

THE LAWRENCE SCHOOL ORDERS

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SANAWAR, FRIDAY, 9TH FEBRUARY, 1973.

Part I

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Part II

1—5

No. 1. TELEPHONE.

This is for information to all concerned that Internal telephone No. 32 has been temporarily shifted from Mr. Manley's residence to parent's rooms in Capt. Sharma's office.

No. 2. HEALTH INSURANCE SCHEME.

Decrease with effect from 1-12-72 :—

Shri B.K. Gupta Rajkamal	...	1
Mrs. B. K. Gupta Rajkamal	...	1
Shailender Gupta	...	1

Part II

No. 1. STRENGTH.

Decrease with effect from 13-12-72:—

Arjun Malhotra	...	S.B. Jr.
Supriya Malhotra	...	S.G.

Decrease with effect from 14-12-72:—

Deepika Khosla	...	N.G.
Neeloo Khosla	...	N.P.G.

Decrease with effect from 15-12-72:—

Shivsharan Singh	...	S.B.J.
Ashish Khosla	...	H.B.J.

No. 2. LEAVE.

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

Shri Bahadur Singh	Cook	3- 9-72—	—	1 day
„	„	25- 9-72—29-	9-72	5 days
Shri Brij Lal Sharma	W/Mistry	9-10-72—	1-11-72	24 days
„ Thakur	Mazdoor	9-10-72—	8-11-72	31 „
„ Ram Saran	S/Carpenter	18-10-72—	11-11-72	25 „
„ Jiwnoo	S/Mason	19-10-72—	18-11-72	31 „
„ Ronki Ram	Bearer	26-10-72—	7-11-72	13 „

Shri Y. K. Sharma	M. N. O.	30-10-72— 8-11-72	10 days
„ Gurdev Singh	Tailor	1-11-72— —	1 day
„ Joti Singh	H/Tailor	2-11-72— 4-11-72	3 days
„ „	„	24-11-72—29-11-72	6 „
„ Lala Ram	Mazdoor	3-11-72— 4-11-72	2 „
„ Dailoo	Mazdoor	6-11-72—18-11-72	13 „
„ Hem Singh	Peon	6-11-72—18-11-72	13 „
„ Nek Ram Sharma	B/Binder	6-11-72—18-11-72	13 „
„ Khiali Ram	Khalasi	7-11-72—30-11-72	24 „
„ Gurditta	Bearer	8-11-72—11-11-72	4 „
„ Mathu Ram	J/Mason	9-11-72— 2-12-72	24 „
„ Nankoo	H/Cook	10-11-72—12-11-72	3 „
„ Jit Ram No. I	Mazdoor	14-11-72—18-11-72	5 „
„ Kanshi	H/Sweeper	24-11-72—25-11-72	2 „
„ Bala Ram	Blacksmith	13-11-72— 9-12-72—27	„
„ Bela Ram	Mazdoor	27-11-72—27-12-72—31	„
„ Mansa Ram	„	1-12-72— 2-12-72— 2	„
„ Sant Ram No. I	Bearer	2-12-72— 4-12-72— 3	„
„ Jit Ram No. I	Mazdoor	2-12-72— — — 1	„
„ Mathra Dass	Jr. Clerk	23-12-72— — — 1	„
		4-12-72— — — 1	„
		11-12-72— — — 1	„
		18-12-72—20-12-72—	3 days
		22-12-72— — — 1	day
		26-12-72—29-12-72—	4 days
„ Jewan Ram	Mali	4-12-72— 6-12-72— 3	„
„ Ram Saran	Sr. Carpenter	4-12-72— 5-12-72— 2	„
„ Deep Ram	Jr. Carpenter	4-12-72— 9-12-72— 6	„
„ Jiwnoo	Sr. Mason	4-12-72— 9-12-72— 6	„
„ Gurdev Singh	Tailor	4-12-72— 5-12-72— 2	„
„ Sunder Lal	C/cum-ink man	6-12-72— 8-12-72— 3	„
„ Shamsher Singh	Groundsman	8-12-72— 9-12-72— 2	„
„ Gurnam Singh	Sweeper	10-12-72—25-12-72—16	„
„ Gian Singh	P. A. to H. M.	11-12-72—15-12-72— 5	„
„ Lal Singh	Cook	11-12-72—23-12-72—13	„
„ Paras Ram	Bearer	14-12-72—23-12-72—10	„
„ Jagdish	„	14-12-72—19-12-72— 6	„
„ Rulda	Sweeper	14-12-72—28-12-72—15	„
„ Shankar	„	14-12-72—28-12-72—15	„

Shri Ram Kishan	Sweeper	15-12-72—22-12-72—8 days
„ Lala Ram	„	18-12-72—23-12-72— 6 „
„ Subhash Gupta	Lab. Asstt.	21-12-72—22-12-72— 2 „
		27-12-72— — — 1 day
Smt. Mariam	Ayah	21-12-72—24-12-72— 4 days
Shri Bhagat Ram	Peon	26-12-72—29-12-72— 4 „
„ Joti Singh	Head Tailor	26-12-72—27-12-72— 2 „
„ Keshva Ram	Mali	27-12-72— 6- 1-73—11 „
„ Jhandoo	Bearer	28-12-72—29-12-72— 2 „
„ Dhani Ram	„	28-12-72—31-12-72— 4 „

2. Shri F.B. Manley, Bursar, was sanctioned 18 days earned leave with effect from 4-10-72 to 21-10-72 and in continuation 21 days leave on half pay with effect from 22-10-72 to 11-11-72 in view of the special circumstances.

