

THE LAWRENCE SCHOOL ORDERS.

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SANAWAR, FRIDAY, 15TH JANUARY, 1971.

Part I

Nil

Part II

1-3

Part II

No. 1. LEAVE.

The following members of the staff were granted earned leave for the period shown against their names :—

Dr. J. C. Sakhuja	R.M.O.	12-12-70	—	1 day
Mr. Gian Singh	P.A. to H.M.	11-12-70 to 19-12-70	—	9 days
„ Mathra Dass	Jr. Clerk	18-12-70 to 21-12-70	—	4 „
„ P.R.V. Nair	Compounder	16-12-70 to 19-12-70	—	4 „
„ Chet Ram	Asstt. Printer	3-12-70 to 4-12-70	—	2 „
„ Sunder Lal	Comp-cum Inkman	10-12-70	—	1 „
„ „	„	16-12-70	—	1 „
„ N. R. Sharma	Book Binder	14-12-70 to 31-12-70	—	18 „
„ Devi Singh	Head Mazdoor	14-12-70 to 15-12-70	—	2 „
„ Dialoo	Mazdoor	7-12-70 to 26-12-70	—	20 „
„ Lala Ram	„	9-12-70 to 10-12-70	—	2 „
„ Shamsher Singh	Groundsman	14-12-70	—	1 day
„ Mariam	Ayah	7-12-70 to 15-12-70	—	9 days
„ Ishar	Sweeper	23-12-70 to 28-12-70	—	6 „
„ Bachna	„	7-12-70 to 10-12-70	—	4 „
„ Kanshi	„	15-12-70 to 19-12-70	—	5 „
„ „	„	23-12-70 to 29-12-70	—	7 „
„ Ram Kishan	„	8-12-70 to 22-12-70	—	15 „
„ Shanker	„	23-12-70 to 28-12-70	—	6 „
„ Rulda	„	8-12-70 to 22-12-70	—	15 „
„ Kishan No. I	„	10-12-70 to 12-12-70	—	3 „
„ Kishan No. II	„	8-12-70 to 27-12-70	—	20 „
„ Parkash	„	8-12-70 to 22-12-70	—	15 „
„ Hari Ram	„	8-12-70 to 27-12-70	—	20 „
„ Lala Ram	„	8-12-70 to 22-12-70	—	15 „
„ Mani Ram	„	8-12-70 to 27-12-70	—	20 „

Mr. Chet Ram	Cook	28-11-70 to 12-12-70—15 days
„ Mool Chand	„	5-12-70 to 19-12-70—15 „
„ Bahadur Singh	„	10-12-70 to 15-12-70— 6 „
„ Chet Ram	Bearer	3-12-70 to 12-12-70—10 „
„ Arjan Dass	„	21-12-70 to 24-12-70— 4 „
„ Dhani Ram	„	21-12-70 to 26-12-70— 6 „
„ Sant Ram No. II	„	21-12-70 to 26-12-70— 6 „

No. 2. APPOINTMENTS.

1. Shri Jai Gopal was appointed Junior Carpenter on two year's probation with effect from 1-12-70 (F.N.)

2. Shri Rattan Lal was appointed Smithy Mate-cum-fitter temporarily with effect from 17-12-70 (F.N.)

3. Shri Bodh Raj Bhardwaj was appointed Wireman-cum-driver temporarily with effect from 5-1-71 (F.N.)

No. 3. RESIGNATION.

Shri Madan Singh Wireman-cum-driver, vacated his appointment with effect from 8-12-70 (A.N.) having resigned.

B. R. Pasricha,
Headmaster.

THE LAWRENCE SCHOOL ORDERS.

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SANAWAR, FRIDAY, 12TH FEBRUARY, 1971.

Part I

Nil

Part II

4—8

Part II

No. 4. LEAVE.

The following members of the staff were granted earned leave for the period shown against their names :—

Mr. Surendra Nath	Engineer	18- 1-71—30-	1-71—13 days
„ P.C. Gupta	Cashier	11- 1-71—23-	1-71—13 „
„ A.S. Saklani	Jr. Clerk	28-12-70—29-	1-71—33 „
„ G.S. Rawat	Electrician	21-12-70—21-	1-71— 32 „
„ P.R.V. Nair	Compounder	1- 1-71—11-	1-71—11 „
„ Sobha Ram	Peon	4- 1-71—30-	1-71—27 „
„ Mansa Ram	Mazdoor	11- 1-71—30-	1-71—20 „
„ Bansi	„	21-12-70—20-	1-71—31 „
Smt. Savitri	Ayah	4- 1-71—23-	1-71—20 „
Mr. Ishar	Sweeper	4- 1-71—23-	1-71—20 „
„ Babban	„	4- 1-71—23-	1-71—20 „
„ Bachna	„	18-12-70—16-	1-71—30 „
„ Sadhu No. II	„	4- 1-71— 2-	2-71—30 „
„ Taroo	„	8-12-70— 7-	1-71—31 „
„ Tulsi	„	4- 1-71— 2-	2-71—30 „
„ Gangoo	„	26-12-70—18-	1-71—24 „
„ Baboo	„	11-12-70—10-	1-71—31 „
„ Gurnam Singh	„	4- 1-71—25-	1-71—22 „
Smt. Ishari	Sweeprress	18-12-70— 6-	1-71—20 „
Mr. Battoo	Head cook	4- 1-71— 4-	2-71—32 „
„ Mansa Ram	Cook	3-12-70—11-	1-71—40 „
„ Chet Ram	„	21-12-70—20-	1-71—31 „
„ Breptu	„	4- 1-71—29-	1-71—26 „
„ Shayam Lal	„	4- 1-71— 23-	1-71—20 „
„ Roop Ram	„	14-12-70—13-	1-71—31 „
„ Ronki Ram	„	4- 1-71— 2-	2-71—30 „

Mr. Girdhari	Bearer	15- 1-71— 3- 2-71—20 days
„ Arjan Dass	„	18- 1-71—30- 1-71—13 „
„ Bishan Dass	„	16-12-70 — 9- 1-71—25 „
„ Jagdish	„	4- 1-71—23- 1-71—20 „
„ Balam Ram	„	4- 1-71— 1- 2-71—29 „
„ Chaudhary	Bakery Maz.	18- 1-71— 1- 2-71—15 „

No. 5. RETIREMENT.

Mr. Murli, Jr. Carpenter. retired from service with effect from 31-12-70 and has been sanctioned 146 days' earned leave due to him with effect from 1-1-71.

2. Mr. Moti Singh, Tailor, retired from service with effect from 14-1-71 and has been sanctioned 180 days' earned leave due to him with effect from 15-1-71.

No. 6. RESIGNATION.

Mr. Mansa Ram, Jr. Tuck Shop clerk, vacated his appointment with effect from 8-1-71 (F.N.) having resigned.

No. 7. APPOINTMENTS.

Mr. Ram Saran is appointed Sr. Carpenter on two year's probation with effect from 1-2-71 (F.N.)

2. Mr. Ranbir Singh is appointed H.M's. Bungalow Peon temporarily with effect from 1-2-71 (F.N.)

No. 8. PROMOTION.

Mr. Kanshi, Sweeper, is promoted to the post of Head Sweeper on two year's probation with effect from 1-2-71 (F.N.)

B. R. Pasricha,
Headmaster.

THE LAWRENCE SCHOOL ORDERS.

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SANAWAR, FRIDAY, 26TH FEBRUARY, 1971.

Part I

1—29

Part II

9

No. 1. WELCOME.

Mrs. Pasricha joins the Headmaster in welcoming all children, members of the staff and their families to Sanawar and wishing them a very happy and fruitful term at the School.

No. 2. THE SCHOOL'S CLEANLINESS.

The co-operation of all is requested to keep the school neat and clean in every way. At residential schools like ours it is necessary that we inculcate the habit of keeping everything tidy. Therefore, we should all set an example not only by not throwing litter anywhere but also drawing the attention of others to avoid doing so and picking up wherever it is found lying. Proper receptacles have been provided. Where, however, any more are required, these can be arranged.

No. 3. SCHOOL PROGRAMME.

February

Sat.	27th	School re-opens	
Sun.	28th	Kit fitting	
		Film: Marcopolo the Magnificent	... 5-00 p.m.
		Supper	... 6-30 p.m.

March

Mon.	1st	Sunday timings	
		Kit fitting	
		Staff meeting :	... 10-00 a.m.
		Letters (House organisations)	
Tue.	2nd	Sunday timings	
		New Admissions commence	
		Assembly	... 9-00 a.m.
		Forms to Form rooms under	
		Form Staff	... 9-20 a.m.
		Stationery issued	
		Games sets after lunch	
Wed.	3rd	Sunday timings	

Wed.	3rd	Rouser	... 7-00 a.m.
		Assembly Singing	9-30—9-45 a.m.
		$\frac{1}{2}$ hr. Schools	
		Text books issued	
		Hobbies groups made up	
		Film: National Velvet	... 5-00 p.m.
		Supper	... 6-30 p.m.
Thu.	4th	Breakfast	... 7-45 a.m.
		Assembly Singing	8-45—9-15 a.m.
		Normal classes commence	
		Normal hobbies commence	
Fri.	5th	Programme as for Thurs. 4th	
Sat.	6th	Assembly Singing	
		35 mts. Schools	
		House letters	
		Normal hobbies	
		Film Penelope:	... 5-00 p.m.
		Supper	... 6-30 p.m.
Sun.	7th	Festival Cricket match	

No. 4. DAY SCHOLARS—ATTENDANCE IN KITCHENS.

Will all staff members concerned, *immediately* on their return to school, please inform the Bursar in writing as to which of their children, being day scholars, will be taking meals in the school kitchens, and state in respect of each child:—

- (a) the Kitchen in which he/she will be taking meals.
- (b) which meals he/she will be taking.

No. 5. MEDICAL.

On return to school, children must report first to their House Matrons. Leave Slips, which incorporate Medical Certificates, will be handed over to the Matron concerned, who will forward them to the R.M.O. on Sunday, 1st March. **In no case will a child be accepted in a Department without a medical certificate.** Any child without this certificate, as also any child who appears unwell on arrival, will be sent **immediately** to the R.M.O. This applies in particular to children who have coughs and colds. Any case of unfitness for admission on medical grounds will be reported **immediately** to the Bursar by the R.M.O. for orders.

No. 6. NEW ADMISSIONS—RECEPTION.

New admissions will be made as follows:—Senior School 2nd March, Prep. School 3rd—5th March. All new parents on their arrival will be guided to the Parents' Rooms, where the Quartermaster will arrange for fires, hot water, towels, soap etc., to be available. B.D. Kitchen Matron will arrange for tea and biscuits to be available for parents at the School Office from 10-00 a.m. till 12-30 p.m. and from 3-00 p.m. to 4 00 p.m. daily.

The Quartermaster will also please arrange for the garden umbrellas etc., to be put up in the garden opposite the Mistresses Common Room.

Messrs Jagdish Ram and Katoch will be on duty from 9-00 a.m. to 4-00 p.m. at the Bakery to guide parents on the reception dates.

From the Parents' Rooms, parents and the children, together with their luggage, will be directed to the Office. From there children will be directed to the Deputy Headmaster in the case of Senior School, and to the Mistress I/c Prep School in the case of children for admission to L-III and the Prep School, for an interview and test. When a number of children are waiting while others are being tested, they should first be taken along with their parents to the hospital for medical examination by the R.M.O. Mrs. Cherian will arrange for children to be tested at the School Office. After having tested them the Deputy Headmaster/Mistress I/c Prep School will return the children to the School Office along with their reports. All financial and others formalities will then be completed there by parents in the School Office. Thereafter the children will proceed to their respective dormitories along with their Admission Slips, duly signed by the Bursar, which will be handed over to the House Matrons concerned. House Matrons will NOT admit new children to their dormitories except on the presentation to them of an Admission Slip signed by the Headmaster or the Bursar.

No. 7. LATE ARRIVALS.

All Housemasters/Housemistresses are requested to report to the Headmaster late arrivals among the older children, i.e. of L-IV and upwards, together with their explanations for late arrival. If children arrive late for reasons which are not covered by a Medical Certificate or the Headmaster's sanction, disciplinary action will be taken against them as under:—

- (1) They will be denied WOPs for the whole of March.
- (2) They will be denied pocket money till the 10th March.
- (3) They will not be permitted to attend any cinema shows till the 10th March.

No. 8. NEW ADMISSIONS—RATIONS.

New children will be arriving as below, and in every likelihood parents accompanying them will require lunch or, in some cases, tea. Would Matrons I/c Kitchens please indent for three extra rations per new admission from the Quartermaster to enable parents to lunch/tea in the respective department —

	B.S.	G.S.	P.S.B.	P.S.G.
2nd March	4	7	4	—
3rd „	—	—	5	3
4th „	—	—	13	1
5th „	—	—	7	7

No. 9. CLOTHING.

February 28th and March 1st will be devoted to issuing clothes to the children according to the scales laid down. All clothes will bear either the names or the numbers of the children, and the initials of the House in the case of B.D. and initials of the Departments in the cases of G.D. and P.D. All this work of marking clothes must be completed by the evening of Saturday, 6th March.

Clothes will be issued to **Day Scholars** in all Deptts. at 2-00 p.m. on Sunday, 28th February.

All House Matrons will please ensure that all new children are provided with brand new clothes so far as is physically possible.

All House Matrons will please ensure that children are in possession of and do, in fact, wear warm woollen vests in order to prevent children taking chills and colds.

Long grey flannel trousers will be worn by all boys until further notice.

No. 10. STRENGTH RETURNS.

House Matrons will send numbers 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 will be sent.

No. 11. NETS.

The Head Boy will ensure that none of the prepared pitches are used without permission. Nets for the 1st XI and the Staff will be arranged by Mr. Jagdish Ram.

No. 12. CRICKET.

The festival match will take place on Sunday, 7th March.

No. 13. WEIGHING & MEASURING.

Dates will be intimated later.

No. 14. WALKING OUT PASSES—NEW ADMISSIONS.

No newly admitted children will be granted WOPs nor will their parents or relatives be permitted to visit them before the second Sunday of April, namely Sunday, the 11th April. This will give these children time in which to settle down. This must be explained by House Staff and House Matrons to parents or guardians of newly admitted children when they arrive.

No. 15. HOUSE FUND ACCOUNTS.

Will all Housemasters and Housemistresses please obtain an advance of Rs. 100/- each from the Cashier and arrange payments of the bills for the purchases made by them for their House. When the advance is exhausted will they kindly submit the statement of the expenditure along with receipted bills to the Bursar, who will arrange for the recoupment of the advance.

No. 16. HOSPITAL TIMINGS.

10-00 a.m.—10-30 a.m. }	...	Members of the Staff
4-30 p.m.— 5-30 p.m. }		
9-00 a.m.— 1-00 p.m. }	...	Children of the school
4-30 p.m.— 5-30 p.m. }		

Staff are requested that, except in emergencies, children should not be sent to the hospital except during working hours.

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

No. 17. ISSUE OF INDENTS BY QUARTERMASTER.

Will all members of staff concerned and the Quartermaster kindly note that, when an indent is to be issued to the person making the indent, the actual time of the issue is to be fixed by personal consultation between the indenting member concerned and the Quartermaster, according to the mutual convenience of both and not merely according to the convenience of the one or the other. Furthermore, such time once fixed shall not be changed unilaterally by either the member concerned or the Quartermaster, but only in mutual consultation. Such changes should not ordinarily be necessary at all but only in emergent and unforeseeable circumstances. The

time so fixed should not be between 3-00 and 4-00 p.m. on full working days nor between 12-00 noon and 1-00 p.m. on Saturdays.

It is the duty of the Quartermaster to have all items to be issued ready for immediate issue punctually at the time fixed, thus ensuring that no unnecessary delay occurs and that indenting staff members are not held up at the Stores for more than the minimum time necessary actually to receive the articles indented for.

Any difficulties in implementing this order should be brought to the notice of the Bursar immediately.

No. 18. STAFF VISITS TO Q.M. STORES.

All staff members are reminded that except for taking indents, and also as provided below, any staff member wishing to see the Quartermaster on business should see him in his office between 3-00 and 4-00 p.m. *only* on all working days of the week except Saturdays when they should see him between 12-00 noon and 1-00 p.m.

Members of the staff will please *not* visit the Quartermaster or the Q.M. Stores at other times, except by prior mutual arrangement with the Quartermaster (for receiving indents, for example), or in really emergent circumstances, or where, by reason of routine school duty, it is not possible for them to visit the Stores at the specified times.

The three Kitchen Matrons will continue to go to Stores daily from 10-00 a.m. as usual.

No. 19. STAFF SUPPER TIMINGS.

Those members of the Staff who take their supper in departments are reminded that they are required to sit down to supper not later than 7-30 p.m. at the very latest. This timing, which is very necessary for administrative reasons, may please be strictly observed.

No. 20. STAFF CLUB : BADMINTON.

Gaskell Hall will be available for badminton from 5-30 p.m. to 8-00 p.m. daily for all members of the Staff Club

It is requested that members playing badminton will kindly bring their own badminton rackets. Shuttlecocks will be provided by the Staff Club.

No. 21. STAFF RATIONS AND FUEL.

On return to school on Saturday, 27th February, Staff members' families in need of milk, sugar, atta etc. may, if necessary, obtain small quantities on loan from Kitchen Matrons for their im-

mediate use. The equivalent amounts must be returned to Kitchen Matrons as soon as possible and Kitchen Matrons will ensure that this is done. For wood and coal Staff members' families will send chits to the Quartermaster giving their minimum requirements for their immediate needs. The Quartermaster will arrange for the fuel to be delivered to the quarters of the persons concerned not later than the same evening, i.e. Saturday, 27th, evening.

Wood fuel, coal and K. oil on payment will be issued between 3-00 and 4-00 p.m. on the first and third Wednesday of each month.

Rations on payment will normally be issued to staff between 3-00 p.m. and 4-30 p.m. on the first and third Thursdays of each month.

Rations etc. will not be issued on administrative holidays officially notified as such. Where an issue day falls on an administrative holiday the Quartermaster shall arrange to issue these rations etc. on the very next working day following the administrative holiday.

Staff are requested to send their requirements slips to the Quartermaster by 11-00 a.m. ON ISSUE DAYS. They should also send necessary packing material to collect items from Stores as no packing will be issued from Stores.

The Quartermaster has authority to reduce quantities demanded, if he considers it necessary. It is always advisable to submit full monthly requirements in the first week of each month.

Staff families may obtain their private requirements of eggs, vegetables and fruit from the contractors. Servants may not be sent to the Q.M. Stores for these items as it interferes with official routine. Meat requirements can, however, be obtained at the Ration Stand at 11-30 a.m. on the days when meat is supplied.

No. 22. FURNITURE—STAFF QUARTERS & DEPARTMENTS.

Detailed furniture inventory boards are provided in all school departments and quarters of Staff members. It is the personal responsibility of all concerned to ensure that these inventories are kept carefully and made available when required. All concerned are requested to check these inventories carefully on return to school and to report any discrepancies immediately to the Quartermaster.

In this connection it is also specifically brought to the notice of all concerned that articles of school furniture provided in departments and Staff quarters may not be removed therefrom or exchanged or interchanged without the written permission of the Bursar. Nor may any additional articles of furniture be issued to or provided in staff quarters without the written permission of the Bursar. When any such changes are permitted, they shall be noted in the furniture inventory of the department/quarter concerned under the joint signatures of the staff members concerned and the Quartermaster. Departments and Staff members are held responsible for the proper maintenance of all school furniture on issue with them.

No. 23. STAFF VACATION PAY.

Staff members who are to draw their pay and arrears of vacation pay on their return to school may do so from the School Office between 11-00 a.m. and 1-00 p.m. on Monday, the 1st March.

No. 24. TUCK SHOP TIMINGS.

The Tuck Shop will open daily from 11-00 a.m. to 1-30 p.m. from Wednesday, 24th February, and observe the normal timings from Saturday, 27th February.

No. 25. VEGETABLE AND FRUIT CONTRACTOR'S SHOP.

The contract for the supply of vegetables and fruit has this year been given to M/s Himachal Traders of Garkhal.

Their shop at the Bakery will remain open daily from 8-00 a.m. to 5-00 p.m.

The contract rates for all items of supply are displayed prominently in the shop itself.

No. 26. SUPPLY OF EGGS FOR STAFF FAMILIES.

The eggs contract for the year has been given to M/s Thakur Das of Sirhind.

The minimum weight per egg has been fixed at 45 gms.

The rate fixed is Rs. 26-30 per 100 eggs, i.e. Rs. 3-16 per dozen.

Eggs will be available for sale to staff families at the Fruit and vegetable shop at the Bakery daily from 12-00 noon to 2-00 p.m. Bad eggs will only be replaced by the contractor free of charge provided they are returned to him on the same day or the very next day following the day on which the supply was made.

No. 27. ACADEMIC STAFF MEETING, & HOUSE LISTS.

A full meeting of the academic staff of B.D. and G.D. will be held in the M.C.R. at 9-30 a.m. on Monday, 1st March.

House lists are almost ready, but are subject to finalisation. Will Housemasters and Housemistresses G.D. kindly also come prepared to finalise these lists.

No. 28. PRIVATE PURCHASES FROM THE SCHOOL STORES.

It is notified for the information of all members of the staff that no private purchases of any items whatsoever, except those specified below, are permitted to be made from the school Stores without the written permission in every case of the Headmaster or the Bursar. The Quartermaster has instructions accordingly.

The following items only may be purchased from the Stores without the permission mentioned above :—

- (1) Blue blazer cloth
- (2) Grey flannel cloth (for trousers and skirts).
- (3) Black brogue shoes (for Day Scholars only).
- (4) Night-suits (both new and old—existing stock only)

This order does not in any way effect the sale of fuel and dry rations etc., from the school Grocery shop.

No. 29. CINEMA

The following films will be shown in Barne Hall at 5-00 p.m.:-
Sun. 28th Feb. ... ADVANCE TO THE REAR, starring Glenn Ford, Stella Stevens and Melvyn Douglas.
The film is an uproarious comedy.

Wed. 3rd March. ... NATIONAL VELVET starring Mickey Rooney and Elizabeth Taylor.
The film is a dream of glory becoming a reality.

Part II**No. 9. DUTY.**

Mr. Bhupinder Singh will, with effect from 25th February, 1971, perform the current duties of the Deputy Headmaster until further notice, in addition to his own duties.

B. R. Pasricha,
Headmaster.

THE LAWRENCE SCHOOL ORDERS

SANAWAR, SATURDAY, 27TH FEBRUARY, 1971.

Part I

30—33

Part II

Nil

SPECIAL ORDER

No. 30. REVISION OF PAY SCALES AND D.A.

1. Effective from 1-1-71 the revised pay scales of the various categories of the staff and the revised rates of Dearness Allowance are as detailed in annexure A.
2. The staff have been fixed in these revised scales at the next corresponding higher step of the pay they were drawing on 1-1-1971.
3. The date of increment will remain unchanged.
4. Existing facilities of special pay and allowances etc. will be continued.

No. 31. HOURS OF WORK FOR HEAD COOKS, COOKS AND BEARERS DURING VACATIONS.

In view of the revised pay scales and dearness allowance, and the fact that Head Cooks, Cooks and Bearers are getting dearness allowance at full rates, the restrictions imposed vide School Order No. 260 of 10th October, 1969, regarding the hours of work are cancelled.

No. 32. PAY/D.A. MERGER

Effective from 1st January, 1971, the dearness allowance will be considered as part of the pay for purposes of deductions on account of Provident Fund in respect of all categories of staff.

Those of the staff who had not been getting this privilege with effect from 1st January, 1968, will let the office have their option by the 15th of March, 1971, as to whether or not they would like to contribute for the past period. In case they opt to contribute they shall have to deposit the arrears in a maximum of four instalments. Option once exercised will be final. If no requests are received by the 15th March 1971, it shall be assumed that they do not wish to contribute for the past period.

No. 33. HOUSEMASTER'S/HOUSEMISTRESS' ALLOWANCE.

Effective from 1st March, 1971, the Housemaster's/Housemistress' Allowance will be Rs. 100/- p. m.

B.R. Pasricha,
Headmaster.

ANNEXURE A (to School Order No. 30 of 27-2-71.)

(1) PAY SCALES with effect from 1st January 1971 :—

<i>Designation of the Post</i>	<i>Scale</i>
Deputy Headmaster	800-35-940-40-1100-EB-60-1400
Bursar	—do—
Senior Mistress	560-30-800-EB-35-940-EB-40-1100-60-1160
Mistress I/c Prep School	—do—
Resident Medical Officer	—do—
Masters/Mistresses (Trd. Graduates, including Froebel Trd. Teachers (Non-Graduates) who have completed a two years course of trg. in the Froebel Method or the equivalent in a recognised Jr. K.G. Training College)	375-25-500-EB-30-800-EB-35-940-40-980 (Untrained graduates will stop at Rs. 500/-)
*P. T. I. (Grade I)	375-25-500-EB-30-800-EB-35-940-40-980
Engineer	375-25-500-EB-30-800-EB-35-940-40-980
†Librarian	—do—
Masters/Mistresses (Trd. Non-Graduates)	‡ 300-20-400-EB-25-500-EB-30-650
Band Master	—do—
Piano Master/Mistress	—do—
Dance Master	—do—
Asstt Music Teacher	—do—
§Carpentry/Craft/Tech. Instructor (Grade I)	—do—
Physical Trg. Instructor (Grade II)	—do—
Quartermaster	—do—
P.A. to the Headmaster	—do—
Steward/Kitchen Matron B.D.	—do—

* Holding a Graduate's degree of a recognised P.T. College.

† Must be Graduate with Dip. in Library Science.

‡ Non-graduate qualified Librarian will be fitted in this grade.

§ Holding Diplomas from a recognised University/Instn.

Carpentry/Craft/Tech. Instructor (Grade II)	250-10-300-EB-20-400-EB-25- 500.
Asstt. to Music Teacher	--do--
Lab. Assistant	--do--
Kitchen Matron G.D.	200-10-300-EB-20-400-EB-25- 500
Kitchen Matron P. D.	--do--
Nurse	--do--
Senior Clerk (incl. Cashier & Store Keeper)	--do--
Electrician	--do--
House Matron	150-5-200-EB-10-300
Jr. Clerk	--do--
Compounder	--do--
Head Printer	--do--
Work Mistry	150-5-200-EB-10-250
Driver	--do--
Sr. Carpenter	--do--
Asstt. Printer	100-3-130-EB-4-150-EB-5-200
Head Tailor	--do--
Sr. Mason	--do--
Compositor-cum-Inkman	100-3-130-EB-4-150
Book Binder	--do--
Wireman cum Driver	--do--
Baker	--do--
Jr. Carpenter	--do--
Black Smith	--do--
Tin Smith	--do--
Head Cook	--do--
Smithy-Mate-cum-Fitter	--do--
Cook	100-3-130
Male Nursing Orderly	--do--
Head Mazdoor	--do--
Head Sweeper	--do--
Jr. Mason	--do--
Tailor	--do--
Asstt. Baker	--do--

Barber	80-2-100-EB-3-130
Bearer	—do—
Valveman	—do—
Watchman	—do—
Boilerman	—do—
Peon	—do—
Groundsman	—do—
Mazdoor	—do—
Bakery Mazdoor	—do—
Armoury Guard	—do—
Gardener	—do—
Khalasi	—do—
Ayah	—do—
Sweeper	—do—

(2) DEARNESS ALLOWANCE with effect from 1-1-71 :—

<i>Pay Range</i>	<i>Dearness Allowance</i>
Below Rs. 150/-	Rs. 65/-
Rs. 150/- to Rs. 399/-	„ 100/-
„ 400/- to „ 599/-	„ 120/-
„ 600/- and above	„ 100/- with marginal adjustment for those drawing between Rs. 600/- and Rs. 619/-.

B. R. Pasricha,
Headmaster.

THE LAWRENCE SCHOOL ORDERS.

:O:
 SANAWAR, WEDNESDAY, 3RD MARCH, 1971.

Part I

Part II

34

Nil

SPECIAL ORDER

No. 34. SCHOOL CALENDAR 1971 (Feb. 27th to July, 3rd.)

February

Sat.	27th	School re-opens	
Sun.	28th	Kit fitting	
		Film: Advance to the Rear	... 5-00 p.m.
		Supper	... 6-30 p.m.

March

Mon.	1st	Sunday timings	
		Holiday	
		Kit fitting	
		Staff meeting :	... 9-30 a.m.
		Letters (House organisations)	
Tue.	2nd	Sunday timings	
		New Admissions commence	
		Assembly	... 9-00 a.m.
		Forms to Form rooms under	
		Form Staff	... 9-20 a.m.
		Stationery issued	
		Games sets after lunch	
Wed.	3rd	Sunday timings	
		Rouser	... 7-00 a.m.
		Assembly	9-30—9-45 a.m.
		$\frac{1}{2}$ hr. Schools	
		Text books issued	
		Hobbies groups made up	
		Film: National Velvet	... 5-00 p.m.
		Supper	... 6-30 p.m.
Thu.	4th	Breakfast	... 7-45 a.m.
		Assembly Singing	8-45—9-15 a.m.
		Normal classes commence	
		Normal hobbies commence	

Fri.	5th	Programme as for Thurs. 4th	
Sat.	6th	Assembly Singing 35 mts. Schools House letters Normal hobbies	
Sun.	7th	Festival Cricket match Film :	... 5-00 p.m.
		Supper	... 6-30 p.m.
Mon.	8th	Normal timings Normal games/hobbies Medical Inspection commences ...	4-30—5-30 p.m.
		(One set each day)	
Sat.	13th	Film:	... 5-30 p.m.
		Supper	... 7-00 p.m.
Sun.	14th	Staff Club meeting	... 11-00 a.m.
Mon.	15th	Prep. starts P.T., starts Hodsons starts Boxing training starts	
Thu.	18th	Dental inspection commences	
Sat.	20th	Film :	... 5-30 p.m.
		Supper	... 7-00 p.m.
Sat.	27th	Staff Club dinner	
Sun.	28th	Film :	... 5-30 p.m.
		Supper:	... 7-00 p.m.
April			
Thu.	1st	Siwalik Sat. Club 1st performance	
Sat.	3rd	Siwalik Sat. Club Final performance Supper:	... 5-45 p.m.
Fri.	9th	Good Friday: Holiday New admissions permitted WOPs and SOPs	
Sat.	10th	Holiday	
Sun.	11th	Film:	... 6-00 p.m.
		Supper:	... 7-30 p.m.
Mon.	12th	Morning Prep commences Hodson Heats	
Tue.	13th	Hodson Heats	
Wed.	14th	Hodson Heats	

Thu.	15th	Foundation day Hodson Finals	
Sat.	17th	Film:	... 6-00 p.m.
		Supper:	... 7-30 p.m.
Sat.	24th	Film:	
Mon.	26th	Boxing tournament commences Supper:	... 7-30 p.m.
Wed.	28th	Marks handed in to form Staff	
Thu.	29th	Himalaya House Sat. Club 1st performance	
Fri.	30th	First Mark Reading	
May			
Sat.	1st	Himalaya House Sat. Club Final performance Supper:	... 5-45 p.m.
Mon.	3rd	Leave for Camp	
Thu.	6th	Bishop Barnes Birthday	
Sat.	8th	Return from Camp	
Sun.	9th	H.M., leaves for Lovedale Film:	... 5-45 p.m.
		Supper:	... 7-15 p.m.
Thu.	13th	I—H cricket commences	
Sat.	15th	B.C.S., Cricket Film:	... 5-45 p.m.
		Supper:	... 7-15 p.m.
Sun.	16th	B.C.S., Cricket	
Thu.	20th	P.D., Sat. Club 1st performance	
Sat.	22nd	P.D., Sat. Club Final performance	
Sun.	23rd	Film:	... 6-00 p.m.
		Supper:	... 7-30 p.m.
Mon.	24th	P.D. vs. B.D. Cricket Gowns discarded Soccer Sets made up	
Tue.	25th	Festival Soccer	
Sat.	29th	Staff Club Dinner	
Sun.	30th	Film:	... 6-00 p.m.
		Supper:	... 7-30 p.m.
June			
Thu.	3rd	Vindhya House Sat. Club 1st performance	
Sat.	5th	Vindhya House Sat. Club Final performance Supper:	... 5-45 p.m.

