juniors
Mr. Sinha	...	Science & Geography Society
Mr. Gore	...	Mathematical Society
Mr. Saleem Khan	...	Historical Society
Mr. Thakar	...	Music Circle
Mr. Vyas	...	Photography
Mr. Joshi	...	Social Service
Mr. Mundkur	...	{ Boys' Reading Room & Information Room
Miss Joshi & Mrs. Gidwani	...	{ Girls' Reading Room & Information Room
Mr. Wad	...	{ Crafts (Binding, Printing, Carpentry etc.
Mrs. Bedi/Miss Sant Singh	...	Needlework

GAMES BOYS

Mr. Jagdish Ram	...	Boxing, P. T.
Mr. Bhalerao	...	Swimming
Mr. Rawat & Mr. O. P. Sharma	...	Athletics
Mr. Gore	...	Hodson Runs
Mr. Bhupinder Singh	...	N. C. C.
Mr. Saleem Khan	...	Cricket
Mr. Mukerji & Mr. Atma Ram	...	Soccer
Mr. Vyas & Mr. Gupta	...	Hockey

GAMES GIRLS

Miss Sant Singh	...	Netball
Miss Joshi	...	Table-tennis and Badminton
Mrs. Gidwani	...	Athletics
Miss Albuquerque	...	Swimming
Mrs. Bedi	...	Tennis
Mrs. Kemp	...	Hockey

No. 27, PREFECTS—The following appointments have been made :—

M. I. Prefect	G. D. Sood
Reading Room	Nityanand Singh

No. 28, RATIONS—Rations on payment will be issued to staff between 2:15 p. m. and 4:00 p. m. on first and third Thursdays of each month.

2. Wood Fuel, Coal and K. Oil on payment will be issued between 2-15 p. m. and 4-00 p. m. on first and third Wednesdays of each month.

Staff is requested to send their requirement slips to stores by 11-00 a. m. on issue days. They should also send some packing material to collect items from stores as no packing items will be issued from stores.

No. 29, STORES—Departmental indents will be issued between 11-00 a. m. and 1-00 p. m. on Mondays, Wednesdays and Fridays only. Departments will submit indents bi-monthly to the Office before 5th of the month.

It would be advisable to submit indents well in advance, i. e. quite a few days before the actual requirements of stores to avoid inconvenience.

No. 30, FURNITURE—No furniture will be moved from one place to another by the children. In emergency cases they may do this with the permission of the Housemasters but they must replace furniture thus removed in its proper place as soon as possible. Housemasters will please see that children do not remove furniture from the dormitories to any other place.

No. 31, BAKERY—Birthday Cakes, Pastries, etc., will be supplied from Bakery for which advance notice of three days should be given to the Quartermaster.

2. Staff is requested to arrange collection of their requirements of Bread from stores between 3-00 and 4-00 p. m. on working days.

No. 32, MEDICAL—The undermentioned children are exempted from P. T. and games for a period of one month :—

Hardip Singh Brar	... B. S.
V. K. Maniktala	... B. S.
Ranjit Singh Randhawa	... B. S.
Dalip Rao	... B. S.

2. Jitendra Pandit (B. S.) is exempted for P. T. and Games for four months.

R. SOM DUTT
Major,
Headmaster.

THE LAWRENCE SCHOOL ORDERS.

—:—

SANAWAR, 29TH MARCH, 1957.

No. 33, GARDENS—The cooperation of every child is requested to ensure that flowers and flowering plants are not plucked without permission, as unless this practice ceases the gardens will never have a chance.

No. 34, PRIVILEGES GIRL PREFECTS—Girl Prefects will enjoy the following privileges only so long as they can prove themselves fit to enjoy them.

(a) TUCK SHOP—Girls may proceed to the tuck shop under escort of Girls' School Prefects.

(b) SUNDAY VISITS TO KASAULI—On all Sundays when there are no School functions on the programme, and provided transport is not required on urgent School duties, the School bus will leave the Bakery for Kasauli returning to Sanawar by 1-00 p.m. latest. Girls' School Prefects may go to Kasauli in the School bus only on condition that a member or members of the Staff volunteer to accompany them and look after them while they are in Kasauli. There will be no transport Charges.

The School bus will leave Sanawar at 11 00 a. m. on Sunday, 31st March.

No. 35, CUB REPORTERS/SANAWAR NEWS LETTR—The under-mentioned have been appointed Cub Reporters. They will report to the Editors on all School events, and by virtue of their appointment will be entitled to any teas, lunches, or dinners which are given as a part of such functions.

G. S.	...	{	Jaya Rani Krishen
		{	Indra Sachdev
B. S.	...	{	Gurvinder Singh
		{	Karam Sheel Oberoi

No. 36, FURNITURE—Quartermaster has been authorised to check the furniture in Staff quarters and equip all houses as far as possible with necessary furniture. All members of the staff are requested to allow him to remove any piece of furniture surplus in their quarters to enable him to equip other quarters as per scale laid down.

Please Turn Over.

No. 37, DUTY—The Matrons and Mr. Kumar will be 'off' on the days and times shown against their names. Matrons will supervise in the kitchen when Mr. Kumar is "off". The 'long off' may be extended to 11-00 p. m. when a matron is attending a **cinema show** in Kasauli. Housemasters should be informed of any changes made or "offs" extended:

	LONG OFF 3-00—10-00 p. m.	SHORT OFF 3-00—8-00 p. m.	Kitchen supervi- sion for Mr. Kumar
Monday	Mr. Kumar	—	1st week Miss Massey. 2nd week Miss Masih
Tuesday	Miss Massey Miss Masih		
Thursday	Mrs. Sehgal Mrs. Sullivan		
Friday		Mr. Kumar	1st week Mrs Sehgal 2nd week Mrs. Sullivan
Saturday		Miss Massey Miss Masih	
Sunday		Mrs. Sehgal Mrs. Sullivan	

No. 38, TUCK SHOP TIMINGS —The School Tuck shop will be opened daily, except Wednesdays, from 10-30 to 17-30 hours.

Timings will be as under :—

B. S.	Weekdays, including Sundays	...	1430—1730 hours
G. S.	Weekdays	...	1345—1430 hours
	Sundays	...	1230—1430 hours
P. S.	Sundays only	...	1030—1230 hours

No. 39, SWEETS—Times for Charlies will be :—

B. S.	Mondays, Wednesdays & Fridays	...	1600—1730 hours (Place: Verandah of B. D. Dining Hall)
G. S.	Tuesdays, Thursdays & Saturdays	...	1600—1700 hours (Place: Verandah of G. D. Dining Hall)
P. S.	Sundays	...	1600—1730 hours (Place: Verandah of P. D. Dining Hall)
G. D. } B. D. }	Sundays	...	1100—1230 hours (Place: Gaskell Hall).

No. 40, CRAFTS—Mr. Wad will be Incharge of all crafts classes including Carpentry, Binding & Printing.

No. 41, MEDICAL—The following are exempted from P. T. & Games for the period shown against them.

Purshotam Dhir	B. S.	4 months
S. C. Sood	B. S.	1 month.
Arun Dua	B. S.	4 months.

2. D. S. Hazuria is exempted from Boxing for 4 months.

3. Harash Som Dutt (B. S.) is exempted from all games for the whole term.

4. Malvinder Singh Shergill, (B. S.), is exempted from boxing for the whole term.

5. Arun Luthra (B. S.) is exempted from P. T. for 2 months.

No. 42, LIBRARY—The Library will be open for issue and receipt of books from 2-30 to 3-30 p. m. on week days, except on Saturdays. On Saturdays working hours will be from 12-00 noon to 1-00 p. m.

No. 43, SOCIETY—The Senior Hindi Society will meet in Barne Hall at 6-30 p. m. on Sunday, the 31st March.

No. 44, PAY—All members of the Staff are requested to collect their pay between 10-30 a. m. and 1-00 p. m. on 30th March, 1957.

No. 45, CINEMA—The film "COWBOY FROM TEXAS" will be shown in Barne Hall at 6-00 p. m. on March 30th.

No. 46, CRICKET—Results of cricket matches, School vs. Headmaster's XI played on 16th March 1957, and School vs. The Rest played on 24th March 1957, are given below :—

School vs. Headmaster's XI

<i>Headmaster's XI.</i>		<i>School XI.</i>		
Mr. Bhalerao	b	Grewal	...	1
„ Saleem Khan	c	Mountford	b	
		Marwaha	...	37
„ Joshi	lbw	Patel	...	18
„ Kemp	b	Marwaha	...	3
„ Mundkur	c	Preminder Singh	b	
		Patel	...	37
„ Vyas	lbw	Patel	...	6
„ Bhupinder Singh	b	Patel	...	0
„ Sinha	b	Patel	...	0
„ Gopinathan	b	Patel	...	0
„ Mukherji	b	Mountford	...	4
„ Gore		Not out	...	2
„ Thakar	b	Patel	...	0

		Extras	...	10
		Total	...	115
V. K. Gauba	lbw	Mr. Mundkur	...	0
Preminder Singh	c	„ Mukherji b	...	0
		„ Mundkur	...	27
S. S. Gaekwad	rtd		...	104
R. Mountford	c	Mr. Mundkur b		
		„ Joshi	...	12
A. S. Marwaha	b	„ Joshi	...	1
A. S. Grewal	b	„ Bhalerao	...	0
H. S. Kochar	b	„ Mundkur	...	8
B. R. Patel	b	„ Saleem Khan	...	4
J. P. Singh		Not out	...	17
M. S. Shergill	c & b	Mr. Mundkur	...	2
Maharaj Singh	„	„ Bhalerao	...	3
G. D. Sood	b	„ Bhalerao	...	0
		Extra	...	15
		Total	...	187

Bowling analysis :—

	O	M	R	W
R. Mountford	8	1	24	1
A. S. Grewal	4	-	19	1
A. S. Marwaha	7	-	32	2
B. R. Patel	9	-	28	7
G. D. Sood	1	-	7	-

Bowling analysis :—

	O	M	R	W
Mr. Mundkur	23	4	63	4
„ Joshi	11	1	48	2
„ Saleem Khan	15	2	45	1
„ Bhalerao	8	1	25	3

School vs. The Rest

<i>The Rest</i>		<i>School XI.</i>	
Mr. Gopinathan	c	S. Gaekwad b	
G. S. Brar	b	R. Mountford	... 1
Mr. Saleem Khan	c	R. Mountford	... 12
„ Mundkur	c	S. Gaekwad b	
„ Bhalerao	c	A. Gaekwad	... 37
„ Sinha	st	Patel b	
„ Mukherji	b	A. Gaekwad	... 12
Baldev Dua	c	R. Mountford b	
M. S. Shergill	b	A. Gaekwad	... 2
G. D. Sood	c	Kochar b A.	
		Gaekwad	... 0
		Patel	... 10
		Preminder Singh	... 0
		A. Gaekwad	... 0
		Nityanand b	
		A. Gaekwad	... 2
		Kochar b A.	
		Gaekwad	... 3

A. S. Bedi		Not out	...	3
		Extras	...	11
				<hr/>
		Total	...	88
				<hr/>
V. K. Gauba	lbw	Mr. Mundkur	...	0
H. S. Kochar	b	G. D. Sood	...	14
Preminder Singh	c	Mr. Mundkur b		
		G. D. Sood	...	64
S. Gaekwad	b	Mr. Saleem Khan	...	41
A. Gaekwad	b	„ Mundkur	...	12
R. Mountford	b	„	...	2
J. P. Soin	b	„	...	2
A. S. Grewal	b	„ Saleem Kham	...	10
B. R. Patel	lbw	„ Mundkur	...	4
Nityanand Singh	b	„ Saleem Khan	...	0
M. Singh	c & b	„	...	0
Pandya		Not out	...	0
		Extras	...	4
				<hr/>
		Total	...	147
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Bowling analysis :—

	O	M	R	W
R. Mountford	10	4	18	2
A. S. Grewal	6	-	23	-
Maharaj Singh	3	1	14	-
A. Gaekwad	7.1	-	10	6
B. R. Patel	6	1	16	2

Bowling analysis :—

	O	M	R	W
Mr. Mundkur	20	5	48	5
„ Bhalerao	3	-	5	-
„ Saleem Khan	19.4	4	44	4
G. D. Sood	9	1	32	2
J. P. Soin	3	-	12	-

R. SOM DUTT
Major,
Headmaster.

THE LAWRENCE SCHOOL ORDERS.

SANAWAR, 5TH APRIL, 1957.

No. 47, STAFF MEETING—Headmaster would like to meet the members of the teaching staff in M. C. R. on Saturday, 6th April, at 11-50 a. m. to discuss the proceedings of the Headmasters' Conference held at Bikaner.