3. Dr. J. C. Sakhuja, R. M. O., was granted 147 days earned leave due to him with effect from 15-7-72 to 8-12-72.

4. Shri Bodh Raj Bhardwaj, Wireman-cum-driver, was granted 18 days earned leave due to him with effect from 10-12-72 to 27-12-72.

No. 3. RESIGNATIONS.

1. Shri F. B. Manley, Bursar, vacated his appointment with effect from 11-11-72 A. N., having resigned.

2. Dr. J. C. Sakhuja, R. M. O., vacated his appointment with effect from 8-12-72 A. N., having resigned.

3. Shri Bodh Raj Bhardwaj, Wireman-cum-driver, vacated his appointment with effect from 27-12-72 A. N., having resigned.

No. 4. EXTENSION OF SERVICES.

1. The services of Shri Girdhari, Bearer, are extended with effect from 30-11-72 to 30-6-73 only, as a very special case.

2. The services of the following staff members were extended with effect from the dates and for the period shown against their names :—

Shri Battoo	Head Cook	21-12-72—30-6-73 only.
Shri Tanna Ram	Peon	21-12-72—for one year.
Shri Bhagat Ram	Peon	24-12-72—for one year.

No. 5. TERMINATION OF SERVICES.

The services of Miss Anita Sachar, temp. Mistress, were terminated with effect from 26-12-72 A. N.

B. R. Pasricha,
Headmaster.

THE LAWRENCE SCHOOL ORDERS.

:o:
 SANAWAR, THURSDAY, 22ND FEBRUARY 1973.

SPECIAL ORDER

No. 3. SCHOOL CALENDAR 1973 (Feb. 24th to July 29th)

FEBRUARY

Sat.	24th	Core Subjects Exam. G. Sc. } Social Studies }	09-00 hrs. to 11-00 hrs.
Sun.	25th	School re-opens	
Mon.	26th	Sunday timings Core Subjects Exam. (Contd.) Maths	09-00 hrs. to 11-00 hrs.
		Letter writing (House Organisation) Kit fitting Tea	... 4-00 p.m.
		Film	... 5-00 p.m.
		Supper	... 7-00 p.m.
		Lights out	... 8-30 p.m.
Tue.	27th	Rouser	... 7-00 a.m.
		Second Language Exam. Hindi	09-00 hrs. to 11-00 hrs.
		Breakfast	... 8-45 a.m.
		Opening of term Assembly	... 9-30 a.m.
		Forms to Form rooms under Form staff (stationery issued)	10-45 a.m.—12-00 noon.
		Lunch	... 1-00 p.m.
		Sr. Staff meeting	... 2-15 p.m.
		Kit fitting for children	2-00—4-00 p.m.
		Tea	4-15 p.m.
		Supper	7-00 p.m.
		Lights out	8-30 p.m.
Wed.	28th	Rouser	7-00 a.m.
		Breakfast	... 8-45 a.m.
		Assembly Singing	9-30—9-45 a.m.
		Crafts Exam. } Indian Music }	10-00 hrs. to 12-00 hrs.

New Admissions Commence	
$\frac{1}{2}$ hr. Schools (Text books issued)	
Re-tests	10-00 a.m.—12-00 noon
Lunch	... 1-15 p.m.
Hobbies groups made	... 2-00 p.m.
Tea	... 4-00 p.m.
Supper	... 7-00 p.m.
Lights out	... 8-30 p.m.

MARCH

Thu.	1st	Rouser	... 7-00 a.m.
		Breakfast	... 7-40 a.m.
		Assembly Singing	... 8-30 a.m.
		Three Schools (35 mts.)	8-40 —10-25 a.m.
		Break	10-25—10-45 a.m.
		Four Schools (35 mts.)	10-45—1-05 p.m.
		Re-tests Continue	
		Lunch	... 1-10 p.m.
		Normal hobbies Commence	
		Tea	... 4-00 p.m.
		Supper	... 7-00 p.m.
		Lights out	... 8-30 p.m.
Fri.	2nd	Programme as for Thursday	
		Re-test result meeting	... 2-00 p.m.
Sat.	3rd	Programme as for Thursday	
		The 7th School on Saturdays will be utilised for letter writing	
		Games Sets made	
		Tea	... 4-00 p.m.
		Supper	... 5-45 p.m.
		Senior School Social	6-30—10-00 p.m.
Sun.	4th	Festival Cricket match (Weather permitting)	
		Film	
Mon.	5th	Programme to Continue for the rest of the week as for the Thursday 1st March.	
		Cricket Season commences	
		Medical Inspection commences (One set each day)	
Sat.	10th	Film	
Sun.	11th	Staff Club meeting followed by dinner	

Mon.	12th	P.T. Starts Hodsons Start Boxing training starts Prep Starts	
Thu.	15th	Dental Inspection Commences	
Sat.	17th	Film	
Sat.	24th	Hindi Debate (Jrs.)	... 6-00 p.m.
Sun.	25th	Film	
Thu.	29th	Vindhya House Sat. Club 1st performance (P.D. & L-IV & downwards to attend)	... 4.30 p.m.
Sat.	31st	Supper	... 5-45 p.m.
		Vindhya House Sat. Club Final performance }	... 6-30 p.m.