Sat.	12th	Film:	... 5-45 p.m.
		Supper:	... 7-15 p.m.
Thu.	17th	Minor Soccer League commences	
Sat.	19th	Film:	... 5-45 p.m.
		Supper:	... 7-15 p.m.
Thu.	24th	Nilagiri House Sat. Club 1st performance	
Sat.	26th	Nilagiri House Sat. Club Final performance	
Sun.	27th	B.C.S. Soccer	
Mon.	28th	I—H Soccer commences	
Wed.	30th	Marks handed in to Form Staff	

July

Thu.	1st	½ hr. Schools:	9-00—11-00 a.m.
		Wg. & Mg. B.D., commencing	... 11-15 a.m. (Him. & Nil.)
		Mark books handed in :	... 1-00 p.m.
		Wg. & Mg. G.D. commencing	... 4-00 p.m.
Fri.	2nd	Prep cancelled Sunday Timings	
Fri.	2nd	Escort meeting:	... 9-30 a.m.
		Assembly	... 10-00 a.m.
		2nd Mark Reading	... 10-15 a.m.
		Form Staff in Form rooms	
		Wg. & Mg., B.D., commencing	... 12-15 p.m. (Siw. & Vind.)
		B.D. vs. P.D. Soccer	... 4-00 p.m.
		Supper:	... 5-45 p.m.
		Social	6-30—9-00 p.m.
Sat.	3rd	Term Ends	
Sat.	31st	SCHOOL PARTIES RETURN Term reopens	

B. R. Pasricha,
Headmaster.

THE LAWRENCE SCHOOL ORDERS.

:o:

SANAWAR, FRIDAY, 5TH MARCH, 1971.

Part I
35—60

Part II
10—11

No. 35. STAFF GUESTS.

The Board of Governors at its meeting held on 11th December, 1962, decided that, with the prior permission of the Headmaster, members of the staff may accommodate only very close relations, and feed them in the children's messes at a cost of Rs. 5/- per day per head. This order applies to staff who have not the facilities to run their own kitchens.

No. 36. MESSING—STAFF/WIVES/HUSBANDS/VISITING DEPENDENT CHILDREN.

The Board of Governors has agreed to permit husbands/wives/visiting dependent children of Masters/Mistresses, not themselves being members of the staff, to take their meals in the School Kitchens on payment of Rs. 75/- per mensem per head (subject to a minimum charge of Rs. 35/-) during the currency of a term. This concession will not, however, be available for any period of less than 10 consecutive days. For periods in excess of 14 days but less than one month a charge proportionate to Rs. 75/- per month will be made.

Persons availing of this concession will comply with all the conditions, which apply to Masters/Mistresses, with regard to meal timings and messing with the children themselves and not separately at breakfast and lunch.

No rebate/deductions will be allowed on account of meals missed during the periods mentioned above.

No. 37. MESSING—CLASS III STAFF.

The Board of Governors has agreed that those members of the Class III staff who so desire may take their meals in the School Kitchens on payment at the rate to be fixed by the School from time to time in accordance with the varying cost of messing. The rate has been fixed at Rs. 90/- per mensem per head for the present. This

facility will be available to Class III staff for periods of not less than one month at a time, and no rebate/deductions will be allowed on account of meals missed during such periods.

Persons availing of this facility will comply with all the conditions, which apply to Masters/Mistresses, with regard to meal timings and messing with the children.

No. 38. INDENTS.

Indents for the period ending 31st July, 1971, if not already put in, should be submitted to the Bursar by stock holders by the 20th March next.

No. 39. DISCIPLINE : DAY SCHOLARS.

Day Scholars will not go into Assembly in their own time, but will fall in with the other children.

No. 40. WEEKLY SHOE INSPECTION.

In order to ensure that children's shoes are sent to the mochi for repair in good time and before their condition becomes too unsatisfactory, all Housemasters and Housemistresses are reminded to personally conduct a shoe inspection parade of all their children once a week on any day convenient to themselves. House Matrons will also be present at such inspections.

All Housemasters and Housemistresses will also please furnish a report every Saturday morning to the Bursar, certifying that they have conducted their shoe inspection parade during the past week.

No. 41. TENNIS.

Trafford House tennis court will be reserved for use by the girls on Sundays between 10-00 a.m. and 1-00 p.m.

No. 42. BIRTHDAY PARTIES.

The expenditure on these parties will under no circumstances, except with the special permission of the Headmaster, exceed the sum of Rs. 15/-. House Staff and Kitchen Matrons are requested kindly to ensure this.

No. 43. HOUSE LISTS.

House lists are not yet complete and will not be completed until all admissions have been made. These lists will be sent to House staff as soon as ready.

No. 44. CRICKET.

The Festival Cricket match will now not be played this week end.

No. 45. LOSSES OF SCHOOL CLOTHING AND OTHER ARTICLES.

All Kitchen Matrons and House Matrons are requested to ensure that losses on account of theft and dhobi shortages, as also damage done to clothing by dhobis, are reported immediately to the Bursar. Such reports should be in writing and dated. A Loss Slip duly signed by the dhobi must also be sent along with the report. The signature of the dhobi should also be obtained in the dhobi-account book.

In this connection the attention of all Matrons is also invited to the circular instructions No. E2/A1 dated 1st June, 1966, on the subject.

No. 46. SANITATION.

Members of the staff are reminded to ensure that their private sweepers do NOT throw rubbish, etc., down the khud side or into 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 is a condition of employment.

No. 47. MATERNITY CASES.

Maternity cases will be undertaken by the School Hospital subject to the following provisions :

(1) The R.M.O. must be informed of all pending maternity cases within the first three months of pregnancy. This is most necessary in the interests of the expectant mothers themselves, and Staff in charge of Deptts are requested to emphasize the importance of this on all their Class IV staff.

(2) Attendance at the hospital for ante-natal care as instructed by the R.M.O. or the Nursing Sister.

(3) Admission to the School hospital at the time of confinement or when instructed by the R.M.O.

Neither the R.M.O. nor the Nursing Sister will take cases except on these conditions, and Staff are advised in their own interest to abide by them.

Subject to the conditions mentioned above Rs. 10/- per case will be charged for a maternity case if conducted in the hospital, and Rs. 25/- if conduct at the residence of the person concerned.

This order applies particularly to Class IV employees.

A Dai is available for conducting maternity cases of Class IV employees only, and when not so engaged, for assistance in the School hospital. It is regretted that her services are not available except for these purposes.

No. 48. ELECTRICITY CONSUMPTION.

Will all concerned kindly take special pains to affect the greatest possible economy in the use of electricity? House Matrons i/c of dormitories in particular are requested to exercise effective supervision in this matter.

No. 49. LOSSES SUFFERED BY STAFF.

All members of the Staff are informed that the School is unable to accept responsibility for the investigation of any losses suffered by them on account of theft resulting from their own negligence with regard to their personal property left lying about unprotected.

No. 50. SCHOOL PURCHASES BY STAFF MEMBERS.

It has been found that, from time to time, certain staff members have made purchases of various items for the School on their own initiative without first obtaining permission to incur such expenditure. In order to enable a proper control and regulation of the School finances it is emphasized that no purchases of whatever nature may be made against the School account without the express permission in writing of the Headmaster or the Bursar. Failure to observe this procedure will render the person concerned liable to make good from his own pocket the sum involved.

No. 51. HOLIDAYS—ADMINISTRATIVE STAFF.

The following holidays will be observed during 1971 by the Administrative Staff of the School.

1. New Year's Day	...	Jan.	1st	Friday
2. Republic Day	...	Jan.	26th	Tuesday
3. Holi	...	Mar.	12th	Friday
4. Good Friday	...	April	9th	Friday
5. Baisakhi	...	April	13th	Tuesday
6. Foundation Day	...	April	15th	Thursday
7. Barne Memorial	...	May	6th	Thursday
8. Independence Day	...	Aug.	15th	Sunday
9. Raksha Bandhan	...	Aug.	6th	Friday
10. Janam Ashtmi	...	Aug.	13th	Friday
11. Dusehra	...	Sept.	30th	Saturday
12. Mahatma Gandhi's Birthday	...	Oct.	2nd	Saturday
13. Founder's (After Founder's)	} ...	Oct.	6th	Wed.
			7th	Thursday
14. Diwali (except Eng. Deptt.)	...	Oct.	18th	Monday
15. Balraj (Eng. Deptt. only)	...	Oct.	19th	Tuesday
16. Guru Nanak's Birthday	...	Nov.	2nd.	Tuesday
17. Christmas Day	...	Dec.	25th	Saturday

The Tuck Shop, however, will remain open on all of the above holidays except those falling on Wednesdays (the Tuck Shop's normal closed day) and also except the following holidays, viz :—

New Year's Day	Republic Day
Independence Day	Christmas Day

on which days it will remain closed.

Persons in-charge of various departments may recall any members of the staff to duty on any holiday if need arises.

No. 52. SCHOOL BUS.

Thursday has been fixed as the 'off day' for the School bus driver. It is therefore notified for the information of all concerned that, except for emergent reasons, the bus will not be available for any purpose on Thursdays. Nor will the bus ordinarily be available before 8-00 a. m. and after 6-30 p. m. for private purposes of staff members on any day.

No. 53. CLEANLINESS & SANITATION.

As already pointed out in School Order No. 2 of 26th Feb., last particular efforts have been made to start the school term with the whole school area really clean. It is requested that staff and children will please ensure that the school remains clean.

Staff are particularly requested to make an occasional inspections of the areas surrounding their kitchens and bungalows, particularly khudsides, to ensure that their kitchen and sanitary staff do not create a sanitary nuisance by dumping rubbish.

No. 54. RABIES.

It has been found that the month of March usually finds a number of rabid dogs in the area. All staff and children are advised in their own interests not to have anything to do with stray dogs which wander about the school state.

Children, in particular, will avoid contact with all dogs including pet dogs.

No. 55. GAMES.

The following will be effective for 1971 :—

Cricket	...	Mr. U.A. Mundkur	I/c	XI
		Mr. C.B. Abraham	,,	Colts
		Mr. K.L.K. Solomon	,,	Atoms

No. 56. SCHOOL HALWAI'S RATES.

With effect from the beginning of this term the School halwai contract has been given to Shri Bawa B. Dass.

The undermentioned rates for sweets etc., sold at the School Halwai's shop have been fixed with effect from 27th February, 1971, and will remain effective unless and until this School Order is changed or amended by a further School Order.

The School Halwai has categorical instructions that he will supply all or any of the items mentioned below as required. *He is strictly forbidden from supplying anything not included in the list below.*

Any complaints regarding supplies or non-supply of items should be brought to the immediate notice of the Bursar by members of the staff.

These rates apply to all categories whatsoever of School children, staff and School visitors who make purchases from the School Halwai, and are not variable under any circumstances.

Copies of these rates will be hung prominently at the places in B. D., G.D. and P.D. where sales are conducted, and also at the Halwai's shop.

All sales to School children will be for cash only.

Name of article	Rate		No. of pieces per kg.	Rate per piece Paisas
	per kg.			
	Rs.	Ps.		
Amrati	...	5-10	34	15
Badana	...	5-00	—	—
Balu shahi	...	5-10	34	14
Barfi, green	...	7-50	50	15
Barfi, white	...	7-50	50	15
Bhatoora, kachori with vegetable	—	—	—	20 each
Cham Cham	...	6-00	30	20
Dahi Bhalla	...	—	—	20 each
Dil Bahar	...	6-00	30	20
Gulab Jaman	...	6-00	30	20
Gulab Jaman, black	...	6-00	30	20
Gur toffee (with moong-phali)	...	4-00	16 pkts. of 63 gms. each	25 per pkt.
Jalebi	...	4-00	40	10
Kalakand Sindhi	...	7-40	37	20
Karachi Halwa	...	6-00	30	20
Khajoor	...	5-10	34	15
Laddoo Motichoor (2½ kg. sugar)	...	4-50	30	15
Mathi namkin	...	4-50	30	15
Mesupak	...	5-10	34	15
Moongphali, fried	...	6-00	24 pkts. of 42 gms. each	25 per pkt.
Pakora	...	4-00	40	10
Patisa	...	5-00	—	—
Poori with vegetable	...	—	—	20 each
Potatoe wafers	...	6-00	24 pkts. of 42 gms. each	25 per pkt.
Rasgulla	...	6-00	30	20
Rasmalai	...	7-50	30	25
Samosa	...	—	—	15 each
Sewian, Moongra and Dal (Moong & Masar) Barik quality.	...	5-00	34 pkts. of 30 gms. each	15 per pkt.
Tea, glass or cup (with sugar)	...	—	—	25 each

No. 57. TUCK SHOP SLIPS.

All Housemaster and Housemistresses are reminded :—

a) ordinarily to restrict to twice, and in any case not more than three times a month, the sending of Tuckshop Slips to the School Office for passing.

b) that where the total value of the items required on any one Tuckshop Slip does not exceed Rs. 15/-, each Tuckshop Slips should not be sent to the School Office but should be presented directly to the Tuckshop. The restriction mentioned at (a) above will apply equally to Tuckshop Slips presented directly to the Tuckshop.

No. 58. SCHOOL PLAYING FIELDS—USE BY CHILDREN OF SCHOOL EMPLOYEES.

It has been seen that many children of employees of the School, in particular the children of Class IV staff, play frequently and in some cases daily on the Schools' games grounds and do considerable damage thereto, especially to the cricket pitches. Articles of clothing and games equipment of the School and students have also disappeared when left lying on these grounds.

In this connection the following orders are issued therefore :—

- i) During the cricket season *all* the School games grounds are reserved at all times for the exclusive use of students of the School. Other children of all categories are forbidden to use any of these grounds at any time at all during the cricket season (which normally ends in the beginning of May).
- ii) During the rest of the year children of School employees may play on Lower Barnes ground and the Helipad (the new field below Stoneview), but *only* when they are not being used for any purpose by students of the School.
- iii) Upper Barnes ground, the P.D. playing field and Peacestead will not be used at any time by children who are not students of the School.

The heads of Class IV families will be held responsible for any contravention of this order, or damage to School playing grounds or School equipment, by their children or the children of relatives living with them. They will also be held responsible if any articles

of clothing and games equipment etc. belonging to the School and to School students is found in the possession of their children or family members.

Will Heads of Departments please explain this clearly to all staff, including Class IV staff, working under them.

No. 59. EXTRA POSTAGE MONEY FOR FOREIGN LETTERS

As usual extra money to meet the cost of foreign postage will be issued with monthly normal pocket money. Therefore, House staff are requested to send their lists of such children to the Office by 7th March at the latest.

No. 60. CINEMA.

The film *PENELOPE*, starring Natalie Wood, Ian Banner and Dick Shawn, will be shown in Barne Hall at 5-00 p.m. on Saturday, 6th March 1971.

The film is the story of a woman who robs a bank to win back her husband's love.

Part II

No. 10. APPOINTMENTS.

Mrs. G. E. Cherian, Mistress, was appointed officiating Mistress in Charge, Prep. School, with effect from 27-2-71.

No. 11. HOUSE APPOINTMENTS.

Mrs. J. W. Sawney was appointed Housemistress, Siwalik House, Girls Department, with effect from 1-3-71.

2. Mrs. L. Thomas was appointed Housemistress, Nilagiri House, Prep. Department, with effect from 1-3-71.

B. R. Pasricha,
Headmaster.

THE LAWRENCE SCHOOL ORDERS.

—————:0:—————
SANAWAR, THURSDAY, 11TH MARCH, 1971.

Part I

61—73

Part II

12—17

No. 61. CALENDAR AMENDMENT (TO SPECIAL ORDER)

- (a) Staff Club meeting will be on Sat., 27th March in the ART ROOM at 6-15 p.m. followed by dinner.
- (b) Dental Inspection will commence on 25th March and not on 18th March.
- (c) P.D., Sat. Club 1st performance will be on Thursday 15th April after the Hodson finals.
P.D. Sat. Club final performance will be on Sat., 17th April.
- (d) Film will be on Sunday 18th April at 6-00 p.m.

No. 62. PROGRAMME.

Assembly on Wednesdays will be replaced by singing practice.

No. 63. SCHOOL SOCIAL.

There will be a Sr. School Social, organised by the Prefects, in Barne Hall on Sunday, 14th March from 6-30—9-00 p.m.

Supper will be at 5-45 p.m.

No. 64. EASTER BREAK.

Children will be permitted to go out with their parents from Thursday, the 8th April 2-30 p.m. to Sunday, the 11th April 5-00 p.m. This includes newly-admitted children who previously were not permitted to go out till Sunday, the 11th April.

No. 65. COMMUNICATIONS TO OFFICE REGARDING CHILDREN.

When addressing any communication to the School office regarding children will all Staff members kindly write the names of children *in full* and also mention the House and Deptt. This is necessary in order to avoid confusion, since the initial letters of the names of many children are the same.

No. 66. CASH FROM SCHOOL OFFICE.

When receiving or taking cash from the School Office all staff members are advised in their own interests to count the cash carefully before signing the receipt. This is necessary because it is

not possible, once the receipt has been signed in token of the correctness of the amount, for the office to make good any subsequent alleged deficiencies.

No. 67. LEAVE APPLICATION BY STAFF MEMBERS.

It has been seen that applications for leave are frequently submitted, particularly by Class IV staff, the day before that on which the leave applied for is to commence. Will all staff members please note that, except in emergent and unforeseen circumstances where this is not possible, applications for leave of all kinds must be submitted so as to reach the Bursar/Headmaster not less than four clear days before the day from which the leave applied for will start. Will all heads of Departments please explain this Order to all employees serving with them who do not receive Orders or cannot read them, particularly all categories of Class IV staff, and also ensure that these instructions are complied with by all concerned.

No. 68. BIRTHDAY PARTIES—CORRECTION.

With reference to School Order No. 42 dated 5-3-71, the correct amount of expenditure allowed on birthday parties is now Rs. 20/- per child and not Rs. 15/- as previously printed.

No. 69. HALWAI'S RATES—CORRECTION.

With reference to School Order No. 56 dated 5-3-71, the following correction is made :—

Balu Shahi	The " rate per piece " should be " 15 " paisas and not 14 as printed.
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No. 70. MEDICAL.

The following boys are exempted from physical activities noted against their names till the end of the term :—

Pratap Hoon	(V.B.S.) P.T. games Boxing & Swimming
Ranjit Verma	(,,) Boxing
Krishan Subramanian	(,,) P.T. games Boxing & Swimming
Arjun Batra	(,,) P.T. games Boxing & Swimming
R.S. Kadyan	(H.B.S.) Boxing
Ashok Gupta	(N.B.S.) Boxing
Ravinder S. Kadan	Gym. work

No. 71. FESTIVAL CRICKET.

The festival match will take place on Sunday, 14th March.

Hours of play :—

10-30 a.m.—12-30 p.m.
12-30 p.m.— 1-15 p.m. Lunch
1-15 p.m.— 3-30 p.m.
3-30 p.m. Tea

Staff and their wives/husbands and O.S. are cordially invited to witness the match and to stay on for tea with the teams.

No. 72 ADMINISTRATIVE HOLIDAY.

Friday, 12th March, will be observed by the Administrative Staff as a holiday on account of Holi.

No. 73. CINEMA.

The film MURDER MOST FOUL, starring Margaret Rutherford and Ron Moody, will be shown in Barne Hall at 5-30 p.m. on Saturday, 13th March, 1971.

The film is based on Agatha Christie's novel "Mrs. McGinty's Dead".

Part II**No. 12. STRENGTH.**

Decrease with effect from 29th November, 1970 :—

Atul Sobti	H.B.S.	Ashok Kaicker	N.B.J.
Bhagwati Singh Pathania	„	Anil Preet Singh Lamba	„
Dinesh Singha	„	Pradeep Singhal	„
Gurinder Singh Randhawa	„	Abhimanyu Ansal	N.B.S.
Hamir Singh Yadav	„	Neel Rattan Kohli	„
Luv Gadhiok	„	Premvir Singh Kadan	„
Rajiv Gupta	„	Ganga Saran Sharma	„
Rakesh Bhan	„	Ajay Singh	V.B.S.
Vasudev Singh Pathania	„	Geetish Kumar Lal	„
Bupinder Nath Kaul	H.B.J.	Jatinderpal Singh Dutta	„
Mukul Sehgal	„	Kanwaljit Singh Bala	„
Chetan Singh	N.B.S.	Manjit Singh	„
Jagdeep Singh Chaudhry	„	Rajiv Mehra	„
Jagdeep Singh Chandail	„	Shekhar Kadam	„
Pushp Dev Singh Gill	„	Sanjiv Nair	„
Rajiv Bhalla	„	Sanjay Prabhakar	„
Ranbir Singh	„	Vivek Pradhan	„
Virinder Singh Chaudhry	„	Virinder Malhotra	„
		Balvinder Singh Brar	„

Ashwinder Bhel	V.B.J.	Gita Sahni	S.G.
Amol Rattan Singh	"	Gita Tandon	"
Harisimaran Singh	"	Shivdeep Kaur Sidhu	"
Sanjiv Bhatia	"	Sita Sahni	"
Arvin Kaur Sawhney	H.G.	Aruna Batra	V.G.
Kamaljit Kaur Brar	"	Tania Talwar	"
Gurbaksh Kaur Gill	N.G.	Kavita Raj Aggarwal	"
Kamaljit Kaur Ramana	"	Preminda Batra	"
Kamini Kaul	"	Retima Lal	"
Patricia Kemp (DS)	"	Sartaj Kaur Malhans	"
Punam Nanda	"	Temina Satarawala	"
Rita Bansal	"	Karanjit Singh Virk	V.P.
Rupinder Kaur Sidhu	"	Pankaj Manaktala	"
Shakuntala Gulia	"	Surena Brar	"
Tirath Gill	"		

Decrease with effect from 18-1-71 :—

Bhanwar Kishore Singh ... S.B.J.

Decrease with effect from 25-2-71 :—

Atul Malhotra ... V.B.J.

Decrease with effect from 3-3-71 :—

Deepak Seth ... H.B.J.

No. 13. LEAVE.

The following members of the staff were granted earned leave for the period shown against their names :—

Mr. P.R.V. Nair	Compounder	10-2-71—13-2-71—4 days
		16-2-71—27-2-71—12 "
" Sukh Ram	Barber	11-1-71—10-2-71—31 "
" Mastu	M/N. Orderly	11-1-71—6-2-71—27 "
" Jagat Ram	Peon	1-1-71—19-2-71—50 "
" Gian Singh	Mali	8-2-71—25-2-71—18 "
" Devi Singh	H/Mazdoor	27-1-71—6-2-71—11 "
" Dialoo Ram	Mazdoor	25-1-71—6-2-71—13 "
" Krishen	Mazdoor	11-1-71—6-2-71—27 "
" Dila Ram	Armoury Guard	11-1-71—6-2-71—27 "
" Shamsher Singh	Grounds man	4-1-71—13-2-71—41 "
		16-2-71—20-2-71—5 "
Smt. Mary	Ayah	11-1-71—10-2-71—31 "
" Mariam	"	27-1-71—15-2-71—20 "
" Krishna	"	28-1-71—28-2-71—32 "

Mr. Shankar	Sweeper	4-1-71—12-2-71—40 days
„ Kishen No. I	Sweeper	11-1-71—10-2-71—31 „
„ Nankoo	Head Cook	1-2-71—19-2-71—19 „
„ Rattan Singh	Head Cook	11-1-71—10-2-71—31 „
„ Ratti Ram	Cook	15-2-71—24-2-71—10 „
„ Gurditta	Bearer	8-2-71—20-2-71—13 „
„ Robin	„	1-2-71—19-2-71—19 „
„ Paras Ram	„	11-1-71—10-2-71—31 „
„ Dhoom Singh	„	4-1-71— 6-2-71—34 „
„ Chet Ram	„	1-2-71—21-2-71—21 „
„ Sant Ram No. I	„	1-2-71—20-2-71—20 „
„ Jhandoo Ram	„	3-2-71—21-2-71—19 „
„ Bishan Dass	„	15-2-71—19-2-71— 5 „ 27-2-71— 1-3-71— 3 „
„ Gorkhu Ram	„	8-2-71—20-2-71—13 „
„ Dhani Ram	„	25-1-71—18-2-71—25 „
„ Shiv Ram	„	18-1-71— 6-2-71—20 „
„ Manphool Chand	„	8-2-71—20-2-71—13 „
„ Lajyya Ram	Baker	4-1-71— 6-2-71—34 „

2. Mr. Kundan, Peon, was granted 17 days' earned leave with effect from 2-2-71 to 18-2-71 and 6 days' leave without pay with effect from 19-2-71 to 24-2-71.

3. Mr. Bishan Dass, Bearer, was granted 23 days' earned leave with effect from 14-1-71 to 5-2-71 and 2 days' leave without pay with effect from 6-2-71 to 7-2-71.

No. 14. RESIGNATIONS.

The following members of the staff, having resigned, vacated their appointments with effect from the date shown against their names :—

Smt. Durga Vati	Temp. Dai	7-12-70 A.N.
Mr. Gangoo Ram	Sweeper	2- 2-71 „
„ Jagat Ram	Peon	19- 2-71 „
„ T.C. Kemp	Deputy Headmaster	26- 2-71 „
Mrs. A. Kemp	Mistress	—do—
Miss G. Naidu	„	—do—
Mrs. R. Joseph	„	—do—
Mr. D.V. Dahiya	Master	—do—
Miss Shree Gauri Sahi	Asst. Music Teacher	—do—
Smti. Krishna Kumari	Ayah	28- 2-71 „

No. 15. EXTENSION OF SERVICE.

Mr. K.D. Atri, Jr. Clerk, is granted one year's extension of service with effect from 9-4-1971.

No. 16. TERMINATION OF SERVICE.

The services of Mr. Rattan Lal, temporary Smithy Mate-cum-fitter, were terminated with effect from the afternoon of 1-3-71.

No. 17. APPOINTMENTS.

1. Mrs. Leela Joshi is appointed House Matron on two years' probation with effect from the forenoon of 24-2-71.
2. Smti. Kala Vati is appointed temporary Ayah with effect from the forenoon of 25-2-71.
3. Mrs. Barbara Benedict is appointed Mistress on two years' probation with effect from the forenoon of 1-3-71.
4. Mrs. J. W. Sawney is appointed Piano Mistress on two years' probation with effect from the forenoon of 1-3-71.
5. Miss Suchita Kalia is appointed temporary Mistress with effect from the forenoon of 1-3-71.
6. Mr. B.K. Gupta Rajkamal is appointed temporary Master with effect from the forenoon of 5-3-71.
7. Mrs. Nirmala Malik is appointed temporary House Matron with effect from the forenoon of 6-3-71.
8. Mrs. Asha Hajela is appointed temporary Mistress with effect from the forenoon of 1-3-71.

B. R. Pasricha,
Headmaster.

THE LAWRENCE SCHOOL ORDERS

—:o:—

SANAWAR, FRIDAY, 19TH MARCH, 1971.

Part I

74—85

Part II

Nil

No. 74. SCHOOL ORDERS.

It is repeated that School Orders are intended to be read and strictly adhered to by all. Heads of Departments should ensure that these Orders are explained fully to all concerned staff working under them who either do not receive these Orders or who cannot read them, including Class IV staff.

No. 75. PEN-FRIENDS.

Children are urgently advised not to fill in any application forms for enrolment as volunteers for Pen Friends.

There is real danger of children or parents (through their children) finding themselves exposed to blackmail.

No. 76. BICYCLES.

No child on the strength of the School will ride a cycle anywhere in these hills.

The danger to life is far too great to permit any laxity in this behalf.

Strict disciplinary action will be taken against defaulters.

No. 77. DOGS AT SANAWAR.

1. All dog owners at the School are reminded of the requirements of School Order No. 204 of 19th August, 1966, regarding the annual inoculation of all dogs against rabies, and the payment of a fee of Rs. 5/- for each dog. The salient extracts of that Order are repeated below for the information and necessary action of all concerned.

2. All owners of dogs will, in April annually (and in any case before the 1st May):—

- (i) register with the School Office all dogs owned by them, and
- (ii) produce to the School Office a certificate from the R.M.O. of inoculation against rabies in respect of each dog owned by them.

Note: (1) When dogs are acquired after 1st May, the above action will be completed by owners within one month of the acquisition of the dogs [but also see the Note under para : 5 (d) (i) below].

(2) The term "dog" includes bitches and puppies of all ages.

(3) The annual dog fee of Rs. 5/- and the inoculation fees will be recovered from the pay bills of owners after production of the inoculation certificates in the School Office.

3. (a) On fulfilling the requirements of para 2 above the owner will be issued by the School Office a dog token valid for one year i.e. from the 1st May to the 30th April next. The year for which it is valid will be found stamped on it, e.g. 1971/72.

(b) If a dog token is lost during its period of validity a new one must be obtained immediately by the owner. This will cost him Rs. 2/- per token.

4. Owners failing to comply with the provisions of para 2 and 3 (b) above will be fined Rs. 5/- per month per dog until these requirements have been fulfilled. In addition, of course, their dogs will meanwhile be liable to be destroyed if found within the school limits.

5. Inoculation against rabies.

(a) The R.M.O. will arrange for the inoculation at the School hospital of all dogs brought to him for inoculation.