No. 48, MARK READING—(Senior School) The first Mark Reading will be held on Friday, April 12th. Marks should be handed to Form Staff by 1-00 p. m. on Wednesday, 10th and Mark Books to the Senior Master by 1-00 p. m. on Thursday, 11th.

Mark Books should show:—

- (a) A child's age
- (b) The average age of the Form
- (c) Previous position (if any)
- (d) Previous percentage (if any)
- (e) Points (House) gained
- (f) The number of failures in each subject.

Remarks should call attention to any special circumstances pertinent to a child's results, e. g. absence in hospital, late arrival, double promotion, detention, promotion on trial etc.

Recommendations for promotion/demotion should be sent to the Senior Master by 1-00 p. m. on 11th April.

No. 49, RATIONS—Attention of the staff is invited to School Order No. 28 dated 22nd March, 1957 and it is requested that requirements slips should be sent to the stores, by 11-00 a. m. positively.

No. 50, BREAKAGES—The Housemasters/Housemistresses will please send their reports of breakages of window-panes and any other School property together with the names of the children responsible for breaking, direct to the Office in order to enable it to replace them after recovering the dues from the pocket money account of the child concerned.

Please Turn Over.

The following persons will report the breakages in the buildings shown against their names :—

Mr. Jagdish Ram ... B. D. Bath House and Gaskell Hall.
Mr. Kumar ... No. 11

No. 51, HOUSE TUTORS—The following members of the Staff are attached to the Houses mentioned against their names :—

Mr. U. A. Mundkur ... Siwalik
Mr. S. S. Joshi ... Vindhya
Mr. G. B. Wad ... Himalaya

No. 52, DOGS—All dogs must be registered afresh for 1957 and must wear collars and discs. The Registration fee is Rs. 5/- which should be deposited in the office by 10th April, 1957.

The un-registered dogs will either be shot or removed from the estate.

No. 53, WATER—In spite of best efforts by the M. E. S. authorities, they could not fill the new reservoir upto its full capacity. This will, consequently, effect the supply of water during the Dry Season.

All are, therefore, requested to effect strictest economy in the use of water

No. 54, MEDICAL—The undermentioned boys have been exempted from P. T. and Games for 3 months:—

Vinod Nair ... B. S.
Biman Dhar ... B. S.

2. Gurvinder Singh and Duleep Jayant Pradhan (B. S.) are exempted from Boxing for the whole term.

No. 55, SWEETS—Reference School Order Part I No. 39, dated 29th March, 1957. Halwai will go to the Prep. School between 2-30 and 4-00 p. m. on Thursdays instead of Sundays.

R. SOM DUTT
Major,
Headmaster.

THE LAWRENCE SCHOOL ORDERS.

:o:
SANAWAR, 12TH APRIL, 1957.

No. 56, RESULTS—The S. C. results are given below:—

FIRSTS

A. K. Chakravarti	Verinderpal Singh
S. C. Dua	Pradip Soneja
Suresh Mullick	Yogindra Dhillon
Naresh Bahadur Singh	Asha Narang

SECONDS

D. S. Choudhary	Rina Charan Singh
K. M. Verma	Gul Shahani

THIRD

Vinita Dubey

No failures.

I should like to congratulate both the successful pupils and those who taught them, on these very creditable results.

No. 57, FOUNDATION DAY—The Annual School Picnic will be on Monday, the 15th April, to celebrate Foundation Day. The Senior School will picnic at "Dagroo" and the Prep. School at "Eagle's Nest".

Quartermaster will make necessary arrangements.

No. 58, SANITATION—Pits have been dug at various places. All members of the Staff are requested to instruct their servants and maies to dispose of ash, other rubbish from houses and gardens, waste matter, etc., in these pits.

No. 59, MEDICAL—Deepak Varma (B. S.) is exempted from P. T. and Games for 4 months.

2. Hardip Singh Brar (B. S.) in exempted from Boxing for a period of 3 months.

No. 60, LOST AND FOUND—Two fountain pens have been found. The owners may contact the Bursar.

No. 61, SOCIAL—There will be a Social in Barne Hall at 5 p.m. on 13th April, 1957.

No. 62, CINEMA—The film "GREAT WALTZ" will be shown in Barne Hall at 6-15 p. m. on April 14th.

Please Turn Over.

No. 63, CLOTHING (B. D.)—In future Clothes will be available in the following stock sizes only and B. D. Matrons will invariably mention the sizes while indenting these items:—

SIZE	BATTLE BLOUSE						TROUSERS				SHORTS			SHIRTS			NIGHT SUITS	
	LENGTH	CHEST	WAIST	SLEEVE	CROSS	NECK	LENGTH	WAIST	HIP	BOTTOM	LENGTH	WAIST	HIP	LENGTH	SLEEVE	NECK	LENGTH OF COATS	LENGTH OF PYJAMA
1	17"	27"	26"	18"	7"	13"	32"	24"	32"	18"	16"	24"	32"	24"	8"	13"	22"	32"
2	18"	29"	27"	20"	7½"	14"	35"	26"	34"	19"	18"	26"	34"	26"	8"	13"	24"	35"
3	19"	31"	29"	22"	8"	15"	38"	27"	36"	20"	20"	27"	36"	28"	9"	14"	26"	38"
4	21"	34"	31"	23"	8½"	16"	40"	28"	38"	21"	21"	28"	38"	31"	10"	15"	28"	40"
5	22"	36"	33"	24"	9"	17"	43"	30"	40"	22"	22"	30"	40"	34"	11"	16"	31"	42"

R. SOM DUTT
Major,
Headmaster.

THE LAWRENCE SCHOOL ORDERS.

—:0:—
SANAWAR, 19TH APRIL, 1957.

No. 64, SATURDAY CLUB—The first performance of the year will be given by Siwalik House B. D. in Barne Hall at 6-30 p. m. on Saturday, the 20th April, 1957.

No. 65, SOCIETY—The meeting of the Science Society is postponed from Sunday 21st April to Saturday 27th April,

No. 66, MEDICAL—Gurcharan Singh Brar (B. S.) is exempted from Boxing and Gymnastic on medical grounds.

2. K. Amarjit Singh (B. S.) and Bimal Chopra (B. S.) are exempted from Boxing and Gymnastic for the whole term on medical grounds.

3. Amarjit Singh Butalia (B. S.) is exempted from P. T. and Games for 3 months.

4. Abhey Yog Raj (B.S.) is exempted from Boxing for 3 months.

5. Kanwaljit Kaur Gill (G. S) is exempted from P. T. and Games for 3 months.

R. SOM DUTT
Major,
Headmaster.

THE LAWRENCE SCHOOL ORDERS.

SANAWAR, 26TH APRIL, 1957.

No. 67, SOCIETIES—The Science Society will meet in Barne Hall at 6-30 p. m. on Saturday, the 27th April, 1957.

2. The Music Society will meet in Barne Hall at 6-30 p. m. on Sunday, the 28th April, 1957.

No. 68, PROGRAMME—The following changes in Programme, 1957, are made :—

1. Senior Hindi Society from Saturday, June 15th to Saturday June 9th.
2. Saturday Club, Nilagiri House B. D., from Saturday, June 22nd to Saturday June 15th.
3. The Historical SOCIETY MEETING for Saturday June 9th is postponed indefinitely.

No. 69, MEDICAL—The R. M. O. will attend members of the Staff and their families in hospital from 10-00 a. m. to 10-30 a. m. everyday except Thursdays and Sundays when he will attend them from 11-00 a. m. to 11-30 a. m. and in the evenings everyday from 5-00 p. m. to 6-00 p. m.

There will be no departure from these timings except in the case of emergency.

2. The R. M. O. will not visit sick members of the Staff in their quarters except when such members are too ill to report to the hospital at the timings given above.

3. First Aid Boxes will be provided in the dormitories and Birdwood and the Prep. School. Minor injuries will be treated by the Dormitory Matron/Staff as far as possible.

Emergencies excepted no child will be sent to the R. M. O. or hospital except at the M. I. times laid down in School Orders and/or at the hospital hours mentioned above. This will apply particularly after 7-00 p. m.

Members of the Staff are requested not to issue chits to children unless they are satisfied that the case is serious.

Day Scholars will also observe this rule.

No. 70, DISCIPLINE MEDICAL—All children exempted by the R. M. O. from games and P. T. will be present when their sets are programmed though they will not participate in the activities. This rule will not apply to sets programmed in Upper and Lower Barnes.

Please Turn Over.

No. 71, STORES—The attention of staff is invited to School order No. 29 dated 22nd March, 1957. They are requested to submit their indents for 2 months' requirements (May and June 1957) to the office by 5th of May 1957. In future they should submit indents bi-monthly as laid down in the School Orders referred to above.

No. 72, WATER—The supply of water will be stopped from 9-00 a. m. to 1-00 p. m. with effect from 27th April, 1957 until further orders.

No. 73, CINEMA—The following films have been booked :—

May 4th	... GO WEST
May 12th	... AULAD (Hindi)
May 30th	... ALL ASHORE
June 2nd	... GREAT EXPECTATIONS
June 8th	... SCARAMOUCHE
June 22nd	... JULIUS CAESAR
June 29th	... TEXAS RANGER
July 16th	... LONE STAR
August 24th	... TEN TALL MEN
September 7th	... PRISONER OF ZENDA
September 21st	... PARINEETA (Hindi)
October 12th	... GOLDEN HAWK
October 26th	... THE TITFIELD THUNDERBOLT
November 16th	... CONQUEST OF MOUNT EVEREST (Hindi)
November 30th	... DOCTOR IN THE HOUSE.

No. 74, SCHOLARSHIPS—The following children have been awarded Scholarships for 1957 :—

SENIOR SCHOOL.

Ashok Kumar Seth	Jayant Barla
Anjon Mehra	Subhash Chander Kalia
Ravi Khanna (Siwalik)	Asha Rani
Mohinderjit Singh Grewal D	Sudha Anand
Ashok Kumar Sehgal	Ashit Kumar Choudhry
Kr. Yashvir Singh D	Kumari Kiran
Harjit Singh Kochhar	Deepa Bhattacharya
Naveen Bratt	Biswanath Chakraborty
Ajit Pal Singh	Kumari Kalpana S. Sharma
Arun Nath Maira	Jaisheel Oberoi
Tejpal Singh Chowdhury	Sachinder Nath Gupta
Atul Gurtu	Raj Kanwal Gaiind
Pradeep Verma	Shambhu Dayal
Karamsheel Oberoi	Kr. Amarjit Singh
Yudhishter Mohan	Ranjana Debnath
Arun Kumar Mahajan	Somesh Ranjan Debnath

Asha Lata Punja
Rehana Khurshid
Sheela Marian Barla
Lina Rani Bagchi
Amarjit Singh
Ajit Kumar Bhargawa
Arun Kumar Gupta
Yogesh Kumar
Sudhir Bhatnagar

Avinash Bahadur
Amar Nath Dutta
Arup Kumar Dutta
Dinesh Kumar
Ananta Dipak Chhetri
Pradeep Raj Suri
Parveen Sharma
Km. Meenakshi Biswas
Km. Rakynti Nongpiur
Dilip Kumar Bose

JUNIOR SCHOOL.

Keshav Kumar
Pushpa Devi
Happy Master
Veejay Chopra
Gyan Prakash
Kaushalya Kanwaria
Balraj Singh
Parminder Kaur
Pradip Kumar Roy D
Minal Kumar Dass
Debabratamay Mitra

Raj Kumar Daw
Kamal Malhotra
Upinder Fotodar
Rakesh Nath Passi
Champa Rani Mukerji
Harbans Singh Nagpal
Zaffarullah Khan
Amitabha Paul
Anita Babbar
Sonali Moitra

Note: The children against whom 'D' is marked are Defence Scholars.

R. SOM DUTT
Major,
Headmaster.

THE LAWRENCE SCHOOL ORDERS.

:o:
SANAWAR, 3RD MAY, 1957.

No. 75, TIME TABLE—With effect from May 4th, the Saturday Time-Table will be as under :—

Rouser (B. D.)	...	6-00 a. m.
Chhota (B. D.)	...	6-30 a. m.
P. T. (B. D.)	...	6-40—7-15 a. m.
Breakfast (B. D.)	...	7-30 a. m.
M. I. (B. D.)	...	7-50 a. m.
Singing practice	...	8-15 a. m.
3 Schools	...	8-30—10-30 a. m.
Break	...	10-30—10-45 a. m.
4th School	...	10-45—11-20 a. m.
House Letters	...	11-20 a. m.—12-00 noon
5th School (Tutorial)	...	12-05—12-40 p. m.
6th School (, ,)	...	12-40—12-40—13-15 p. m.
Lunch	...	13-20 p. m.