APRIL

Sun.	1st	Film	
Sat.	7th	English Debate (Srs.)	... 6-00 p.m.
Sun.	8th	Film	
Wed.	11th	Hodson Heats	
Thu.	12th	Hodson Heats	
Fri.	13th	Hodson Heats	
Sat.	14th	Film	
Sun.	15th	Foundation Day Hodson Finals	
Mon.	16th	Staff Club Tennis tournaments Commence Weighing & Measuring Commences	
Fri.	20th	Good Friday—Holiday	
Sun.	22nd	Film	
Mon.	23rd	Boxing Tournament Commences	
Tue.	24th	Marks handed in to Form staff	
Thu.	26th	Mark Registers to Sr. Mistress P.D. Sat Club 1st Performance (P.D. & L IV and downwards to attend)	... 4-30 p.m.
Fri.	27th	First Mark Reading I—H Boxing Finals	
Sat.	28th	Supper	... 5-45 p.m.
		P.D. Sat Club Final Performance	... 6-30 p.m.
Sun.	29th	Sr. School leaves for Camp	

Mon. 30th Prep School, L-III, U-III & L-IV leave for Camp

MAY

Fri. 4th Jr. School breaks Camp
 Sat. 5th Sr. School breaks Camp
 Sun. 6th Film
 Mon. 7th Gowns Discarded
 Sat. 12th B.C.S. Cricket
 Sun. 13th B.C.S. Cricket
 Film
 Mon. 14th I—H Cricket Commences
 Thu. 17th Nil. House Sat Club 1st performance ... 4-30 p.m.
 (P.D. & L IV and downwards to attend)
 Sat. 19th Supper ... 5-45 p.m.
 Nil House Sat Club final performance ... 6-30 p.m.
 Sun. 20th P.D. vs. B.D. Cricket
 Mon. 21st Soccer Season commences
 Soccer sets made
 Tue. 22nd Festival Soccer
 Sat. 26th Hindi Debate Srs.
 Staff Club Dinner
 Sun. 27th Film

JUNE

Sat. 2nd Mock Parliament
 Sun. 3rd Film
 Thu. 7th Siw. House Sat. Club 1st performance ... 4-30 p.m.
 (P.D. & L IV and downwards to attend)
 Sat. 9th Supper ... 5-45 p.m.
 Siw. House Sat. Club Final performance 6-30 p.m.
 Mon. 11th Staff Club Badminton tournament Commences
 Sat. 16th English Debate (Jrs.)
 Sun. 17th Film
 Sat. 23rd Film
 Sun. 24th B.C.S. Soccer
 Mon. 25th I—H Soccer Commences
 Wg. & Mg. Commences
 Tue. 26th Marks handed in to Form Staff
 Prep Cancelled
 Himalaya House show 1st performance ... 4-30 p.m.

(P.D. & L IV and downwards to attend)

Thu.	28th	Mark Registers to Sr. Mistress	
		Supper	... 5-45 p.m.
		Him. House show final performance	... 6-30 p.m.
Fri.	29th	Sunday Timings	
		Escorts meeting	
		End of term Assembly	
		2nd Mark Reading	
		Form staff to Form rooms	
		B.D. vs. P.D. Soccer	
		Sr. School Social	
Sat.	30th	1st Term Ends—Home Day	

JULY

Sun.	29th	School parties return
		2nd Term Commences

B. R. Pasricha,
Headmaster.

THE LAWRENCE SCHOOL ORDERS

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SANAWAR, FRIDAY, 23RD FEBRUARY, 1973.

Part I

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Part II

6.

No. 4. 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. 5. 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 may be requested for.

No 6. SCHOOL PROGRAMME.

FEBRUARY

Sat.	24th	Core Subjects Exam. G. Sc. Social Studies	} }	9-00 a.m.—11-00 a.m.
Sun.	25th	School re-opens		
Mon.	26th	Sunday timings		
		Baths B.D.	...	7-05 a.m.
		Breakfast (Core Exam. Candidates only)	..	8-00 a.m.
		Core Subjects Exam. (Maths)	9-00 a.m.—	11-00 a.m.
		Letter writing (House Organisation)		
		Kit fitting		
		Tea	...	4-00 p.m.
		Film	...	5-00 p.m.
		Supper	...	7-00 p.m.
		Lights out	...	8-30 p.m.