(b) Rs. 2/- will be charged per inoculation. This will be recovered from the pay of the owner.

(c) Having inoculated a dog the R.M.O. will give the owner a dated and signed certificate of inoculation. This certificate will be given by the owner to the School Office immediately.

When a dog has been immunised by someone other than the R.M.O. a certificate from the R.M.O. must still be obtained by the owner. This the R.M.O. will furnish only after having satisfied himself from proper documentary evidence that the dog has in fact been satisfactorily immunized.

(d) (i) Dogs which have not previously been protected against rabies will in the first year be inoculated twice, the second inoculation being given six months after the first one. The RMO will issue the appropriate inoculation certificate in respect of each such inoculation and each certificate must be given to the School Office by the owner immediately after the inoculation.

Note : Puppies must receive their first inoculation at the age of four months.

- (ii) Dogs which have been protected against rabies previously will be re-inoculated once annually.
- (e) All dogs owners must contact the RMO in good time in April annually and ascertain from him the date and time when they should bring their dogs to him at the School hospital for inoculation.

6. All heads of departments will please collect all members of staff and employees working under them to whom copies of School Orders do not go and/or those who cannot read these instructions themselves, and will explain the instructions to them in detail and satisfy themselves that they have understood them. The responsibility for the observance of and compliance with the requirements of this order is entirely that of the owners of dogs and **not** that of the RMO, the School Office or anyone else.

No. 78. PREPARATION OF TUCKSHOP SLIPS.

Children and Housemasters/Housemistresses are reminded kindly to note and implement the following points when writing out tuckshop slips :—

- (i) The number/quantity of articles required should be written against each item (e.g. **one** pr. P.T. shoes; **two** pencils). This number/quantity should be written *before* the name of the item concerned.
- (ii) Wherever applicable and possible, the size of the item required should be written (e.g. one pr. P.T. shoes, **size 6**; one bottle ink, **small**). The size should be written *after* the name of the item concerned.
- (iii) After completing the slip one straight line should be scored vertically down the middle of the slip through the remaining (blank) items to the bottom of the slip.
- (iv) The slip should be signed **in ink** (except by P.D. children).
- (v) Children must sign their full signatures, not merely initials or first names.
- (vi) Housemasters/Housemistresses should also date their signatures.
- (vii) Housemasters/Housemistresses must initials any cuttings/corrections/amendments in tuckshop slips.

No. 79. HEALTH INSURANCE SCHEME.

Increase with effect from 1st March, 1971 :—

Mrs. J.W. Sawney	...	Piano Mistress
Ravi Prakash Sawney	...	V.B.D.
Tarun Sawney	...	V.B.D.
Sunil Sawney	...	S.P.D.

No. 80. CHANGE OF NAME.

The name of Ravni Singh, Siwalik Prep., is changed to Ravni Thakur. All concerned are requested to correct her name accordingly.

No. 81. PAY/DA MERGER.

Reference School Order No. 32, dated 27th February, 1971.

All the concerned staff had been asked to send their options about the contribution to the Provident Fund for the period 1-1-1968 to 31-12-1970 by 15th March. The date for the option is, hereby extended upto 31st March, 1971, after which no options can be entertained and all Heads of Departments are requested to draw the attention of all staff under them, including the Class IV Staff, to the above School Order.

No. 82. INDENT BOOKS.

All holders of Indent books are reminded to submit them to the Bursar *immediately* after an indent has been issued to them by the Quartermaster.

No. 83. FORM UPPER K.G.

Form Upper K.G. has been re-designated as Form Junior and should in future be referred to as such.

No. 84. MEDICAL.

The following boys are exempted from physical activities noted against their names till the end of the term :—

Karamjit Sondhi	(V.B.S.)	Boxing & Hodsons.
Satinder S. Dutta	(H.B.S.)	Boxing
Sandeep Behl	(,)	Boxing

No. 85. CINEMA.

The film GOLDEN ARROW, starring Tab Hunter and Rossana Podesta, will be shown in Barne Hall at 5-30 p.m. on Saturday, 20th March 1971.

The film is an adventure fantasy.

B. R. Pasricha,
Headmaster.

THE LAWRENCE SCHOOL ORDERS.

:o:

SANAWAR, FRIDAY, 26TH MARCH, 1971.

Part I

86—93

Part II

Nil

No. 86. PROGRAMME.

Sun. 28th	...	Film	5-30 p.m
		Supper	7-00 p.m

No. 87. DENTAL INSPECTION.

The dental inspection has been postponed until further notice.

No. 88. CHARGES FOR WATER CONSUMPTION.

1). With effect from 21st March, 1971, water charges will be made in accordance with the following rates and scales from all categories of staff living on the School estate who are drawing Rs. 150/- p.m. or more as basic pay. The reduced quantities of water per head during the four months March to June have been necessitated in order to ensure the maximum economy in the use of water by all concerned during this period when supplies are drastically reduced by the M.E.S. authorities and when strict rationing of water is necessary.

For the purposes of water charges and scales the staff is divided into categories A and B as follows :—

Category A

This category shall include :—

- a) All staff members entitled to free messing in the School Kitchens.
- b) All staff members' wives who are entitled to free messing in the School Kitchens.
- c) Staff members' day scholar children who take more than one major meal, i.e. breakfast, lunch or supper, in the School Kitchens.
- d) All staff members and others not included above who take their meals in the School Kitchens on payment.

Category B

This category shall include all staff members and their family members/dependents permanently living with them not included in Category A.

For the period March to June (rationing period).

Category A**Category B**

- | | |
|--|--|
| i) For the first 2000 litres per head per month 70 p per 1000 litres | i) For the first 3000 litres per head per month 70 p. per 1000 litres |
| ii) For the next 1500 litres per head per month Re. 1.40 per 1000 litres | ii) For the next 1500 litres per head per month Re. 1.40 per 1000 litres |
| iii) Above 3500 litres per head per month Rs. 2.80 per 1000 litres. | iii) Above 4500 litres per head per month Rs. 2.80 per 1000 litres |

For the period July to February (non-rationing period).

- | | |
|--|--|
| iv) For the first 5,000 litres per head per month 70 p. per 1000 litres. | iv) For the first 7500 litres per head per month 70 p. per 1000 litres |
| v) Above 5000 litres per head per month Re. 1.40 per 1000 litres | v) Above 7500 litres per head per month Re. 1.40 per 1000 litres |

Explanations :—

- i) The word " head " will include staff members, their wives and children living with them, and any other dependent living permanently with them. It will also include a staff member's private servant (and that servant's wife and children living with him) living whole-time on the premises of that staff member's quarter and drawing water from the metered supply to that staff member's quarter.
- ii) Children aged below 12 years will count as half a " head " only.
- iii) The above rates and scales will not be liberalized on account of friends, visitors etc. who may come to stay with staff.

iv) The above rates and scales will apply in all cases for not less than one accounting month at a time. Otherwise, desired changes should be intimated in writing to the Engineer before the 20th of a month.

2). In respect of those staff members and their families living in quarters in which, for technical reasons, it is not possible to instal water meters, the following monthly flat rates will continue to be charged :—

Single	Rs. 2.50 p.m.
Married	Rs. 2.00 per head (adult) plus Re. 1.00 per child (under 12) subject to a maximum of Rs. 6.00 p.m.

No. 89. ECONOMY IN WATER CONSUMPTION.

The School's water consumption is exceeding the supply. All concerned, and in particular Kitchen Matrons and House Matrons, are requested kindly to exercise the greatest possible economy in water consumption and also to report leakages in taps, pipes, tanks, flushes etc., etc., to the Engineer *immediately* they come to notice. Particular attention should also be paid to taps being turned off in kitchens, bath houses and wash houses.

The co-operation of all concerned, both staff and students, is earnestly requested. Consumption always increases as the weather becomes hotter, and care in consumption is particularly necessary now.

No. 90. PRIVATE TRADING.

There will be no private trading by members of the school staff (including their family members residing with them) unless permission to do so has been obtained from the Headmaster previously.

Will Heads of Deptts. please explain this order to those under them.

No. 91. SCHOOL HALWAI'S SHOP.

It is notified for the information of all that the School halwai contractor's shop has shifted to the Bakery building permanently.

The shop continues to be out of bounds to all children at all times, except when they accompany their own parents/guardians to it.

No. 92. STAFF CLUB MEETING AND DINNER.

The Staff Club meeting will be held in the Art Room at 6-15 p.m. on Saturday, 27th March and will be followed by dinner there. Wives/husbands are cordially invited.

No. 93. CINEMA.

The film **RINGO AND HIS GOLDEN PISTOL**, starring Mark Damon, Valeria Fabrizi and Richard Harrison, will be shown in Barne Hall at 5-30 p.m. on Sunday, 28th March, 1971.

The film is an exciting fast-action Western.

B. R. Pasricha,
Headmaster.

THE LAWRENCE SCHOOL ORDERS.

—:0:—

SANAWAR, FRIDAY, 2ND APRIL, 1971.

Part I

94—101

No. 94. PROGRAMME.

Sat. 3rd April.

Siwalik Sat. Club Final Performance	...	6-30 p.m.
Supper	5-45 p.m.

Part II

Nil

No. 95. CRICKET.

Associate Cricket Club, Delhi, will be arriving on 2nd April and play against the School XI on Saturday 3rd and Sunday 4th April.

Hours of play will, on both days, be :—

10-30 a.m.—12-30 p.m.

1-15 p.m.— 3-45 p.m.

4-15 p.m.— 5-15 p.m.

No. 96. DO NOT TOUCH STRAY DOGS—DANGER OF RABIES.

This is the season when rabies-infected dogs stray up into the School area from outside. Rabies can be caught by human beings by touching dogs already, though not visibly or apparently, infected by the disease. And rabies, once caught, is completely incurable. DO NOT THEREFORE, ON ANY ACCOUNT TOUCH, FEED, PET, ENCOURAGE, ANNOY OR GO ANYWHERE NEAR STRAY DOGS, EVEN IF THEY ARE WEARING COLLARS. THEY CONSTITUTE A VERY REAL DANGER.

The presence of stray dogs anywhere in the School may please be brought to the *immediate* notice of the Bursar, preferably on the telephone, otherwise through a messenger.

Would Housemasters and Housemistresses kindly explain the above very clearly to all children, and would Heads of Departments please explain it to all Class IV staff working under them.

No. 97. MESS COMMITTEES B.D; G.D.

Mess Committees constituted as under will meet three times in the year (in about the first weeks of April, June and August) under the Chairmanship of the Bursar, to advise and, in particular, to assist Kitchen Matrons to effect improvements wherever possible, in the daily messing and serving thereof, and in the preparation of weekly menus, within the scope of budget allotment authorised by the Board of Governors.

B.D.*Ex-officio members*

D.H.M.	Quartermaster
Head Boy	Kitchen Matron

Other members

Mr. Gore	Mr. Jagdish Ram
Vikram Advani (Him.)	Jyoten Kandel (Siw.)
Gurinder S. Dhillon (Nil.)	Karanjit Sondhi (Vind.)

G.D.*Ex-officio members*

Senior Mistress	Quartermaster
Head Girl	Kitchen Matron

Other members

Mrs. K. Kanhaia Jee	Mrs. Atma Ram
Neeta Bhattal (Him.)	Meena Chanchani (Siw.)
Balbir Kaur Bhasin (Nil.)	Indira Prem Lal (Vind.)

No. 98. TUCK SHOP FACILITIES.

It has been decided that in future, purchases on cash payment may be made from the Tuck Shop by all categories of staff the minimum of whose scales of pay is below Rs. 150/- p.m. This facility will be available to them from 11-00 a.m. to 1-00 p.m. on Mondays and Thursdays.

This facility is intended to enable these categories of staff to make purchases for their own personal use only.

Will Heads of Departments please explain this Order to all staff members concerned who are working under them ?

No. 99. ICE - CREAM.

Ice-cream cups and cones will be on sale between 9-30 a.m. and 12-00 noon in the B.D. Kitchen on Sundays only, and will be available from Sunday, 4th April next, on coupons which can be purchased from the Tuck Shop on Saturdays at the following prices:—

Cups	65 paise each
Cones	55 paise each.

No. 100. ADMINISTRATIVE HOLIDAY.

Friday, 9th April, will be observed as a holiday by the administrative staff on account of Good Friday.

The Tuck Shop will remain open, however.

No. 101. MEDICAL.

The following boys are exempted from Boxing till the end of the term :—

Sandeep Bagchi	(H.B.D.)	Sharad Khanna	(N.B.D.)
Bhupinder P.S. Bhasin	(,,)	Amardeep S. Sandhu	(,,)
Ajay Pal S. Randhawa	(,,)	Jasmit S. Rana	(S.B.D.)
Rajbir S. Kadyan	(,,)		

B. R. Pasricha,
Headmaster.

THE LAWRENCE SCHOOL ORDERS

:o:

SANAWAR, THURSDAY, 8TH APRIL, 1971.

Part I

102—112

Part II

18—20

No. 102. PROGRAMME.

Thu.	8th April	...	Children permitted SOPs	2-30 p.m.
Sun.	11th	..	Children going out on SOPs to report back	5-00 p.m.
			Film	6-00 p.m.
			Supper	7-30 p.m.

The morning programme will continue as it stands from Monday, 12th April till Thursday, 15th April and will not be replaced by Prep.

No. 103. MORNING PROGRAMME with effect from 16-4-71 :—

Rouser	6-00 a.m.
Chota Hazari	6-30 a.m.
PT/Gym. work	6-40—7-20 a.m.

No. 104. CRICKET

Jullundur Club will be arriving on 9th April and will play against the School XI on Saturday, 10th and Sunday, 11th April.

Hours of play for Sat. :—

10-30 a.m.—12-30 p.m.

1-15 p.m.— 4-00 p.m.

4-20 p.m.— 5-30 p.m.

The hours of play for Sunday will be announced later.

No. 105. DENTAL INSPECTION.

The Dental Inspection will commence from Thursday, 15th April.

No. 106. TUTORS.

The following attachments came into effect from 6-4-71:—

Vindhya	Mr. B.K.G. Rajkamal
			Mr. Sneh Sagar Sood
Siwalik	Mr. R.K. Jaitly
			Mr. R.S. Badhan
Nilagiri	Mr. Datta Ram Sharma

No. 107. HODSON RUNS.

The Finals will be held on Thursday, 15th April, 1971, starting at 4-15 p.m. Tea in the B.D. will be at 3-45 p.m.

There will be no Prep.

No. 108. P.D. SHOW 1st PERFORMANCE.

The P.D. show 1st performance will be at 5-45 p.m. on 15-4-71. Lower IV and below will attend.

No. 109. APPOINTMENTS.

Rupinder Singh Sidhu, V.B.D. Sr., is appointed as School Prefect.

No. 110. ADMINISTRATIVE HOLIDAYS.

The following days will be observed as holidays by the administrative staff :—

Friday,	9th	April	Good Friday
Tuesday,	13th	,,	Baisakhi
Thursday,	15th	,,	Foundation Day.

The Tuck Shop will remain open on all these days, however.

No. 111. MEDICAL.

The following boys are exempted from physical activities mentioned against their names till the end of the term :—

Navin Anand	(H.B.S.)	...	Boxing
Vivek Ahluwalia	(V.B.S.)	...	Boxing & Gym. work
Vikram Puri	(V.B.S.)	...	P.T. & games.

No. 112. CINEMA.

The film STAY AWAY, JOE, starring Elvis Presley and Burgess Meredith, will be shown in Barne Hall at 6-00 p.m. on Sunday, 11th April, 1971.

The film is a Western comedy with Presley as part bronc-riding cowboy.

Part II**No. 18. LEAVE.**

1. The following members of the staff were granted earned leave for the period shown against their names :—

Mr. Gobind Ram	Store Keeper	18-3-71—	3-4-71—	17 days
,, P.R.V. Nair	Compounder	13-3-71	—	1 day

- | | | |
|------------------|--------|-------------------------|
| Mr. Gurdev Singh | Tailor | 23-2-71— 6-3-71—12 days |
| „ Lal Singh | Cook | 1-3-71—20-3-71—20 days |
2. Mr. B.K. Gupta Rajkamal, temporary Master, was granted 13 days' leave without pay with effect from 11-3-71 to 23-3-71 for private affairs.
 3. Mr. T.C. Kemp, Deputy Headmaster, was granted 14 days' earned leave with effect from 27-2-71 to 12-3-71, due to him.
 4. Mrs. M. Sehgal, Kitchen Matron B.D., has been granted 60 days' leave on half pay with effect from 11-3-71 to 9-5-71 and in continuation thereof leave without pay with effect from 10-5-71 till the School reopens in August, 71 after midterm vacations, for private affairs.
 5. Miss E. Charles, Nurse, was granted 35 days' leave on half pay with effect from 27-2-71 to 2-4-71 on medical grounds.
 6. Mr. Kundan, Peon, was granted 6 days' leave on half pay with effect from 19-2-71 to 24-2-71 and not leave without pay as was published vide S.O. Part II No. 13 (2) dated 11-3-71.

No. 19. APPOINTMENTS.

1. Mr. Bodh Raj Bhardwaj, temporary Wireman-cum-driver, was appointed Wireman-cum-driver on two years' probation with effect from the forenoon of 5-3-71.
2. Mr. Data Ram Sharma was appointed temporary Asstt. Music Teacher with effect from the forenoon of 19-3-71.
3. Mr. R.K. Jaitly was appointed temporary Crafts Master with effect from the forenoon of 20-3-71.
4. Mr. Sneh Sagar Sood was appointed temporary Master with effect from the forenoon of 1-4-71.
5. Mr. Ranjit Singh Badhan was appointed temporary Master with effect from the forenoon of 5-4-71.

No. 20. RESIGNATIONS.

1. Miss P. Rudra, Mistress I/c Prep. School, vacated her appointment with effect from the afternoon of 26-2-71, having resigned.
2. Mrs. J. Jalota, Mistress, vacated her appointment with effect from the afternoon of 31-3-71, having resigned.
3. Mr. S.C. Jalota, Master, vacated his appointment with effect from the afternoon of 4-4-71, having resigned.

B. R. Pasricha,
Headmaster.

THE LAWRENCE SCHOOL ORDERS.

:o:
SANAWAR, FRIDAY, 16TH APRIL, 1971.

Part I
113—120

Part II
Nil

No. 113. PROGRAMME.

Sat. 17th April	...	Supper	...	5-45 p.m.
		P.D., Sat. Club Final Performance		6-30 p.m.
Sun. 18th	„	Film	...	6-00 p.m.
		Supper	...	7-30 pm.

No. 114 RESULTS

The Indian School Certificate Examination results for 1970 are reproduced below. Even though the results are not as good as those for 1969, the results, taking into consideration the assessment of the teachers of the last batch, can be termed as very satisfactory. These results would not have been achieved without the labour, patience and devotion to duty by all concerned :—

FIRST DIVISION

<i>Boys</i>	Aggregates	<i>Girls</i>	Aggregates
Pradeep K. Singhal	11	Aruna Batra	8
Atul Sobti	12	Gita Sahni	11
Rakesh Bhan	14	Sita Sahni	13
Virinder M. Malhotra	15	Rita Bansal	13
Chetan Singh	16	Tania Talwar	13
Anil P. S. Lamba	17	Kamini Kaul	14
Ajay Singh Bimbhet	18	Preminda Batra	14
Abhimanyu Ansal	18	Gita Tandon	16
Rajiv K. Gupta	19	Patricia A. R. Kemp	16
Manjit Singh	20	Tehmina Satarawala	16
Jagdeep S. Chandail	20	Arvin Kaur Sawhney	17
		Punam Nanda	17

SECOND DIVISION

Sanjiv Nair	21	Sartaj Kaur Malhans	21
Shekhar D. Kadam	21	Kavita Raj Aggarwal	22
Ganga Saran	22	Kamaljit Kaur Ramana	22
Jatinderpal Singh Dutta	23	Retima Lal	22

<i>Boys</i>	<i>Aggregates</i>	<i>Girls</i>	<i>Aggregates</i>
Harisimaran S. Sandhu	23	Shakuntala Gulia	24
Pramvir Singh Kadan	24	Shivdeep Kaur Sidhu	27
Luv Gadhiok	24	Gurbaksh Kaur Gill	28
Pushp Dev Singh Gill	24	Rupinder Kaur Sidhu	29
Jagdeep Singh Chaudhry	24		
Gurinder S. Randhawa	25		
Rajiv Mehra	27		
Geetish Kumar Lal	27		
Rajive Bhalla	28		
Virinder S. Chaudhry	29		

THIRD DIVISION

Ranbir Singh	Kawaljit Brar
Hamir Singh Yadav	
Bupinder Nath Kaul	
Bhagwati Singh Pathania	
Vasudev Singh Pathania	
Dinesh K. Singha	
Vivek S. Pradhan	
Neel Rattan Kohli	
Sanjay Prabhakar	

FAILURES

Balvinder Singh Brar
Kanwaljit Singh Bala

No. 115. MAGIC DISPLAY.

There will be a display of ' Magic Tricks ' in Barne Hall on Friday, 16th April, at 5-45 p.m. Supper will be at 7-30 p.m.

No. 116. CRICKET

1. Indo-Swiss Training Centre Cricket Team will be arriving on Sat. 17th evening and play a match with the School XI on Sunday, 18th.

Hours of play :—

10-30—12-30 p.m.

1-15— 3-45 p.m.

4-15— 5-15 p.m.

2. The Yadavindra Public School team will be arriving on Wed. 21st and will play a match on Thu., 22nd, and Friday, 23rd April.

Hours of play on both days :—

10-00 a.m.—12-30 p.m.

1-15 p.m.— 3-45 p.m.

4-00 p.m.— 5-30 p.m.

No. 117. MONEY, RATIONS, ETC., FOR HIKES/EXCURSIONS DURING CAMP.

Lists of participants, and special hike/excursions money.

Will all House Staff organising hikes and excursions during the camp period please forward to the Bursar, *not later than Saturday, 24th April, next, complete and final lists* of staff members and children going on each hike or excursion. The full names of children, their Houses and Departments may please be clearly shown. Against each name should also be shown the amount of special money to be issued for the purpose of financing a hike or excursion. Also please indicate to which staff member it is to be issued. Diet money should NOT be included in these lists by staff (it will be calculated separately by the School Office) but the date and time of departure from and return to Sanawar of each hike/excursion party should be clearly stated in each list.

Note: Special hike/excursion money will only be issued by Office in respect of those children for whom remittances in full have already been received in the school. *It will not be possible for children in respect of whom no remittances in full have been received to proceed on hikes/excursions.*

Diet money and dry rations.

In addition to the above-mentioned special hike/excursion money, diet money will be issued at the rate of Rs. 3/50 per day per staff member and child going on hikes/excursions. The staff members concerned may, from within this amount, make cash purchases of dry rations from the grocery shop at the Q.M's. stores. Cash purchases may also, of course, be made from the tuckshop.

Both special hike/excursion money and diet money will be sent by the school office to staff members concerned on Thursday, 29th April.

No. 118. CAMP: 3rd to 8th May.

All children of B.D. and G.D., except L-III and U-III and except those proceeding on hikes and excursions, will attend the Camp at Gaurah.

P.D., less those proceeding home and Lower III and-U-III (B.D. and G.D.) will attend the Camp at Anand Bhavan, Sadhupul.

No. 119. MEDICAL.

Vijay Singh (V.B.S.) is exempted from Boxing till the end of the term.

No. 120. CINEMA.

The film SANDOKAN THE GREAT, starring Steve Reeves and Genevieve Page, will be shown in Barne Hall at 6-00 p.m. on Sunday, 18th April, 1971.

The film is a swashbuckling action adventure.

B. R. Pasricha,
Headmaster.

THE LAWRENCE SCHOOL ORDERS.

:o:

SANAWAR, FRIDAY, 23RD APRIL, 1971.

Part I

121—126

Part II

21

No. 121. PROGRAMME.

Sat.	24th April ... Film	...	6-00 p.m.
	Supper	...	7-30 p.m.

No. 122. INTER-HOUSE BOXING TOURNAMENT.

The Inter-House Boxing Tournament will commence on Saturday, 24th April. The finals will be held on Friday, 30th April.

No. 123. HODSON RUNS.

The Finals were held on Thursday, 15th April, 1971. The results were as follows :

Cock-House	Nilagiri	121 points
2nd	Siwalik	113 points
3rd	Himalaya	68 points
4th	Vindhya	62 points

No. 124. CAMP.

In partial modification of School Order No. 118, L-IV will also proceed to Sadhupul Camp.

No. 125. DOGS AT SANAWAR.

All dogs owners are reminded of the requirements of School Order No. 77 of the 19th March last requiring the payment of a dog fee of Rs. 5/- per dog and also the inoculation of all dogs against rabies by the 1st of May next at the latest.

Will Heads of Departments also kindly remind all Class IV staff about this ?

No. 126. CINEMA.

The film A DAY AT THE RACES, starring the Marx Brothers, will be shown in Barne Hall at 6-00 p.m. on Saturday, 24th April, 1971.

The film is a side-splitting comedy of three funsters who invade a race track.

Part II

No. 21. HOUSE APPOINTMENTS.

Mrs. Atma Ram was appointed Housemistress, Himalaya House, Girls Department, with effect from 1st April, 1971, vice Mrs. J. Jalota.

2. Mr. B.P. Joshi was appointed Housemaster, Nilagiri House, Junior, Boys Department, with effect from 5th April, 1971, vice Mr. S. C. Jalota.

B. R. Pasricha,
Headmaster.

THE LAWRENCE SCHOOL ORDERS.

:o:-----

SANAWAR, FRIDAY, 30TH APRIL, 1971.

Part I
127—131

Part II
Nil

No. 127. PROGRAMME.

Sat.	1st	May	...	Supper	...	5-45 p. m.
				Him. House Sat. Club Show	...	6-30 p. m.
Mon.	3rd	,,	...	Sr. School leave for Camp		
Tue.	4th	,,	...	Prep. School, L-III, U-III and L-IV leave for Camp.		
Fri.	7th	,,	...	Sadhupul Camp Breaks.		
Sat.	8th	,,	...	Sr. School return from Camp.		
Sun.	9th	,,	...	Film	...	6-00 p. m.
				Supper	...	7-30 p. m.
Mon.	10th	,,	...	P.T. cancelled.		
				Prep. cancelled.		
				Gowns discarded.		
Tue.	11th	,,	...	Normal P.T., and Prep.		
				I.—H. cricket commences.		

No. 128. SCHOOL UNIFORM—SUMMER.

Summer kit will be worn with effect from Monday, 10th May.

The compulsory wearing of warm vests will be discontinued in all Departments with immediate effect, i.e. from today. Children may, however, at their *own* discretion, wear warm vests under their shirts if they so wish.

Long-sleeved navy-blue jerseys and cardigans will not be withdrawn from children, who may, at their own individual discretion, wear them or not as they please, except with games kit.

No. 129. RATIONS—MONTHLY ISSUE OF.

Fuel & Rations which were to be issued on 5th and 6th May, 1971, from Stores will now be issued on 12th and 13th May, 1971, due to School Camps.

No. 130. CHARGES FOR WATER CONSUMPTION.

With reference to School Order No. 88 dated 26th March, 1971, the rates and scales of water charges have been reviewed in the light of the past month's experience, and it has been decided to revise them as follows, with effect from 21st March, 1971.

This liberalization has been decided upon in the earnest hope that maximum economy will be exercised by all, failing which the previous rates and scales laid down in School Order No. 88 referred to above will be reverted to.

For the period March to June (rationing period).

Category A	Category B
(i) For the first 2,500 litres per head per month 60p. per 1000 litres.	(i) For the first 3,500 litres per head per month 60p. per 1000 litres
(ii) For the next 2,500 litres per head per month Re. 1/- per 1000 litres.	(ii) For the next 2,500 litres per head per month Re. 1/- per 1000 litres
(iii) Above 5,000 litres per head per month Rs. 2/- per 1000 litres	(iii) Above 6,000 litres per head per month Rs. 2/- per 1000 litres

For the period July to February (non-rationing period).

(i) For the first 5,000 litres per head per month 60p. per 1000 litres.	(i) For the first 7,500 litres per head per month 60p. per 1000 litres
(ii) Above 5,000 litres per head per month Re. 1/- per 1000 litres.	(ii) Above 7,500 litres per head per month Re. 1/- per 1000 litres

No. 131. ADMINISTRATIVE HOLIDAY.

Thursday, 6th May, will be observed as a holiday by the administrative staff on account of Barne Memorial Day.

B. R. Pasricha,
Headmaster.

THE LAWRENCE SCHOOL ORDERS.

SANAWAR, FRIDAY, 7TH MAY, 1971.

Part I

132

Part II

22

No 132. CINEMA.

The film THE FIXER, starring Alan Bates and Dirk Bogarde, will be shown in Barne Hall at 6-00 p. m. on Sunday, 9th May, 1971.

The film is a screen version of Bernard Malamud's Pulitzer Prize-winning novel.

Part II

No. 22. STRENGTH.

Increase with effect from 2-3-71 (New Admissions) :—

Rajiv Khanna	N.B.J.	Meenakshi Bajaj	V.G.
Tarun Sawney	V.B.J.	Vandana Jamwal	„
Ravi Prakash Sawney	„	Guramrit Kaur Sandhu	„
Reena Puri	N.G.	Sunit B. Chandiramani	H.P.B.
Paramjit Kaur Badal	„	Atul Kumar Kapur	N.P.B.
Ambika Anand	S.G.	Harmit Singh Pental	S.P.B.
Birinderbir Kaur	V.G.	Sonu Mukherji (D.S.)	N.P.G.

Increase with effect from 3-3-71 (New Admissions) :—

Sajan Sethi	H.P.B.	Pavanjit Singh Bala	V.P.B.
Deepinder S. Rathore (D.S.)	„	Ajai Joshi (D.S.)	„
Harsanjeet Singh	N.P.B.	Amita Gupta	S.P.G.
Vivek Kapur	„	Kanwal Oberoi	V.P.G.
Vikram Singh	S.P.B.	Inder Mohini Oberoi	„
Nitin Batra	„	Rajpal Bans	„
Rauni Dass	„	Birinder Singh Arora	V.B.J.
Piyush Chaturvedi	„		

Increase with effect from 4-3-71 (New Admissions) :—

Pawan Gulati	H.P.B.	Vivek Sawhney	S.P.B.
Ravi Inder Singh Sahi	N.P.B.	Vibha Sawhney	S.P.G.
Rajvinder Singh Sandhu	„	Mandeep Singh Dhillon	V.P.B.
Sundeep Seth	S.P.B.	Vikul Khosla	„

Increase with effect from 5-3-71 (New Admissions) :—

Ranjan Ramchandani	H.P.B.	Anjani Khanna	H.P.G.
Devinder Mohan S. Sanghera	,,	Aradhana Gupta	,,
Chetan Gupta	N.P.B.	Kavita Rani Chandna	,,
Navjot Pal S. Randhawa	S.P.B.	Anuradha Sharma	N.P.G.
Narpinder Chaudhry	V.P.B.	Pratiksha Misra	,,
Bhai Rajinder Pal Singh	,,	Himani Thakur	S.P.G.
Samita Malik	V.P.G.		