No. 76, GRAMOPHONE RECITAL—There will be a gramophone recital of Macbeth in Barne Hall for Upper V and Sixth Form at 6-00 p. m. on Sunday, 5th May.

No. 77, ACADEMIC DRESS—Gowns need not be worn with effect from Monday, 6th May.

No. 78, BARNE MEMORIAL CRICKET FESTIVAL MATCH

The Barne Memorial Cricket Festival match will be played on Sunday, 5th and Monday, 6th May.

BARNE MEMORIAL DINNER MONDAY 6th May:—

The Barne Memorial School Dinner will be held at 8-15 p. m. on 6th May in B. D. The dinner will be in the nature of a regimental dinner in memory of old associations.

All members of the Staff and their wives, inclusive of P. D., are invited to attend.

Dinner Jackets/Jodhpuri/Lounge Suits (for those members of the Staff who do not possess either of the above) will be worn by all boys/men.

Please Turn Over.

Boys and girls (Senior School) will dine together according to the Houses to which they belong. A seating plan will be prepared by the Bursar by 6th May.

Sparrows will dine in the P. D. Mess on 6th May.

Kitchen Staff and Waiters, G. D., will report to Mr. Kumar at 5-00 p. m. on 6th May. Waiters, P. D., will similarly report to Mr. Kumar by 7-30 p. m.

The details of seating plan, issue and allocation of rations will be given by the Bursar in consultation with Mrs. Nanda and Mr. Kumar.

No. 79, MID TERM BREAK—The mid-term break will be from 2-00 p. m. on Friday, 10th May, till 6-00 p. m. on Sunday, 12th May.

Housemasters/Mistresses are requested to advise children to inform their parents of these dates on letter-writing day, Saturday, 4th May.

Subject to permission being granted by Housemasters/Mistresses children may proceed home during these days, provided their homes are within reasonable distance of Sanawar. This will not include Delhi unless parents guarantee the arrival of children by 6-00 p. m. on Sunday, 12th May latest.

No. 80, 2ND MARK READING—Marks will be given to Form Staff at 9-00 a. m. on Tuesday, 7th May. Mark books will be handed over to the Senior Mistress at 9-00 a. m. on Wednesday, 8th May.

No. 81, TUTORIALS—The 4th and 5th Schools on Saturdays will be used for extra coaching. All children whose names appear on the Tutorial list will remain in Birdwood during these two Schools and will apply themselves to their weak subjects.

The Sixth too will remain in Birdwood and, if not required by Subject Staff, will use the time available for private study.

Upper Five A and B will have double Schools of Physics, Chemistry and Biology.

All other children will return to their Departments immediately after Letter-writing.

No. 82, STAFF CLUB—There will be a dinner party in the Staff Club at 8-15 p. m. on Sunday, 5th May. All members of the Club and their wives are cordially invited.

No. 83, RABIES—Owing to an outbreak of rabies in Kasauli, the following precautions will be observed :—

- (1) Any dogs not already registered in the Office will be liable to be destroyed forthwith.
- (2) Children will under no circumstances fondle or go near any dog.

No. 84, APPOINTMENTS—Anil Nehru, Nilagiri and Opinderjit Singh Sandhu Vindhya are appointed House Prefects.

No. 85, MEDICAL-WEIGHING AND MEASURING :—

Weights will be taken daily at 2-30 p. m. as under :—

Tuesday, 7th May	...	Himalaya & Nilagiri (B. D.)
Wednesday, 8th May	...	Siwalik & Vindhya (B. D.)
Thursday, 9th May	...	P. D. & G. D.

No. 86, CINEMA—The film "GO WEST" will be shown in Barne Hall at 6-00 p. m. on May 4th.

No. 87, ACADEMIC—As a result of the first Mark Reading and a review of academic progress the following decisions will be given effect to.

1. The parents of the under-mentioned children have been advised to let their children appear for the Matriculation examination as private candidates in the year given against each name :—

<i>Srl. No.</i>	<i>Name of child</i>	<i>Form</i>	<i>Year in which Matric is to be taken</i>
1.	Yashpal Aggarwal	... Lower III B	March, 1962
2.	Goral Lal	... Lower III B	March, 1962
3.	Samuel Tikaram	... Lower III B	March, 1962
4.	Shaminderjit Singh	... Lower III B	March, 1962
5.	K. C. Aggarwal	... Upper III B	March, 1961
6.	Vijay Kumar Trehan	... Upper III B	March, 1961
7.	A. K. Mehra	... Lower IV A	March, 1960
8.	B. K. Sood	... Upper IV A	March, 1959
9.	B. R. Patel	... Lower V A	March, 1958
10.	B. M. Sabherwal	... Lower V A	March, 1958
11.	Danny Lyall	... Lower V A	March, 1958
12.	Arun Dua	... Lower V A	March, 1958

2. The following Promotions/Demotions have been made :—

<i>S. No.</i>	<i>Name of child</i>	<i>Form</i>
1.	Gopal Bhatia	... Lower III B

2. Samuel Tika Ram ... Lower III B
3. Manharjit Singh ... Lower IV B
4. Inderdaljit Singh ... Lower IV B
5. Sarvjit Singh Chahal ... Upper IV B

No. 88, WATER SUPPLY—In spite of every precaution our reserves have dwindled to 1,30,000 gallons from 3,00,000 gallons.

Hours of water supply with effect from 4th May, 1957, will be

5-00 a. m.	—	8-00 a. m.
5-00 p. m.	—	7-00 p. m.

Kitchen taps will remain open, but Steward/Matrons will please ensure economy in use of water.

R. SOM DUTT
Major,
Headmaster.

THE LAWRENCE SCHOOL ORDERS.

:o:
SANAWAR, 10TH MAY, 1957.

No. 89, TIME-TABLE—With effect from Monday, 13th May, the following changes in the daily time-table of B. D. and G. D. will be made:—

Supper	18-15 hours
Prep.	19-00—20-30 hours

Immediately after Prep. cocoa or some other drink will be provided in the dining halls.

No. 90, EXPENSE VOUCHERS—Those members of the Staff who maintain Expendible Ledgers will please send expense vouchers along with their indents.

No. 91, SOCIAL—There will be a Social in Barne Hall at 8-30 p.m. to 11-00 p.m. on 11th May, 1957. Girls will conduct the Social.

No. 92, CINEMA—The Hindi film "AULAD" will be shown in Barne Hall at 6-00 p. m. on 12th May, 1957.

No. 93, CRICKET—Inter-House Cricket matches will begin on Monday, 13th May, 1957.

No. 94, RATIONS—Rations once issued will not be taken back. Members of the Staff are therefore, requested to check the quality of rations before taking them from stores.

No. 95, FETE—The annual Fete will take place on 23rd June this year and the arrangements are being made for the following stalls:—

White Elephant	{ Mr. Saleem Khan Mrs. Sehgal
Darts	{ Mr. Bhupinder Singh Mr. Thakar
Chats & Drinks	{ Mrs. Nanda Miss Sant Singh Miss Albuquerque
Pickles & Sweets	{ Mrs. Som Dutt Mrs. Sullivan

Please Turn Over.

Needle work, Embroidery & Toys ...	{	Miss Chatterji Mrs. Gidwani Mrs. Bedi Miss Joshi
Roulet	{	Mr. Kemp Mr. Katoch
Horse Racing	{	Mr. Vyas Mr. O. P. Sharma Mr. Kumar
Lucky Dip	{	Mr. Gopinathan Mr. Jagdish Ram
Art & Craft	{	Mr. Bhalerao Mr. Wad
Roundabout	{	Dr. Sakhuja Mr. Surinder Nath
Tea		Prep. School Staff
Aunt Sally	{	Mr. Sinha Mr. Mundkur
Lottery	{	Mr. Rawat Mr. Atma Ram
Science	{	Mr. Gore Mr. Mukerjee
Swimming		Mr. Gupta
American Auction		Mr. Kate.

Gifts and/or donations from children, parents, contractors and other friends of the School will be most welcome. House Staff should make a point of seeing that children mention this fact when they write home next.

No. 96, FIVE YEAR PLAN—Shri Roshan Lal Verma, Regional Officer, Govt. of India, will talk to the School at 6-00 p. m. on 10th May 1957, on the Five Year Plan. A film on the subject will also be shown.

No. 97, CONGRATULATORY—The Headmaster would like to congratulate the School Cricket XI on their magnificent victory against the Northern Railway Headquarters team. He would like to thank, in particular, Mr. S'lem Khan and those many masters who have so selflessly given up their leisure on Sundays to play with the children.

R. SOM DUTT
Major,
Headmaster.

THE LAWRENCE SCHOOL ORDERS.

—:—

SANAWAR, 17TH MAY, 1957.

No. 98, SATURDAY CLUB—The second performance of the year will be given by Vindhya House B. D. in Barne Hall at 6-30 p. m. on Saturday, 18th May, 1957.

No. 99, SOCIETY—The Senior English Society will meet in Barne Hall at 7-00 p. m. on Sunday, 19th May, 1957.

No. 100, FIXTURES—The Y. P. S. party, 14 boys and 3 masters, will arrive before tea time on Saturday, 18th May. They will stay in the Parents' Rooms and have their meals in the B. D. The necessary arrangements will be made by the Quartermaster and the Steward.

The match will be played on Sunday, 19th and Monday, 20th May.

Hours of play will be as follows :—

10-00 a. m	—	1-00 p. m.
2-00	—	4-00 p. m.
4-30	—	6-00 p. m.

If necessary, there will be an extra half-hour's play on the second day.

There will be no School on Monday, 20th May.

No. 101, CRICKET—The following will represent the School at Cricket against Y. P. S. in the match to be played on 19th and 20th May, 1957 :—

Sangram Singh Gaekwad (Capt.)
 R. Mountford
 A. K. Marwaha
 A. S. Grewal
 V. K. Gauba
 B. R. Patel
 Preminder Singh
 Ajit Gaekwad
 H. S. Kochar
 J. P. Singh
 Baldev Dua.

No. 102, CINEMA—The film "ALL ASHORE" will be shown on May 27th instead of May 30th

No. 103, MEDICAL—Subhash Malhotra (B. S.) is exempted from P. T. and Games for two month.

R. SOM DUTT
 Major,
 Headmaster

THE LAWRENCE SCHOOL ORDERS.

— :o: —
SANAWAR, 24TH MAY, 1957.

No. 104, **FIXTURE CARDS 1957**—The following amendments are made:—

Saturday Club G. D.	Sat.	8th June.
Senior Hindi Society	Sun.	30th June.
Film 'Great Expectations'	Sat.	1st June.
„ 'Scaramauche'	Sun.	9th June.
Saturday Club (N)	Sat.	22nd June.
Film "Julius Caesar"	Sun.	23rd June after the Fête.

No. 105, **PROGRAMME**—The following change in the daily programme of B.D. & G.D. is made with effect from 21st May, 1957:—

Prep.	6-15 p. m.
Supper.	7-20 p. m.
Prep. for Seniors.	8-00—8-45 p. m.

No. 106, **FIXTURE**—The B. C. S. party, 14 boys and 2 masters, will be arriving on Sunday, 26th May, 1957. The School truck will meet the party at Garkhal at 3-30 p. m. They will stay in the Parents' Rooms and have their meals with the B. S.

Quartermaster and Steward will make the necessary arrangements.

The B. C. S. team will leave Sanawar on Tuesday, the 28th May, at 7-15 a. m.

No. 107, **LIBRARY**—Members of the Staff who took books from the Library last year are requested to return them.

No. 108, **INTER-HOUSE BOXING**—The Inter-House Boxing Tournament will be held from Monday, 3rd June to Thursday, 6th June. Each House will select a team of 27 boxers, i. e. 2 boxers per lower weights and 1 in the 140 lbs. and over. Mr. Jagdish Ram will give details of the maximum weights in each class.

Please Turn Over.

The tournament will be on a knock-out, team and individual basis. The draw will be held on Sunday, 2nd June.

Weights as per the R. M. O's records for weighing held in May will be the weights for purposes of the fixture. Competitors will be permitted to deduct 1 lb. only from the weights recorded for purposes of the boxing. Details of medical inspection of competitors will be given later.

Points will be awarded, 2 for a win and 1 for a loss, which will include failure to fight for medical reasons. No points will be awarded for a disqualification.