Tue.	27th	Rouser	...	7-00 a.m.
		Baths B.D.	...	7-05 a.m.
		Breakfast (for Exam. Candidates)	...	8-00 a.m.
		(for the rest)	...	8-45 a.m.
		Second Lang. Exam. (Hindi)	9-00 a.m.—	11-00 a.m.
		Opening of term Assembly	...	9-30 a.m.
		Forms to Form rooms under Form staff (stationery issued)	10-45 a.m.—	12-00 noon.
		Lunch	...	1-00 p.m.
		Sr. Staff meeting	...	2-15 p.m.
		Kit fitting for children	2-00—	4-00 p.m.
		Tea		4-15 p.m.
		Supper		7-00 p.m.
		Lights out		8-30 p.m.
		Wed.	28th	Rouser
Baths B.D.	...			7-05 a.m.
Breakfast	...			8-45 a.m.
Assembly Singing	9-30—			9-45 a.m.
Crafts Exam. Indian Music	10-00 a.m.—			12-00 noon
New Admissions Commence				
Re-tests	10-00 a.m.—			1-00 p.m.
Text books issued				
Three $\frac{1}{2}$ hr. Schools	9-50—			11-20 a.m.
Break	11-20—			11-40 a.m.
Three $\frac{1}{2}$ hr. Schools	11-40 a.m.—			1-10 p.m.
Lunch	...			1-15 p.m.
Hobbies groups made	...			2-00 p.m.
Tea	...			4-00 p.m.
Supper	...	7-00 p.m.		
Lights out	...	8-30 p.m.		

MARCH

Thu.	1st	Rouser	...	7-00 a.m.
		Breakfast	...	7-40 a.m.
		Assembly Singing	...	8-30 a.m.
		Three Schools (35 mts. each)	8-40—	10-25 a.m.
		Break	10-25—	10-45 a.m.
		Four Schools (35 mts. each)	10-45—	1-05 p.m.
		Re-tests continue	8-40 a.m.—	1-05 p.m.
		Lunch	...	1-10 p.m.

		Normal hobbies Commence (as per cyclostyled programme)	
		Tea	... 4-00 p.m.
		Supper	... 7-00 p.m.
		Lights out	... 8-30 p.m.
Fri.	2nd	Programme as for Thursday	
		Re-test result meeting	... 2-00 p.m.
Sat.	3rd	Programme as for Thursday	
		Letter writing in the 7th School every Saturday	
		Games Sets made	... 2-00 p.m.
		Tea	... 4-00 p.m.
		Supper	... 5-45 p.m.
		Senior School Social	6-30—10-00 p.m.

No. 7. DAY SCHOLARS—ATTENDANCE IN KITCHENS.

All staff members concerned are requested, *immediately* on their return to school, to 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. 8. MEDICAL.

The School office will be sending all medical certificates received, to the R.M.O. who will scrutinize these and take necessary further action if any required. The office will also provide to the R.M.O. and all House Matrons the list of children in their respective Houses for whom we have *not received* Medical Certificates. *These Children on their return to School, will be immediately sent by the House Matrons to the R.M.O.* The R.M.O. will admit them to hospital, where they will continue to stay in, until their Medical Certificates are received by the School office, and forwarded to him or else till the R.M.O. finds that there is no longer any risk in their being allowed to stay in the dormitory.

Children who appear to be unwell on arrival, especially those who have coughs and colds will also be sent to the R.M.O.

No. 9. NEW ADMISSIONS—RECEPTION.

New admissions will be made from 28th February to 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 Incharge will arrange for tea and biscuits to be available for parents at the School Office from 10-00 a.m. to 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 School Office Waiting Room.

Messrs Dhani Ram and Katoch will be on duty from 8-30 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 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. After having tested them the Deputy Headmaster/Mistress I/c Prep School will return the children to the School Office along with their reports. After the test and medical examination, all financial and other formalities will be completed 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 and the Headmaster, 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. 10. LATE ARRIVALS.

All late arrivals (irrespective of their Forms in which they are studying), along with explanations, if any, for late arriving, be reported to the Headmaster by the Housemasters/Housemistresses.

No. 11. 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 I/c Kitchens please indent for three

extra rations per new admission from the Quartermaster to enable parents to have lunch/tea in the respective department :—

	B.S.	G.S.	P.S.B.	P.S.G.
28th February	7	6	—	—
1st March	—	—	9	4
2nd „	—	—	12	1
3rd „	—	—	7	6

No. 12. CLOTHING.

February 26th and 27th will be devoted to issuing clothes to the children according to the scales laid down. All clothes will bear either the names or the House 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, 3rd March.

Clothes will be issued to **Day Scholars** in all Deptts at 2-00 p.m. on Monday, 26th February.

All House Matrons will please ensure that all new children are provided with 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. 13. 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. 14. 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. Dhani Ram, in consultation with Mr. Mundkur.

No. 15. CRICKET.

The festival match will take place on Sunday, 4th March.

No. 16. WALKING OUT PASSES—NEW ADMISSIONS.

Newly admitted children will not be granted WOPs or SOPs nor will their parents or relatives be permitted to visit them before 2-00 p.m. on Saturday, 14th April (when new admissions

will be permitted WOPs and SOPs for the week-end). 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. 17. 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. 18. HOSPITAL TIMINGS.