Decrease with effect from 6-3-71 :—

Mohan Bir Singh ... N.P.B.

Increase with effect from 8-3-71 (New Admissions):—

Deepika Khosla ... N.G.

Anuradha Murgai ... N.P.G.

Neeloo Khosla ... N.P.G.

Increase with effect from 9-3-71 (New Admission) :—

Harpal Singh Randhawa ... S.P.B.

Decrease with effect from 9-3-71 :—

Sukhwant P. Singh ... H.B.S.

Increase with effect from 10-3-71 (New Admissions) :—

Shefali Sikri ... H.P.G.

Pooja Uberoi ... H.P.G.

Increase with effect from 11-3-71 (New Admission) :—

Rajiv Bhandari ... V.B.J.

Decrease with effect from 11-3-71 :—

Shelly Kapil ... V.P.G.

Increase with effect from 13-3-71 (New Admissions) :—

Rai Tarun Handa ... V.B.S.

Har Roop Singh Dhaliwal ... V.P.B.

Increase with effect from 18-3-71 (New Admission) :—

Anita Suri ... N.G.

Decrease with effect from 20-3-71 :

Nalin Kumar Singh ... S.P.B.

Increase with effect from 23-3-71 (New Admissions) :—

Ajinder Chopra ... N.G.

Sanjay Kumar Sharma ... H.P.B.

Increase with effect from 24-3-71 (New Admissions) :—

Gautam Khungar ... H.P.B.

Sukhpal Singh ... V.P.B.

Lilly Narang ... S.P.G.

Increase with effect from 1-4-71 (New Admission) :—

Shailendra Gupta (D.S.) ... S.P.B.

Increase with effect from 3-4-71 (New Admission) :—

Kusum Lata Bhambri ... V.G.

Increase with effect from 12-4-71 (New Admission) :—

Anupam Sharma (D.S.) ... S.P.B.

B. R. Pasricha,
Headmaster.

THE LAWRENCE SCHOOL ORDERS.

:o:
 SANAWAR, FRIDAY, 14TH MAY, 1971.

Part I	Part II	
<i>133—138</i>	<i>Nil</i>	
No. 133. PROGRAMME.		
Fri. 14th May ...	1st XI leaves for Simla	2-00 p.m.
	B.C.S. Colts and Atoms arrive	5-30 p.m.
Sat. 15th „ ...	Assembly Singing	8-35 a.m.
	House Letters	8-50 a.m.
	Classes cancelled	
	Cricket vs. B.C.S. Colts	9-30—12-30 p.m.
		1-15— 3-45 p.m.
		4-05— 5-05 p.m.
	(A half-hour extra on call)	
	Film ...	6-00 p.m.
	Supper ...	7-30 p.m.
Sun. 16th „ ...	Breakfast ...	8-45 a.m.
	Cricket vs. B.C.S. Atoms	10-00—12-30 p.m.
		1-15— 3-45 p.m.
	Tea ...	4-05 p.m.
	(A half - hour extra on call)	
Mon. 17th „ ...	I.—H. Cricket continues	
Thu. 20th „ ...	Soccer sets made up	

No. 134. CRICKET.

The following will represent the School 1st XI in the match to be played in Simla against B.C.S. on 15th and 16th May, 1971 :—

1. J.S. Sandhu (Capt.)	7. R. Khanna
2. A. Kalia (V. Capt.)	8. N.S. Goshal
3. R. Kadan	9. J.S. Bhattal
4. S. Bagchi	10. Shivinder Bir Singh
5. N. Madhok	11. B.P.S. Bhasin
6. V. Dhar	Twelfth-man M. Chopra
<i>Reserves : G.S. Rana & J.S. Kalra.</i>	

2. The following will represent the School Colts in the match to be played in Sanawar against B.C.S, on 15th May, 1971:—

- | | |
|------------------------------|-------------------------|
| 1. Malvinder S. Brar (Capt.) | 7. Naveen Ansal |
| 2. Sumit Bagchi (V. Capt.) | 8. Sanjiv Kandel |
| 3. Rajesh Kochhar | 9. Pankaj Madhok |
| 4. Jaskaran Singh | 10. Surender Nath Kaul |
| 5. Amardeep Sandhu | 11. Joginder Bikram |
| 6. Ashok Kaushik | Twelfth-man Ajay Sehgal |

Reserves : Ranjit Dhody & Bikram Verma

3. The following will represent the School Atoms in the match to be played in Sanawar against B.C.S. on 16th May, 1971 :—

- | | |
|--------------------------|----------------------------|
| 1. Vineet Kapoor (Capt.) | 7. Jasjit Nalwa |
| 2. Jasmit Singh Rana | 8. Gurpal Singh Sandhu |
| 3. Jagmohan Singh Bakshi | 9. Amarjyot Gyani |
| 4. Ribu Saggi | 10. Sharad Khanna |
| 5. Rajiv Khanna | 11. Tarun Sawney |
| 6. Bhupinder Sawhney | Twelfth man Amarjit Bhasin |

Reserves : Nikul Malvi & Chetan Sharma

No. 135 RAFFLE IN AID OF THE RED CROSS SOCIETY ORGANISED BY THE MILITARY HOSPITAL, KASAULI.

The draw for this Raffle, tickets for which are priced at Re. 1/- each, will be on 6th June. There are a number of prizes to be won including an electric iron, a pressure cooker, a transistor radio, an electric kettle, an electric toaster etc., etc. and a sewing machine (first prize).

Will Housemasters/Housemistresses/Heads of Deptts, kindly obtain their requirements of these ticket books from the Cashier in the School Office? All ticket books, along with the cash in respect of all tickets sold, and all unsold tickets, must be deposited back with the Cashier in no circumstances later than Tuesday, 1st June, in order to enable them to be returned to the Military Hospital for their further action.

The Red Cross Fete will be held on Sunday, 6th June, from 10-00 a.m. onwards in the Brigade parade ground, and children will be permitted to attend it as usual.

No. 136. INTER - HOUSE BOXING TOURNAMENT.

The results of the Inter-House Boxing Tournament held on 24th April, 1971, are published below for record :—

1. Nilagiri	... 88 pts.	3. Vindhya	... 37 pts.
2. Siwalik	... 63 pts.	4. Himalaya	... 34 pts.
Best Boxer :	Ashwani Khanna (H)
Best Loser :	Shivinderbir Singh (S)

No. 137. MEDICAL.

Arjun Batra, V.B.D., is exempted from all games and P.T. until the end of this term.

No 138. CINEMA.

The film RANDOM HARVEST, starring Ronald Colman and Greer Garson, will be shown in Barne Hall at 6-00 p.m. on Saturday, 15th May, 1971.

The film is based on James Hilton's heart-warming story of a woman whose all-powerful love overcomes all odds.

B. R. Pasricha,
Headmaster.

THE LAWRENCE SCHOOL ORDERS.

:o:
 SANAWAR, FRIDAY, 21ST MAY, 1971.

Part I
 139—144

Part II
 23—28

No. 139. PROGRAMME.

Sat. 22nd May ... P.D. vs. B.D. ... 2-15 p.m.
 The teams, Staff, Staff wives/husbands and
 O.S. attending are invited to stay on for tea
 after the match.
 Film ... 5-00 p.m.
 Supper ... 7-30 p.m.
 Mon. 24th ,, ... Festival Soccer ... 3-30 p.m.
 The teams, Staff, Staff wives/husbands and
 O.S. attending are invited to stay on for tea
 after the match.

No. 140. ANNUAL INCOME TAX RETURNS BY STAFF.

The annual Income Tax Return forms have been received in the School Office and are being processed there in respect of all staff concerned, in so far as income of staff members on account of salary paid by the School is concerned.

2. These Return forms, duly completed and signed by staff members concerned, have to be submitted to the Income Tax Officer, C Ward, Simla, *before 30th June next*, failing which the individual concerned becomes liable to a penalty.

3. The School Office will complete their Return forms, in so far *only* as they relate to income by salary and allowances paid by the School to staff, deductions made by the School in respect of income tax, Life insurance premia paid through salary and Provident Fund contributions. Office will have completed these forms, to the extent indicated above, by 5th June next. They will then be sent to all staff members concerned for their further necessary action, if any, (see para. 4 below) and signature. The forms must be returned to Office not later than 20th June, duly completed and signed, failing which staff members will themselves have to send their I.T. Return to the Income Tax Officer, and the School will have no further responsibility in the matter.

4. The "further necessary action, if any" on the part of staff members, mentioned in para. 3 above, involves the inclusion by them in their Return of all their other income than that by salary and allowances paid by the School, and also life insurance premia paid by them privately and not through their salary by the School.

5. Staff members who prefer to prepare their Income Tax Returns entirely on their own are welcome to obtain one copy of the Return form from the Accountant in the School Office.

No. 141. GAMES INCHARGE—SOCCER.

Mr. U.P. Mukherji I/c XI

Mr. E. Sequeira I/c Colts

Mr. B.P. Joshi I/c Atoms.

No. 142. WATER CONSUMPTION.

At the present rate of consumption of water in the School it will become necessary *very shortly* to impose strict rationing of water by shutting off the water supply completely for many hours every day.

In order to prevent this unpleasant possibility everyone is requested to do *immediately* everything in his power to save water and to reduce consumption by all possible means.

No. 143. MEDICAL.

Janak Singh Bajwa (N.B.S.) is exempted from P.T. and games till the end of the term.

No 144. CINEMA.

The Hindi film MADHUMATI, starring Dilip Kumar and Vyjayanthimala, will be shown in Barne Hall at 5-00 p.m. on Saturday 22nd May, 1971.

Part II

No. 23. STRENGTH.

Increase with effect from 10-5-71 :—

Atul Kumar Singh ... S.P.B.

Decrease with effect from 20-5-71 :—

Ravi Dhawan ... N.B.S.

No. 24. LEAVE.

The following members of the staff were granted earned leave for the period shown against their names :—

Mr. Joti Sing	Head Tailor	23-4-71—24-4-71	} — 2 days — 1 day
		5-5-71	
Mr. Bela Ram	Mazdoor	5-4-71— 5-5-71	—31 days
„ Krishen	„	12-4-71—24-4-71	—13 „
„ Man Singh	Watchman	12-4-71—25-4-71	—13 „
„ P.R.V. Nair	Compounder	13-4-71— 4-5-71	—22 „

No. 25. APPOINTMENTS.

1. Miss Narinder Mohini was appointed Mistress on two years' probation with effect from the forenoon of 12-5-71.

2. Mr. Prem Singh was appointed temporary Bearer with effect from the forenoon of 12-5-71.

3. Miss Ursula Proctor was appointed Mistress on two years' probation with effect from the forenoon of 15-5-71.

4. Mrs. Amra Rani was appointed temporary Dai with effect from the forenoon of 15-5-71.

No. 26. RESIGNATIONS.

Mr. P.R.V. Nair, Compounder, vacated his appointment with effect from the afternoon of 4-5-71, having resigned.

2. Mr. Bishan Dass, Bearer, vacated his appointment with effect from the afternoon of 8-5-71, having resigned.

No. 27. TERMINATION OF SERVICE.

1. The services of Mr. Shiv Ram, Bearer on probation, were terminated with effect from the afternoon of 1-4-71 and he was granted 33 days' earned leave due to him with effect from 2-4-71 to 4-5-71.

2. The temporary services of Mr. Sneh Sagar Sood, Master, were terminated with effect from the afternoon of 12-5-71.

3. The temporary services of Mrs. Asha Hajela, Mistress, were terminated with effect from the afternoon of 14-5-71.

No. 28. EXTENSION OF SERVICE.

Mrs. W. Phillips, House Matron, is granted one year's extension of service with effect from 5-6-71.

B. R. Pasricha,
Headmaster.

THE LAWRENCE SCHOOL ORDERS.

—:o:—

SANAWAR, FRIDAY, 28TH MAY, 1971.

Part I

145—146

Part II

29.

No. 145. CORRECTION—DATE OF BIRTH.

The correct date of birth of Pavanjit Singh Bala, VPD, is 24-5-1962 (Twenty fourth May nineteen hundred and sixty two). All records should be corrected accordingly.

No. 146. CINEMA.

It is regretted that it will not be known until about mid-day on Saturday as to whether or not this week's film will be available to show at 6-00 p.m. on Sunday. It seems probable that it will not be available. An announcement will be made immediately the position is known.

Part II

No. 29. STRENGTH.

Increase with effect from 26-5-71 :—

Lalit Chaddha

... V.P.B.

B. R. Pasricha,
Headmaster.

THE LAWRENCE SCHOOL ORDERS.

:o:
SANAWAR, FRIDAY, 4TH JUNE, 1971.

Part I

147—150

Part II

30.

No. 147. PROGRAMME.

Sat.	5th	June	...	Supper	...	5-45 p. m.
				Vindhya House Sat. Club Show	...	6-30 p. m.
				Post-tea Session of Soccer will be cancelled		
Sun.	6th	,,	...	Hindi film	...	5-00 p. m.
				Supper	...	7-30 p. m.
Thu.	10th	,,	...	Supper	...	5-45 p. m.
				Performance by the Song and Drama Division, Ministry of Information and Broadcasting	...	6-30 p. m.
				Prep will be cancelled		

No. 148. CALENDAR AMENDMENT.

Tue. 29th June ... Nilagiri House 1st Performance

Thu. 1st July ... Nilagiri House Final Performance

No. 149. NO ICE-CREAM SALE ON SUNDAY NEXT.

Since ice-cream is to be on sale at the Red Cross Fête at Kasauli on Sunday, there will be no sale of ice-cream in the School on that day.

No. 150. CINEMA.

The Hindi film CHIRAG, starring Sunil Dutt and Asha Parekh, will be shown in Barne Hall at 5-00 p.m. on Sunday, 6th June, 1971.

Part II

No. 30. STRENGTH.

Increase with effect from 29-5-71 :—

Nita Basu Chaudhuri ... N.G.

B. R. Pasricha,
Headmaster.

THE LAWRENCE SCHOOL ORDERS.

—:0:—

SANAWAR, FRIDAY, 11TH JUNE, 1971.

Part I

151—160

Part II

Nil.

No. 151. PROGRAMME.

Sat.	12th	June	... Film	... 6-00 p. m.
			Supper	... 7-30 p. m.
Fri.	18th	,,	... Founder's Meeting	... 2-15 p. m.
			I-H English Debate	... 7-45 p. m.

There will be only three Preps of 20 mts. duration each.

Cocoa will be served after the debate.

No. 152. CALENDAR AMENDMENT.

The minor Soccer League will not commence on Thursday, 17th June. Revised dates will be notified later.

No. 153. FOUNDER'S.

There will be a full meeting of the staff in the M. C. R. at 2-15 p. m. on Friday 18th June. At this meeting the detailed final programme will be decided and duties will be allotted.

Will all members of the staff kindly come prepared with any suggestions and ideas they may like to make, and also with names of the children they would like to retain for any particular Founder's items.

All requirements of members of the Staff for Founder's will be intimated to both the Engineer and the Q. M. not later than 26th June next. This will enable the Bursar to decide what articles may be purchased during the vacation by those staff members who may wish to purchase such items from outside, and also to decide the financial limits for such purchases.

Where appropriate, two lists should be prepared, the first being of those items which the staff members concerned would like to purchase personally during the mid-term vacation, and the second list being of all other requirements which are to be arranged by Q.M.

**No. 154. TRAVELLING ARRANGEMENTS MID-TERM
BREAK : LUGGAGE.**

In order to reduce the amount of luggage being taken down during the short summer break, it will be restricted to an attache case and a hold-all, and in cases where children possess no hold-alls to a small tin box per child except in the case of children proceeding to hill stations.

For those children who prefer to dispense with a hold-all or a tin box, small travelling bags, large enough to include all that a child could possibly require for the move down and for the holidays themselves, are being arranged on payment. These will be available in the Tuck Shop.

There is obviously no purpose in taking down warm bedding or warm clothes during the summer break. The co-operation of all children and Staff is requested in this behalf.

No. 155. CONDEMNATIONS.

The Bursar will conduct condemnations of items considered by Matrons to be beyond repair in B.D., G.D. & P. D. commencing Monday, 21st June, with the object that all condemnations be completed before the end of this term and replacements arranged by the Quartermaster during the mid-term break.

Matrons I/c dormitories and kitchens are requested to go through their stores and stocks in hand and to prepare in advance, in their condemnation Books, lists of items they wish to have condemned, so that there is no delay in conducting condemnation proceedings. No item will be inspected for condemnation unless it is washed and clean.

The condemnations will be conducted according to the following programme :—

Mon.	21st	June	12-00 noon	B. D. Himalaya & Nilagiri
Tue.	22nd	,,	—do—	B. D. Kitchen
Wed.	23rd	,,	—do—	G. D. (both dormitories)
Thu.	24th	,,	—do—	G. D. Kitchen
Fri.	25th	,,	—do—	P. D. (all three dormitories)
Mon.	28th	,,	—do—	P. D. Kitchen
Tue.	29th	,,	—do—	B. D. Vindhya & Siwalik

Q. M. will please arrange to have condemned articles duly stamped at the time of condemnation, and will also provide two mazdoors to be present at each of the above places at the times and on the dates specified.

No. 156. BOXING.

The following have been awarded colours in Boxing for 1971.

Atom Weight	...	Virendera Singh	(S)
Gossamer Weight	...	Vijay Parmar	(V)
Paper Weight	...	Vineet Kapoor	(N)
Midget Weight	...	Sanjiv Kapoor	(S)
Mosquito Weight	...	Ajay Mahajan	(S)
Gnat Weight	...	Sanjiv Kandal	(S)
Fly Weight	...	V. K. Patole	(N)
Bantam Weight	...	Vasant Dhar	(N)
Feather Weight	...	Ashwani Khanna	(H)
Light Weight	...	Krishan Gopal	(N)
Welter Weight	...	S. S. Sekhon	(N)
Middle Weight	...	S. Bahadur	(H)
Light Heavy Weight	...	Jaspal S. Sandhu	(S)

No. 157. CRICKET 1971.

The following have been awarded Colours and Merit Certificates for Cricket, 1971.

J. S. Sandhu	R. S. Kadan
A. Kalia	Sandeep Bagchi

2. The results of the Inter-House Cricket 1971, are published below for record :

Siwalik	...	15 points
Himalaya	...	13 ,,
Nilagiri	...	9½ ,,
Vindhya	...	7½ ,,

No. 158. WRIST WATCHES IN TUCK SHOP FOR STAFF.

The following wrist watches are available for purchase by the staff. One of each is on display in the Tuck Shop :—

3 watches	H. M. T.	Sona	Rs. 120/- each
1	,,	,,	Jawahar Rs. 140/-
2	,,	,,	Nutan Ladies Rs. 128/- ,,

Would any staff member who wishes to buy one please inform the Quartermaster in writing, not later than Friday, 18th June (after which no request will be entertained), of his choice. Thereafter, if necessary, the watches will be allotted by the drawing of lots in the presence of those concerned.

No. 159. RED CROSS RAFFLE.

It is ^{Regretted} ~~requested~~ that this year no ticket bought in the School has won a prize in this Raffle.

No. 160. CINEMA.

The film **THE GIRL AND THE GENERAL** starring Rod Steigev and Virna Lisi, will be shown in Barne Hall at 6-00 p.m. on Saturday, 12th June.

The film is a comedy drama set against the background of World War II.

B. R. Pasricha,
Headmaster.

THE LAWRENCE SCHOOL ORDERS.

:o:

SANAWAR, FRIDAY, 18TH JUNE, 1971.

Part I	Part II
161—166	31—32
No. 161. PROGRAMME.	
Sat. 19th June ...	Film ... 6-00 p. m.
	Supper ... 7-30 p. m.
Fri. 25th ,, ...	HINDI DEBATE ... 7-45 p. m.
	There will be only three Preps of 20 mts. duration each.
	Cocoa will be served after the debate.
Sat. 26th ,, ...	Visit of His Grace the Bishop of Amritsar ... 5-00 p. m.

No. 162. CALENDAR AMENDMENT.

Marks will be handed in to Form Staff on Tuesday 29th instead of Wednesday the 30th June.

No. 163. INCOME TAX RETURN FORMS.

With reference to School Order No. 140 dt. 21-5-71, all staff concerned are reminded that their Income Tax Return forms, duly completed and signed by them, are required to be returned to the Accountant in the School Office not later than Monday next, 21st June, failing which staff members will themselves have to forward them direct to the Income Tax Officer, Simla. The School Office will not accept or take action on forms not received by Monday.

No. 164. HOUSE FUNDS ACCOUNTS.

Will all Housemasters and Housemistresses please note that complete accounts of their House Funds, duly completed, should be prepared and submitted to the Bursar to reach him not later than Tuesday, 29th June next.

No. 165. INDENTS FOR NEXT TERM.

Will all concerned, and in particular Kitchen Matrons and House Matrons, please submit their indents for their requirements for the period 1st August—30th November next to the Bursar not later than Thursday, 1st July next.

No. 166 CINEMA.

The film **SON OF A GUNFIGHTER**, starring Russ Tamblin and Maria Granada, will be shown in Barne Hall at 6.00 p.m. on Saturday, 19th June.

It is an action-filled outdoor adventure.

Part II**No. 31. LEAVE.**

The following members of the staff were granted earned leave for the period shown against their names :—

Mr. Surendra Nath	Engineer	28-4-71—22-5-71—25 days.
„ M.N. Kohli	Sr. Clerk	12-5-71—31-5-71—20 „
„ K.D. Atri	Jr. Clerk	23-4-71—11-5-71—19 „
„ Subhash Gupta	Lab. Asstt.	10-5-71—20-5-71—11 „
„ Khiali Ram	Khalasi	17-5-71—22-5-71— 6 „
„ Surju	Mazdoor	26-4-71—30-5-71—35 „

2. Mrs. R.A. Solomon, temporary Mistress, was granted 41 days maternity leave on half pay with effect from 21st April to 31st May, 1971.

No. 32. APPOINTMENTS.

1. Miss Gurparveen Ghoman was appointed temporary Mistress with effect from the forenoon of 1st June, 1971.

2. Mr. Manohar Lal was appointed Compounder on two years' probation with effect from the forenoon of 15th June, 1971.

3. Reference S.O. Part II No. 19 (3), the services of Mr. R.K. Jaitly, Master, will be considered as on two years' probation with effect from the forenoon of 20th June, 1971.

B. R. Pasricha,
Headmaster.

THE LAWRENCE SCHOOL ORDERS.

:o:

SANAWAR, FRIDAY, 25TH JUNE, 1971.

Part I		Part II	
<i>167—175</i>		<i>Nil</i>	
No. 167. PROGRAMME.			
Sat.	26th June ...	Colts and Atoms leave for Simla	2-15 p.m.
		B.C.S. XI arrives	about 4-00 „
		Service in Chapel	5-00 „
		Film Show (Sanawar films)	6-00 „
		Supper	7-15 „
Sun.	27th „ ...	Breakfast	8-15 a.m.
		Soccer : Sanawar vs. B.C.S.	9-30 a.m.
		Film	6-00 p.m.
		Supper	7-30 „
Tue.	29th „ ...	Marks handed in to Form Staff	1-00 „
		Nilagiri House Show first performance (P.D., and L-IV & downwards to attend)	4-30 „
Thu.	1st July ...	Marks books handed in to Sr. Mistress	1-00 „
		Supper	5-45 „
		Nilagiri House Show Final performance	6-30 „
Fri.	2nd „ ...	Sunday timings	
		Escorts' Meeting	9-30 a.m.
		Assembly (Barne Hall)	10-15 „
		2nd Mark Reading	10-25 „
		B.D. vs. P.D. (Soccer)	3-00 p.m.
		Supper	5-45 „
		Social	6-30—9-30 „
Sat.	3rd „ ...	TERM ENDS.	

No. 168 FOUNDER'S AND FETE REQUIREMENTS.

All staff members concerned are reminded of School Order No. 153 dated 11th June last and are requested to submit their list(s) of their requirements for Founder's and the Fête to the Engineer and Q. M. not later than Tuesday, 29th June next.

No. 169. MID-TERM VACATION.

The School will close on Saturday, 3rd July next for the mid-session break, and will reopen on Sunday, 1st August, next on which date all children must be back in the School by 4-00 p. m.

A detailed Special Order in connection with the Mid-term Vacation School parties' arrangements will issue shortly.

No. 170. MATRONS—MID-SESSION BREAK.

Should Matrons wish to proceed with School parties or otherwise on the 3rd July, they will make a personal stock taking, reporting any losses by the dhobi to the Bursar, before they leave. These reports will be duly signed by the dhobi concerned. Matrons will continue to be held responsible for losses which might subsequently be found at the annual stock-taking in December. In case any shortages are discovered during this check now, these should also be reported, with explanations where necessary.

No. 171. FOUNDER'S DUTIES.

Athletics (B.D.)	...	Mr. Mundkur I/c & M/s Gore, Solomon, Abraham, Randhawa & Sequeira
„ (G.D.)	...	Mrs. Kanhaia Jee I/c & Mrs. R. Solomon
Colours Parade	...	M/s B. Singh, Jagdish Ram & Rajkamal
School Concert	...	I/c Co-ordination, Miss Chatterji, and M/s Joshi, S. C. Arora, Jaitly, Badhan & Miss Ghoman
		I/c Opra, Mr. Pratap, & M/s Dutta Ram and Malaviya
Music/Band	...	M/s Pratap & Katoch
Dancing	...	Mr. Brajamani
P.D. Concert	...	Mrs. Cherian, P D. staff & Mrs. Sawney
Tattoo	...	I/c Co-ordination, Mr. Bhalerao
P.T. & Gym. work	...	Mr. Jagdish Ram
Art/Crafts	...	Hobbies' Staff
Seating	...	P.D. Concert : B.D. Staff
		School „ : P.D. „
		Staff Play : G.D. „
		Speeches : P.D. „
		Parade } : M/s Gore & Mundkur
		Tattoo }
Decorations	...	Mr. Pratap & Mr. Jaitly

O.S. Basket-Ball	...	Mrs. Atma Ram
„ Hockey	...	Dr. D.C. Gupta
„ Dinner	...	Miss R. Chatterji I/c
„ Dance	...	Mr. H. P. S. Dhillon & Miss Ghoman
Elevenes (Athletics)	...	Mrs. Sehgal
Tea (O.S. Meeting)	...	Mrs. Sehgal
Staff Play	...	Mr. Bhupinder Singh I/c
Stage & Sound } Equipment }	...	Mr. Mukherji I/c
Visitor's Cloak Room	...	Miss N. M. Sodhi (Ladies) Mr. Benedict (Men)
Checking Invitation } Cards }	...	M/s Gore, S.C. Arora & Abraham
Nursery	...	Miss Singh & 2 P.D. Ayahs
I/c Barne Hall	...	Mr. Mundkur

No. 172. FETE.

Stalls will be organised by the following :—

Name of Stall	Name of Persons	Place Allotted
Art, Carpentry } and other Crafts }	M/s Bhalerao, Jaitly, Pritam Chand & Prajapati	VI A
Chaat Stall	Organised by the P.D. (Mrs. Sidhu)	Behind Birdwood
Eats Stall (also pān)	Mrs. Nair	Behind Birdwood
Ice-cream Stall	Organised by the B.D. (Mrs. Sehgal & 2 stores clerks)	Birdwood
Needle-work & } Embroidery }	Mrs. Mundkur & two G.D. Staff	Needle-work Room
Fortune Teller	Mr. Joshi & Mrs. Kanhaia Jee	In a tent
Lucky Dip	Mr. & Mrs Mukherji and Mr. & Mrs. Solomon	VI B
O.S. Stall	Mr. H. P. S. Dhillon & Miss Ghoman	L-VB
Lottery	Miss Proctor & Miss Kalia	U-IV A
Ringing of articles	M/s Jagdish Ram & Gore	L-IV B
Coins in Squares	Mr. Randhawa	L-IV A
Roulette I	M/s Pratap & Malaviya	In front of Birdwood
„ II	Mrs. Benedict, Mr. Badhan and Mrs. Thomas	
Cocoanut Shy	M/s Abraham & Sequeira	Behind Birdwood
Roundabout	Dr. Sakhuja & Mr. S. N. Kochhar	In open space near the H.M's. House

Darts	...	M/s Mundkur & D. R. Sharma	Birdwood Darkroom
Coffee, tea & drinks		Mrs Manley & Staff wives	Behind Birdwood
Raffle	...	Dr. D. C. Gupta	
Tombola	...	M/s G. C. Arora & Rajkamal	Barne Hall
Treasure Hunt	...	Mr. Brajamani, Mrs. Cherian & Mrs. Harbakhsh Kaur	U-IV B
Guess What ?	...	Mr. S.C. Arora	
Killing the Demon		Mr. Benedict	Geog. Room
Shooting	...	Mr. Katoch	Behind Birdwood

No. 173. CHILDRENS' LONG-SLEEVED, NAVY BLUE JERSEYS/CARDIGANS.

All children of BD, GD and PD, (except *Merit* scholars) will take their long-sleeved navy blue uniform jerseys/cardigans home with them during the forthcoming Vacation. They must ask their parents/guardians to have these jerseys/cardigans cleaned/repared, whatever is necessary, at home.

All children **MUST BRING BACK THESE VERY JERSEYS/CARDIGANS**, duly cleaned/repared, **WITH THEM WHEN RETURNING TO SCHOOL AT THE END OF THE VACATION**, as they will require to wear them immediately they return.

Children will **NOT** be permitted to wear with School uniform jerseys/cardigans which are not exactly of the pattern and colour of those issued to them by the School.

Will all Housemasters, Housemistresses and House Matrons please note the above and take necessary action accordingly.

No. 174. SOCCER.

The following will represent the School 1st XI in the match to be played in Sanawar against B.C.S. on Sunday, 27th June 1971.

Anil Kalia	(Capt)	Sukhminder Singh Sekhon
Bhupinderpal Singh Bhasin		Jagrup Singh Khara
Jaspal Singh Sandhu		Vasant Dhar
Sandip Bagchi		Nasjit Singh
Neeraj Madhok		Krishan Gopal
Gurinder Singh Brar		

Reservs :

Kr. Manmegh Singh and Nupinder S. Brar.

2. The following will represent the School Colts in the match to be played in Simla against B. C. S. on Sunday, 27th June 1971.