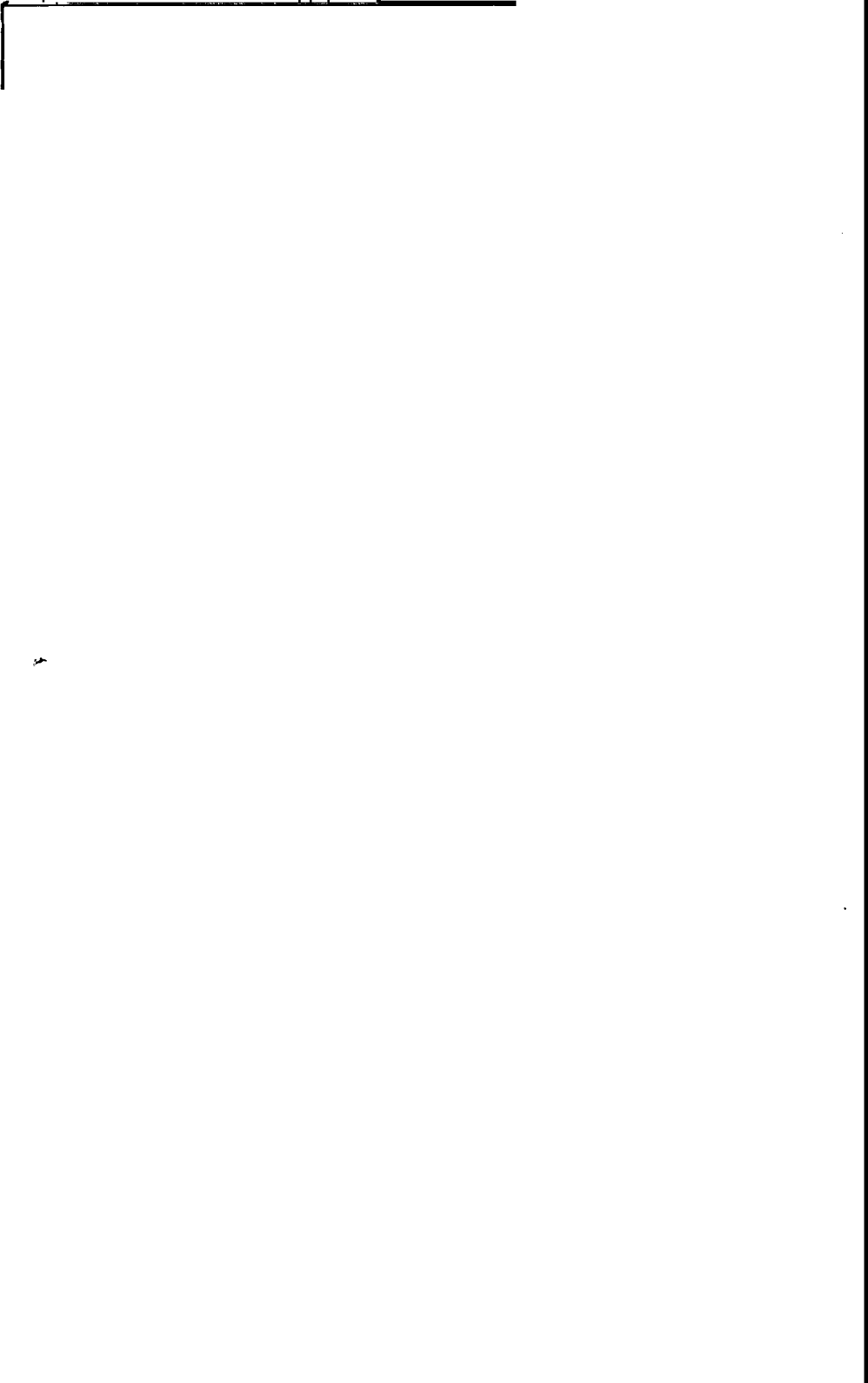
No. 109, INTER-HOUSE QUIZ—There will be an Inter-House Quiz in Barne Hall at 6-30 p. m. on Saturday, 25th May, 1957.

No. 110, ORGAN RECITAL—There will be an Organ Recital in the School Chapel at 6-30 p. m. on Sunday, 26th May, 1957.

No. 111, CINEMA—The film "ALL ASHORE" will be shown in Barne Hall at 6-30 p. m. on Monday, 27th May, 1957.

No. 112, LOST—Mira Harkirat Singh lost her Camera on Peacestead on Saturday, the 18th. Any one who finds it is requested to return it to the Office.

R. SOM DUTT
Major,
Headmaster



THE LAWRENCE SCHOOL ORDERS.

—:O:—

SANAWAR, 31ST MAY, 1957.

No. 113, SYLLABUSES—The attention of the Senior Master/Mistress, Masters/ Mistresses and in particular subject Masters is drawn to School Orders No. 213/1956 and to decisions made at the Staff Conference held at the beginning of this term.

The Headmaster accepted, as sufficient, reasons why syllabuses could not be got ready by Dec. 1956. He will accept no reasons for failure to get them ready by November 1957, nor will he accept half page, serappy, last minute efforts.

Syllabuses must get down to detail, must be ample enough to be self-explanatory. They must cover the whole course down to the unit of a week's work. It is hoped that next year we shall be in a position to supplement syllabuses with Lesson Notes.

The Headmaster hopes that all Masters/Mistresses are keeping detailed notes of progress or otherwise as it is only by a study of these notes that we can draft a syllabus suited to the actual needs of the children of this School.

No. 114, BOXING—The draw for the Inter-House Boxing Tournament which will commence on Monday the 3rd June, will take place at 10 a.m. on Sunday 2nd June in Gaskel Hall. All teams with reserves will be present.

No. 115, SOCCER—A Festival Match to inaugurate the Soccer season will be played between the Headmaster's XI and School XI on 1st June from 4 p.m. to 5 p.m.

All members of the Staff with wives are cordially invited to tea after the match.

No. 116, CRICKET—The following represented the School at Cricket against B. C. S. in the match played on 29th and 30th May, 1957 at Simla :-

Please Turn Over.

Sangram Singh Gaekwad (Capt.)	Ajit Gaekwad
R. Mountford	H. S. Kochar
A. K. Marwaha	J. P. Singh
A. S. Grewal	Baldev Dua.
V. K. Gauba	Reserves :
B. R. Patel	M. S. Shergill
Preminder Singh	A. K. Seth.

The following represented the 2nd XI at Cricket against B.C.S. in the match played on 27th May, 1957 :—

1. Maharaj Singh (Capt).	7. G. S. Brar
2. M. S. Shergill	8. Pradeep Rao
3. G. D. Sood	9. Anil Malhotra
4. K. S. Seth	10. B. S. Bala
5. Shyam Kak	11. M. S. Anand
6. N. P. Dubey	12th man A. K. Seth

No. 117, TIME-TABLE—The P. D. time-table is amended as under:—

Chhota Hazri	... 7-00 a. m..
Prep	... 7-20—8-00 a. m.
M. I. (Prep Boys)	... 8-00 a. m.
Breakfast	... 8-10 a. m.
Inspection	... 8-35 a. m.
Classes	... 8-45—12-55 p. m.
Lunch	... 1-05— 1-30 p. m.
Rest	... 1-30— 3-00 p. m.
Rehearsals	... 3-10— 4-05 p. m.
Tea	... 4-10— 4-30 p. m.
Games	... 4-30— 5-30 p. m.
Baths	... 5-30— 6-30 p. m.
Supper	... 6-40— p. m.

No. 118 CINEMA—The Film "Great Expectations" will be shown in the Barne Hall at 6-30 p. m. on 1st June, 1957.

No. 119, FOUND—A ten rupee note was dropped in Church on Sunday, the 26th May, by one of the Choir girls. Owner should contact Mr. T. C. Kemp.

R. SOM DUTT
Major,
Headmaster

THE LAWRENCE SCHOOL ORDERS.

:o:

SANAWAR, 7TH JUNE, 1957.

No. 120, SATURDAY CLUB—The Saturday Club of G. D. will take place in Barne Hall at 6-30 p. m. on Saturday, 8th June, 1957.

No. 121, PRECAUTIONS INFLUENZA EPIDEMIC—On the advice of the R. M. O. issue of Walking Out Passes will be stopped forthwith. All children are advised to write to their parents that no visitors will be permitted into the School premises until the danger from influenza has passed.

No. 122, INDENTS—The attention of the stock holders is again drawn to School Orders No. 29 and 71 dated 22nd March and 26th April, 1957, respectively and they are requested to send their indents only once in two months.

No. 123, RATIONS—Members of the Staff are requested to draw rations on the day & time fixed by the School. Quite a few requests are made to issue rations on other than fixed days & times which causes great inconvenience.

No. 124, RECORDS—The date of birth of Kamlesh Chand Katoch (B. S.) may be amended to read as 27th July, 1946.

No. 125, CINEMA—The film "SCARAMOUCHE" will be shown in Barne Hall at 6-30 p. m. on Sunday, 9th June, 1957.

R. SOM DUTT
Major,
Headmaster

THE LAWRENCE SCHOOL ORDERS.

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SANAWAR, 14TH JUNE, 1957.

No. 126, FETE—The annual Fête which was to take place on 23rd June has been postponed until further orders, as a precaution against influenza.

No. 127, BRAINS TRUST—There will be a brains trust commencing 6-30 p. m. on Sunday, 16th June, in Barne Hall.

Upper IV upwards will attend.

It is regretted that the grammophone recital already programmed cannot be held.

No. 128, CALENDAR—Please note the changes in the Calendar for June & July :—

Sunday, 16th June	... Brains Trust
Saturday, 22nd	... Nilagiri B. D. Saturday Club
Sunday, 23rd	... Film: JULIUS CAESAR
Saturday, 29th	... Film: TEXAS RANGER
Sunday, 30th	... Senior Hindi Society
Saturday 6th July	... Hodson Runs P. D. Saturday Club
Sunday, 7th	... Film: GREAT EXPECTATIONS
Monday, 8th	... Half-Yearly exams.
Sunday, 14th	... } B. D. Weighing & Measuring
Monday, 15th	... }
Tuesday, 16th	... Film: LONE STAR
Friday, 19th	... Holidays commence.

No. 129, WATER CHARGES—Members of the Staff are requested to inform the Office of any changes in the strength of their families. This information is required for purposes of assessment of water charges.

No. 130, FURNITURE—There have been cases of removal of furniture from one department to another without the knowledge of the Quartermaster. All members of the Staff are hereby once again requested not to shift any furniture from any of the departments without his knowledge. If in certain emergencies any furniture is removed it must be replaced as early as possible.

R. SOM DUTT
Major,

THE LAWRENCE SCHOOL ORDERS.

:o:
SANAWAR, 21ST JUNE, 1957.

No. 131, **LIBRARY**—In spite of my request to the members of the Staff to return the books issued to them, to the library, vide School Order No. 107, dated 24th May, 1957, quite a few books have not yet been returned. As the library is being organised, it is absolutely essential that all books be returned immediately. This will enable the Librarian to complete the classification and start the issue of books as early as possible.

No. 132, **STATIONERY—PREVENTION OF WASTE**—Any child who loses his exercise book or wilfully tears or otherwise mars the pages, will be required to replace the exercise book at his cost. Exercise books will be available on sale in the School tuck shop. Subject Masters are requested to enforce this order

Children will exercise every care to use all available writing space in exercise books, and no replacement will be made unless this is done. In future exercise books will be issued by the Librarian direct to children only on production of a certificate from teachers certifying that the old exercise book has been completely used and that another one should be issued in lieu.

All unused exercise books in the possession of Subject Teachers will be returned to Stores before Monday, 24th June.

No. 133, **NEWSPAPERS & PERIODICALS**—All old newspapers and periodicals sent by the Office to the various departments should be returned to the Librarian at the end of each term.

No. 134, **SATURDAY CLUB**—The fourth performance of the year will be given by Nilagiri House B.D. in Barne Hall at 6-30 p.m. on Saturday, 22nd June, 1957.

No. 135, **WATER**—THE POSITION IS NOW ACUTE. UNLESS STAFF AND DEPARTMENTS TAKE IMMEDIATE STEPS TO CUT DOWN THEIR CONSUMPTION, WATER WILL HAVE TO BE CUT OFF AT THE MAIN, AS THE M. E. S. AUTHORITIES AT KASAU LI ARE NOT IN A POSITION TO SUPPLY MORE WATER.

2. Until water situation eases, baths will be only twice a week, i. e. on Wednesdays and Sundays.

No. 136, **CINEMA**—The film **JULIUS CAESAR** will be shown in Barne Hall at 6-30 p. m. on Sunday, 23rd June, 1957.