10-00 a.m.—10-30 a.m.	} Members of the Staff and their families
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. 19. 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 ensure that all items to be issued are 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. 20. 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 I/c will continue to go to Stores daily at 10-00 a.m. as usual.

No. 21. 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. 22. STAFF CLUB : BADMINTON.

Gaskell Hall will be available for badminton from 5-30 p.m. to 7-30 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. 23. STAFF RATIONS AND FUEL.

On return to School on Sunday, 25th February, staff members' families in need of milk, sugar, atta etc. may, if necessary, obtain small quantities on loan from Kitchen Matrons for their immediate 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. Sunday, 25th, 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 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. 24. 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. 25. 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 Thurs., the 1st March.

No. 26. TUCK SHOP TIMINGS.

The Tuck Shop will open daily from 11-00 a.m. to 1-00 p.m. from Thursday, 22nd February, and observe the normal timings from Sunday, 25th February.

No. 27. VEGETABLE AND FRUIT CONTRACTOR'S SHOP.

The contract for the supply of vegetables and fruit has this year been given to S. Sant Singh, Dharampur H.P.

Their shop at Bakery will remain open daily from 8-30 a.m. to 9-30 a.m. and 3-00 p.m. to 5-30 p.m.

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

No. 28. SUPPLY OF EGGS FOR STAFF FAMILIES

The eggs contract for the year has been given to Shri Thakar Dass, Sirhind Egg and Feed Store, Sirhind.

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

The rate fixed is Rs. 24.40 per 100 eggs.

Eggs will be available for sale to staff families at the Fruit and Vegetable shop at the Bakery daily from 8-30 to 9-30 a.m. and 3-00 to 5-30 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. 29. 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 2-15 p.m. on Tuesday, 27th February.

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. 30. PRIVATE PURCHASES FROM 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 affect the sale of fuel and dry rations etc., from the school Grocery shop.

No. 31. CINEMA.

The film NORTH BY NORTHWEST, starring Cary Grant, Eva Marie Saint and James Mason, will be shown in Barne Hall at 5-00 p.m. on Monday, 26th February, 1973.

The film is Alfred Hitchcock's greatest suspense-thriller of a man caught in an international web of intrigue.

Part II**No. 6. STRENGTH.**

Decrease with effect from 1st December, 1972 :—

Ashwani Kumar Khanna	H.B.S.	Deepak Pandit	N.B.S.
Jayant Namda	„	Hardeepak Singh Gill	„
Jasjit Singh Bhattal	„	Jagbirinder Singh Gill	„
Jasminder Singh Bhullar	„	Janak Singh Bajwa	„
Manprit Singh Dhaliwal	„	Sukhminder S. Sekhon	N.B.S.
Rajbir Singh Kadyan	„	Sunil Kaul	„
Rupinder Singh Randhawa	„	Vasant Dhar	„
Surendra Bahadur Singh	„	Kr. Manmegh Singh	N.B.J.
Vivek Sehgal	„	Niraj Madhok	„
Chetan Sharma (DS)	H.B.J.	Birinder Singh Sidhu	S.B.S.
Gorav Shamshere	„	Hamendra Kochhar (DS)	„
Mukul Sehgal	„	Maninder Singh Ahluwalia	„
Sanjay Kumar Sharma	„	Pradeep Sain Bajaj	„

Rajesh Narain Bajaj	S.B.S.	Harisimaran Grewal	N.G.
R. Kumar Aggarwal (Gar)	,,	Jyoti Sakhuja (DS)	,,
Sanjiv Rastogi	,,	Linda Roase Kerr	,,
Sanjiv Tandan	,,	Mithles Singh	,,
Sarabjit Singh Chhatwal	,,	Neeraja Gupta (DS)	,,
Shivinder Bir Singh	,,	Sonali Parmar	,,
Tarun Sondhi	,,	T. Lianrammoi	,,
Yogeshwar Dayal Sharma	,,	Jyotshna Kumari	S.G.
Gurdip Singh Scra	S.B.J.	Jyotshna Jamwal	,,
Pratap Hoon	,,	Mala Tandan	,,
Inderjit Singh	V.B.S.	Maneka Anand	,,
Keith Puri	,,	Meena Chanchani	,,
Nasjit Singh Goshal	,,	Shivroop Kaur Sidhu	,,
Nupinder Singh Brar	,,	Bandula Banini Sagar	V.G.
Sanjiv Bery	,,	Dev Amrita Surjit Singh	,,
Pankaj Barthwal	V.B.J.	Ferida Satarawala	,,
Rakesh Khanna	,,	Indu Rekha Gore (DS)	,,
Alka Sood	H.G	Mala Khosla	,,
Deepa Rani	,,	Rohini Arora	,,
Gayatri Devi Sondhi	,,	Sandhila S. Sagar	,,
Jagdeep Kaur Sidhu	,,	Aradhna Gupta	H.P.G.
Nickie Grover	,,	Ronald E. Kerr	N.P.B.
Radhika Duggal	,,	Atul Kumar Singh	S.P.B.
Rajan Sethi	,,	Shalindra Gupta (DS)	,,
Suman Goel	,,	Ushnisha Jaitly (DS)	N.P.B.
Savita Malotra	,,		

Decrease with effect from 1-1-1973 :—

Reet Mohinder Singh ... N.P.B.