Ashok Kaushik	Rajveer S. Gulia
Bikram Verma	Ranjit Dhody
Digvijay Singh Jhina	Sanjeeve Kandel
Jitendra Chandail	Sanjiv Kr. Tandon (V. Capt.)
Malvinder Singh Brar	Sumit Bagchi (Captain)
Rajesh Kochhar	

Reserves : Amardeep Sandhu and Joginder Bikram

3 The following will represent the School Atoms in the match to be played in Simla against B.C.S. on Saturday, 26th June 1971.

Jagmohan Singh Bakshi (Capt.)	Sanjeev Suri
Vineet Kapoor (Vice Capt.)	Amarjot Singh Gyani
Bhoopinder Singh Sawhney	Puneet Sikand
Nikul Malvi	Gagan Dhillon
Kulpreet Singh	Dilip Singh Baidwan
Rajiv Khanna	

Reserves :

Gurcharan Singh, Ribbu Saggi and Amarjit Singh.

No. 175. CINEMA.

The film ANASTASIA, starring Yul Brynner, Ingrid Bergman, Helen Hayes & Akim Timiroff, will be shown in Barne Hall at 6-00 p.m. on Sunday, 27th June, 1971.

The film is a fabulous motion picture which brings together two Academy Award Winners in a story of a conspiracy that shook the world.

B. R. Pasricha,
Headmaster.

THE LAWRENCE SCHOOL ORDERS.

—:0:—
SANAWAR, TUESDAY, 29TH JUNE, 1971.

SPECIAL ORDER

Mid-Session Break Arrangements—1971.

No. 176. GENERAL.

Special note for all Housemasters & Housemistresses.

Immediately on receipt of this Special Order please check up that children not included in any school party will definitely be travelling in a privately arranged home party. Where the position in respect of any child is uncertain please inform the Bursar *immediately* as nothing can be done at the last minute either to inform or enquire from parents or to include children in any school party.

(i) Children going home with their parents will be allowed to leave Sanawar after 9-00 a. m. on Saturday, 3rd July, next (home day). Such children must in no circumstances be permitted to leave Sanawar unless their parents/guardians, or their duly authorised representatives, call for them. The only exceptions to this rule will be senior children who go home to Kasauli.

(ii) Children travelling in school parties will also leave on the same day, as detailed later in this order.

(iii) Children in hospital on home day will not be allowed to go home unless certified fit to travel by the R.M.O. Such children will only be permitted to go home under arrangements of their parents/guardians and will not be allowed to travel with school parties.

(iv) No school bedding, clothing or other school property may be taken away from Sanawar. House Matrons must be careful about school clothes and ensure that they are not exchanged with home clothes. This rule must be strictly enforced.

(v) House Staff will please note that all demands in respect of individual children requiring travel money must be put in to the Bursar well in advance, and in no case later than **Wednesday, 30th June**. Travel money required by individual children will not be issued by office after that day.

The normal travelling money for school parties will be sent to escorts on Friday, 2nd July by the School Office.

(vi) 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 the exact amount of money handed over on the completion of the journey. The best course would be to hand money over direct to the parent or guardian meeting the child or to refund balances to the office. These detailed accounts of expenditure and all refundable balances should be submitted to the School Office immediately on the termination of escorts' journeys.

(vii) Staff must ensure that all doors and windows are properly bolted before they lock their residences and departments. Broken window panes must be replaced before they leave. They will also please ensure that all electric lights are switched off and all water taps are turned off in their quarters and departments before they lock them.

(viii) **Before leaving Sanawar all staff members must enter their leave addresses in the address book at the School Office, and during the vacation must keep the School Office up-to-date with changes of address.**

ESCORTS' MEETING.

A meeting of all staff members escorting school parties will be held in the Biology Lab. at 9-30 a.m. on Friday, 2nd July. All such staff members are required to attend.

DISCIPLINE—and INDISCIPLINE.

(i) All children travelling in school parties are subject to school discipline until handed over to their parents/guardians. All escorts will please personally see that the children under their charge maintain discipline at Kalka and during the journey. Senior boys and girls, particularly prefects, are expected to assist escorts in this matter.

(ii) Immediately after reaching their party destinations members of staff acting as escorts to school parties will report to the Bursar in writing the names of any children who acted in an indisciplined manner or failed to behave themselves properly during the journey. Such children will not be accepted in school parties in future and their parents will be informed accordingly.

TRAVELLING DRESS.

Children travelling in school parties will dress respectably, viz :—

Girls : Churidar and qamiz, or skirt and blouse.

Boys : Shirt or bush-shirt with trousers or shorts and stockings.

Jeans will **not** be worn by either girls or boys.

SANAWAR DEPARTURE ARRANGEMENTS.

Details are given in the Annexure to this Order. Also attached with this Order are detailed lists of school parties, and (for escorts only) a copy of the Instructions for escorts.

LUGGAGE ARRANGEMENTS.

(i) All luggage must be labelled with the owner's name, Department, House, home address and station of destination. For this purpose all school parties have been allotted the serial numbers given below, which serial numbers are printed **partywise** on the luggage labels (which should be obtained from the School Office by all concerned) :—

Srl. No.	School Party
1	Kalka
3	Bombay Central
4	Bombay V.T.
5	Dehra Dun
6	Lucknow
7	Ferozepore
8	Amritsar
10	Calcutta
11	Delhi 'A'
12	Delhi 'B'
13	Delhi 'C'
14	Delhi 'D'
15	* Delhi 'E'
19	Pathankot

(includes Chandigarh, Ambala, Karnal and other stations enroute)

Special note : Stick-on labels must be pasted *on the sides or fronts* of tin trunks and **NOT ON TOP**. It will be the personal responsibility of House Matrons to ensure this.

(ii) Staff members and their families travelling with school parties are expressly requested to label their own luggage with these serial numbered labels. Such staff members must inform the Quartermaster by the evening of Thursday, 1st July, of the number of packages (luggage) to be collected from their quarters.

(iii) House Matrons are responsible for the correct labelling of the luggage of all children. They will please see that labels are firmly pasted on. They must first ensure that *all* old labels are completely removed.

(iv) Luggage of all children going to Simla must be ready at the Bakery at 6-30 a.m. on home day. The Quartermaster will arrange for this luggage to be transported to the Bakery from departments by mazdoors and loaded onto the School bus **which will depart from the Bakery for Simla** at 7-00 a.m.

(v) Luggage of all children travelling in other school parties must be ready by 8-00 a.m. on home day. Such luggage will be collected by school mazdoors and taken to Gaskell Hall. *In Gaskell Hall luggage* will be stacked according to school parties as shown above, i.e. in accordance with the serial numbers printed on their labels. The Engineer will further arrange to paint the appropriate serial numbers on all holdalls after they have been brought down to Gaskell Hall. He will also please ensure very carefully that all previously painted serial numbers are thoroughly erased or defaced where they differ from the serial numbers on this occasion.

(vi) All luggage whatsoever, including boxes, hold-alls etc., will travel with school parties on the parties buses. The Quartermaster will arrange for the loading of all parties' luggage onto the buses at the Quad. immediately they arrive. Luggage should be loaded according to the order of departure of parties as given in the Annexure. The luggage of the Kalka party will be loaded onto the *first* bus to leave. The luggage of the Amritsar and Calcutta parties will be loaded onto the buses of these very parties and will *not* be loaded onto the buses of other parties departing earlier. The Quartermaster will also ensure that the two sets of serially numbered poles (used for sorting out and stacking luggage at Kalka railway station) are sent with Mr. Mundkur. Mr. Mundkur will be i/c of all luggage arrangements at Kalka and all problems and enquiries should be referred to him. It is specially pointed out that although

Mr Mundkur is in general charge of all luggage arrangements at Kalka escorts on arrival there are required to assist him in supervising the sorting out at Kalka of the luggage which travels with them in school party buses to Kalka. Children must **not** be permitted to touch any of their luggage at Kalka railway station or to put it into trains until permitted to do so by Mr. Mundkur. *Escorts and children will supervise the loading of their luggage into their compartments by station mazdoors after having been permitted to do so by Mr. Mundkur.*

(vii) The school accepts no responsibility for losses, and staff and children alike must supervise the loading of luggage.

(viii) Children are warned not to give any money to the school servants for carrying their luggage to Gaskell Hall or the Bakery or to porters at the Kalka railway station.

ALLOTMENT OF ACCOMMODATION IN TRAINS.

Mr. Achhar Singh of the School Office will be present at Kalka railway station and will be incharge of the allotment of seats in coaches to all school parties. Escorts are requested to contact him there in this connection.

LUNCH, TEA, SUPPER PACKETS.

(i) **Lunch.** Lunch will be at 1-00 p. m. in all departments on home day.

(ii) **Tea.** Bread/Sandwiches and tea will be served in the B. D. Kitchen at 5-00 p.m. for all members of the Calcutta and Amritsar school parties.

(iii) **Supper Packets.** Supper packets (all of which will be vegetarian) for all school parties (except the Simla and Kalka parties) will be issued in Gaskell Hall half an hour before parties leave Sanawar for Kalka. They will be issued in baskets. Given below is a statement naming the member of staff who will be responsible for collecting the supper packets for the school party indicated. Also shown is the number of packets for the various school parties (includes packets for escorts and their family members). It will be the personal responsibility of each staff member mentioned below to collect from Gaskell Hall the correct number of supper packets half an hour before the party is due to leave Sanawar, have them loaded on to the bus in which they travel to Kalka, and have them unloaded at

Kalka, and to ensure their safe custody at Kalka and their subsequent proper distribution to all members of the party. They will also arrange, if possible, to have the empty baskets handed over to Mr. Mundkur at Kalka after having distributed the supper packets and before the train leaves :—

School Party	Escort	No. of supper packets
Bombay Central	Mr. Bhalerao	24
Bombay V.T.	Mr. Pratap	26
Calcutta	Mr. Brajamani	54
Lucknow	Mrs Phillips	23
Dehra Dun	Miss M. G. Singh	17
Pathankot	Mr. Solomon	31
Amritsar	Mr. P. C. Gupta	37
Ferozepore	Mrs. Harbakhsh Kaur	24
Delhi 'A'	Mr. G. C. Arora	34
Delhi 'B'	Miss Proctor	32
Delhi 'C'	Miss Charles	32
Delhi 'D'	Mr. Sequeira	33
Delhi 'E'	Miss Kalia	39

The Quartermaster will arrange the necessary number of clean baskets of appropriate size to be in Gaskell Hall at 1-00 p. m. on home day.

The three Kitchen Matrons will arrange for the requisite number of supper packets to be ready in Gaskell Hall forty-five minutes before the departure of the parties in question.

At least one of the three Kitchen Matrons must be present in Gaskell Hall half an hour before the departure of each school party in order to supervise the distribution of supper packets to the escorts concerned. The three Kitchen Matrons will please arrange among themselves as to which of them will be present on each such occasion.

(iv) **Drinking Water for Parties.**

Mr. Achhar Singh will please arrange for a sufficient number of "surahis", for drinking water purposes during rail journies, to be taken with them from Kalka by the following parties :—

Bombay Central, Bombay V.T., Calcutta, Lucknow.

ROLL - CALL AT KALKA.

Staff escorting the special train school parties are requested to arrange a roll-call of children to be escorted by them at 5-30 p.m. on the platform at Kalka Railway Station. Children of each party should be present at the roll-call. No excuse for absence will be accepted. Children will stand in rows quietly as required by the escorts.

WALKING PARTIES.

(i) Every boy walking down will carry a raincoat with him, whatever the weather.

(ii) Boys who have been permitted to walk down to Kalka will not leave B.D. before 1-30 p.m. Housemasters will take a roll-call of all such boys at 1-30 p.m. The names of any boys not present will be reported immediately to the Bursar in writing.

(iii) Housemasters will only permit those boys to walk down whose names they have already intimated to Office on the House lists sent in by them. Last minute permission to walk down will *on no account* be given to other boys by anyone, including escorts.

(iv) The boys who have been permitted to walk down to Kalka will not choose any other way except by the Kasauli bridle-path. These boys will have to walk down whatever the weather conditions, and will not travel by school party buses under any circumstances.

(v) These boys will not be charged bus fare. They are required to report their presence at Kalka station to their escorts immediately the latter arrive there.

(vi) Girls will NOT walk down to Kalka.

RAIL TICKETS FOR SCHOOL PARTIES.

Tickets for the school parties will be collected by the escorts from the School office on Friday, 2nd July, after the escorts' meeting.

NEXT TERM.

The next term will begin on Sunday, 1st August 1971, and all children must be back by 4-00 p.m. on that day.

B. R. Pasricha,
Headmaster.

ANNEXURE

(i) The school parties will leave the school by bus from the Quad. in the following order, starting at 3-00 p.m. on Saturday, 3rd July, as per programme below (boys who have been permitted to walk down to Kalka are not included below) :—

<i>School party</i>	<i>Assemble at Quad.</i>	<i>Departure from Quad.</i>	<i>Size of party (including escorts & their families)</i>	<i>Train from Kalka</i>
Kalka	2-30 p.m.	3-00 p.m.	6	Special train dep. Kalka at 6-10 p. m.
Bombay Central	—do—	—do—	10	
Bombay V.T.	—do—	—do—	14	
Lucknow	—do—	—do—	16	
Dehra Dun	—do—	—do—	13	
Delhi 'A'	—do—	—do—	5	
„ 'B'	—do—	—do—	18	
„ 'C'	—do—	—do—	29	
„ 'D'	—do—	—do—	21	
„ 'E'	—do—	—do—	22	87 Dn. Chg. Express dep. Kalka 7-15 p. m.
Pathankot	—do—	—do—	22	
Ferozepore	—do—	—do—	8	
			Total	184

The above will travel in five buses and will embus, when requested to do so by the Bursar, strictly in the order in which the parties are listed above, i.e. the Kalka party first, the Bombay Central party next, then the Bombay V.T. party and so on. No party will move from its assembly point until the preceding party has completely embussed. Escorts will be responsible for ensuring the necessary control over their parties from the time of their assembly in the Quad., and also for putting them into the buses.

Amritsar	6-30 p.m.	7-00 p.m.	21
Calcutta	—do—	—do—	39
			60

* 35 Dn. Simla Mail dep. Kalka at 9-50 p. m.

† 2 Dn. Howrah Mail dep. Kalka at 11-35 p. m.

The above two parties will travel in two buses.

The school bus will be held in reserve and will not be used for any purpose without the express permission of the Bursar.

(ii) All parties, including all escorts concerned, will assemble partywise in the Quad, or in Gaskell Hall if it is raining, under the relevant party placards at the assembly time specified above, **and will remain there—especially the escorts—**until the departure. Party placards will be posted prominently in the Quad, and will be arranged in the order in which the school parties will embus. No party will embus until requested to do so by the Bursar.

(iii) Children in a particular party will on no account be permitted by their escorts or anyone else to travel from Sanawar with any other party or bus.

(iv) The Bursar, assisted by Mr. Gore, will supervise departure arrangements. The latter will also please note down the numbers of staff members' families (aged over three years) travelling in party buses and who are not included as escorts in school parties, in order to enable recovery of bus fares.

THE LAWRENCE SCHOOL ORDERS.

:o:
 SANAWAR, FRIDAY, 2ND JULY, 1971.

Part I
 177—179

Part II
Nil

No. 177. STAFF FAMILIES' RATIONS ETC., DURING VACATION.

(1) With effect from Monday, 5th July, the following arrangements have been made to meet the requirements of bread, eggs, meat, vegetables, fruit, dry rations and fuel of staff families who will be remaining at Sanawar during this vacation :—

Bread

Bread will be available at the Q. M. Stores between 10-00 a. m. and 11-00 a. m. on Wednesdays and Saturdays.

Meat

Meat will be available at the Q. M. Stores between 10-00 a. m. and 11-00 a. m. on Wednesdays and Saturdays.

Eggs

Eggs will be available at the Bakery from 9-00 a. m. to 11-00 a. m. on Mondays, Wednesdays and Saturdays.

Vegetables & Fruit

The vegetable and fruit shop at the Bakery will be open on Mondays, Wednesdays and Saturdays from 9-00 a. m. to 11-00 a.m.

Dry Rations & Fuel

These will continue to be issued from the Q. M. stores on the same days and at the same times as usual.

(2) The Bursar particularly requests that any complaints or difficulties of staff families in respect of supplies of the above articles by contractors should be brought to his notice immediately, or in his absence to the notice of the Q. M., in order to enable him to take corrective and, if necessary, deterrent action against the contractor concerned. He would like to point out that unless such complaints are brought to his notice, he is unaware of them and can take no action to improve matters.

No. 178. TUCKSHOP HOURS DURING VACATION.

The Tuckshop will remain open from 11-00 a. m. to 1-00 p. m. on Mondays, Wednesdays and Saturdays throughout the vacation.

No. 179. RED CROSS RAFFLE.

Reproduced below is a copy of a letter from the Officer Commanding, Military Hospital, Kasauli :—

“ I sincerely thank you, your staff, employees and students for the co-operation and help so voluntarily and kindly extended to make the raffle and Fête conducted to raise funds for the Indian Red Cross Society a success ”.

B. R. Pasricha,
Headmaster.

THE LAWRENCE SCHOOL ORDERS.

SANAWAR, FRIDAY, 23RD JULY, 1971.

SPECIAL ORDER**Part I**

180.

Part II

Nil

No. 180. SCHOOL CALENDAR (Aug. 1st to Dec., 1st.)**August**

Sun.	1st	School parties return		
Mon.	2nd	Sunday timings		
		Settling in		
		Film	...	6-00 p.m.
		Supper	...	7-30 p.m.
Tue.	3rd	Normal teaching		
		P.T. cancelled		
		Prep. cancelled		
		Sr. Staff Meeting	...	3-30 p.m.
Wed.	4th	Normal Time-Table		
Fri.	6th	Raksha Bandhan		
Sat.	7th	Film	...	6-00 p.m.
		Supper	...	7-30 p.m.
Sun.	8th	Swimming commences		
Fri.	13th	Janam Ashtami. Holiday		
Sat.	14th	Film	...	6-00 p.m.
		Supper	...	7-30 p.m.
		Independence Eve Staff Club get-together		
Sun.	15th	Independence Day		
		Special Assembly		10-00 a.m.
		Class IV Employees' Sports		2-30 p.m.
		Music Recital		6-00 p.m.
		Supper (Dry)		7-30 p.m.
Fri.	20th	English Debate		7-40 p.m.
Sat.	21st	Film	...	6-00 p.m.
		Supper	...	7-30 p.m.
Sat.	28th	Film	...	6-00 p.m.
		Supper	...	7-30 p.m.

September

Sat.	4th	Swimming Sports			2-30 p.m.
		Staff Club Dinner			7-30 p.m.
Sun.	5th	Teachers' Day			
		Film	6-00 p.m.
		Supper	7-30 p.m.
Sun.	12th	Film	6-00 p.m.
		Supper	7-30 p.m.
Sun.	19th	Film	6-00 p.m.
		Supper	7-30 p.m.
Tue.	21st	Marks to Form Staff			1-00 p.m.
Thu.	23rd	Mark Registers to Sr. Mistress			1-00 p.m.
Fri.	24th	3rd Mark Reading			
		Hindi Debate			7-40 p.m.
Thu.	30th	Dusehra			
		P.D. Concert 1st performance			
		School Concert 1st performance			

October

Fri.	1st	A.D.S. 1st performance			5-00 p.m.
Sat.	2nd	Gandhi Jayanti Assembly (Barne Hall)			8-30 a.m.
		Athletics			9-30—11-30 a.m.
		Parent's Coffee (Gym.)			12-00 noon
		P.D. Founder's Lunch			1-15 p.m.
		A.D.S. Play			5-00 p.m.
Sun.	3rd	O.S. Matches			10-00 a.m.
		P.D. Concert			4 30 p.m.
		Tattoo			7-15 p.m.
Mon.	4th	Founder's Day			
		Assembly (Chapel)			8-30 a.m.
		Trooping of Colours			10-00 a.m.
		Arts and Crafts Display			11-00 a.m.
		Speeches			12-00 noon
		Founder's Lunch B.D. & G.D.			1-15 p.m.
		School Concert			5-00 p.m.
Tue.	5th	Fete			10-30 a.m.
		S.O.Ps. allowed			12-30 p.m.
		O.S., meeting (Club)			2-30 p.m.
		O.S., Dinner			7-00 p.m.
		O.S., Dance			8-30 p.m.
Wed.	6th	Holiday			

Thu.	7th	Holiday: children on S.O.Ps to report back			
				at	5-30 p.m.
		Film	6-00 p.m.
		Supper	7-30 p.m.
Fri.	8th	Athletic team leaves for Y.P.S. (Patiala)			
		Prep cancelled			
Sat.	9th	Inter-School athletics meet (away)			
Sun.	10th	Inter-School athletics meet (away)			
		Film	6-00 p.m.
		Supper	7-30 p.m.
Mon.	11th	Hockey season commences			
Wed.	13th	Inter-House P.T. competition			
Thu.	14th	VI Form morning Prep. commences			
		Road walk and run for the rest			
Sun.	17th	Eye Specialist's visit			
		Film	6-00 p.m.
		Supper	7-30 p.m.
Mon.	18th	Deepawali. Holiday			
Fri.	22nd	English Debate			
Sat.	23rd	Hockey XI leaves for Simla			2-15 p.m.
		B.C.S., Colts and Atoms arrive			5-00 p.m.
		Vintage Car rally			
		Film	6-00 p.m.
		Supper	7-30 p.m.
Sun.	24th	Hockey Sanawar vs. B.C.S.			
		Vintage Car Rally			
Mon.	25th	I—H Senior hockey League commences			
Fri.	29th	Hindi Debate			7-40 p.m.
Sat.	30th	Film	6-00 p.m.
		Supper	7-30 p.m.
November					
Tue.	2nd	Guru Nanak's Birthday. Holiday			
Wed.	3rd	I.S.C., Dict. and Aural			
Thu.	4th	I.S.C., Oral			
Fri.	5th	I.S.C., Oral			
Sat.	6th	VI Form Picnic			
Sun.	7th	Film	5-00 p.m.
		Supper	6-45 p.m.

Mon.	8th	I.S.C., Examination commences	
Fri.	12th	English Debate	7-40 p.m.
Sat.	13th	P.D. picnic	
		Film	5-00 p.m.
		Supper	6-45 p.m.
Sun.	14th	Children's Day. Special Assembly.	
		Prep School Photographs. Teams' Photographs.	7-00 a.m.
		I-H Shooting Competition	10-30 a.m.
		Pagal Gymkhana	2-30 p.m.
		Staff Club Tea	4-30 p.m.
		Staff Photograph	5-00 p.m.
		Staff Club Meeting	5-15 p.m.
Sat.	20th	Dance and Music Recital Under Arrangements of School dance and Music Department.	6-00 p.m.
		Supper	7-30 p.m.
Sun.	21st	House Photographs	7-30 a.m.
		Film	5-00 p.m.
		Supper	6-45 p.m.
		Spartan/Ozarkian Club meeting HM's House	7-30 p.m.
Wed.	24th	Marks Handed in to Form Staff	1-00 p.m.
		I-H Hockey League (Colts & Atoms) commences.	
Fri.	26th	Marks Registers to Sr. Mistress	1-00 p.m.
		Weighing and Measuring Commences	
		Nativity Play	5-30 p.m.
Sat.	27th	Text Books Handed in	10-30 a.m.
		Promotion Meeting	2-00 p.m.
		One Act play in Eng. & Hindi	6-00 p.m.
		Supper	7-30 p.m.
Sun.	28th	S.F.P.	
		Supper	6-45 p.m.
Mon.	29th	Mark Reading	9-00 a.m.
		Escort meeting	9-30 a.m.
		Tutorial sheets & history sheets handed in to office	1-00 p.m.
Tue.	30th	I.S.C. Exm. ends. Sunday Timings	
		Special Assembly	
		Prize-giving	
		P.D. Christmas Tree	6-00 p.m.
		House Break-up parties	6-30 p.m.
		December	
Wed.	1st	HOME DAY.	

B. R. Pasricha,
Headmaster.

THE LAWRENCE SCHOOL ORDERS.

—:o:—
SANAWAR, FRIDAY, 30TH JULY, 1971.

Part I
181—186.

Part II
33—34.

No. 181. WELCOME.

Mrs. Pasricha and the Headmaster welcome all students, staff and their families to the Founder's term.

No. 182. PROGRAMME.

August

Mon.	2nd	Sunday Timings		
		Film	6-00 p.m.
		Supper	7-30 p.m.
Tue.	3rd	P.T. cancelled		
		Normal Teaching		
		Sr. Staff meeting Biology Room	3-30 p.m.
		Prep. cancelled		
Wed.	4th	Normal Time-Table		
		Hobbies cancelled		
		School to Assemble in Barne Hall	2-15 p.m.
Fri.	6th	P.T. cancelled		
		Breakfast	7-30 a.m.
		Raksha Bandhan. Brothers for B.D./P.D.		
		may visit their sisters in G.D./P.D. immediately		
		after breakfast		
Sat.	7th	Film	6-00 p.m.
		Supper	7-30 p.m.
Sun.	8th	Swimming commences.		

No. 183. DAY SCHOLARS—ATTENDANCE IN KITCHENS.

Will all staff members concerned, *immediately* on their return to school, please inform the Bursar in writing as to which of their children, being day scholars, will be taking meals in the school kitchens, and state in respect of each child :—

- (a) the Kitchen in which he/she will be taking meals.
- (b) which meals he/she will be taking.

No. 184. CHARGES FOR USE OF THE SCHOOL BUS.

With effect from 1st August, 1971, the charges for private use of the School bus will be as follows :—

- i) Mileage at 80 paise per mile.
- ii) Toll tax, where applicable, in addition.
- iii) A halting charge of :—
 - a) Re. 1/- per hour or part of an hour when used between 7-30 p.m.—8-30 p.m.
 - b) Rs. 2/- per hour or part of an hour when used between 8-30 p.m.—10-30 p.m.
 - c) Rs. 4/- per hour or part of an hour when used between 10-30 p.m.—12-30 a.m.

Note : Trips permitted under category (iii) above will only be few and far between.

No. 185. ADMINISTRATIVE HOLIDAY.

Friday, 6th August will be observed as a holiday by the administrative staff on account of Raksha Bandhan.

No. 186. CINEMA.

The film **THE GOOD EARTH**, starring Paul Muni and Louise Rainer, will be shown in Barne Hall at 6-00 p.m. on Monday, 2nd August.

The film is a screen version of Pearl Buck's world famous novel about the Chinese Revolution.

Part II**No. 33. LEAVE.**

The following members of the staff were granted earned leave for the period shown against their names :—

Mr. D.R. Sharma	Head Printer	2-6-71—12-6-71—11 days
„ Chet Ram	Asstt. Printer	30-6-71 — 1 day
„ Joti Singh	Head Tailor	4-6-71 — 1 „
		5-6-71 — 1 „
		11-6-71 — 1 „
		15-6-71 — 1 „
„ Ganga Ram	Mazdoor	7-6-71—17-6-71—11 days
„ Hari Ram	Tin Smith	7-6-71— 3-7-71—27 „
„ Dhoom Singh	Bearer	3-6-71—12-6-71—10 „

2. Mr. Bodh Raj Bhardwaj, Wireman-cum-Driver, was granted 8 days earned leave with effect from 7-6-71 to 15-6-71 and in continuation thereof 3 days leave without pay with effect from 16-6-71 to 18-6-71.

No. 34. TERMINATION OF SERVICES.

1. The services of Mr. Vijay Sood, Junior Tuck Shop Clerk, were terminated with effect from the forenoon of 24-6-71 and he was granted 12 days earned leave due to him with effect from 24-6-71 to 5-7-71.

2. Mrs. Nirmala Malik, temporary House Matron, vacated her temporary appointment with effect from the afternoon of 3-7-71.

3. The services of Mr. Ranbir Singh, temporary Bunglow Peon, were terminated with effect from the forenoon of 12-7-71.

B. R. Pasricha,
Headmaster.

THE LAWRENCE SCHOOL ORDERS.

:o:

SANAWAR, SATURDAY, 7TH AUGUST, 1971.

Part I		Part II	
187—192.		35.	
No. 187. PROGRAMME			
Sat.	7th	Film 5-30 p.m.
		Supper 7-30 p.m.
Sun.	8th	Swimming postponed.	
Mon.	9th	Founder's term programme comes into effect	
Fri.	13th	Janam Ashtami. Holiday	
Sat.	14th	Hindi film 4-30 p.m.
		Supper 7-30 p.m.
		Independence Eve Staff Club get-together (Art Room) 8-30 p.m.	
Sun.	15th	Independence Day (The details of the programme will be published later)	
No. 188. FOUNDER'S TERM 1971.			
With effect from Monday, 9th August :—			
Rouser	6-00 a.m.
Chota	6-30 "
P. T.	6-40—7-20 "
House Inspection	7-40 "
Breakfast	7-45 "
M.I. (B.D.)	8-05 "
Assembly	8-35 "
Classes (35 mts.)	[3 Schools]	...	8-50—10-35 "
Break	10-35—10-55 "
Classes (35 mts.)	[3 School]	...	10-55—12-40 p.m.
Lunch	12-50 "
Hobbies groups	}
Opera practices			
Music/Dance/Band			
Gym. Work	2-00— 2-50 "
Trooping practice	3-00— 3-35 "
Athletics	U 11 } U 13 }
		...	3-00— 3-40 "

Athletics U 15 } Opens }	4-10— 4-50 p.m
Athletics G.D.	4-30— 5-30 „
Tea B.D.	3-55 „
Tea G.D.	4-15 „
Swimming			
U 11 } U 13 }	(Daily)	...	4-20— 4-50 „
U 15 } Opens }	Tuesdays, Thursdays & Saturdays	...	5-00— 5-30 „
P. D.	2-20— 2-50 „
G. D.	3-00— 4-05 „
Baths B.D. (Mon., Wed., & Fri. [Srs.] } „ „ (Tues., Thus. & Sat. [Jrs.] }		...	5-00— 5-30 „
House Inspection	5-40 „
Prep.	6-00— 7-30 „
Supper	7-35 „
House Inspection	8-40 „
Lights out (Sixth Form 9-30 p.m.)	8-45 „
Swimming (Sundays)			
G.D.	9-30—10-20 a.m.
Him B.D.	10-25—11-05 „
Nil. „	11-05—11-45 „
Siw. „	11-45—12-25 p.m.
Vind. „	12-25— 1-05 „
Lunch B.D. (Sundays)	1-15 „
Barne Hall			
School Opera	1-50— 2-50 „
P.D.	4-15— 5-45 „
A.D.S.	7-00— 9-30 „

No. 189. SWIMMING POOL.