R. SOM DUTT
Major,
Headmaster

THE LAWRENCE SCHOOL ORDERS.

—:o:—

SANAWAR, 28HT JUNE, 1957.

No 137, CLUB SOCIAL—There will be a Social in the Staff Club at 8 p. m. on Saturday, 29th June, 1957. All members and their wives are cordially invited. Dinner will be provided.

No. 138, SOCIETY—The Senior Hindi Society will meet at 6-30 p. m. in Barne Hall on Saturday, June 29th.

No. 139, HODSON RUNS—The Hodson Runs will start at 3-00 p. m. on Friday, 5th July.

No. 140, INDENTS—All stock holders are hereby requested to write indents in ink clearly. Indents written with pencil will be sent back.

No. 141, BOOKS—Members of the Staff who have borrowed books from Mrs. Garham Jones on one Tuesday when she gave a talk on "The Teaching of Grammar," are requested to return these books to her.

No. 142, PAY—Pay for the month of June, 1957, will be disbursed on Saturday, 29th June, 1957, between 11 a. m. and 1 p. m.

No. 143, CINEMA—The film TEXAS RANGER will be shown at 6-30 p. m. in Barne Hall on Sunday, June 30th.

R. SOM DUTT
Major,
Headmaster

THE LAWRENCE SCHOOL ORDERS.

:o:
 SANAWAR, 5TH JULY, 1957.

No. 144, SATURDAY CLUB—The fifth performance of the year will be given by Prep. School in Barne Hall at 6-30 p. m. on Saturday, 6th July, 1957.

No. 145, PRECAUTIONS—As there have been some cases of influenza in Kasauli, no WOPs will be issued to children. No visitor will be allowed to see children except with permission of R.M.O.

No. 146, TIME TABLE B. D.—(From Saturday 6th July to Saturday 13th July).

Rouser	6-00 p. m.
M. I.	7-15 p. m.
Kit changing: Wednesday & Saturdays	before breakfast.		
Breakfast	7-40 a. m.
Examinations	Boys will be in their form rooms by 8-30 a. m.
Lunch	1-10 p. m.
Examinations	Boys will be in their form room by 1-50 p. m.
Tea	4-30 p. m.
Games (House matches)	5-15—6-20 p. m.
Prep.	7-00—8 30 p. m.
(L-III & U-III will remain for the full session)			
Supper	8-40 p. m.
Lights out	9-20 p. m.

No. 147, APPOINTMENTS—Kuljit Singh Sethi, Himalaya and Th. Yogendra Singh Siwalik, are appointed House Prefects.

No. 148, SOCCER—The following boys have been awarded School Colours for Soccer:—

Malvinder Singh Shergill	Preminder Singh
Shyam Kumar Kak	Nitya Nand Singh.

2. House Matches Soccer,

Saturday 6th	4-30 p. m.	V. vs. S.
Monday 8th	5-15 p. m.	N. vs. H.
Tuesday 9th	5-15 p. m.	V. vs. H.
Wednesday 10th	5-15 p. m.	N. vs. S.
Thursday 11th	5-15 p. m.	N. vs. V.
Friday 12th	5-15 p. m.	H. vs. S.

No. 149, SERVICE BOOKS—Members of the Staff are requested to please come sometime to the Office to sign their service books.

Please Turn Over.

No. 150, VISITORS—A Press Information Bureau party, consisting of 20 persons, will visit Sanawar on the 6th July, 1957.

The programme will be as under :—

Tea (Behind Birdwood School)	5 00 p. m.
Tour School Area	5-30 p. m.
P. D. Variety Show	6-30 p. m.
Dinner (in G.D.)	8-00 p. m.

The party will return to Kasauli Circuit House immediately after the dinner.

No. 151, SCHOLARSHIP—Asha Narang has been awarded the Nellie Lovell Scholarship for the year 1957.

No. 152, ELECTRICITY—The following extract from a letter received from the Punjab P. W. D., Electricity Branch, is reproduced below for the information of the concerned :—

- I. It is intimated that above overhead electric lines are now complete and duly inspected by the Electrical Inspector Punjab.
- II. Now these lines will be energised by the electric current for testing purposes, please circulate to the villages and all concerned to keep away from the lines and not to climb and touch them.
- III. Onwards from 1st July, 1957, our lines should be treated as electrified, therefore, anybody interrupting or touching them will do it at his own risk.
- IV. The students of Sanawar School may please be warned particularly. I have witnessed them more than once".

No. 153, WATER—As the water position is alarming and we have finished our reserves, the water supply hours with effect from 6-7-57 will be 6-30 to 8 a. m. and 6 to 6-30 p. m. The attention of the staff members is drawn to order No. 135 Dated 21-6-57 and the staff is further requested to take effective steps to decrease the consumption.

No. 154, CINEMA—The film GREAT EXPECTATIONS will be shown in Barne Hall at 6-30 p. m. on Sunday, 7th July, 1957.

R. SOM DUTT
Major,
Headmaster.

THE LAWRENCE SCHOOL ORDERS.

—:o:—

SANAWAR, 12TH JULY, 1957.

No. 155, VACATION ARRANGEMENTS—Children going with their parents/guardians will be allowed to leave Sanawar after breakfast on 19th July. They may write to their parents accordingly.

2. Children travelling in the School parties will leave Sanawar in the afternoon of 19th July, 1957.

3. All children must be back by 6-00 p. m. on 18th August, 1957.

4. Children in Hospital on the 19th July will not be allowed to go home unless certified fit to travel by the R.M.O.

5. All children will travel in home clothes as far as possible. However, in some exceptional cases Housemasters may lend necessary school clothes to children travelling in School parties. The matrons concerned will make a note of School clothes given to children.

6. Children going to Delhi, Amritsar, and Pathankot will not carry any clothes except a sheet or a blanket or both of their own. Children going to distant places, i. e. Bombay, Calcutta may be allowed to carry one extra shirt/blouse, one short/skirt and one towel.

7. All children going in School parties will wear rosettes indicating the party in which they are travelling.

8. Children will not be allowed to take trunks or suit-cases. House Staff will please see that all children carry the minimum possible luggage with them. Strings and luggage cards showing the destination to which children will be travelling, will be made available.

9. Children will hand in all School property in their possession personally to matrons who will check it carefully and make a note of losses, if any, which must be countersigned by children responsible for losses.

10. Travelling money will be given to the escorts on 18th July, 1957.

11. Members of the Staff and children staying here during the holidays will have their meals at the following places during the period shown against each:—

G. D. Dining Hall ... From the evening of 19th July to the evening of 3rd August, 1957.

B. D. Dining Hall ... From the morning of 4th August till the evening of 17th August, 1957.

Please Turn Over.

No. 156, HOUSE PROPERTY—All House Masters/Mistresses are requested to take on ledger charge all non-expendable articles, like curtains, furniture, etc. purchased from House Funds or received as gifts. In future, entries in the ledgers must be made immediately the articles are received.

All House Ledgers, duly completed, should be sent to the Office on or before 18th August.

No. 157, ELECTRICITY—Current will be available from 5-30 to 9-00 a. m. and 6-00 p. m. to 00-30 a. m.

No. 158, PICKLES—Fresh pickles prepared for the School Fete are being sold in the Tuck shop. Prices are marked on each bottle.

No. 159, SOCCER—The Soccer Teams will leave for Simla at 2-00 p. m. on Sunday, 14th July, 1957. Mr. Mukherji will be in-charge of the teams.

Restaurants, shops and cinemas in Simla are out of bounds.

The matches will be played on the morning of Monday, 15th July, and the teams will leave Simla for Sanawar immediately after lunch.

2. The Inter-House Soccer finals will be played at 3-00 p. m. on Saturday, 13th July, 1957.

No. 160, POCKET MONEY/TUCK SHOP—A considerable number of complaints are received from parents with regard to the amount of money allowed to their children, both for pocket money and for purchases made on credit in the Tuck shop. Housemasters/Housemistresses are reminded that pocket money should not exceed a sum of Rs. 6/- p. m. and that purchases from the tuckshop should be limited to no more than essential personal toilet requisites and other necessaries, like P.T. shoes, vests, etc. All other articles must be purchased from the pocket money allowance. From the accounts of a few children it would appear that Housemasters/Mistresses are permitting children to buy items like fountain pens, pingpong balls, cosmetics and so on, which in certain cases has raised the tuckshop account alone to Rs. 20/- a month. In one or two cases it has gone to as much as Rs. 40/-. It will be appreciated that such expenses involve the School in very acrimonious correspondence with parents. Housemasters/Mistresses are consequently requested under no circumstances to permit a child to exceed a sum of Rs. 6/- p. m. pocket money and to refuse permission to buy on credit any item which is in the nature of a luxury, unless the child has obtained prior consent in writing of the parent concerned.

The Accountant has been instructed to bring all unnecessary expenditure on account of tuckshop expenses to the notice of the Headmaster.

1957 July 13

No. 161, BREAKAGES—The cost of the breakages of School property upto 30th June, 1957, is being realised from the pocket money account of the following children:—

- | | |
|---------------------------------|----------------------------------|
| 1. Ashok Batra, B. D. (V) | 19. J. S. Oberoi, B. D. (N) |
| 2. M. S. Bhagat, B. D. (H) | 20. S. C. Sood, B. D. (S) |
| 3. Suresh Dhir, B. D. (S) | 21. B. M. Sabherwar, B. D. (S) |
| 4. Tejpal Singh, P. S. B. (H) | 22. S. C. Kalia, B. D. (S) |
| 5. Gurkirpal Singh, P.S.B. (N) | 23. Harjinder Singh, B. D. (S) |
| 6. Darshanjit S. Grewal, P.S.B. | 24. Nitya Nand, B. D. (S) |
| 7. Aneesh Bhatia, P.S.B. (H) | 25. Ashok Seth, B. D. (S) |
| 8. Sushil Khorana, P.S.B. (H) | 26. Jasbir Singh, P. S. B. (S) |
| 9. M. S. Grewal, B. D. (V) | 27. Shaminderjit Singh, B.D. (V) |
| 10. J. P. Singh, B. D. (V) | 28. Ashok Marwaha, B. D. (V) |
| 11. Ravi Khanna, B. D. (S) | 29. Rajesh Kumar, B. D. (V) |
| 12. S. K. Mahant, P. S. B. (S) | 30. Baljit Ahluwalia, B. D. |
| 13. Pradeep Rao, B. D. (V) | 31. A. K. Marwaha, B. D. (V) |
| 14. Arun Luthra, B. D. (S) | 32. C. K. Mahajan, B. D. (V) |
| 15. Gurvirinder Singh B.D. (N) | 33. K. Amarjit Singh, B. D. (V) |
| 16. Balraj Singh, B. D. (N) | 34. Vijai Nair, B. D. (V) |
| 17. Vinay Syal, P. S.B. (V) | 35. S. S. Sidhu, B. D. (V) |
| 18. V. K. Khanna, B. D. (H) | |

The cost of those breakages for which names of the children responsible are not given, will be realised from the House Funds.

No. 162, CINEMA—The film GREAT EXPECTATIONS which could not be shown on the 7th July, will be shown on the 14th July at 6-30 p. m. in Barne Hall.

R. SOM DUTT
Major,
Headmaster.

THE LAWRENCE SCHOOL ORDERS.

:o:
SANAWAR, 18TH JULY, 1957.

No. 163, VACATION ARRANGEMENTS—The following persons will be on duty during the vacation for the period shown against their names :—

Mrs. Nanda	...	19th July to 3rd August (G. D.) kitchen and dormitory).
Mr. Kumar	...	4th August to 17th August (B. D. kitchen.)
Mrs. Sehgal	...	19th July to 29th July (VI Form boys' dormitory).
Mrs. Sullivan	...	30th July to 17th August (VI Form boys' dormitory).
Mrs. R. Devi	...	4th August to 17th August (VI Form girls' dormitory).

All Sixth Form boys will move to Nilagiri House dormitory in the afternoon of 19th July.

The rest of the matrons may avail of the full vacation, provided they are prepared to come to Sanawar whenever they are called for duty. They must inform the Office if there is any change in their address.

Mr. V. Vyas will act as Housemaster for all the boys staying in Nilagiri House from 19th July to 3rd August. Mr. Rawat will act as Housemaster for the remaining half.

2. The luggage of all the children going in School parties must be ready by 8-00 a. m. on 19th July, 1957, at the following places :—

B. D.	Gaskell Hall.
P. D.	No. 8 Verandah.
G. D.	Honoria Court Verandah.

The School truck will make the following trips to Dharampore on 19th July, 1957 :—

9-00 a. m.	...	B. D. luggage
10-30 a. m.	...	P. D., G. D. & Staff luggage. (All members of the Staff are requested to keep their luggage ready near the Bakery by 10-00 a. m.)