Decrease with effect from 31-1-73 :—

Inder Singh Sodhi ... N.P.B.

Decrease with effect from 9-2-73 :—

Narpinder Chaudhry ... V.P.B.

B. R. Pasricha,
Headmaster.

THE LAWRENCE SCHOOL ORDERS.

—:o:—

SANAWAR, SATURDAY, 24TH FEBRUARY 1973.

Part I

32

Part II

Nil

SPECIAL ORDER

No. 32. WATER SHORTAGE EMERGENCY

Unfortunately, due to scarcity of water, we are getting supply of water from Kasauli far short of our requirement; we have, therefore, been forced to keep water consumption to the bare minimum. Cooperation of one and all is solicited to avoid any break-down.

With effect from 1st March, 1973, following will be the timings when water-supply will be available, until further orders :—

- (a) Supply tanks
 - (i) 5-00—9-00 a.m.
 - (ii) 4-00—7-00 p.m.
- (b) Staff lines
 - (i) between 6-00 and 8-00 a.m. [for one hour]
 - (ii) between 5-00 and 6-30 p.m. [for 45 mts.]

House Matrons will please ensure that Bath Houses, Wash Rooms and Night Rooms are kept open only at the specific timings for the minimum period required. They are requested to inform the Engineer the timings during which these places will be in use, so as to enable him to switch on the supply.

The Engineer will please check up all water-taps, and arrange for immediate repairs to those that are leaking.

Empty tins, if required, may please be obtained on payment from the Engineer.

Kitchen I/c and kitchen Staff are particularly requested to avoid any wastage in their respective kitchens.

The rates of water charges payable by Staff from March to June, 1973, will be as follows :—

Category A [who take their meals in the School kitchens]

- (i) For the first 1500 litres per head per month 60 P. per 1000 litres.

- (ii) For the next 1500 litres per head per month Re. 1/- per 1000 litres.
- (iii) Above 3000 litres per head per month Rs. 2/- per 1000 litres.

Category B [whe *do not* take their meals in the School kitchens]

- (i) For the first 2000 litres per head per month 60 P. per 1000 litres.
- (ii) For the next 2000 litres per head per month Re. 1/- per 1000 litres.
- (iii) Above 4000 litres per head per month Rs. 2/- per 1000 litres.

B. R. Pasricha,
Headmaster.

THE LAWRENCE SCHOOL ORDERS.

:o:

SANAWAR, FRIDAY, 2ND MARCH 1973.

Part I
33—59

Part II
7

No. 33. PROGRAMME.

MARCH

- | | | | |
|------|------|---|-----------------|
| Fri. | 2nd | Programme as for Thursday.
Re-test result meeting | ... 2-15 p.m. |
| Sat. | 3rd | Programme as for Thursday
Letter writing in the 7th School every Saturday
Games Sets made
Tea | ... 4-00 p.m. |
| | | Baths | ... 4-15 p.m. |
| | | Supper | ... 5-45 p.m. |
| | | Senior School Social | 6-30—10-00 p.m. |
| Sun. | 4th | Festival Cricket Match (weather permitting)
Film | ... 5-00 p.m. |
| | | Supper | ... 7-15 p.m. |
| Mon. | 5th | New Admissions continue
Cricket Season commences
Programme as per cyclostyled sheet
Medical Inspection post-poned to 6th March 1973
(one set each day—as detailed by DHM) | |
| Sat. | 10th | Film | ... 5-45 p.m. |
| | | Supper | ... 7-30 p.m. |
| Sun. | 11th | Staff Club meeting followed by dinner | ... 6-15 p.m. |

No. 34. FESTIVAL CRICKET MATCH.

The Headmaster's XI will play against the School XI, the Festival Cricket Match on Sunday, 4th March, 1973. The timings will be as follows :—

Hours of play	...	10-30—12-30 p.m.
Lunch	...	12-30— 1-15 p.m.
Hours of play	...	1-15— 3-30 p.m.
Tea	...	3-45 p.m.

Staff and their wives/husbands and O.S. are cordially invited to witness the match and to stay on for tea, which is being arranged in Gaskel Hall, with the teams.

No. 35. STAFF CLUB.

The Annual Staff Club meeting will be held on Sunday, 11th March 1973, at 6-15 p.m. in the Art Room, which will be followed by dinner.

All members of the club, their wives/husbands and O.S. present in Sanawar are cordially invited to the dinner.

No. 36. P.D. IN QUARANTINE.

There seems to have occurred a case of measles in P.D. and hence it has become necessary to take immediate precautionary measures to prevent spreading of infection. With this end in view P.D. has been placed in quarantine. **Children from G.D. & B.D., therefore, will not visit P.D. under any circumstances until further orders.**

The House Matrons concerned are requested to bring, daily, for medical inspection, at M.I. timings in P.D., those children who were in close association/contact with Sumiran Puri (N.P. Girls). All House Matrons are requested to provide adequate number of blankets to children in their dormitories, and also keep an eye to check up on cross ventilation in the dormitories.