No boy or girl will enter the swimming pool, except when he/she is programmed to swim. They will not enter the pool unless they are allocated by name to a part of the pool to which they will confine themselves, namely the shallow end in the case of those who are non-swimmers and weak swimmers, and the whole pool in the case of those who are good swimmers. **The term non-swimmers and**

weak swimmers will include those children who are unable to swim a length of the pool without distress. No child will be permitted to dive into the pool unless his/her name is included in a list of those permitted to dive.

The Deputy Headmaster and the Senior Mistress will kindly supervise the immediate preparation by House Staff of lists of those who are non-swimmers and weak swimmers and those who are permitted to dive, by sets. A copy of these lists will always be in the possession of the Master/Mistress I/c on duty at the swimming pool.

The Master/Mistress on duty at the swimming pool will NOT permit swimming to commence unless :—

- (a) He/She has taken a roll call of the non swimmers and weak swimmers present according to the list prepared. **ALL THESE CHILDREN WILL WEAR WHITE DISTINGUISHING CAPS.** (House Staff will please arrange for the purchase of these caps by children from the tuckshop. Children who are good swimmers and are in possession of white caps will arrange either to change these caps for coloured ones or to have them painted with a colour, to distinguish them from white caps).
- (b) He/She has checked that all swimming apparatus and personnel as detailed below is present at the side of the pool :—
 - (i) A long bamboo with a blunt hook attached at the end.
 - (ii) Floats (Life belts);
 - (iii) Rope;
 - (iv) Krishan, mazdoor, present near the pool.

No. 190. LEAVE PASSES TO CLASS IV STAFF.

It has come to notice that some staff members are not aware that whenever a member of the Class IV staff is sanctioned leave of any kind, he/she is issued a "Leave Pass" by the School Office before he/she proceeds on leave. The Pass gives details of the name and designation of the individual granted leave, and also the dates from and to which leave has been sanctioned.

In future the following procedure will be observed in respect of Leave Passes :—

- i) On receipt of his/her Leave Pass from the School Office the individual concerned will, the very same day, give it to his/her immediate superior (being a member of the Senior Staff) under whom he/she is working.

- ii) His/her immediate superior will inform the individual as to the dates from and to which the leave has been sanctioned.
- iii) The immediate superior will keep the Leave Pass in his/her own possession until the return of the individual concerned from leave, will then complete the space provided in the Leave Pass regarding the individuals' return to duty, and will then send the Leave Pass back to the School Office for necessary action and record there.

Will all Senior Staff who have Class IV staff working directly under them kindly explain this order clearly to all such staff.

No. 191. SCHOOL AND ADMINISTRATIVE HOLIDAY.

Friday, 13th August, will be observed as a holiday by both the School and Administrative staff on account of Janam Ashtami.

No. 192. CINEMA.

The film PLANET OF THE APES will be shown in Barne Hall at 5-30 p.m. on Saturday, 7th August.

The film is a spectacle of staggering proportions telling the adventure story of three astronauts who land on a planet ruled by apes who consider men inferior.

Part II

No. 35. STRENGTH.

Increase with effect from 28-6-71.

Sanjiv Jindal

... H.B.S.

B. R. Pasricha,
Headmaster

THE LAWRENCE SCHOOL ORDERS.

:o:
SANAWAR, THURSDAY, 12TH AUGUST, 1971.

	Part I		Part II
	<i>193—197.</i>		<i>36—39</i>
No. 193. PROGRAMME			
Sat.	14th	Hindi film ... Supper ...	4-30 p.m. 7-40 p.m.
Sun.	15th	Independence Day	
Sat.	21st	Jr English Debate ... Supper ...	6-00 p.m. 7-15 p.m.
Sun.	22nd	Film ... Supper ...	5-45 p.m. 7-15 p.m.

No. 194. INDEPENDENCE DAY.

The following programme will be observed in connection with Independence Day :—

Sat.	14th Aug.	Independence Day Eve Staff Club Dinner ...	8-30 p. m.
Sun.	15th „	Breakfast ... Flag hoisting (for School including P. D.) followed by Assembly in Barne Hall } Lunch ... *Hindi film ... Distribution of sweets to Class IV Staff and families } Music recital in Barne Hall ... Supper (Dry) ...	8-30 a. m. 9-30 a. m. 12-30 p. m. 1-45 p. m. 5-00 p. m. 6-00 p. m. 7-45 p. m.

* The Hindi film 'Do Ustaad' to be screened in Barne Hall at 1-45 p. m. is intended essentially for Class III and Class IV staff. School children will not attend.

Class III and IV staff who are not on duty, and those who are on duty but can be spared by their Heads of Department and are permitted by them to do so, are welcome to attend the flag hoisting and should be present at Birdwood School by 9-30 a. m. Those who are on duty must return to their duty immediately the ceremony is over. Class III and IV staff will not attend the Assembly in Barne Hall.

Will all Heads of Departments kindly inform all Class III and IV staff working under them accordingly.

No. 195. ICE CREAM.

Ice cream will again be on sale on Sundays, commencing with Sunday next, 15th August.

Since the Tuck Shop will be closed on Sunday next on account of Independence Day, ice cream coupons will NOT be available from it that day but may be purchased on Saturday, 14th.

No. 196. RESOURCES COMMITTEE.

The Resources Committee consisting of Sh. M.N. Kapur, Principal Modern School, Sh. P. Krishna Murti, Jt. Sec. (G) Ministry of Defence and Dr. S.M.S. Chari, Jt. Educational Adviser M. of Edn. & Y.S. will be visiting the School from 21st to 23rd August.

There will be a staff dinner with them on Saturday the 21st at 2030 hrs., in the lower B.D. dining hall.

No. 197. CINEMA.

The Hindi film DO USTAAD, starring Raj Kapoor and Madhubala, will be shown in Barne Hall as under :—

Sat. 14th August	... 4-30 p.m.	Children
Sun. 15th August	... 1-45 p.m.	Servants and their families. Heads of Deptts. are requested to inform all the staff working under them.

Part II

No. 36. STRENGTH.

Increase with effect from 3-8-71 :—

Amarinder Singh Gill ... V.P.B.

Increase with effect from 9-8-71 :—

Bikrama Ditya ... S.P.B.

No. 37. LEAVE.

The following members of the staff were granted earned leave for the period shown against their names :—

Mr. D. R. Bansal	Jr. Clerk	... 19-7-71 to 31-7-71—13 days
„ Gobind Ram	Store Keeper	... 20-7-71 to 31-7-71—12 „
„ Chet Ram	Asstt. Printer	... 5-7-71 to 10-7-71— 6 „

Mr. Devi Singh	Head Mazdoor	...	14-6-71 to 10-7-71—27 days
„ Lala Ram	Mazdoor	...	19-7-71 to 24-7-71— 6 „
„ Bansi	„	...	5-7-71 to 19-7-71—15 „
„ Jit Ram	„	...	12-7-71 to 15-7-71— 4 „
„ Prem Chand	„	...	13-7-71 to 24-7-71—12 „
„ Sunder	Watchman	...	7-6-71 to 10-7-71—34 „
„ Tanna Ram	Peon	...	5-7-71 to 24-7-71—20 „
„ Bhagat Ram	„	...	5-7-71 to 24-7-71—20 „
„ Bansi	„	...	20-7-71 to 26-7-71— 6 „
„ Mastu	Male Nursing orderly	...	12-7-71 to 31-7-71—20 „
„ Deep Ram	Jr. Carpenter	...	2-7-71 to 17-7-71—16 „
„ Shamsher Singh	Groundsman	...	5-7-71 to 17-7-71—13 „
„ Bahadur Singh	Cook	...	13-7-71 — 1 day
„ „	„	...	19-7-71 to 22-7-71— 4 days
„ Roop Ram	Cook	...	5-7-71 to 17-7-71—13 „
„ Robin	Bearer	...	12-7-71 to 20-7-71— 9 „
„ Norata Ram	„	...	19-7-71 to 24-7-71— 6 „
„ Chotte Lal	„	...	21-7-71 to 23-7-71— 3 „
„ Sant Ram No. II	„	...	19-7-71 to 24-7-71— 6 „
„ Mangta	Sweeper	...	7-7-71 to 12-7-71— 6 „

No. 38. APPOINTMENTS.

Mr. Bala Ram is appointed temporary H.M.'s Bungalow Peon with effect from 29-7-71, F.N.

2. Mr. Harishpal Singh Dhillon is appointed Master on two years probation with effect from 1-8-71, F. N.

3. Mr. Subhash Babbar is appointed temporary smithy Matecum-Fitter with effect from 2-8-71, F. N.

No. 39. DUTY.

Mrs. M. Sehgal, Kitchen Matron B. D. resumed her duties on 29-7-71, F. N., on return from leave. (S.O. Part No. 18 (4) dated 8-4-71).

2. Mrs. S. Sidhu, Kitchen Matron P.D. officiated as Kitchen Matron B.D. with effect from 11-3-71 to 28-7-71 vice Mrs. M Sehgal granted leave.

3. Mrs. S. Ram Singh, House Matron P. D. officiated as Kitchen Matron P. D. with effect from 11-3-71 to 28-7-71, vice Mrs. S. Sidhu, posted as officiating Kitchen Matron, B. D. K.

B. R. Pasricha,
Headmaster.

THE LAWRENCE SCHOOL ORDERS.

:o:

SANAWAR, FRIDAY, 20TH AUGUST, 1971.

	Part I				Part II
	<i>198—202.</i>				<i>40.</i>
No. 198. PROGRAMME					
Sat.	21st	Jr. English Debate	6-00 p.m.
		Supper	7-15 p.m.
Sun.	22nd	Film	5-45 p.m.
		Supper	7-15 p.m.
Sat.	28th	Mock parliament (to be organised by the Hindi Dept.)	6-00 p.m.
		Supper	7-15 p.m.
Sun.	29th	Film	5-45 p.m.
		Supper	7-15 p.m.

2. PROGRAMME (Saturdays).

There will be 30 mts. Schools on Saturdays followed by letter writing. The afternoon routine will continue as already programmed till 5-30 p.m. Film, henceforth, will be on Sundays instead of Saturdays.

No. 199. RESOURCES COMMITTEE.

With reference to School Order No. 196 of 12th August last, since the meeting of the Resources Committee has now been postponed, there will be no staff dinner on Saturday, 21st August.

No. 200. RELIEF FUND.

The Headmaster is pleased with the contribution made by the Staff and Students for Bangla Desh Relief Work. The details of the collection were :—

Staff	Rs.	103-00
B.D. Students	„	184-73
P.D. „	„	26-00

Total Rs. 313-73

The amount has been sent to Bangla Desh Assistance, Himalaya House, 3rd Floor, Curzen Road, New Delhi.

No. 201. MEDICAL.

The following children are excused all physical activities till the end of the term :—

Rahul Mathotra	(V.P.S.B.)	Ravi Inder S. Sahi	(N.P.S.B.)
Poonam Jhina	(S.G.S.)	Arti Ahluwalia	(V.G.S.)
Jugbirinder S. Gill	(N.B.S.)	Bhupinder Chowdhury	(N.B.S.)
Sanjiv Tandon	(S.B.S.)		

2. The following children are excused all physical activities till 7th October 1971 :—

Pankaj Gupta	(H.B.S.)	Bhupinderpal S. Bhasin	(H.B.S.)
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No. 202. CINEMA.

The film **PISTOLERO OF RED RIVER**, starring Glenn Ford and Angie Dickinson, will be shown in Barne Hall at 5-45 p.m. on Sunday, 22nd August.

The film is about the deadliest gunman of the 1877 South-west who meets an inevitable challenger.

Part II**No. 40. STRENGTH.**

Increase with effect from 19-8-71 :—

Apram Jeet Singh	... N.P.B.
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B. R. Pasricha,
Headmaster.

THE LAWRENCE SCHOOL ORDERS.

SANAWAR, FRIDAY, 27TH AUGUST, 1971.

	Part I	Part II
	203—208.	<i>Nil</i>
No. 203. PROGRAMME		
	August.	
Sat. 28th ...	Mock Parliament	... 6-00 p.m.
	Supper	... 7-15 p.m.
Sun. 29th ...	Staff (Sr. School & P.D) meeting in the Bio. Lab.	... 10-00 a.m.
	Film cancelled	
	September.	
Sat. 4th ...	Swimming sports cancelled	
	Staff Club dinner	... 7-30 p.m.
Sun. 5th ...	Teachers' Day	
	Film	... 5-45 p.m.
	Supper	... 7-15 p.m.

No. 204. INSTITUTIONAL PLANNING.

Dr. S. N. Mehrotra, Co-ordinator of Studies, Asian Institute of Educational Planning and Administration, Government of India, will be visiting the School on Saturday 28th and Sunday 29th August.

There will be a staff dinner in the lower B. D. K. dining hall at 8-15 p.m. on Saturday 28th to enable staff to meet him informally. Matrons are not required to attend the dinner.

Dr. Mehrotra will address the staff in the Boiology Lab. from 10-00 a. m. to 12-00 noon of Sunday 29th, and all senior staff except Matrons are requested to attend.

No. 205. HOLIDAYS FOLLOWING FOUNDER'S.

Children will be allowed out of the school with their parents and guardians from 12-30 p.m. on 5th October, till 5-00 p. m. on 7th October. Children will not be permitted to leave the school before 12-30 p.m. on the 5th, as attendance at the Fête is compulsory.

All enquiries from parents may please be replied to in the light of the above.

No. 206. SENIOR STAFF FAMILIES' RATIONS.

Due to Founder's, fuel and rations will be issued as follows :—

Fuel	...	Friday, 8th October
Rations	...	Monday, 9th ,,

All staff concerned are therefore advised to keep this in mind when they draw their ration in September.

No. 207. PROVIDENT FUND.

All staff are requested to confirm the balances in their P.F. accounts as on 31st December, 1970, and sign the P. F. register on Monday, the 30th August, 1971.

No. 208. MEDICAL.

Gurinder Singh Dhillon (H.P.S.B.) is exempted from all physical activities till the end of the term.

(2) Rajiv Bhandari (V.B.S.) is exempted from all physical activities till 7th October 1971.

B. R. Pasricha,
Headmaster.

THE LAWRENCE SCHOOL ORDERS.

:o:

SANAWAR, FRIDAY, 3RD SEPTEMBER, 1971.

Part I
209—214.

Part II
41

No. 209. PROGRAMME

- | | | |
|------|---------|---|
| Sat. | 4th ... | Coaching cum competitive session with St. Stephen's College athletes.
(To be organised by Mr. Mundkur)
Supper for the School ... 7-15 p.m.
Sixth Form dinner for the Staff in Barne Hall ... 8-00 p.m. |
| Sun. | 5th ... | Coaching cum competitive session with St. Stephen's College athletes.
Sports for Staff, organised by the Sixth Form 2-30—3-30 p.m.
Film ... 6-00 p.m.
Supper ... 7-45 p.m. |

No. 210. TUTORS.

Mr. Harishpal Singh Dhillon is attached to Nilagiri House (B.D.) with effect from 1-9-71.

No. 211. SENIOR STAFF FAMILIE'S RATIONS,

With reference to School Order No. 206 dt. 27th August last it may please be noted that "Rations" will issue on Monday, 11th October (and not on the 9th October as erroneously printed).

No. 212. CHARGES FOR WATER CONSUMPTION.

With reference to School Orders Nos. 88 dt. 26-3-71 and 130 dt. 30-4-71 on the above subject, all concerned are reminded that the rates and scales for water consumption apply in all cases for not less than one accounting month at a time, and that changes, i.e. changes in the number of family members, whether an increase or decrease in numbers, must be intimated to the Engineer *in writing* before the 20th of a month in order to enable him to adjust water charges accordingly.

No. 213. MEDICAL.

Gayatri Sondhi (H.G.S.) is excused from P.T. and games till the end of the term.

No. 214. CINEMA.

The film RACING FEVER will be shown in Barne Hall at 6-00 p.m. on Sunday, 5th September.

The film, packed with action, thrills and spills, is the exciting story of teen-agers who live and love in fast boats and risk their lives for a medal.

Part II

No. 41. STRENGTH.

Decrease with effect from 31-8-71 :—

Navin Ansal

... S.B.S.

B. R. Pasricha,
Headmaster.

THE LAWRENCE SCHOOL ORDERS.

—:o:—

SANAWAR, FRIDAY, 10TH SEPTEMBER, 1971.

Part I
215—222.

Part II
42—45.

No. 215. PROGRAMME

Sun. 5th ... Film	... 5-45 p.m.
Supper	... 7-30 p.m.

No. 216. CHANGE IN DAILY ROUTINE TIME - TABLE.

With effect from Monday, the 13th September, the following changes will come into force (Mondays to Fridays). Daily routine time-table on Saturdays will remain unaltered :—

Assembly cancelled

Trooping Practice	8-30— 9-10 a.m.
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Hobbies Groups/Figure marching [Mon., Tues.,

Thus. & Fri.] (for those not involved in the

parades)	8-30— 9-10 a.m.
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Founder's singing practice on Wednesdays only

(for those not involved in the parade)	8-30— 9-10 a.m.
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Classes (30 mts.) 3 Schools	9-20—10-50 „
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Break	10-50—11-10 „
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Classes (30 mts.) 3 Schools	11-10—12-40 p.m.
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Opera Practice	1-40— 3-35 p.m.
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The rest of the programme will continue to be followed as it stands.

No. 217. FOUNDER'S DUTIES.

Founder's is drawing near and it is requested that all concerned staff members take timely action to avoid, as far as possible, any last-minute rush. In this connection attention is invited to School Orders Nos. 171 and 172, dated the 25th June, 1971, wherein the details of the duties have been given.

No. 218. FOUNDER'S—STAFF GUEST.

Members of the staff are well aware of the limitation of the school's resources. Much as we would like to extend help, it is regretted that it will not be possible to spare any beds or accommodate guests and visitors in school kitchens for meals.

While extending any invitations or accepting the requests of guests and parents, staff may keep these limitations in view.

Members of the staff may, if it helps, them, plead school policy in refusing requests for accommodation.

No. 219. POST-FOUNDER'S WOPs/SOPs.

WOPs and SOPs may be granted by all Housemasters/ Housemistresses at their own discretion after 12-30 p.m. on Tuesday, 5th October, till 5-00 p.m. on Thursday, 7th October.

No. 220. HEALTH INSURANCE SCHEME.

Decrease with effect from 1-9-71 :—

Anita Sethi	1
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No. 221. MEDICAL.

Ref. School Order No. 201 (2) dated 20-8-71 Bhupinderpal S. Bhasin (H.B.S.) is allowed to resume all physical activities with immediate effect.

No. 222. CINEMA.

The film FOOTPRINTS ON THE MOON—Apollo 11, will be shown in Barne Hall at 5-45 p.m. on Sunday, 12th September.

The film tells the story of the historic moon landing in awe-inspiring detail from liftoff to splashdown.

Part II

No. 42. LEAVE.

The following members of the staff were granted earned leave for the period shown against their names :—

Mr. K.D. Atri	Jr. Clerk	14-8-71	—	1 day
„ Mathra Dass	Jr. Clerk	23-8-71—25-8-71—		3 days
„ Joti Singh	Head Tailor	2-8-71	—	1 day
„ Sham Lal	Cook	30-7-71—13-8-71—		15 days

2. Mr. Ishar, Sweeper, was granted 7 days earned leave with effect from 14-6-71 to 20-6-71 and one day's leave without pay on 13-6-71, being his absence from duty.

No. 43. APPOINTMENTS.

Mr. Chaudhary No. II, temporary Bakery Mazdoor, is appointed temporary Bearer with effect from the forenoon of 20-8-71.

2. Mr. Jhanker Singh is appointed temporary Bakery Mazdoor with effect from the forenoon of 20-8-71.

No. 44. RESIGNATION.

Mr. Sham Lal, Cook, vacated his appointment with effect from the afternoon of 13-8-71, having resigned.

No. 45. TERMINATION OF SERVICES.

The services of Mr. Jhanker Singh, Mali on probation, were terminated with effect from the afternoon of 19-8-71.

2. The services of Mr. Data Ram Sharma Asstt. Music Master were terminated with effect from the afternoon of 7-9-71.

B. R. Pasricha,
Headmaster.

THE LAWRENCE SCHOOL ORDERS

:o:

SANAWAR, FRIDAY, 17TH SEPTEMBER, 1971.

Part I

223—231.

Part II*Nil.***No. 223. PROGRAMME**

September.

Sun.	19th	Opera Run-Through	...	9-30—12-00 noon
		Film	...	4-30 p.m.
		Supper	...	7-15 p.m.
Tue.	21st	Marks to Form Staff	...	1-00 p.m.
Wed.	22nd	Prep. cancelled till further notice		
Thu.	23rd	Mark books handed in to Sr. Mistress	...	9-00 a.m.
Fri.	24th	Breakfast	...	7-45 a.m.
		Trooping/Hobbies/Fg. marching		8-30— 9-10 a.m.
		Mark Reading in Form Rooms		9-20—10-20 a.m.
		Founder's programme comes into effect.		
		Hindi Declamation Contest	...	6-00 p.m.
		Supper	...	7-15 p.m.

No. 224. FOUNDER'S ARRANGEMENTS.

A detailed time-table for Founder's and O.S. Day is given below for the information and necessary action of all concerned :—

Saturday, 2nd October

8-00 a.m.	Flag Hoisting & Special Assembly (for G. Jayanti) Birdwood
9-30 a.m.	Athletics
12-00 noon	Coffee for Parents—Gaskel Hall
1-15 p.m.	P.D.—Founder's lunch
5-00 p.m.	Staff Play

Sunday, 3rd October

10-00 a.m.	O.S. Netball—Barnes
11-00 a.m.	O.S. Hockey—Barnes
3-15 p.m.	Tea
4-30	Prep School Concert

6-15 p.m.	Light Supper
7-15 „	Tattoo
8-45 „	Cocoa & Biscuits for all children

Monday, 4th October

7-45 a.m. G.D. & B.D.	Breakfast
8-30 „	Assembly (Chapel)
10-00 „	School Colour Parade
12-00 noon	Speeches
1-15 p.m.	B.D. & G.D.—Founder's Lunch
4-00 „	Tea
5-00 „	School Concert
7-15 „	Supper

Tuesday, 5th October

8-00 a.m.	Breakfast
10-30 a.m.	Fête
1-15 p.m.	Lunch
2-30 „	O.S. Meeting—Club
4-00 „	O.S. Tea—Club
4-00 „	Tea (School children)
5-45 „	Cold supper (School children)
7-00 „	O.S. Dinner—Parker Hall
8-15 „	Cocoa (School children)
8-30 „	O.S. Dance—Barne Hall

N.B.—Arts and Crafts exhibition will be open from 2-00 to 4-00 p.m. on 2nd, 3rd and 4th October.

2. Founder's lunch at 1-15 p.m on 2nd (P.D.) and 4th (B.D./G.D.) October will be arranged Department-wise. Husbands and wives of the staff are very cordially invited. Staff will please inform Matrons I/c Kitchens before Friday, 24th September as to where they will be lunching.

3. **O.S. Dinner** : A charge of Rs. 2/- per head is fixed for this dinner. It is hoped that as many staff members and their wives and husbands as possible will attend. Staff will please notify the Bursar in writing before Friday, 24th September, giving the number of suppers required.

4. **Meals** : Arrangements have been made to enable guests and visitors to take meals, snacks, refreshments etc., etc. from a caterer at the swimming pool on 2nd, 3rd, 4th and 5th October.

Sweetmeats will also be available from the School halwai at his shop at the Bakery as usual. School kitchens are not permitted to cater for visitors or staff guests in dining halls even on payment.

5. **Transport** : It has been arranged that the school bus will be available for transporting from Kasauli (near SSO's Office) to the school bakery and back, for the functions given below, those parents who do not have their own transport with them. The bus will normally leave Kasauli about 1¼ hours before the scheduled time of the school function concerned and will leave the bakery on the return journey half an hour after the end of the function in question (except where otherwise stated). Each of the following functions only will be covered :—

- (i) Prep. School Concert
(first performance)
- (ii) School Concert
(first performance)
- (iii) Staff play (Bus will leave for Kasauli again
(first performance) after the Tattoo)
- (iv) Tattoo
(first performance)
- (v) Athletics (Bus will leave for Kasauli again at
1-00 p.m.)
- (vi) Staff play
- (vii) Prep School Concert (Bus will leave for Kasauli again
after the Tattoo).
- (viii) School Colour Parade (Bus will leave for Kasauli again
after the Speeches)
- (ix) School Concert.
- (x) Fete (School children will **not** be allowed in the bus after
the Fete, even with their parents).

(6). **Dress Rehearsals/First performances.**

	<i>Dress Rehearsal</i>	<i>First performance</i>
	<i>Wed. 29th Sept.</i>	<i>Thu. 30th Sept.</i>
P.D. Concert	9-00 a.m.—12-00 noon	10-45 a.m.—12-15 p.m.
School Concert	2-00—4-00 p.m.	5-00—7-15 p.m.
	<i>Tue. 28th Sept.</i>	<i>Fri. 1st Oct.</i>
Staff Play	4-00—6-30 p.m.	4-00—6-30 p.m.
Tattoo	7-15—8-30 p.m.	7-15—8-30 p.m.

Staff members are well aware of the limited accommodation which we have, and it is requested that they kindly give preference on the final days of the various indoor functions, to School guests and invitees as far as possible.

No. 225. WINTER KIT.

Winter kit will be taken into use from Friday, 1st October. House Staff will please check up that children in their Houses have woollen vests to wear when necessary.

No. 226. POCKET MONEY.

Pocket money at Rs. 20/- per child, plus the usual extra amount for foreign postage, will be issued for October to the House Staff to allow children to meet expenses for the fete as well.

No. 227. WOPs & SOPs.

House Staff are asked to curtail WOPs and SOPs till after Founder's for those children who are needed for practices.

No. 228. PROVIDENT FUND.

Attention of the Staff is invited to S.O. Part I No. 207, dated 27-8-71, and those members who have not yet signed the P.F. register are reminded to sign it as early as possible.

No. 229. HEALTH INSURANCE SCHEME.

Increase with effect from 1-9-71 :—

Baby Anjali Rene Solomon I

No. 230. ADMINISTRATIVE HOLIDAYS.

In lieu of the holidays missed on account of Founder's the administrative staff will observe 6th and 7th October as holidays.

The Tuckshop will, however, observe a holiday on Monday 11th October.

No. 231. CINEMA.

The Hindi film KABULIWALA, starring Balraj Sahni and Usha Kiren, will be shown in Barne Hall at 4-30 p.m. on Sunday, 19th September.

B. R. Pasricha,
Headmaster.

THE LAWRENCE SCHOOL ORDERS.

:o:

SANAWAR, FRIDAY, 24TH SEPTEMBER, 1971.

	Part I	Part II
	<i>232—236.</i>	<i>Nil.</i>
No. 232. PROGRAMME		
	September.	
Fri.	24th ... Founder's programme comes into effect Hindi declamation contest Supper	... 6-00 p.m. ... 7-15 p.m.
Sat.	25th ... Letter writing to be organised in dormitories by House Staff	
Wed.	29th ... Tattoo dress rehearsal (instead of Tue. 28th as previously published)	... 7-15 p.m.
Thu.	30th ... P.D. first performance School Opera first performance Supper	... 10-45 a.m. ... 5-00 p.m. ... 7-45 p.m.
	October.	
Fri.	1st ... Staff play first performance Supper Tattoo first performance Cocoa	... 4-00 p.m. ... 6-30 p.m. ... 7-15 p.m. ... 8-35 p.m.

Note : From Sat. 2nd Founder's detailed time-table as published in School Order of 17th Sept. will be followed.

No. 233. ATTENDANCES AT THE FINAL PERFORMANCES.

Staff Play	}	L-V & above (U-IV in reserve)
P.D. Concert		
Speeches		
School Concert		U-V & above (L-V in reserve).

Seating for the School children will be provided in the Gallery. Staff and visitors will be accommodated in the body of the Hall.

Staff their families and friends are advised to attend the First Performances rather than the Second Performances.

No. 234. NON - ATTENDANCE OF CLASS IV STAFF AT FOUNDER'S EVENTS.

It is regretted that, for administrative reasons, it will not be possible for Class IV servants and their family members to watch or be present at the following events during Founder's :—

Athletics	Tattoo (final performance)
Fete	Parade (—do—)

Class IV Staff and their family members may, however, attend both the dress rehearsal of the Tattoo at 7-15 p.m. on Peacestead on Wednesday 29th September and the first performance thereof on Friday, 1st October.

Class IV staff and their family members are also NOT permitted in Barne Hall or near and around Birdwood School or in the upper School area at any time except for purposes of their normal official duties there.

Will the heads of all departments kindly explain the above very clearly to all Class IV staff working under them, and impress upon them that these instructions have to be strictly complied with by all concerned, and that they must pass them on to their own family members, for whom they will be held responsible.

No. 235. ADMINISTRATIVE HOLIDAY.

Thursday, 30th September, will be observed as a holiday by the administrative staff, so far as is possible in consideration of preparations for Founder's, on account of Dusehra. Heads of Departments may require any persons working under them to be on duty, however, where considered necessary. Such persons may be given a holiday on any other day by the Head of Department concerned.

No. 236. ICE - CREAM SALE.

It is regretted that there will be no sale of ice-cream on Sunday, 26th September.

B. R. Pastricha,
Headmaster.

THE LAWRENCE SCHOOL ORDERS.

—:O:—

SANAWAR, FRIDAY, 1ST OCTOBER, 1971.

Part I

237—239.

Part II

Nil.

No. 237. POCKET MONEY.

Reference School Order No. 226 dt. 17-9-71, Rs. 22/- per child, plus extra for foreign postage, will now be issued for October. This includes Rs. 2/- per child for Diwali.

No. 238. POST FOUNDER'S WOPs/SOPs.

In partial modification of Order No. 219 dt. 10th September last, WOPs and SOPs may now be granted till 5-00 p.m. on Friday 8th October.

No. 239. SENIOR STAFF FAMILIES' RATIONS.

All concerned are reminded that fuel and rations will be issued on Friday, 8th and Monday, 11th October respectively.

B. R. Pasricha,
Headmaster.

THE LAWRENCE SCHOOL ORDERS.

—:o:—

SANAWAR, FRIDAY, 8TH OCTOBER, 1971.

Part I

240—245.

Part II

Nil.

No. 240. FOUNDER'S.

The Headmaster would like to convey his deep appreciation for all that was arranged in connection with Founder's Day. He is well aware that to make these functions such a success has meant weeks and weeks of hard toil and extra work by all concerned, staff and students alike—some working behind the scenes. Well done, and keep it up. He would, however, welcome any suggestions from all quarters for any improvements.

No. 241. AFTER—FOUNDER'S STAFF MEETING.

There will be a full senior staff meeting in M.C.R. at 3-00 p.m. on Thursday, 14th October, 1971.