Please Turn Over.

- 12-45 p. m. ... P. D. children of Calcutta, Amritsar and Pathankot parties (30) and senior girls who cannot walk, with Mrs. Dhawan.
- 12-45 p. m. ... A bus will leave Sanawar at 12-45 p. m. carrying Prep. boys and Sparrows who are travelling in Bombay, Baroda and Delhi parties (38), with Miss Albuquerque.
- 1-45 p. m. ... B. D. children, G. D. children and members of the Staff who cannot walk.

The escorts will take the charge of children and luggage at Dharampore.

The rest of the children in various parties and escorts will assemble outside the B. D. Dining Hall and will leave for Dharampur punctually at the timings stated:—

- | | | |
|-------------------------|-------|---|
| Delhi Party II | ... | 12-30 p. m. with Mrs. Tika Ram. Mrs. Bedi & Mr. Thakar. |
| Bombay & Baroda Parties | ... } | 12-30 p. m. with Mr. Bhalerao. |
| Delhi Party I | ... | 1-00 p. m. with M/S Gopinathan Atma Ram. |
| Calcutta Party | ... | 1-30 p. m. with Mr. O. P. Sharma. |
| Amritsar Party | ... | 1-30 p. m. with Mr. Jagdish Ram. |
| Pathankot Party | ... | 1-30 p. m. with Mr. Katoch. |

No. 164, STAFF—Before leaving the station, Staff must write their addresses in the address book at the Office.

2. Members of the Staff staying here will please inform the Bursar whether or not they intend to have meals in the School kitchen. They are also requested to inform the Bursar whenever they intend to go out, well in time to enable him to make arrangements for ration.

No. 165, DAIRY PRODUCTS—During the holidays the Military Dairy Farm, Kasauli, will not be able to arrange supplies at Sanawar. It has, therefore, been decided to send a man on Mondays and Thursdays to collect Butter etc. from the Dairy.

Members of the Staff who wish to get butter from the Military Dairy Kasauli, are requested to send coupons with chits of requirements to the Quartermaster well in advance, as the man

will leave Sanawar for Kasauli at 10-00 a.m. on the above-mentioned days.

No. 166, POCKET MONEY/TUCK SHOP—In future the list of the children whose accounts are running in debit will be sent to the House Staff in the first week of every month. These children will not be allowed to make any purchases on credit from the tuck shop.

Housemasters/Housemistresses are, therefore, requested not to issue any slips to these children unless and until they hear from the Office. They are further requested not to issue more than one slip per month per child. The following items only will be supplied on credit :—

Tooth-paste, tooth-brush, boot-polish, hair-oil, soap, vests, & P. T. shoes.

If a child wants any other items he/she must write to his/her parents to remit the money to the School to cover the cost of items required and on receipt of that amount the Housemasters/Housemistresses will issue a credit slip.

No. 167, SOCIAL—There will be a Social in Barne Hall today at 5-30 p. m.

R. SOM DUTT
Major,
Headmaster.

THE LAWRENCE SCHOOL ORDERS.

—:o:—

SANAWAR, 9TH AUGUST, 1957.

No. 168, HOLIDAY—15th and 16th August will be observed as holidays by all Departments of the School.

The National Flag will be hoisted outside Birdwood School at 10-00 a. m. on the 15th August, and sweets will be distributed to the children of employees. Everybody in the station is cordially invited.

Part II.

No. 46, STRENGTH—Decrease with effect from the afternoon of 19th July, 1957 :—

Narayan Singh Pathania	(U-III A)	...	B. S. (H)
Ravinder Singh	(L-IV)	...	B. S. (H)

R. SOM DUTT
Major,
Headmaster.

THE LAWRENCE SCHOOL ORDERS.

:o:

SANAWAR, 14TH AUGUST, 1957.

No. 169, RATIONS—Rations on payment will be issued on 20th August, 1957, instead of on 15th August, 1957.

Part II.

No. 47, APPOINTMENTS—With reference to School Order Part II No. 57, dated the 29th June, 1956, Mrs. Q. Sullivan will be considered as on “probation” with effect from the date of her appointment.

2. Shri Santa is appointed Cook/Bearer temporarily with effect from 2nd July, 1957.

3. The undermentioned Cooks/Bearer will be considered as “on probation” from the dates of their appointment :—

- | | |
|-------------------|---------------------|
| 1. Shri Sadhu Ram | 4. Shri Dhoom Singh |
| 2. „ Nathu Ram | 5. „ Rattan Singh |
| 3. „ Chet Ram | |

4. Shri Kundan, Groundsman, is transferred to the post of Peon with effect from 1-8-57.

5. Shri Sher Singh, Mazdoor, is transferred to the post of Groundsman with effect from 1-8-57.

No. 48, LEAVE—~~Miss~~ S. T. Kavary, Mistress, is granted 9½ months' study leave with effect from 2nd July, 1957.

2. Shri Dhani Ram Sharma, T/shop Asstt: was granted 10 days' earned leave with effect from 26-7-57 to 4-8-57.

R. SOM DUTT
Major,
Headmaster.

THE LAWRENCE SCHOOL ORDERS.

:o:

SANAWAR, 23RD AUGUST, 1957.

No. 170, SOCIETY—There will be a meeting of the Senior English Society in Barne Hall at 6 p. m. on Saturday, 24th August. It will take the form of a mock Parliament.

No. 171, BATHS—All children will have baths three times a week, i. e. on Tuesdays, Fridays and Sundays.

No. 172, PROGRAMME—The cinema and the Debate which were to take place on 24th and 25th August, respectively, have been cancelled.

No. 173, WALKING OUT PASSES—ANTI-FLU—As an anti-flu measure no Walking Out Passes will be issued to children. Children will also write home to their parents to the effect that until all danger from flu disappears no visitors will be permitted into the School premises.

Members of the staff may proceed to Kasauli, but with extreme caution. They are requested not to visit bazars, cinemas or other crowded places. They must appreciate that in view of their close contacts with children they must avoid becoming carriers of infection.

No. 174, ACCOMMODATION—OUTSIDERS—Except where specially authorised, accommodation in Sanawar is intended solely for the use of members of the Staff, their families and others actually dependent on them.

It has been observed that a considerable number of persons who are not covered by para 1, are staying in Sanawar, some of whom are working on daily wages basis in Kasauli and elsewhere. In view of the limited accommodation and extreme shortage of water and conservancy facilities, no such persons will be permitted to stay in Sanawar. All such persons will arrange to leave Sanawar by 15th September, latest.

In case this order is contravened in any way, family accommodation allotted will be withdrawn.

All heads of departments will explain this order to persons working under them.

No. 175, SYLLABUSES—Attention of all Masters/Mistresses is invited to School Orders No. 213, dated, 19th October, 1956, and No. 113, dated 31st May, 1957.

Please Turn Over.

THE LAWRENCE SCHOOL ORDERS.

—:o:—

SANAWAR, 30TH AUGUST, 1957.

No. 178, SOCIETY—The Inter-House Hindi debate will be held at 6-30 p. m. on Saturday, 31st August, in Barne Hall.

No. 179, SOCCER—A party of 24 boys and 2 masters will arrive at Sanawar at about 11-30 a. m. on 30th August. The visitors will stay in the Parents' Rooms and have their meals with B. D.

Quartermaster and Mr. Kumar will make necessary arrangements.

The matches will be played on 31st August between 2-30 p. m. and 4-45 p. m.

There will be Tea in Gaskell Hall at 5 p. m. for the Teams and members of the Staff.

No. 180, DISCIPLINE—No children will engage in any financial dealings amongst themselves. This refers, particularly, to borrowing money or incurring debts of any kind whatsoever. All matters which involve money will be reported to the Housemasters/Mistresses.

Any breach of this order will be automatically considered an offence to be dealt with by the Headmaster.

No. 181, ACCOUNTS—It is seen that accounts for advances obtained from the Office are not submitted in time and as such adjustments are delayed. It is the responsibility of the drawer to submit the account of the amount advanced immediately after the expenditure is incurred.

Attention is also invited to School Order No. 246, dated 16-11-56.

No. 182, RECORDS—The date of birth in respect of Satya Prakash Singh Rawat (B. S.) may please be amended to read 26th January, 1947.

R. SOM DUTT
Major,
Headmaster.

THE LAWRENCE SCHOOL ORDERS.

SANAWAR, 6TH SEPTEMBER, 1957.

No. 183, FOUNDER'S—Provisional programme for Founder's will be as under :—

3rd October.

Prep. School Show	5-00 p. m.
Torch Light Tattoo	8-30 p. m.

4th October.

Assembly	7-30 a. m.
Parade	10-00 a. m.
Art & Crafts Exhibition...	11-00 a. m.
Speeches	11-30 a. m.
Annual Sports	2-30 p. m.
A. D. S. Play	8-30 p. m.

5th October.

Hockey Match Present vs. Past (Boys)	9-30 a. m.
Tennis Matches Present vs. Past (Girls)	11-00 a. m.
Senior School Concert	4-30 p. m.
Old Sanawarians' Dinner	8-00 p. m.
Old Sanawarians' Dance	9-30 p. m.

No. 184, COSTUMES—With great difficulty we have been able to sort out costumes and other items required for stage performances. In order to avoid any losses and inconvenience to the members of the staff, the Librarian has been requested to take charge of the Property Room. All members of the staff are requested to handle the boxes and the almirahs containing these costumes, very carefully and keep the things in their proper places after taking whatever they want. Every possible care should be taken that articles are not mixed up.

Any major additions or alterations they intend to make should, be referred to the Bursar before any action is taken.

No. 185, DOGS—All dogs must be registered afresh for 1957 and must wear collars and discs. The Registration Fee is Rs. 5/- which should be deposited in the office immediately.

Please Turn Over.

The un-registered dogs will either be shot or removed from the estate.

No. 186, FOUND—A blanket, handkerchiefs, a pair of white canvas shoes, a packet of crackers and a few other things were found in the buses in which children travelled from Kalka to Sanawar on 18th August. The owners are requested to contact the Quartermaster immediately.

Housemasters and Housemistresses are requested to find out from the children particularly younger children, of their house whether any of the above-mentioned articles belong to any child.

No. 187, LOST—Peter Satwant Singh, B. S., dropped a Roamers Watch somewhere near the Tuckshop on Tuesday, 27th August. Any one who finds it is requested to return it to the Bursar.

No. 188, HOLIDAYS—In future the following holidays will be observed by the Administrative Staff of the School. Persons in-charge of various departments may recall any member of the staff to duty, if need arises :—

- | | |
|---------------------|------------------------------|
| 1. New Years's Day | 7. Janma Ashtmi |
| 2. Republic Day | 8. Dussehra |
| 3. Holi | 9. Mahatma Gandhi's Birthday |
| 4. Baisakhi | 10. Diwali |
| 5. Raksha Bandhan | 11. Guru Nanak's Birthday |
| 6. Independence day | 12. Christmas Day. |

No. 189, PUNISHMENT—Rs. 5/- will be deducted from the pocket money account of each of the following boys and the amount thus realised will be paid to the owner of the farm, whose crop was damaged by them.

- | | |
|-----------------------|---------------------|
| 1. B. Kent | 11. A. Soni |
| 2. P. Dhir | 12. S. Arjan Singh |
| 3. Ranjit Mehra | 13. M. Narang |
| 4. D. Verma | 14. C. K. Mahajan |
| 5. Ravi Rhanna | 15. R. S. Randhawa |
| 6. Suresh Kumar | 16. A. Merchant |
| 7. Th. Niranjan Singh | 17. K. S. Suri |
| 8. T. S. Shergill | 18. K. Himmat Singh |
| 9. G. S. Bedi | 19. K. S. Virk. |
| 10. B. S. Bala | |

No. 190, PROVIDENT FUND ACCOUNTS—All members of Staff are requested to confirm the balances in their P. F. Account as on 28-2-57 and to sign to this effect before 12th of September.

No. 191, MEETINGS—There will be a meeting of the Mathematical Society on Sunday, September 8th, at 6-30 p. m. U-V. and the Sixth will attend.

No. 192, CINEMA—The film PRISONER OF ZENDA will be shown in Barne Hall at 6-30 p. m. on 7th September, 1957.

R. SOM DUTT
Major,
Headmaster.

THE LAWRENCE SCHOOL ORDERS

:o:

SANAWAR, 13TH SEPTEMBER, 1957.

No. 193, FOUNDER'S—All members concerned with the preparation of various items for Founder's are requested to give the list of their requirements to the Bursar latest by Monday, 16th September, 1957.