No. 37 NEW ADMISSIONS.

The New Admissions will continue as per following details :-

	B.S.	G.S.	P.S.B.	P.S.G.
5th March	2	—	8	4

Messrs Dhani Ram and Katoch will kindly continue to help the 'new admissions' parents as they have been doing during this week. The Kitchen I/c concerned will arrange for lunch/tea in their respective departments as per details given above, and also for the parents as per specifications given in the previous School Order dated 23rd Feb., 1973.

No. 38. INDENTS.

Indents for the period ending 31 July, 1973, if not already put in, should be submitted to the Bursar by stock holders by the 17th 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. 20/-. 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 they are ready.

No. 44. 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 instruction No. E2/A1 dated 1st June, 1966 on the subject

No. 45. SANITATION.

Members of the staff are reminded to ensure that their private sweepers/servants do NOT throw rubbish, etc., down the khud side or into drains. Should any private sweeper/servant 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/servant 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. 46. SCHOOL BUS.

Thursday is the 'off day' for the School bus driver. It is therefore notified for the information of all concerned that, except for really 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 only seldom after 7-30 p.m. for private purposes of staff members on any day.

No. 47. CLEANLINESS & SANITATION.

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

No. 48. 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 estate.

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

No. 49. GAMES.

The following will be effective for 1973 :—

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

No. 50. TUCK SHOP SLIPS.

All Housemasters and Housemistresses are requested to restrict to **ONE Tuckshop Slip per child per month**. Where the total value of the items required on the Tuckshop Slip exceeds Rs. 20/-,

such Tuckshop Slips should be sent to the School Office. In very special cases only a second Tuckshop Slip may be issued, but **all such Tuckshop Slips should be specifically so marked and sent to the School Office.**

No. 51. 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, therefore, the following orders are issued :—

- (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 by the end 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 Barne 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 are 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. 52. MATERNITY CASES.

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

(i) 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.

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

(iii) 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. 12/- per case will be charged for a maternity case if conducted in the hospital, and Rs. 40/- if conducted 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. 53. ELECTRICITY CONSUMPTION.

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

No. 54. LOSSES SUFFERED BY STAFF.

All members of the Staff are informed that the School is unable to except 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. 55. 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. 56. HOLIDAYS—ADMINISTRATIVE STAFF.

The following holidays will be observed during 1973 by the Administrative Staff of the School.

1. New Year's Day	...	Jan.	1st	Monday
2. Republic Day	...	Jan.	26th	Friday
3. Holi	...	Mar.	19th	Monday
4. Good Friday	...	Mar.	23rd	Friday
5. Baisakhi	...	April	13th	Friday
6. Raksha Bandhan	...	Aug.	14th	Tuesday
7. Independence Day	...	Aug.	15th	Wed.
8. Janam Ashtmi	...	Aug.	21st	Tuesday
9. Mahatma Gandhi's Birthday	...	Oct.	2nd	Tuesday
10. Dusehra	...	Oct.	6th	Saturday
11. Founder's (After Founder's)	...	Oct.	8th	Monday
12. Diwali (except Eng. Deptt.)	...	Oct.	25th	Thursday
13. Balraj (Eng. Deptt. only)	...	Oct.	26th	Friday
14. Guru Nanak's Birthday	...	Nov.	10th	Saturday
15. Christmas Day	...	Dec.	25th	Tuesday

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

on which days it will remain closed.

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

No. 57. 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 5th March at the latest.

No. 58. CHILDRENS' JERSIES & SHOES.

House Staff are reminded that every child is required to be in possession of 2 long-sleeved navy blue jersies (boys)/cardigans (girls) and 2 pairs of broad-toed black brogue shoes, all of School pattern, which are issued from the Q.M's. Stores at parents' expense.

Will House Staff kindly check up immediately and have deficiencies made up wherever necessary ?

No. 59. CINEMA.

The film NORTH BY NORTHWEST, starring Cary Grant, Eva Marie Saint and James Mason, will be shown in Barne Hall at 5-00 p.m. on Sunday, 4th March, 1973.

The film is Alfred Hitchcock's greatest suspense-thriller of a man caught in an international web of intrigue.

Part II**No. 7. STRENGTH.**

Decrease with effect from 21-2-73 :—

Shefali Sikri ... H.P.G.

Decrease with effect from 24-2-73 :—

Sham Singh Bains ... S.B.J.

Sunder Singh Bains ... S.B.J.

B. R. Pasricha,
Headmaster.

THE LAWRENCE SCHOOL ORDERS.

—:O:—

SANAWAR, FRIDAY, 9TH MARCH 1973.

Part I

60—71

Part II

Nil

No. 60. PROGRAMME.