No. 242. ARTICLES LOANED BY STORES.

Articles taken on loan for Founder's may please be returned to Stores immediately, if not already done.

No. 243. FETE MONEY.

All cash takings at the Fete should be deposited with the Cashier immediately, if not already done. Would all concerned please do this now?

No. 244. TUCK SHOP HOLIDAY.

All concerned are reminded that the Tuck Shop will observe a holiday on Monday next, 11th Oct., and will remain closed on that day.

No. 245. CINEMA.

The film *BATMAN*, starring Adam West, Burt Ward, Lee Meriwether, Cesar Romero, Burgess Meredith and Katty Jurado, will be shown in Barne Hall at 6-00 p.m. on Sunday, 10th October.

The film is about the valiant adventures of popular heroes Batman and Robin.

B. R. Pasricha,
Headmaster.

THE LAWRENCE SCHOOL ORDERS

—:O:—

SANAWAR, FRIDAY, 15TH OCTOBER, 1971.

	Part I	Part II	
	246—256.	46—48.	
No. 246 PROGRAMME.			
Sat. 16th	Festival Hockey Match	... 3-00 p.m.	
	Staff, wives/husbands and visiting O. S., are cordially invited to stay on for tea with the teams.		
Sun. 17th	Eye Specialist's visit postponed to 25th Oct.		
	Film	... 6-00 p.m.	
	Supper	... 7-45 p.m.	
Mon. 18th	Deepawali Holiday		
	Bonfire	... 6-15 p.m.	
	Dinner	... 7-45 p.m.	
Sat. 23rd	Hockey XI leave for Simla	... 2-15 p.m.	
	B. C. S., Colts and Atoms arrive.	... 5-00 p.m.	
	English Debate	... 6-00 p.m.	
	(Instead of Friday 22nd)		
	Supper	... 7-45 p.m.	
	Vintage Car Rally postponed		

No. 247. I.S.C. EXAMINATION TIME - TABLE, 1971.

November				
Wed.	3rd	9-00— 9-30 a.m.	}	Hindi Dictation
		9-45—10-15 a.m.		
		11-15 a.m.—12-00 noon	}	Hindi Aural Comprehension
		12-15— 1-00 p.m.		
Thu.	4th	9-00 a.m. onwards		Hindi Oral Test (Contd. on 5th if necessary)
Fri.	5th	9-30 a.m.—12-00 noon		Plant Life (Art)
Mon.	8th	9-00—11-00 a.m.		Chemistry Practical
		1-30— 4-30 p.m.		Imaginative Comp. (Art)
Tue.	9th	9-00—11-30 a.m.		Biology Practical
		9-30 a.m.—12-00 noon		Object Drawing (Art)
Wed.	10th	9-00—11-15 a.m.		Physics Practical
Thu.	11th	1-00—2-00 p.m.		Health Science 1

Fri.	12th	9-00—10-00 a.m.	Hindi (B) 1
		10-15—10-45 a.m.	Hindi (B) 2
		1-00— 3-00 p.m.	Geography 2
Mon.	15th	9-00—11-30 a.m.	Indian History
Tue.	16th	9-00—10-30 a.m.	English Language 1
		10-45 a.m.—12-15 p.m.	English Language 2
Wed.	17th	1-30— 4-00 p.m.	Physics (Theory) 2
Mon.	22nd	9-00—11-30 a.m.	English Literature
		1-00— 3-15 p.m.	Geography 1
Tue.	23rd	9-00—10-30 a.m.	Arithmetic
		9-00—11-30 a.m.	Addl. Maths. 1
Wed.	24th	9-00—10-30 a.m.	Algebra
		1-00— 3-30 p.m.	Biology
Thu.	25th	9-00—10-00 a.m.	Physics (Theory) 1
		1-00— 3-30 p.m.	Health Science 2
Fri.	26th	9-00—11-00 a.m.	Geometry
		12-15— 1-15 p.m.	Chemistry (Theory) 1
		2-00— 4-30 p.m.	Chemistry (Theory) 2
Mon.	29th	9-00—11-00 a.m.	Addl. Maths. 2
Tue.	30th	8-45—10-45 a.m.	Addl. Maths. 3

No. 248. DIWALI.

Diwali falls on Monday 18th October next, and will be observed as a holiday by both the School and the administrative staff except the Engineering Department (which will instead observe Tuesday, 19th October as a holiday on account of Vishwakarma).

Extra pocket money Rs. 2/- per child has already been issued to Housemasters/Housemistresses along with the pocket money for October.

The bonfire for Prep School will be from 5-45 p.m. on the Net-ball field of P.D. and for the Senior School will be from 6-15 to 7-00 p. m. on Peacestead.

Adequate safety precautions will be observed by all. Girls will wear skirts for the bonfire.

There will a dinner at 7-45 p.m. departmentwise. Husbands/ wives of the Staff are cordially invited. Staff should inform the Kitchen Matrons by lunch time on Saturday, 16th October, which department they wish to attend.

Fireworks will be on sale cash in the three departments against as detailed below :—

Saturday 16th, October

P. D. ... P.D. Assembly Hall from 2-00 p. m. to 5-00 p.m.

Sunday 17th, October

B. D. ... Gaskell Hall from 9-00 a. m. to 12-00 noon

G. D. ... Honoria Court from 2-00 p. m. to 4-00 p. m.

The Tuck Shop will remain open on Monday, 18th Oct.

No. 249. SOCCER—1971.

1. The following are House positions :—

Himalaya	... 11 points	Nilagiri	... 10 points
Vindhya	... 11 ,,	Siwalik	... 4 ,,

2. The following have been awarded Colours :—

- | | |
|------------------------|------------------------|
| 1. Anil Kalia | 4. Gurinder Singh Brar |
| 2. Jaspal Singh Sandhu | 5. Krishan Gopal |
| 3. Sandip Bagchi | |

No. 250. SOCCER MERIT CERTIFICATE.

The following have been awarded Merit Certificate for 1971 :—

- | | |
|-------------------------|------------------------|
| 1. Anil Kalia | 2. Jaspal Singh Sandhu |
| 3. Gurinder Singh Brar. | |

No. 251. ATHLETICS—1971.

The results of the athletics competition held on 2nd October are as under —

	Cock House					
	B.D.		G.D.		P.D.	
Himalaya	159	II	51	III	61	I
Nilagiri	152	III	105	I	46	IV
Siwalik	166	I	75	II	54	III
Vindhya	126	IV	20	IV	56	II
Winner	Siwalik		Nilagiri		Himalaya	

No. 252. ATHLETICS.

The following boys represented the School at the Inter-Public Schools Athletics Meet, held at Patiala on the 9th & 10th October, 1971:—

- | | |
|------------------------|------------------|
| 1. J.S. Sandhu (Capt.) | 6. G.S. Brar |
| 2. B.P.S. Bhasin | 7. A. Kalia |
| 3. P. Saran | 8. R.S. Nalwa |
| 4. K. Sondhi | 9. Manmegh Singh |
| 5. R. Kadan | 10. S.S. Sekhon |

11. Hardeepak Singh Gill 14. M. Chopra
 12. N.S. Goshal 15. J.S. Sokhey
 13. J.S. Bhattal
 Reserve :— M.P. Singh

No. 253. P. T.

The following boys have been awarded Proficiency Certificates.

Jaspal Singh Sandhu	(S)	Virendra K. Patole	(N)
Anil Kalia	(N)	Sanjiv Nanda	(N)
Raj Singh Jamwal	(H)	Jyoten Kandel	(S)
Pradeep Saran	(S)	Harsh Mohan S. Tanwar	(V)
Vivek Mehra	(H)	Suren Hira	(S)

The results of the Inter-House P. T. Competition held on Wednesday, 13th October are published for the Record B.D. & G.D.

Cock House		B. D.		G. D.
First	Siwalik	... 80.22	Himalaya	... 89½
Second	Himalaya	... 76.81	Siwalik	... 89
Third	Nilagiri	... 73.91	Vindhya	... 88
Fourth	Vindhya	... 71.75	Nilagiri	... 82
Best Gymnasts 1971	...	{ Raj Singh Jamwal Jayant Nanda		

No. 254. PREFECTSHIP.

Krishan Gopal (N.B.D.) is demoted from House Prefect-ship with effect from 11-10-71.

No. 255. HEALTH INSURANCE SCHEME.

Increase with effect from 1st October, 1971 :—

Mr. M. Benedict	... 1	Mr. E. Sequeira	... 1
Mrs. B. Benedict	... 1	Mr. C.B. Abraham	... 1

No. 256. CINEMA.

The film RIVER OF NO RETURN, starring Marilyn Monroe, Robert Mitchum and Rory Calhoun will be shown in Barne Hall on Sunday, 17th October.

The film is a story of adventure, excitement and romance. It is a spectacular drama of human endurance against the fury of the elements.

2. The All-India Radio broadcast from Simla covering our Founders will be played back at 6-00 p.m. before the start of the film.

Part II

No. 46. LEAVE.

The following members of the staff were granted earned leave for the period shown against their names :—

Mr. Mathra Dass	Jr. Clerk	{ 8-9-71— 9-9-71—2 18-9-71—20-9-71—3	days
„ Chet Ram	Asstt. Printer	3-9-71— 4-9-71—2	days
„ Khiali Ram	Khalasi	18-9-71 —	1 day
„ Prem Chand	Mazdoor	3-9-71— 4-9-71—2	days
„ Joti Singh	Head Tailor	15-9-71 —	1 day
„ Rattan Singh	Head Cook	15-9-71—16-9-71—2	days
„ Bahadur Singh	Cook	10-9-71 --	1 day

No. 47. RESIGNATION.

Mr. Subash Babbar, temporary Smithy Mate-cum-fitter, vacated his appointment with effect from the afternoon of 30th September, 1971, having resigned.

No. 48. EXTENSION OF SERVICE.

The following members of the staff have been granted one year's extension in service with effect from the dates shown against their names :—

Mrs. A. Daniel	House Matron	... 20- 9-71
„ R. Nair	Kitchen Matron G.D.	... 21- 9-71
„ Harbakash Kaur	Mistress	... 6-10-71

B. R. Pasricha,
Headmaster.

THE LAWRENCE SCHOOL ORDERS.

:o:

SANAWAR, FRIDAY, 22ND OCTOBER, 1971.

	Part I <i>257—263.</i>	Part II <i>Nil</i>
No. 257 PROGRAMME.		
Sat.	23rd Hockey XI leave for Simla	... 1-15 p.m. (packet lunches)
	B. C. S., teams arrive at about	... 5-00 p.m.
	I—H English Debate 6-00 p.m.
	Supper 7-20 p.m.
Sun.	24th Hockey vs. B.C.S. (Barnes)	
	Atoms match 10-00 a.m.
	Colts match 11-00 a.m.
	XI returns from Simla	
	Supper 7-00 p.m.
Mon.	25th Eye Specialist's visit	
	I—H Senior Hockey league commences.	
Sat.	30th I—H Hindi Debate 5-30 p.m.
	(Instead of Friday 29th)	
	Supper 7-00 p.m.

No. 258. INCOME - TAX REBATE.

Income tax rebate is admissible on account of C.T.D. (10 years or more) and life insurance premia. Would all staff members who wish these to be taken into account for their income-tax calculations please inform the Accountant in writing before 27th October, 1971 of the total amount of premia etc. paid by them annually from their own resources other than amounts deducted from their school salary bills.

No. 259. ACADEMIC—HEADMASTER'S SPECIAL LIST.

The following children are placed on the Headmaster's Special List. They will with effect from 28-10-71 report to the Headmaster in his Office at the times and on the days mentioned (except when these are School holidays):—

Vindhya B.D. at 13-45 hrs. on Thursday every week.

Surinderpal S. Dhaliwal	LIVA	Amit Whig	UIIIB
Anil Bhalla	LIVB	Gurbax Singh Gandhoo	UIIIB
Baljeet Singh Hundal	LIVB	Nikhil Sawhney	LIIIA
Shivinderpal Singh	UIVA	Puneet Wig	LIIIA
Paramjit S. Grewal	LVA	Himmat Singh Sandhu	LIIIA
		Parminder Singh Sandhu	UIIIA

Himalaya, Nilagiri & Siwalik B.D. at 13-45 hrs. on Friday every week**Himalaya B.D.****Siwalik B.D.**

Pankaj Gupta	UIVB	Jagjot Singh Kalra	LVB
Prabhdeep Sethi	LIIIB	Digvijay S. Jhina	LVB
Amarjit S. Bhasin	LIIIB	Harreet Sing Gill	UIVA
		Pratap Hoon	UIIIB
Roy James Ewing	LVB	Sanjay Dutt	UIIIA
Pradeep Chaudhary	LVB	Vikram Malhotra	LIIIB
Rapinder Chahal	LVA		
Kr. Kishen Singh	LIIIB		
Vikram Singh Ghuman	LIIIA		

G.D.—at 13-45 hrs. on Saturday every week.**Himalaya****Siwalik**

Seema Sikri	LIIIB	Bindu Talwar	LIVB
Amita Mohan	LVA	Seema Seth	LIVA
		Meenakshi Bajaj	LIVA
Sadhna Chhabra	LIIIB	Paramjit Sidhu	UIVA
Swaran Dev Kaur	UIIIB		
		Vindhya	
Latika Kumari	LVB	Amita Bhalla	LIIIB
Tejinder Kaur Sandhu	LVB	Kiranpal Bans	LIIIB
		Guramrit Sandhu	LIIIB

No. 260. CONDEMNATIONS.

Condemnations, except of Kitchen Matrons and House Matrons, will be arranged by the Bursar as soon as stock-holders request him in writing to do so.

Condemnations of Kitchen Matrons and House Matrons of all the three Departments will be conducted between the 14th and 21st November, according to a programme that will be issued to them separately. They should therefore start to take necessary action in the matter now.

No. 261. HOCKEY.

The following will represent the School 1st XI in the match to be played in Simla against B.C.S., on 24th Oct. '71 :—

J. S. Sandhu (Capt.)	Gurinder Brar
Anil Kalia (V. Capt.)	Shivinderbir Singh
Bhupinderpal S. Bhasin	S. S. Sekhon
Sandip Bagchi	Neeraj Madhok
J. S. Bhattal	N. S. Ghoshal
Ravinder Kadan	

Reserves : Gurdip S. Scra and J. S. Sokhey

2. The following will represent the School Colts in the match to be played in Sanawar against B.C.S., on 24th Oct. '71 :—

Malvinder Brar (Capt.)	Digvijaya Singh Jhina
Sumit Bagchi (V. Capt.)	Vikram Verma
Sanjeev Kandel	Ranjit Dhody
Ashok Kaushik	Jitender Chandail
Rupinder Singh	Harpreet Singh Sidhu
Chetan Desai	

Reserves : P. S. Gyani and N. S. Brar

3. The following will represent the School Atoms in the match to be played in Sanawar against B.C.S., on 24th Oct. '71 :—

Bhoopinder Sawhney (Capt.)	Sanjiv Suri
Jagmohan Bakshi (V. Capt.)	Puneet Sikand
Parminder Singh	Bhoopinder K. Gupta
Amarjot Singh Gyani	Vineet Kapoor
Rajiv Khanna	Vijay Singh Kadan
Saravjit Singh Bhandari	

Reserves : Jogesh Sawhney, Sanjay Nagpal and Sanjiv Berry

No. 252. FETE FUND COMMITTEE.

The Fete Fund Committee, detailed below, will meet in the Headmaster's Office at 2-30 p.m. on Tuesday, 26th October :—

Headmaster	... Chairman
Bursar	... Secretary
Deputy Headmaster	} ... Members
Senior Mistress	
Mistress I/c P.S.	
Head Boy	} ... Co-opted members.
Head Girl	

No. 263. CINEMA.

It is regretted that there will be no film this week.

B. R. Pasricha,
Headmaster.

THE LAWRENCE SCHOOL ORDERS.

:o:

SANAWAR, FRIDAY, 29TH OCTOBER, 1971.

Part I		Part II	
264—271.		<i>Nil</i>	
No. 264. PROGRAMME.			
October.			
Sat.	30th	I—H Hindi Debate 5-30 p.m.
		Supper 7-00 p.m.
Sun.	31st	Supper 7-00 p.m.
November.			
Mon.	1st	Sixth Form formal teaching ends.	
Tue.	2nd	Guru Nanak's Birthday. Holiday.	
Wed.	3rd	I.S.C., Dictation & Aural,	
Thu.	4th	Hindi Oral Test.	
Fri.	5th	Plant Life (Art)	
Sat.	6th	VI Form Picnic.	

No. 265. INDIAN SCHOOL CERTIFICATE EXAMINATIONS : 1971.

(1) Mrs. Pasricha joins the Headmaster in wishing all the best to all the students of Form VI in the coming I.S.C. Examination. While the prayers and good wishes of all staff and the families of the staff are with them, they are urged to concentrate fully on their studies.

(2) The Upper Chemistry, Physics & Biology labs. will not be used for Science lessons from Mon. 8th to Wed. 10th Nov. The Art Room will not be used for Art Hobbies on Nov. 5th, 8th, 9th.

Barne Hall will be 'out of bounds' from Wed. 10th to Mon. 29th Nov. except for CINEMA shows. While Barne Hall is in use for the I.S.C. examinations, staff and pupils are requested to make every effort to keep noise down to a minimum. U-V B and Geog. Room lessons will be conducted in VI-B and VI-A respectively.

No. 266. DISCIPLINE SIXTH FORM.

There will be no formal teaching classes with effect from Monday, 1st November. Teachers will however, be available in the Common Room to meet requests for assistance.

Sixth Formers will attend Assembly in the morning and Prep in the evening.

Boys will confine themselves from the swimming pool diving board end to their own area, and the girls will confine themselves to Peacestead and Holiday House. If Sixth Formers are in the vicinity of Birdwood, they will confine themselves to class-rooms and will not sit outside in the sun, to avoid causing a disturbance to other classes.

Radios will not be turned on before lunch.

All boys and girls will be neatly dressed in school uniform at all times. Sixth Form boys may wear long trousers if they wish.

No. 267. APPOINTMENTS BAND 1971.

The following appointments have been made :—

C.S.M. ... Ravinder Kadan

Sergeant ... Anil Dass

Corporals

Satdev Bajaj Gaurav S. Rana

Jyotin Kandal Vasant K. Dhar

Jagrup S. Khara

Lance Corporals

Neeraj Madhok Pardeep Chaudhry

Hardeepak S. Gill Satinderpal S. Sidhu

No. 268. APPOINTMENTS: N.C.C. 1971.

The following appointments have been made :—

C.S.M. ... Suren Hira

Sergeants

Gurinder S. Brar Jaspal S. Sandhu

Anil Kalia Krishan Gopal

Rupinder S. Sidhu

Corporals

Raj Singh Jamwal Sandip Bagchi

Lance Corporals

Jasjit S. Bhattal	Gurinder S. Dhillon
Nasjit S. Ghoshal	Robinder Chadha
Ajaipal S. Randhawa	Vijay Kumar Sharma
Vinay Grover	K. Hargopal Singh
Vikram Advani	Ravinder S. Nalwa
Sumesh Sirkeck	Pradeep Saran
Vivek Mehra	Vijay Singh
Jatinder Singh Pannu	Karanjit Sondhi
Virinder K. Patole	H.M.S. Tanwar
Sanjiv Nanda	Kulbhushan Oswal

No. 269. CIVIL DEFENCE COMMITTEE.

In view of the prevailing tense situation a Committee consisting of :

Headmaster	Chairman
Bursar	Secretary

and Dy. H.M., Sr. Mistress, Mistress I/c P.D., R.M.O., Engineer and Q.M. members with powers to co-opt more members as required, is constituted for initiating Civil Defence measures for the protection of students, staff, families and property.

No. 270. ADMINISTRATIVE HOLIDAY.

The administrative staff will observe Tuesday, 2nd Nov., as a holiday on account of Guru Nanak's birthday.

The Tuck Shop, however, will remain open.

No. 271. CINEMA.

It is regretted that there will be no film this week.

B. R. Pasricha,
Headmaster.

THE LAWRENCE SCHOOL ORDERS.

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SANAWAR, FRIDAY, 5TH NOVEMBER, 1971.

Part I		Part II	
272—280.		<i>Nil</i>	
No. 272. PROGRAMME.			
November.			
Sat.	6th	VI Form picnic VI Form breakfast.	... 7.30 a.m.
Sun.	7th	Film ... Supper 4-30 p.m. ... 7-30 p.m.
Mon.	8th	I.S.C., Chemistry Practical ... Imaginative Comp. (Art)	... 9-00—11-00 a.m. 9-30 a.m.—12-30 p.m.
Tue.	9th	Biology Practical ... Object Drawing (Art)	... 9-00—11-30 a.m. 9-30 a.m.—12-00 noon
Wed.	10th	Physics Practical	... 9-00—11-15 a.m.
Thu.	11th	Health Science I ... Lunch for Health Science Gp.	... 1-00—2-00 p.m. 12-15 p.m.
Fri.	12th	Hindi (B) I ... Hindi (B) II ... Geography 2 ... Lunch for Geog. Gp. ... Jr. Eng. debate cancelled	... 9-00—10-00 a.m. ... 10-15—10-45 a.m. ... 1-00—3-00 p.m. ... 12-15 p.m.
Sat.	13th	P.D. Picnic. Film ... Supper 5-00 p.m. ... 6-45 p.m.

No. 273. STOCK REQUIREMENTS FOR 1972.

Stock-holders, except Kitchen Matrons and House Matrons, are requested to give a list of their requirements for the year 1972 to the Bursar by the 20th November next. Lists of requirements of Kitchen Matrons and House Matrons will be prepared by them and given to the Bursar after condemnations of their stocks have been conducted. Details regarding sizes of socks, stockings, shorts, shirts, games pullovers etc. etc., should be mentioned against all items.

No. 274. LEAVE ENTITLEMENTS TO VACATION DEPARTMENT STAFF.

A file containing entitlements to vacation leave and to leave other than vacation leave, and particularly entitlements to such leave on giving or receiving notice in writing, is available in the School Office.

Will those members of the Vacation Department who have not already signed the file as having been seen and studied and understood please do so immediately, but not later than the 20th of this month.

No. 275. RESIGNATION OF MEMBERS OF THE VACATION STAFF.

School Rule 10 (x) and (xii) requires that if a member of the vacation Staff, whether permanent (i.e. confirmed), temporary or on probation, wishes to resign with effect from the end of this term he must, in order to secure his full entitlement to winter vacation pay, submit his resignation in writing to the Headmaster by the end of the term.

In this connection it is clarified that a staff member resigning with effect from the end of this term will receive his full entitlement to winter vacation pay irrespective of the actual date of his notice of resignation, provided that the notice reaches the Headmaster by the end of the term. For the purpose of winter vacation pay the notice will then be deemed to take effect from the day immediately following the last day of the term.

Staff members wishing to resign are therefore requested to submit their notice of resignation to the Headmaster as soon as possible, and in no case later than ten days before the end of this term, in order to enable all necessary administrative arrangements to be made in good time.

No. 276. IMPROVEMENTS, ALTERATIONS, SPECIAL REPAIRS TO SCHOOL BUILDINGS DURING THE WINTER VACATION.

Would anyone, including House Staff, Kitchen Matrons, House Matrons, Heads of Departments etc., wishing to suggest any improvements, alterations, additions or special (as opposed to routine) repairs to School buildings during the forthcoming winter Vacation please send in their suggestion in writing to reach the

Bursar not later than 14th November next. This will enable such suggestions to be given proper consideration, including discussion on the spot with the sponsor and other persons concerned.

No. 277. BUILDINGS.

The Engineer will arrange to inspect all the doors and windows of dormitories and residences etc., and ensure that they close properly and that each has a bolt. Staff concerned should see that this work is done before the 22nd November next.

No. 278. VI FORM PICNIC : SAT. 6th NOV.

The VI Form picnic will be at Pinjore. The School bus and one public bus will leave from the Quad., at 8-15 a. m. The Sixth Formers will have their breakfast at 7-30 a.m., and be present at the Quad., at 8-00 a.m. The return journey from Pinjore will begin at 4-30 p m. Miss Chatterji and M/s Jagdish Ram and B.P. Joshi will accompany the Sixth Formers.

No. 279. SCHOOL MAGAZINE 1971.

Will all House Staff and Staff I/c games and other activities please ensure that full reports are submitted into the School office at the earliest to enable the printing office to proceed with the preparation of material for the Magazine.

Articles of outstanding merit will be suitably rewarded.

Please treat this as urgent.

No. 280. CINEMA.

The Hindi film WAQT, starring Sunil Dutt, Sadhna and Raj Kumar, will be shown in Barne Hall at 4-30 p.m. on Sunday, the 7th November.

Supper will be at 7-30 p.m.

B. R. Pasricha,
Headmaster.

THE LAWRENCE SCHOOL ORDERS.

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SANAWAR, FRIDAY, 12TH NOVEMBER, 1971.

	Part I		Part II
	281—291.		49—52
No. 281. PROGRAMME.			
November.			
Sat.	13th	P.D. Picnic.	
		Film	5-30 p.m.
		Supper	7-15 p.m.
Sun.	14th	Children's Day Special	
		Assembly (Chapel) ...	9-30 a.m.
		Prep. School photographs.	
		I—H Shooting finals ...	10-30 a.m.
		Pagal Gymkhana ...	2-30 p.m.
		Staff Club tea ...	4-30 p.m.
		Staff Photograph ...	5-15 p.m.
		Staff Club meeting ...	5-30 p.m.
Mon.	15th	Indian History (I.S.C.) ...	9-00—11-30 a.m.
Tue.	16th	Eng. Lang. I ...	9-00—10-30 a.m.
		Eng. Lang. II ...	10-45 a.m.—12-15 p.m.
Wed.	17th	Physics (Theory) 2 ...	1-30— 4-00 p.m.
		Lunch for Physics Gp. ...	12-45 p.m.
Sat.	20th	Dance and Music recital under arrangement of Dance and Music Department	5-30 p.m.

No. 282. SCHOOL STOCK BOOKS.

Form Staff should see that all books, teaching aids, etc. are returned to the Librarian. If anything is left in the cupboards the cupboards must be locked and the keys labelled and handed over to the Librarian by 30th November next.

No. 283. STOCK LEDGERS, ETC.

All Staff members must send their Stock Ledgers, Condemnation Books and Indent Books to the Office before they leave Sanawar. Each staff member concerned will please tie up these ledgers, etc. in one bundle, and put on the top of the bundle an open note giving details of the ledgers etc. which are contained in the bundle, and also the name of the Department.

No. 284. 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 285. WHITEWASHING OF STAFF QUARTERS.

The annual whitewashing of staff quarters, both married and single, will be carried out during the coming winter vacation. Before leaving Sanawar, therefore, all staff members should label the keys of their quarters and hand them over to the Quartermaster. Quarters of which the keys are not left with the Q.M. will not be whitewashed either during the vacation or on the return of the staff members concerned next year.

Married staff members are also requested to lock up their valuables etc. in one room in their quarters, which will not be opened during the vacation for white-washing purposes. Such rooms only will be white-washed during the following term.

If there are any special repairs to furniture and house fittings etc. which need to be done in quarters, these may please be intimated in writing to the Bursar before the school closes. This will facilitate the work being done during the vacation.

No. 286. LONG VACATION ARRANGEMENTS.

(1) Children going with their parents/guardians will be allowed to leave Sanawar after 9-00 a.m. on Wednesday, 1st December, next. They may write to parents accordingly.

(2) Children travelling in the school parties will leave Sanawar on the morning/afternoon/evening of Wednesday, 1st December next. A Special School Order giving details of all departure arrangements etc. will be issued in due course.

No. 287. GRATUITIES : CLASS IV STAFF.

Staff members, Houses and Departments are reminded that gratuities should **not** be paid direct to Class IV staff. The school has already debited each child's account with Rs. 2/-, which will be distributed evenly from the office.

Should any House or Deptt. or member of the staff care to make individual contributions, would they please deposit these sums with the office to ensure even distributions and **not** make any payments direct to class IV staff.

Small gifts, not monetary, given at a Christmas Tree are not effected by this School Order.

No. 288. HOUSE FUND ACCOUNTS.

Will all Housemasters and Housemistresses please note that complete accounts of their House Funds for the term ending 1st December next should be prepared and submitted to the Bursar to reach him not later than Thursday, 25th November next.

No. 289. STAFF CLUB.

The 54th General Meeting of the Sanawar Staff Club will be held on Sunday, 15th November next at 5-30 p.m. Tea will be served at 4-30 p.m. and the staff photograph will be taken at 5-15 p.m. All members and their wives/husbands are welcome.

No. 290. ICE-CREAM.

The last sale of ice-cream will be on Sunday next, 14th November. There will be no further sale of ice-cream this term after that day.

No. 291. CINEMA.

The film **VISCOUNT**, starring Kerwin Mathews, Edmund O'Brien and Jane Flaming, will be shown in Barne Hall at 5-30 p.m. on Saturday, 13th November.

The film is about the Viscount who fought the underworld alone, for he had to win or die.

Part II

No. 49. LEAVE.

The following members of the staff were granted earned leave for the period shown against their names :—

Mr. Mathra Dass	Jr. Clerk	19-10-71—20-10-71—	2 days
		1-11-71 —	1 day
,, Sunder Lal	Comp.-cum-inkman	8-10-71—16-10-71—	9 days
,, Hari Kishan	Valveman	21-10-71—23-10-71—	3 ,,
,, Devi Singh	H/Mazdoor	19-10-71—30-10-71—	12 ,,
,, Man Singh	Watchman	18-10-71—30-10-71—	13 ,,
,, Kanshi	H/Sweeper	24-10-71—25-10-71—	3 ,,
,, Gurnam Singh	Sweeper	14-10-71—15-10-71—	2 ,,

2. Mrs. S. Sidhu, Kitchen Matron P.D., was granted 14 days leave on half pay with effect from 14-10-71 to 27-10-71 for private affairs.

No. 50. REVERSION.

Mr. Ronki Ram, Cook (on probation) was reverted to his substantive rank of bearer with effect from the afternoon of 3rd November, 1971.

No. 51. RESIGNATION.

Mr. Manohar Lal, Compounder (on probation), vacated his appointment with effect from the forenoon of 30th October, '71, having resigned.

No. 52. APPOINTMENT.

Mr. Bala Ram, temporary Bunglow Peon, was appointed Bunglow Peon on two year's probation with effect from the forenoon of 1st November, 1971.

B. R. Pasricha,
Headmaster.

THE LAWRENCE SCHOOL ORDERS.

:O:
 SANAWAR, FRIDAY, 19TH NOVEMBER, 1971.