2. No Walking Out Passes will be issued for Sundays 22nd and 29th September, as these Sundays will be required for rehearsals in connection with Founder's.

No. 194, FIXTURES—The St. Bede's College Simla, party, 12 students and 3 lecturers will arrive before tea time on Friday, 13th September.

The match will be played on Saturday, the 14th September at 2-30 p. m. and will be followed by tea in Parker Hall for the teams, Staff and their wives.

No. 195, NETBALL—The following will represent the School at Netball against St. Bede's in the friendly match to be played on the 14th September, 1957 :—

Harvinder Kaur (Capt.)	Kum Kum Batra	
Suman Mala Yadunath	Meena Lamba	
Asha Nanda	Neena Dubey	} Reserves
Lila Kak	Jaya Krishen	
Malti Verma		

No. 196, ASSEMBLY—Assembly will be cancelled from Monday September 16th. Miss Albuquerque and Mr. Thakar will use the time thus available for practices of music & songs for Founder's add Gandhi Jayanti.

Please Turn Over.

No. 197, MEDICAL—The following B. D. boys are exempted from P. T., games, and boxing upto the date indicated in the appropriate columns :—

Name	Games	P. T.	Boxing
1. Kr. Amarjit Singh	—	—	Dec.
2. Gurcharan Singh Brar	Dec.	Dec.	Dec.
3. Bimal Chopra	Dec.	—	Dec.
4. Harsh Som Dutt	Dec.	Dec.	Dec.
5. Jaspal Singh Mann	Dec.	Dec.	Dec.
6. Subhash Chandra Malhotra	15th Sept.	15th Sept.	15th Sept.
7. Veer Amol Singh	Dec.	Dec.	Dec.
8. Viney K. Soi	Dec.	Dec.	Dec.
9. Ashok Kumar Chawla	Dec.	Dec.	Dec.
10. Biman Dhar	Dec.	Dec.	Dec.
11. Tejinder Singh Shergill	Dec.	Dec.	Dec.
12. Duleep J. Pradhan	—	—	Dec.
13. G. I. S. Bulbul	—	—	Dec.
14. Abinash Singh Bedi	30th Sept.	30th Sept.	30th Sept.
15. Arun Dua	Dec.	Dec.	Dec.
16. Wirmaljit Singh Pannu	Dec.	Dec.	Dec.
17. R. S. Randhawa	Dec.	Dec.	Dec.
18. Suman Sehgal	Dec.	Dec.	Dec.
19. Deepak Verma	Dec.	Dec.	Dec.
20. S. C. Gautam	Dec.	Dec.	Dec.
21. Ravinder Wadhvani	Dec.	Dec.	Dec.

R. SOM DUTT
Major,
Headmaster.

THE LAWRENCE SCHOOL ORDERS.

SANAWAR, 20TH SEPTEMBER, 1957.

No. 198, TIME TABLE—For the next ten days :—

Rouser	6-00 a. m.
Chota	6-30—6-40 a. m.
P. T. on Peacestead	6-45—7-30 a. m.
M. I. (G. D.)	7-30 a. m.
Breakfast	8-00 a. m.
M. I. (B. D.)	8-20 a. m.
Singing	8-50—9-10 a. m.
3 Schools	{ 9-15 a. m. 9-50 „ 10-25 „
Break	11-00—11-15 a. m.
3 Schools	{ 11-15 a. m. 11-50 a. m. 12-25 p. m.
Lunch	1-05 p. m.

The afternoon programme will remain unchanged.

No. 199, MILK—Mrs. Som Dutt has obtained supplies of milk. This milk will be distributed free for drinking on Mondays, Tuesdays, Thursdays & Fridays at 11-00 a. m. in the Hospital to the children & women of the School estate. Those who wish to take advantage of this should bring their glasses with them.

No. 200, MEDICAL—Gora Lal is exempted from P. T. and games upto the end of the term.

No. 201, "THE RIVALS"—BY SHERIDAN—There will be a play reading of "THE RIVALS" by the Sixth Form at 7-00 p. m. on Wednesday, 25th September, 1957.

Upper IV upwards will attend. Others may attend if they wish.

No. 202, APPOINTMENTS—SCHOOL PREFECTS :—

The following appointments are made :—

Gurvirinder Singh will be School Prefect Incharge reporting on all School activities.

V. K. Soi will be School Prefect, spare.

No. 203, CINEMA—The Hindi film PARINEETA will be shown in Barne Hall at 6-30 p. m. on 21st September, 1957.

R. SOM DUTT
Major,
Headmaster.

THE LAWRENCE SCHOOL ORDERS

:o:

SANAWAR, 27TH SEPTEMBER, 1957.

No. 204, FOUNDER'S—All persons in charge of various activities in connection with Founder's Day celebrations particularly School concert, P. D. Play and A. D. S. Play—are requested to let the Bursar know, latest by Sunday 29th September, if any of their requirements are not met.

No. 205, MILK—Attention of the members of the Staff is drawn to School Order Pt. I No. 199, dated 20th September, 1957. It is requested that they will explain this order to all the persons working under them, so that they may take advantage of this scheme.

No. 206, RATIONS—Rations on payment to the Staff will be issued on 28-9-57 instead of on the first Thursday of October. Therefore, requirement slips should be sent to the Quartermaster by 10-00 a. m. on 28-9-57.

No. 207, FUEL—Coal, wood etc. will be issued on 9-10-57 instead of 2-9-57.

R. SOM DUTT
Major,
Headmaster.

THE LAWRENCE SCHOOL ORDERS

—:0:—

SANAWAR, 11TH OCTOBER, 1957.

No. 208, VISITORS—The Estimates Committee of the Parliament will be visiting the School on 12th October, 1957. The members of the Committee will have tea with the members of the staff and their wives at 4-30 p. m. in Birdwood School.

No. 209, ELECTRICITY—The 11 K. V. line from Dharampore and passing through Sanawar has now been energized which means it is carrying electricity. Every individual in the School is hereby advised to avoid any contact with this line, as it is likely to cause death.

2. The rate for electricity will be Rs. -/10/- per unit with effect from 1st October, 1957.

No. 210, FOUND—A bunch of keys was found near the Tuck Shop on 5th October. The owner should contact the Bursar.

No. 211, CINEMA—The film GOLDEN HAWK will be shown in Barne Hall at 6 p. m. on 13th October, 1957.

R. SOM DUTT
Major,
Headmaster.

THE LAWRENCE SCHOOL ORDERS.

SANAWAR, 18TH OCTOBER, 1957.

No. 212, CONGRATULATORY—The Headmaster wishes to thank very sincerely indeed all members of the Staff and children who worked so successfully to make Founder's this year a success. He realises the degree of effort which must have been made, and is most thankful for the splendid team of work displayed by all.

He also wishes to thank all members of the staff, in particular, the Hospital Staff, Matrons and the Prep. School Staff for the way they tried to fight the recent flu epidemic. It was a wonderful effort.

No. 213, SCHOOL FUNCTIONS—The Headmaster was distressed to notice the extremely small attendance by members of the Staff at the Geographical Society meeting held on Sunday, 13th October. He realises that for various reasons, probably very sound in themselves, some members of the Staff cannot always attend these functions, but feels that the presence of members of the Staff at Society meetings is a source of great encouragement to the children and in future expects such attendance unless there are sufficient reasons why attendance is not possible.

No. 214, WALKING OUT PASSES—KASAULI—In view of the influenza epidemic which has rendered a number of children rather weak, Housemasters/Housemistresses will permit children to go to Kasauli only in consultation with the R. M. O.

No. 215, FAREWELL—All members of the Staff and their wives and the children of Forms U-V and VI are requested to join a farewell dinner in honour of Mrs. Graham-Jones on Saturday, 19th October, 1957, at 8-30 p. m.

No. 216, STAFF CLUB—A farewell will be accorded to Mrs. Graham Jones on behalf of the Staff in the Staff Club at 11 a. m. on Sunday 20th October 1957. Tea with light refreshment will be served. The same evening there will be a social and dinner in the Staff Club at 8 p. m. All members and their wives are cordially invited to both the functions.

R SOM DUTT
Major,
Headmaster.

THE LAWRENCE SCHOOL ORDERS

:o:

SANAWAR, 25TH OCTOBER, 1957.

No. 217, SYLLABUSES—Ref. School Orders No. 213/56 and 113/57.

Syllabuses will be handed in by 15th Nov. '57 for discussion, clarification and amendment if any.

Unless syllabuses are handed in as requested, the Headmaster regrets, it will be necessary to detain Masters/Mistresses I/c Subjects concerned during the holidays until such time as the syllabuses are completed.

No. 218, SOCIETY MEETING—Mr. M. V. Gore will speak on "The Biography of the Earth" in the Science Society at 6-30 p. m. on Sunday, the 27th October.

No. 219, RECORDS—The date of birth in respect of Jasbir Singh Gill may be amended from 23-8-1944 to 23-8-1942.

No. 220, CINEMA—The film TITFIELD THUNDERBOLT will be shown on 26th October, 1957 at 6 p. m.

R. SOM DUTT
Major,
Headmaster.

THE LAWRENCE SCHOOL ORDERS.

—:0:—
SANAWAR, 1ST NOVEMBER, 1957.

No. 221, HOCKEY—The Hockey XI & Colts, accompanied by Messrs Vyas and Gupta will leave for Patiala on Friday, November 1st at 2-00 p. m. in the School Truck. The journey from Kalka to Patiala and back will be done in the Y. P. S. Bus.

They will return to School on Sunday, November 3rd.

No. 222, GURU NANAK'S BIRTHDAY—Thursday, November 7th, will be a holiday.

Sikh boys may attend the Garkhal Gurdwara before lunch. S. Mohinder Singh will coordinate arrangements with the Senior Master.

Special supper will be arranged departmentally. All staff and their wives and children are cordially invited.

No. 223, SOCIETY—There will be a meeting of the Art Society on November 10th at 5-00 p. m., with U-IV & above attending. Mr. Bhalerao and Mr. Wad will give an illustrated talk.

2. The meeting of the Mathematical Society programmed for Sunday, November 3rd, is cancelled.

No. 224, RECORDS—The name of MADHU BADHWAR may please be changed to PREMILLA BADHWAR.

(Authy: Adjutant General's AHQ No. 59268/AG/PS5, dated 24th October, 1957).

No. 225, RATIONS—Payment issue ration will be issued on 8th November instead of 7th November which is a holiday on account of Guru Nanak's Birthday.

No. 226, PICKLES—The prices of pickles which were prepared for the Fete and which are on sale in the Tuck Shop, are reduced by 50%.

R. SOM DUTT
Major,
Headmaster.

THE LAWRENCE SCHOOL ORDERS.

:o:
 SANAWAR, 8TH NOVEMBER, 1957.

No. 227, VISIT-SCINDIA SCHOOL—A party of 20 boys and 2 masters will be arriving in Sanawar some time on 13th November and will be collected from Kalka by the School bus. They will be leaving Sanawar on the evening of 15th November. The whole party will be accommodated in the Parents' Rooms and will feed in the B. D. Breakfast timings will be arranged with the Steward B.D., and other meal timings will be as for the B. D., except on the date of departure.

Programme will be as unders:—

14th November

Morning	...	Tour School area.
2-00— 4-30 p. m.	...	Cricket Match.
6-00 p. m.	...	Cinema Show-CONQUEST OF EVEREST.

15th November

3-00—4-00 p. m.	...	Hockey Match.
4-15 p. m.	...	{ Tea in the Pavilion-Teams with members of the staff and families.
7-00 p. m.	...	Early Supper.
8-15 p. m.	...	Departure & Send-off.

The Engineer and the Quartermaster will arrange to have the cricket pitch ready by the evening of 13th November. Details of the manner of preparation will be obtained from Mr. Saleem Khan.

No. 228, REQUESTS FOR LEAVE OF ABSENCE—Numerous requests are being received by the Headmaster from boys and parents requesting that children be allowed to proceed home before Prize-giving Day, 6th December. The Headmaster wishes it to be clearly understood that no such requests will be considered.

No. 229, CHARACTER SHEET ROLL/ANNUAL CONFIDENTIAL REPORT—Under instructions of the Chairman of the Board of Governors, Character Sheet Rolls/Annual Confidential Reports must be maintained for all members of the School Staff. The under-mentioned are requested to submit their remarks for incorporation in these reports not later than 30th November, 1957.

Please Turn Over.

The forms in which these reports are required will be available in the School Office. (In the case of Administrative Staff there will be a separate form).

ACADEMIC STAFF—The Senior Master and the Senior Mistress will jointly report on all members of the Academic Staff in the Senior School, with particular reference to Items 7, 8, 9, 10, 11, and 12 of the proforma.

The Mistress I/c, Prep. School, will report similarly on all members of the Teaching Staff under her.

ADMINISTRATIVE STAFF—The Bursar will report on all members of the Administrative Staff under him, including Steward, Matrons and Clerical Establishment. Heads of Deptts. under the Bursar, namely Stewards, Matrons, Quartermaster, Engineer B&R/Elect., etc., will report on all menial and other Estt. working under them.

The R. M. O. will report on all Hospital Staff, including the Nursing Sister. He will also report on all Conservancy and Sanitary Staff.

Housemasters will report on the work of Assistant Matrons under them and on all menial staff attached to Houses.

No. 230, **STOCK LEDGERS**—All members of the Staff who hold stock of any kind are requested to make sure that their ledgers are upto date by 30th November, for inspection if necessary.

No. 231, **PROGRAMME**—Programme from November 4th to December 7th is attached as an Appendix to these orders.

No. 232, **INTER-HOUSE HOCKEY TOURNAMENT**—Inter-House matches will be witnessed by all boys of the B. D. Hobbies and Handicrafts will be suspended for the period.

Head Boy and School Prefects will ensure that all boys are fallen in correctly and marched to Upper Barne to watch the matches. There will be no exception, except on medical grounds.

No. 233, **CINEMA**—The film **CONQUEST OF MOUNT EVEREST**, programmed for screening on 16th November, will now be shown in Barne Hall at 6-00 p. m. on 14th November.

APPENDIX

Programme—4th November—7th December.

Friday, 8th	...	House matches B. D. V. vs. H. 4-15 p. m.
Saturday, 9th	...	{ " " " N. vs. S. 4-15 p. m. Himalaya Saturday Club 6-15 p. m.
Sunday, 10th	...	{ House matches B. D. V. vs. S. 10-30 a. m. Art Society Meeting 6-00 p. m. N. vs. H. 11-40 a. m.
Monday 11th	...	{ House matches B. D. V. vs. N. 4-15 p. m. House matches G. D.
Tuesday, 12th	...	{ House matches B. D. FINAL S. vs. H. House matches G. D. 4-15 p.m.
Wednesday, 13th	...	{ House matches G. D. Scindia School—Arrival B.D. House shooting—2-15 p. m.
Thursday, 14th	...	{ Scindia School vs. Sanawar, -Cricket 2 p.m. Cinema: 6.00 p. m.
Friday, 15th	...	Scindia School vs. Sanawar, -Hockey 3 p.m.
Saturday, 16th	...	Festival Match: 4-00 p. m.
Sunday, 17th	...	P. D. Sports
Monday, 18th	...	{ Evening games (B. D.) cancelled. Prep. 5-30—7-30 p. m. till Frid. Nov. 29th
Wednesday, 20th	...	Cambridge examinations commence.
Saturday, 23rd	...	Prep. 5-30—7-30 p. m.
Sunday, 24th	...	Weighing & Measuring : G.D. 2 Houses 11-00 a. m. B. D. Himalaya 2-15 p. m. Tea 3-45 p. m. Nilagiri 4-15 p. m.
Monday, 25th	...	{ Weighing & Measuring P. D.
Tuesday, 26th	...	
Saturday, 30th	...	{ Film Cancelled No. Prep.
Sunday, 1st Dec.	...	Weighing & Measuring G. D. 2 Houses 11-00 a. m. B. D. Siwalik 2-15 p. m. Tea 3-45 p. m. Vindhya 4-15 p. m.
Monday, 2nd	...	School Examinations end.
Tuesday, 3rd	...	{ Cambridge Examinations end. Film: 5-00 p. m.
Wednesday, 4th	...	{ Desks to be brought up from Gaskell Hall: 9-30 a. m. Books to be handed in: 10 a. m. U-V Social : 6-30 p. m.

Thursday, 5th ... { Promotion Meeting : 10-00 a. m.
Books to be handed in : 11-00 a. m. ;
Class-rooms to be cleaned and left tidy.
Break-up parties, by Houses : 7-00 p. m.

Friday, 6th ... { Assembly: 9-30 a. m.
Class-room tidied up : 10-00 a. m.
Prize Distribution : 11-00 a. m.

Saturday, 7th ... Home—day.

R. SOM DUTT
Major,
Headmaster.

THE LAWRENCE SCHOOL ORDERS

:o:
 SANAWAR, 15TH NOVEMBER, 1957.

No. 234, COSTUMES—Members of the Staff who took costumes or other things from the property room are requested to return the same to the Librarian as soon as possible.

No. 235, LIBRARY—All members of the Staff and children are requested to return all library books issued to them by 30th November, 1957.

No. 236, TEXT BOOKS—Lists of text books, together with the number of copies in stock, are kept in the Masters' Common Room. Masters I/c of various subjects are requested to go through them before prescribing books for the next year. I would like these book to be used as far as possible.

A complete list of the text books prescribed class-wise for each subject should be sent to the Bursar by 30th November, 1957.

No. 237, STORES—All persons concerned are requested to give the list of their requirements for the year 1958 to the Office on or before 25th November, 1957. It is not guaranteed that all items indented for will be made up in full. The lists will guide us in preparation for the next year. Details regarding size, mark, quality, etc., should be given wher ever possible.

No. 238, PHOTOGRAPHS—The Staff Photograph will be taken near No. 13 (Wavell Court) at 9-00 a. m. on November 17th, 1957. Teaching Staff should wear gowns.

No. 239, BREAKAGES—Lower Five B appear to make a habit of breaking window-panes in their classes without the guilty ones reporting breakages. The Pocket money account of every boy in L-V B will be debited by 75 nP. each.

The following boys have been fined Re. 1/- each for destroying School property :—

Amarjit Singh	L-V A
Vipin Mahajan	U-IV A
Jasbir Singh Gill	L-IV A

No. 240, PREP. SCHOOL SPORTS—The prep. School Sports will be held on Sunday, 17th November, commencing 2-30 p. m. in Peacestead.

All members of the Staff and, their wives are invited to tea after the sports in the Prep. School Assembly Hall.

No. 241, MEDICAL—N.N. Khanna is granted leave on medical grounds from 15th October till the end of the term.

R. SOM DUTT
 Major,
 Headmaster.

THE LAWRENCE SCHOOL ORDERS

—:0:—

SANAWAR, 22ND NOVEMBER, 1957.

No. 242, STAFF CLUB—There will be a dinner in the Staff Club, at 8 p. m. on Saturday, 23rd November 1957. All members and their wives are cordially invited.

No. 243, TUCK SHOP—The credit sale to the CHILDREN will be stopped with effect from 2nd December, 1957. The bills for November & December, 1957 will be sent to the Office latest by 4th December, 1957.

No. 244, STAFF CLUB LIBRARY—Members of the Staff are requested to return the Club Library Books on the morning of Sunday, 24th November, 1957.

R. SOM DUTT
Major,
Headmaster.

THE LAWRENCE SCHOOL ORDERS

SANAWAR, 29TH NOVEMBER, 1957.

No. 245, LONG VACATION ARRANGEMENTS:—

Children going with their parents/guardians will be allowed to leave Sanawar after lunch on 6th December, 1957. They may write to their parents accordingly.

2. Children travelling in the School parties will leave Sanawar in the afternoon of 7th December, 1957.

3. The next term will begin on Friday, the 7th March, 1958 and all children must be back by 6-00 p. m. on that day.

4. Children in Hospital on the 7th morning will not be allowed to go home unless certified fit to travel by the R. M. O.

5. Luggage of children must be ready by 9-00 a. m. on 7th December. The Luggage of the children going to Simla must be ready by 6-00 a. m.

6. Children will hand in all School property in their possession personally to matrons who will check it and, if correct, issue a Check Slip. This Slip will be presented to Housemaster/Housemistresses, who will check that they receive Slips of all children in their Houses.

Any School clothes lost will be entered on the Check Slip and the Slip sent to the Office to effect recovery of the cost of the articles. Children must sign for losses.

House Staff and Matrons will ensure that articles of clothing supplied by parents are sent home with children.

No School bedding, clothing, or other School property may be taken away from Sanawar. This rule is to be strictly enforced.

Matrons must be careful about School blazers and trousers of the children and see that they are not exchanged with Home blazers and trousers.

7. Staff who wish their heavy baggage transported by the School, must have it ready at the Quardangle by 11-00 a. m. 7th December. They must notify the Quartermaster as to the number of packages they have.

8. As parties will be going down by bus from Sanawar direct to Kalka, all members of the Staff are requested to keep their luggage to the absolute minimum, as for obvious reasons excess luggage cannot be carried.

Please Turn Over.

8. The School accepts no responsibility for losses, and Staff and children alike must supervise the loading of their luggage.

9. Travelling money will be sent to Escorts on 5th December.

10. Members of Staff entrusted with sums of money for children in School Parties must keep detailed accounts of all expenditure incurred. These details must show, of course, the exact amount of money handed over on completion of the journey. The best course would be to hand money over direct to the parent or guardian meeting the child or refund to the office.

11. All children travelling in the School parties are subject to School discipline until handed over to parents or guardians.

12. Great care must be taken by escorts to ensure that any food bought by children on their journey home is obtained only from reputable vendors or at accredited Refreshment Rooms.

13. Children who are being escorted home and whose names, therefore, will not appear on the School party list must in no circumstances be permitted to leave Sanawar unless their escorts call for them. The only exceptions to this rule will be senior children who go to Kasauli.

No. 246, LIGHTS—Staff must ensure that all electric lights are switched off in their quarters before they leave Sanawar.

No. 247, STAFF—Before leaving the station, Staff must enter their names in the address book at the Office. Keys of quarters must be labelled and sent to the Quartermaster. If Staff do not wish to hand over their keys, they must notify the Bursar in writing.

No. 248, SCHOOL STOCK BOOKS—Form Staff will see that all books teaching aids etc. are returned to the Librarian. If anything is left in Cupboards they must be locked and keys labelled and handed over to the Librarian by 5th December, 1957.

No. 249, STOCK LEDGERS—Staff must send their Stock ledgers and Indent Books to the Office by 6th December.

No. 250, PAY RECEIPTS—Staff are warned that failure to return pay receipts to the Office promptly during the Vacation will result in delay in payments. Before leaving Sanawar, they will inform the Bursar in writing whether they wish their pay to be sent to them by Money Order or by Bank Draft.

No. 251, NEWSPAPERS—Staff who wish to discontinue their copies of the "The Statesman" during the Vacation must notify the Office by 2nd December.

No. 252, MEDICAL—On return to School on March 7th 1958, children must report first to their Matron. Leave Slips, which incorporate Medical Certificates, will be handed over to the Matron who will forward them to R. M. O. In no case will a child be accepted in a Department without a medical certificate.

No. 253, RECORDS—History Sheets must be completed and returned to the Office before Staff leave Sanawar. They must show, inter alia, whether or not a child has been promoted.

No. 254, BALANCES—Matrons I/c Kitchens must return Extra Diet balances to the Office by the 2nd December.

No. 255, STAFF CLUB—The General meeting of the Staff Club will be held in the Club Reading room at 10-30 a. m., on Sunday, 1st December, 1957. Tea and light refreshment will be provided.

No. 256, PHOTOGRAPH—As the Staff Photograph taken on 17th November, 1957, is not satisfactory, another photograph will be taken at 8-30 a. m. on December 1st 1957.

All teaching Staff should wear gowns.

No. 257, FUEL—Steam Coal and Fuel Wood is sanctioned for fire-places with effect from 28th November, 1957.

• No. 258, CINEMA—The film DOCTOR IN THE HOUSE will be shown in Barne Hall at 6 p.m. on Tuesday 3rd December 1957.

No. 259, TUCK SHOP—Prices of tinned fruit, evaporated milk, etc., have been reduced by approximately 50%. Those interested may buy them from the tuck shop.

No. 260, PAY—All members of the staff are requested to collect their pay from the office between 11 00 a. m. and 1.00 p. m. on 30th November, 1957.

No. 261, ANNUAL PRIZEGIVING DAY—6TH DECEMBER.
The programme of events is as under:—

5th December

3.00 p. m. ... Award of NCC prizes at a special
NCC Parade.

6th December

9.00 a. m. ... End-of-Term Assembly

11.00 a. m. ... Prize-giving

8-30 p. m. ... Farewell Dance.

Mr. G. D. Sondhi, I. E. S., has very kindly consented to give away the prizes.

R. SOM DUTT
Major,
Headmaster.