Part I		Part II	
292—295.		53	
No. 292. PROGRAMME.			
November.			
Sat.	20th	Dance and Music recital under arrangements of School Dance and Music Department	6-00 p.m.
		Supper	7-15 p.m.
		Vintage car rally expected	
Sun.	21st	House Photographs	Him. 7-30 a.m.
			Nil. 7-45 a.m.
			Siw. 8-00 a.m.
			Vind. 8-15 a.m.
		Tea	3-00 p.m.
		Film	3-30 p.m.
		Supper	6-45 p.m.
		Spartan/Ozarkian Club meeting HM's	
		House	7-30 p.m.
Mon.	22nd	English Literature (I.S.C.)	9-00—11-30 a.m.
		Lunch for Geog. Gp.	12-15 p.m.
		Geography 1	1-00— 3-15 p.m.
		P.D. vs. B.D. (Peacestead)	3-00 p.m.
		(Staff, wives/husbands and O.S. witnessing the match are cordially invited to tea in the P.D.)	
Tue.	23rd	Arithmetic	9-00—10-30 a.m.
		Add. Maths. 1	9-00—11-30 a.m.
Wed.	24th	Algebra	9-00—10-30 a.m.
		Lunch for Bio. Gp.	12-15 p.m.
		Biology	1-00— 3-30 p.m.
		Marks handed in to Form Staff	1-00 p.m.
		I—H Hockey League (Colts & Atoms) commences	
		House Staff meeting HM's house	5-30 p.m.
Thu.	25th	Physics (Theory) 1	9-00—10-00 a.m.
		Health Science 2	1-00— 3-30 p.m.
		Lunch for Health Sc. Gp.	12-15 p.m.

Fri.	26th	Geometry	9-00—11-00 a.m.
		Chemistry (Theory) 1	12-15— 1-15 p.m.
		Lunch for Chem. Gp.	1-20 p.m.
		Chemistry (Theory) 2	2-00— 4-30 p.m.
		Mark Registers to Sr. Mistress			9-00 a.m.
		Weighing and measuring commences			
		Carol Service	5-30 p.m.
Sat.	27th	Breakfast	8-30 a.m.
		Text Books handed in	9-30 a.m.
		Promotion meeting	2-00 p.m.
		One Act plays postponed to Mon. 29th			

No. 293. CONGRATULATIONS.

Mr. Harishpal Singh Dhillon deserves congratulations and commendations by all on his having been declared successful on 30-10-71 for the award of the Ph. D. degree.

No. 294. LEVY OF REFUGEE TAX ON POSTAL ARTICLES.

The Postal Department has levied an additional 5 Paise Refugee Tax on all postal articles except post cards with effect from 15-11-71. It cannot be paid by affixing an additional ordinary 5 paise stamp but a special 5 paise REFUGEE RELIEF STAMP will have to be used. Articles, except for post cards, which do not bear a 5 paise REFUGEE RELIEF STAMP will be treated as unpaid.

This is published for general information.

No. 295. CINEMA.

The film HIS MAJESTY O'KEEFE, starring Burt Lancaster and Joan Rice, will be shown in Barne Hall at 3-30 p.m. on Sunday, the 21st November.

Filmed in the splendours and mysteries of the Fiji Islands, it shows Burt Lancaster in his role of roles as the lost island trader who became ruler of 10,000 barbarous warriors.

Part II

No. 53. EXTENSION OF SERVICE.

Mr. Jagdish Ram, P.T.I., is granted six month's extension of service with effect from 10th November, 1971.

THE LAWRENCE SCHOOL ORDERS.

—:o:—

SANAWAR, WEDNESDAY, 24TH NOVEMBER, 1971.

SPECIAL ORDER

Long Vacation Arrangements—1971.

No. 296. GENERAL.

Special note for all Housemasters & Housemistresses.

Immediately on receipt of this Special Order please check up that children not included in any school party will definitely be travelling in a privately arranged home party. Where the position in respect of any child is uncertain please inform the Bursar *immediately* as nothing can be done at the last minute either to inform or enquire from parents or to include children in any school party.

(i) Children going home with their parents will be allowed to leave Sanawar after 9-00 a. m. on Wednesday, 1st December, next (home day). Such children must in no circumstances be permitted to leave Sanawar unless their parents/guardians, or their duly authorised representatives, call for them. The only exceptions to this rule will be senior children who go home to Kasauli.

(ii) Children travelling in school parties will also leave on the same day, as detailed later in this order.

(iii) Children in hospital on home day will not be allowed to go home unless certified fit to travel by the R.M.O. Such children will only be permitted to go home under arrangements of their parents/guardians and will not be allowed to travel with school parties.

(iv) No school bedding, clothing or other school property may be taken away from Sanawar. House Matrons must be careful about school clothes and ensure that they are not exchanged with home clothes. This rule must be strictly enforced.

(v) House Staff will please note that all demands in respect of individual children requiring travel money must be put in to the Bursar well in advance, and in no case later than Friday, 26th November. Travel money required by individual children will not be issued by office after that day.

The normal travelling money for school parties will be issued to escorts on Tuesday, 30th November by the School Office.

(vi) 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 the exact amount of money handed over on the completion of the journey. The best course would be to hand money over direct to the parent or guardian meeting the child or to refund balances to the office. These detailed accounts of expenditure and all refundable balances should be submitted to the School Office immediately on the termination of escorts' journeys.

(vii) Staff must ensure that all doors and windows are properly bolted before they lock their residences and departments. Broken window panes must be replaced before they leave. They will also please ensure that all electric lights are switched off and all water taps are turned off in their quarters and departments before they lock them.

(viii) **Before leaving Sanawar all staff members must enter their leave addresses in the address book at the School Office, and during the vacation must keep the School Office up-to-date with changes of address.**

ESCORTS' MEETING.

A meeting of all staff members escorting school parties will be held in the Biology Lab. at 10-00 a.m. on Monday, 29th November. All such staff members are required to attend.

DISCIPLINE—and INDISCIPLINE.

(i) All children travelling in school parties are subject to school discipline until handed over to their parents/guardians. All escorts will please personally see that the children under their charge maintain discipline at Kalka and during the journey. Senior boys and girls, particularly prefects, are expected to assist escorts in this matter.

(ii) Immediately after reaching their party destinations members of staff acting as escorts in charge of school parties will report to the Bursar in writing the names of any children who acted in an indisciplined manner or failed to behave themselves properly during the journey. Such children will not be accepted in school parties in future and their parents will be informed accordingly.

TRAVELLING DRESS.

Children travelling in school parties will dress respectably, viz :—

Girls : Churidar and gamiz, or skirt and blouse.

Boys : Shirt or bush-shirt with trousers or shorts and stockings.

Jeans will **not** be worn by either girls or boys.

SANAWAR DEPARTURE ARRANGEMENTS.

Details are given in the Annexure to this Order. Also attached with this Order are detailed lists of school parties, and (for escorts only) a copy of the Instructions for escorts.

Special note.

Please note that the **Bombay Central and Bombay V.T. parties** will depart by bus from the Quad. for Ambala Cantt : *at 10-30 a.m.*, and **NOT** in the afternoon. Boys of these parties will **NOT** walk down to Kalka.

LUGGAGE ARRANGEMENTS.

(i) All luggage must be labelled with the owner's name, Department, House, home address and station of destination. For this purpose all school parties have been allotted the serial numbers given below, which serial numbers are printed **partywise** on the luggage labels (which should be obtained from the School Office by all concerned) :—

Srl. No.	School Party
1	Kalka
2	Bombay Central
3	Bombay V.T.
4	Dehra Dun
5	Ferozepore
6	Amritsar
7	Calcutta 'A'
	(via Moradabad & Lucknow)
8	Pathankot
10	Calcutta 'B'
	(via Delhi & Kanpur)
11	New Delhi 'A'
12	New Delhi 'B'
13	New Delhi 'C'
14	New Delhi 'D'
15	New Delhi 'E'
16	New Delhi 'F'

Special note :

Most of these serial numbers have been changed and *are not the same as previously*. Please note the changes carefully.

Special note : Stick-on labels must be pasted *on the sides or fronts* of tin trunks and **NOT ON TOP**. It will be the personal responsibility of House Matrons to ensure this.

(ii) Staff members and their families travelling with school parties are expressly requested to label their own luggage with these serial numbered labels. Such staff members must inform the Quartermaster by the evening of Monday, 29th November of the number of packages (luggage) to be collected from their quarters.

(iii) House Matrons are responsible for the correct labelling of the luggage of all children. They will please see that labels are firmly pasted on. They must first ensure that *all* old labels are completely removed.

(iv) Luggage of all children going to Simla must be ready at the Bakery by 8-00 a.m. on home day. The Quartermaster will arrange for this luggage to be transported to the Bakery from departments by the mazdoors and loaded on the Simla bus, **which will come up to the Bakery itself** at 8-30 a.m.

(v) Luggage of all children travelling in school parties (except the Simla party) must be ready by 8-00 a. m. on home day. Such luggage will be collected by school mazdoors from G.D. and P.D. and taken to Gaskell Hall. *All* the luggage (i.e. both tin trunks/boxes and bistras etc.) of the **Bombay Central and Bombay VT** parties *must be collected first* and taken to Gaskell Hall, and loaded onto the two public buses (due to depart Sanawar at 10-30 a.m.) not later than 9-30 a.m. *Thereafter* the Quartermaster will please ensure that *first of all* only tin trunks/boxes of the other parties are taken down by mazdoors from all Deptts. to Gaskell Hall—bistras etc. of these other parties should only be taken down by mazdoors *after* all tin trunks/boxes have been taken from Departments. Boys of B. D. (except of the Simla party) will carry their own luggage out of their dormitories. S.B.D. and V.B.D. boys will stack their luggage on the pavement outside B.D. Kitchen (or in the case of rain in Gaskell Hall verandah **on the B.D.K. side**, i.e. next to the covered water tank) Boys of H.B.D. will stack their luggage in the Gaskell Hall verandah at the top of the steps opposite their dormitory. Boys of N.B.D. will stack their luggage in the Nilagiri dormitory lower verandah. House staff will please ensure that this is done in an orderly manner. Mazdoors will then carry it into Gaskell Hall. In Gaskell Hall luggage will be stacked according to school parties as shown above, i.e. in accordance with the serial numbers printed on their labels. The Engineer will further arrange to paint the appropriate serial numbers on all holdalls after they have been brought

down to Gaskell Hall. He will please ensure very carefully that all previous painted serial numbers are thoroughly erased or defaced where they differ from the serial numbers of this occasion.

(vi) The Quartermaster will arrange for two luggage trucks to be present at the Quad *not later than 9-30 a.m.* Heavy luggage, i.e. boxes, hold-alls, etc., of the Special train and later parties will be despatched by the Quartermaster to Kalka by truck not later than 11-00 a.m. However, in the cases of those parties which leave Sanawar last at about 7-00 p.m. (ordinarily the Amritsar and Calcutta 'B' parties) although their trunks should be despatched by truck by 11-00 a.m., their hold-alls and hand luggage should accompany them on the buses in which the parties themselves travel. The Quartermaster will please ensure this. Luggage of the Kalka party will be loaded onto the *first* bus to leave Sanawar with Special train parties. The Quartermaster will also ensure that the two sets of serially numbered poles (used for sorting out and stacking luggage at Kalka railway station) are sent in the first truck. Mr. Mukherji will be i/c of all luggage arrangements at Kalka and all problems and enquiries should be referred to him. It is specially pointed out that although Mr. Mukherji is in general charge of all luggage arrangements at Kalka, escorts on arrival there are required to assist him in supervising the sorting out at Kalka of the luggage which travels with them in school party buses to Kalka. Children must **not** be permitted to touch any of their luggage at Kalka railway station or to put it into trains until permitted to do so by Mr. Mukherji. *Escorts and children will supervise the loading of their luggage into their compartments by station mazdoors* after having been permitted to do so by Mr. Mukherji.

(vii) The school accepts no responsibility for losses, and staff and children alike must supervise the loading of luggage.

(viii) Children are warned not to give any money to the school servants for carrying their luggage to Gaskell Hall or the Bakery or to porters at the Kalka railway station.

ALLOTMENT OF ACCOMMODATION IN TRAINS.

Mr. Achhar Singh of the School Office will be present at Kalka railway station and will be incharge of the allotment of seats in coaches to all school parties. Escorts are requested to contact him there in this connection.

LUNCH, TEA, SUPPER PACKETS.

(i) **Lunch.** Lunch will be at 12-15 p. m. in all departments on home day.

(ii) **Tea.** Bread/Sandwiches and tea will be served in the B. D. Kitchen at 5-00 p.m. for all members of the Calcutta 'B' and Amritsar school parties.

(iii) **Lunch/Supper Packets.** Lunch/Supper packets (all of which will be vegetarian) for all school parties (except the Simla and Kalka parties) will be issued in Gaskell Hall half an hour before parties leave Sanawar for Ambala/Kalka. They will be issued in baskets. Given below is a statement naming the member of staff who will be responsible for collecting the supper packets for the school party indicated. Also shown is the number of packets for the various school parties (includes packets for escorts and their family members). It will be the personal responsibility of each staff member mentioned below to collect from Gaskell Hall the correct number of supper packets half an hour before the party is due to leave Sanawar, have them loaded on to the bus in which they travel to Ambala/Kalka, and have them unloaded at Ambala/Kalka, and to ensure their safe custody at Ambala/Kalka and their subsequent proper distribution to all members of the party. They will also arrange (at Kalka only), if possible, to have the empty baskets handed over to Mr. Mukherji after having distributed the supper packets and before the train leaves :—

School Party	Escort	No. of supper packets	
Bombay Central	Miss N. M. Sodhi	30	} Lunch packets
Bombay V.T.	Mr. R. S. Badhan	26	
Dehra Dun	Miss Chatterji	17	} Supper packets
Ferozepore	Mrs. Harbaksh Kaur	30	
Amritsar	Mr. H.P.S. Dhillon	45	
Calcutta 'A'	Mr. Benedict	39	
Pathankot	Mr. Katoch	32	
Calcutta 'B'	Mr. Malaviya	38	
New Delhi 'A'	Mr. Bhalerao	32	
New Delhi 'B'	Mr. Brajamani	28	
New Delhi 'C'	Mrs. Kanhaya Jee	30	
New Delhi 'D'	Miss Proctor	30	
New Delhi 'E'	Mr. Gupta Rajkamal	31	}
New Delhi 'F'	Miss Kalia	43	

The Quartermaster will arrange the necessary number of clean baskets of appropriate size to be in Gaskell Hall at 9-30 a. m. on home day.

The three Kitchen Matrons will arrange for the requisite number of supper packets to be ready in Gaskell Hall forty-five minutes before the departure of the parties in question.

At least one of the three Kitchen Matrons must be present in Gaskell Hall half an hour before the departure of each school party in order to supervise the distribution of supper packets to the escorts concerned. The three Kitchen Matrons will please arrange among themselves as to which of them will be present on each such occasion.

(iv) **Drinking Water for Parties.**

The Quartermaster will please arrange for a sufficient number of "surahis", for drinking water purposes during rail journies, to be taken with them by the following parties :—

Bombay Central, Bombay V.T., Calcutta, 'A', Calcutta 'B'.
ROLL - CALL AT KALKA.

Staff escorting the school parties travelling by the special train are requested to arrange a roll-call of children to be escorted by them at 5-30 p.m. on the platform at Kalka Railway Station. Children of each party should be present at the roll-call. No excuse for absence will be accepted. Children will stand in rows quietly as required by the escorts.

WALKING PARTIES.

(i) Boys walking down who do not carry their own hand luggage, i.e. air-bags etc., with them, must NOT put it into buses at Sanawar before leaving School, but must make it over to some other boy of the same School party who will be travelling to Kalka by party bus.

(ii) Boys who have been permitted to walk down to Kalka will not leave B.D. before 1-30 p.m. Housemasters will take a roll-call of all such boys at 1-30 p.m. The names of any boys not present will be reported immediately to the Bursar in writing.

(iii) Housemasters will only permit those boys to walk down whose names they have already intimated to Office on the House lists sent in by them. Last minute permission to walk down will *on no account* be given to other boys by anyone, including escorts.

(iv) The boys who have been permitted to walk down to Kalka will not choose any other way except by the Kasauli bridle-path. These boys will have to walk down whatever the weather conditions, and will not travel by school party buses under any circumstances.

(v) These boys will not be charged bus fare. They are required to report their presence at Kalka station to their escorts immediately the latter arrive there.

(vi) Girls will NOT walk down to Kalka.

RAIL TICKETS FOR SCHOOL PARTIES.

Tickets for the school parties will be collected by the escorts from the School office on the morning of Monday, 29th November, along with their pay for November.

NEXT TERM.

The next term will begin on Sunday, 27th February, 1972, and all children must be back by 4-00 p.m. on that day.

PAY FOR NOVEMBER.

Pay for November will be issued to all members of the senior Staff in the School Office from 11-00 a.m. to 1-00 p.m. on Monday 29th November.

B. R. Pasricha,
Headmaster.

ANNEXURE

(i) The school parties will leave the school by bus from the Quad. in the following order, on Wednesday, 1st December, as per programme below (boys who have been permitted to walk down to Kalka are **not** included below) :—

<i>School party</i>	<i>Assemble at Quad.</i>	<i>Departure from Quad.</i>	<i>Size of party (including escorts & their families)</i>	<i>Train</i>
Bombay Central	10-00 a. m.	10-30 a. m.	28	58 Dn. Afr. Exp. dep. Amb. Cantt 3-25 p. m.
Bombay V.T.	—do—	—do—	24	
			<u>52</u>	
		Total	<u>52</u>	

The above two parties will travel in two buses to Ambala Cantt.

Kalka	2-00 p.m.	2-30 p.m.	6	Special train dep. Kalka at 6-10 p. m.
Dehra Dun	—do—	—do—	8	
Calcutta 'A'	—do—	—do—	27	
(via Moradabad & Lucknow)				
Pathankot	—do—	—do—	17	
New Delhi 'A'	—do—	—do—	5	
New „ 'B'	—do—	—do—	7	
New „ 'C'	—do—	—do—	28	
New „ 'D'	—do—	—do—	16	
New „ 'E'	—do—	—do—	26	
New „ 'F'	—do—	—do—	35	
Ferozepore	—do—	—do—	8	87 Dn. Chg. Express dep. Kalka 7-15 p. m.
		Total	<u>183</u>	

The above will travel in five buses to Kalka and will embus, only when requested to do so by the Bursar, strictly in the order in which the parties are listed above, i. e. the Kalka party first, the Dehra Dun party next, then the Calcutta 'A' party and so on. No party will move from its assembly point until requested to do so by the Bursar. Escorts will be responsible for ensuring the necessary control over their parties from the time of their assembly in the Quad., and also for putting them into the buses when requested by the Bursar to do so.

Amritsar	6-30 p.m.	7-00 p.m.	26
Calcutta 'B'	—do—	—do—	22
(via Delhi & Kanpur)			<hr/> 48

* 35 Dn. Simla Mail dep. Kalka at 9-50 p. m.

† 2 Dn. Howrah Mail dep. Kalka at 11-35 p. m.

The above two parties will travel in one bus to Kalka.

The school bus will be held in reserve and will not be used for any purpose without the express permission of the Bursar.

(ii) All parties, including all escorts concerned, will assemble in the Quad, partywise (or in Gaskell Hall if it is raining), under the relevant party placards at the assembly time specified above, **and will remain there—especially the escorts—**until the departure. Party placards will be posted prominently in the Quad, and will be arranged in the order in which the school parties will embus. No party will embus until requested to do so by the Bursar.

(iii) Children in a particular party will *on no account* be permitted by their escorts or anyone else to travel from Sanawar with any other party or bus.

(iv) The Bursar, assisted by Mr. Gore, will generally supervise departure arrangements. The latter will also please note down the numbers of staff members' families (aged over three years) and servants travelling in party buses and who are not included as escorts in school parties, in order to enable recovery of bus fares.

THE LAWRENCE SCHOOL ORDERS.

:o:

SANAWAR, FRIDAY, 26TH NOVEMBER, 1971.

Part I		Part II	
297—315.		<i>Nil</i>	
No. 297. PROGRAMME.			
Sat.	27th	Rouser	... 7-00 a.m.
		Breakfast	... 8-30 a.m.
		Children and Form Staff in Form Rooms	9-00 a.m.
		Text Books handed in	... 9-30 a.m.
		Promotion meeting	... 2-00 p.m.
Sun.	28th	Supper for the School	... 6-45 p.m.
		S.F.P.	... 7-00 p.m.
Mon.	29th	Rouser	... 7-00 a.m.
		Breakfast	... 8-00 a.m.
		Mark Reading in Form Rooms by Form Staff	... 9-00 a.m.
		Addl. Maths (I.S.C.)	... 9-00—11-00 a.m.
		Escorts meeting (Bio. Lab).	... 10-00 a.m.
		Tutorial Sheets/History sheets handed in to Office	... 1-00 p.m.
		Combined lunch for BD, GD & PD on BDK pavement	... 1-15 p.m.
		One Act Plays	... 6-00 p.m.
		Supper	... 7-15 p.m.
Tue.	30th	Rouser	... 7-00 a.m.
		Breakfast (Addl. Maths Gp.)	... 7-45 a.m.
		School Breakfast	... 8-45 a.m.
		Addl. Maths (I.S.C.)	... 8-45—10-45 a.m.
		Special end of Term Assembly (Chapel)	11-20 a.m.
		Prize-Giving	... 12-00 noon
		P.D. Christmas Tree	... 6-00 p.m.
		House Break-up-parties	... 6-30 p.m.
December.			
Wed.	1st	Home Day.	

No. 298. INDIAN SCHOOL CERTIFICATE EXAMINATION.

The I.S.C. examination will continue to be held in Barne Hall.

Staff and children are asked to keep disturbances outside Birdwood School to a minimum.

No. 299. APPOINTMENTS PREFECTS.

The following appointments are made with effect from the term commencing February, 1972 :—

G.D.

Head Girl	... Jyotsna Kumari
Games Prefect	... Tonsing Lianrammoi
M.I. Prefect	... Sonali Parmar

Himalaya

School Prefect	... Alka Sood
House Prefect	... Rajan Sethi

Nilagiri

School Prefect	... Harsimran Grewal
House Prefect	... Mithlesh Singh

Siwalik

School Prefect	... Jyotsna Kumari
House Prefect	... Mala Tandon

Vindhya

School Prefect	... Ferida Satarawala
House Prefect	... Rohini Arora

B.D.

Head Boy	... Jasjit Singh Bhattal
M.I. Prefect	... S.S. Sekhon

Himalaya

School Prefect	... Jasjit Singh Bhattal
House Prefects	... Gaurav S. Rana
	Ashwani K. Khanna
	Surendra Bahadur Singh

Nilagiri

School Prefect	... Neeraj Madhok
House Prefects	... Manmegh Singh
	Hardeepak S. Gill
	Vasant K. Dhar

	Siwalik
School Prefect	... Shivinder Bir Singh
House Prefects	... Gurdip Singh Scra Birinder S. Sidhu
	Vindhya
School Prefect	... Nasjeet S. Goshal
House Prefects	... Pankaj Barthwal Rakesh Khanna

No. 300. HOCKEY MERIT CERTIFICATE.

The following have been awarded Merit Certificate for 1971 :—

1. Jaspal S. Sandhu
2. Anil Kalia.

No. 301. SPARTAN CLUB.

The following elections were made at the meeting held on 21st Nov. :—

1. Jaspal Singh Sandhu
2. Anil Kalia
3. Balbir K. Bhasin.

No. 302. OZARKIAN CLUB.

The following were elected to the Club at the meeting held on 21st Nov. :—

1. Gurinder S. Brar
2. Vikram Advani
3. Sumesh Sirkeck.

No. 303. RESULTS OF EXAMINATIONS OF TRINITY COLLEGE OF MUSIC, LONDON, HELD ON 13-11-71.

		Marks	
Grade IV	Jyotsna Kumari	75	(Merit)
Grade III	Sonali Parmar	78	(Merit)
Grade II	Mina Chanchani	87	(Honours)
	Mala Khosla	81	(Merit)
Grade I	Abha Tewari	85	(Honours)
	Geeta Bhandari	79	(Merit)
	Linda Kerr	76	(Merit)
	Preeti Batra	71	
	Jyoti Sakhuja	68	
Initial Grade	Anita Suri	80	(Merit)

No. 304. PRIZE CUPS AND TROPHIES.

Prize Cups and Trophies must be returned to the School Office as soon as possible and in no case later than Monday, 29th Nov.

When returning cups and trophies House Staff will kindly ensure that a label or slip is attached with each individual cup/trophy indicating the event or prize to which a particular cup/trophy relates. Cups/trophies will not be accepted by the Office unless those labels/slips are attached.

No. 305. WINTER VACATION.

The School will close on Wednesday, 1st December next for the winter vacation, and will reopen on Sunday, 27th February, 1972, on which date all children must be back in the School by 4-00 p. m.

A detailed Special Order in connection with the winter vacation School Parties arrangements has already issued.

No. 306. STAFF—VACATION ADDRESSES AND QUARTERS' KEYS.

Before leaving Sanawar all members of the staff must enter their names and their vacation address(es) in the Address Book at the School Office, and during the vacation must keep the School Office up-to-date with changes of address.

Keys of all staff quarters must be labelled and handed over to Q. M. All keys of residences and departments, stock-rooms, night-rooms, wash and bath houses and box-rooms etc. should be clearly labelled as such with strong labels before being handed over to the Q.M.

No. 307. HANDING IN OF SCHOOL CLOTHING.

Children of all Departments will hand in their school clothes etc., to the House Matrons incharge of their dormitories immediately after lunch on Tuesday, 30th November. The handing in of clothes etc. must be completed in good time before the House Break-up parties take place.

Will all Housemasters and Housemistresses kindly assist in ensuring the presence of children and that the handing over of the clothes etc., is done in an orderly manner?

No. 308. SEALING OF CLOTHING ROOMS.

House Matrons are requested to put all the belongings of the children and the school in the clothing rooms before they seal the locks.

No. 309. LOSSES SUFFERED BY STAFF.

All members of the staff are informed that the school is unable to accept responsibility for the investigation of any losses suffered by them on account of theft etc. of their personal property left lying about unprotected.

No. 310. BREAK-UP PARTIES : DECORATIONS.

If any floral and other decorative hedges or trees are required, demands must be placed on the Bursar who will arrange for these to be provided. Under no circumstances, repeat NO circumstances, will any hedges or branches of trees be cut without his permission.

No. 311. STAFF PAY.

i) Staff Pay for November will be issued in the School Office to all senior staff from 11-00 a.m. to 1-00 p.m. on Monday, 29th Nov.

ii) Pay for November for all other members of the staff will be issued in the School Office from 2-30 p.m. to 4-30 p.m. that same afternoon, i.e. of Monday, 29th.

iii) 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 please inform the Bursar in writing whether they wish their pay to be sent to them by money order or by Bank Draft.

No. 312. CHILDREN'S BLUE JERSEYS/CARDIGANS.

Children and House Staff are reminded that all children (except *Merit* scholars) must take home with them their now privately owned school uniform pattern long-sleeved navy blue jerseys/cardigans in order to enable them to be repaired and washed or dry-cleaned at home during the Vacation. Children must bring these jerseys back with them when they return to School in February next, failing which new ones will be issued to them then at their parents' cost.

No. 313. SCHOOL PURCHASES BY STAFF MEMBERS.

Staff members are reminded that in order to enable a proper control and regulation of the school finances, no purchases of whatever nature may be made against the school account without the express permission in writing of the Headmaster or the Bursar. Failure to observe this procedure will render the person concerned liable to make good from his own pocket the sum involved.

No. 314. STAFF FAMILIES' RATIONS ETC., DURING VACATION.

(1) With effect from Saturday, 4th December, the following arrangements have been made to meet the requirements of bread, eggs, meat, vegetables, fruit, dry rations and fuel of staff families who will be at Sanawar during this vacation :—

Vegetables & Fruit

The vegetable and fruit shop at the Bakery will be open throughout the vacation on Mondays, Wednesdays and Saturdays from 9-00 a. m. to 11-00 a.m.

Eggs

Eggs will be available from the egg contractor at the vegetable and fruit shop at the Bakery throughout the vacation every Monday, Wednesday and Saturday from 9-00 a. m. to 11-00 a. m.

Bread

Bread will be available at the Q. M. Stores upto Thursday, 9th December, only. Thereafter no arrangement for bread can be made by the school during the vacation.

Meat

No arrangements for meat can be made by the school during the vacation.

Dry Rations & Fuel

These will continue to be issued from the Q. M. stores on the same days and at the same times as usual.

(2) The Bursar particularly requests that any complaints or difficulties of staff families in respect of supplies of the above articles by contractors should be brought to his notice immediately, or in his absence to the notice of the Q. M., in order to enable him to take corrective and, if necessary, deterrent action against the contractor concerned. He would like to point out that unless such complaints are brought to his notice, he is unaware of them and can take no action to improve matters.

No. 315. TUCKSHOP HOURS DURING VACATION.

The Tuckshop will remain open from 11-00 a. m. to 1-00 p. m. on Wednesdays and Saturdays throughout the vacation.

B. R. Pasricha,
Headmaster.

THE LAWRENCE SCHOOL ORDERS.

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SANAWAR, FRIDAY, 10TH DECEMBER, 1971.

Part I

316—319.

Part II

Nil

No. 316. SHOOTING 1971.

The results of the Inter-House Shooting Tournament held on Sun. 14th Nov., 1971, are published for record :—

Siwalik	120	points	2
Himalaya	101	„	1½
Vindhya	73	„	1
Nilagiri	56	„	½

Best Shot—Suren Hira

No. 317. ATHLETICS 1971.

1. The following were awarded athletics colours :—

J. S. Sandhu	R. S. Nalwa
G. S. Brar	R. Kadan
P. Saran	A. Kalia
K. Sondhi	

2. Certificate of Merit was awarded to J. S. Sandhu.

No. 318. HOCKEY 1971.

1. The following were awarded Certificates of Merit :—

Jaspal Sandhu	Anil Kalia
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2. The following boys have been awarded School Colours

J. S. Sandhu	Ravinder Kadan
Anil Kalia	S. S. Sekhon
Bhupinderpal S. Bhasin	Sandip Bagchi
J. S. Bhattal	Neeraj Madhok
G. S. Brar	

3. The results of the Inter-House Hockey Tournament are published below for record :—

1st	Himalaya	...	13	points
2nd	Siwalik	}	...	8 „
	Vindhya			
3rd	Nilagiri	...	7	„

No. 319. COCK HOUSE 1971.

The final Cock House positions are published below for record :—

B. D.

- 1st Siwalik
- 2nd Himalaya
- 3rd Nilagiri
- 4th Vindhya

G. D.

- 1st Siwalik
- 2nd Himalaya
- 3rd Nilagiri
- 4th Vindhya

B. R. Pasricha,
Headmaster.