Sun. 11th	Cricket : School vs C.R.I. Staff Club meeting followed by dinner (Art room)	10-00—4-30 p.m. ... 6-15 p.m.
Mon. 12th	P.T., Hodson, Boxing training Starts	
Thu. 15th	Dental inspection post-poned	
Sat. 17th	Film	... 5-45 p.m.
	Supper	... 7-40 p.m.

No. 61. AMENDMENT—DAILY ROUTINE.

With effect from Monday (12th March) the following amendment will come into force :—

Assembly 8-25 a.m.
Classes (3 Schools)	...	8-45—10-30 a.m.
Break	...	10-30—10-50 a.m.
Classes (4 Schools)	...	10-50— 1-10 p.m.
Lunch 1-15 p.m.

No. 62. OUT OF BOUNDS.

Children are reminded that Compound attached to a Staff residence is not to be used for playing about at any time.

No. 63. HOUSE MASTERS AND TUTORS (B.D.) 1973.

List of House Masters and Tutors (B.D.) for 1973 is published below for record.

Himalaya	Nilagiri
Mr. A. Bhalerao	Mr. U.P Mukherji
„ R.S. Randhawa	„ S.C. Arora
„ K. L. K. Solomon	„ G.C, Arora
„ Gurdev Singh Dev	„ E. Sequeira
„ Dhani Ram	Dr. H.P.S. Dhillon
„ Prajapati	Mr. Roshan Lal

Siwalik	Vindhya
Mr. B.P. Joshi	Mr. M.V. Gore
Dr. D.C. Gupta	,, U.A. Mundkur
Mr. C.B. Abraham	,, S. Nayyar
,, Amar Singh	Dr. J.S. Kulshreshtha
,, R.K. Malaviya	Mr. J.K. Kohli
,, Subash Gupta	,, B.C. Katoch
	,, Ramesh Sethi

No. 64. STAFF I/C SUBJECTS 1973.

List of Staff I/c of Subjects for 1973 is published below for record :—

English/Eco	... Miss R.A. Chatterji
Maths	... Mr. M.V. Gore
Hindi/Sans.	... Dr. D.C. Gupta
History	... Mr. B. Singh
Geog,	... Mrs. R.A. Solomon
Chemistry/Punjabi	... Mr. R.S. Randhawa
Physics/Gen. Sc./Audio Visual Aids	} ... Mr. U P. Mukherji
Biology	... Mr. U.A. Mundkur
Physiology/Hygiene	... Mr. B.P. Joshi
Social Studies	... Mrs. K. Kanhiajee
Art/Craft/Carpentry	... Mr. A. Bhalerao
Music/Dance	... Dr. J.S. Kulshrestha
Piano	... Mrs. J.W. Sawney
Band	... Mr. B.C. Katoch

No. 65. SPARTAN CLUB.

The following elections were made at the meeting held in H.M's House on 19th Nov. 1973 :—

Jasjit Singh Bhuttal	Mala Tandan
Tonsing Lianrammoi	

No. 66. OZARKIAN CLUB.

The following were elected to the Club at the meeting held in H.M's House on 19th Nov. 1973 :—

Jasjit Singh Bhuttal	Manpreet Singh Dhaliwal
Gaurav Shamshere Rana	Rupinder Singh Randhawa

No. 67. 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. 68. 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. 69. LEAVE APPLICATION BY STAFF MEMBERS.

All staff members are reminded 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. 70. CORRECTIONS.

- (a) Reference School Order dated 23rd February, 1973, part II, No. 6, in place of "Nickie Grover", please read "Neena Grover".
- (b) Reference School Order dated 2nd March, 1973, part I, No. 56, in place of "Good Friday—March, 23rd, Friday", please read "Good Friday—April 20th Friday".

No. 71. P. & T. TELEPHONE.

With immediate effect the numbers of the P. & T. telephones are as under :—

HM's residence	43
QM's residence	9 A

(extension of No. 9 of School Office).

B. R. Pasricha,
Headmaster.

THE LAWRENCE SCHOOL ORDERS.

—:o:—

SANAWAR, FRIDAY, 16TH MARCH 1973.

Part I

72—83

Part II

8—14

No. 72. PROGRAMME.

Sat. 17th	Film	5-45 p.m.
	Supper	7-15 p.m.
Sun. 18th	Proposed Cricket fixture against St. John's School, Chandigarh				10-00—4-30 p.m.
Tue. 20th	Dental Inspection Commences				
Sat. 24th	Hindi Debate Jrs.	6-00 p.m.
	Supper	7-10 p.m.
Sun. 25th	Film	5-45 p.m.
	Supper	7-15 p.m.

No. 73. 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. 74. 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. 75. BICYCLES.

Riding on bicycles on School premises is strictly prohibited for everyone.

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. 76. 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. 77. THE RABIES DANGER.

It is clarified, for the particular information of all dog owners, that even if their dog has been properly inoculated against rabies initially and thereafter once annually, (see S.O. No. 78 below) *this may not be sufficient protection for the dog against rabies infection if it comes in contact with, i.e. if it has fought with or been bitten by or even nipped by another dog which may be rabid.* In such cases it is *absolutely imperative* that the dog which has been attacked be *immediately* given a course of seven inoculations, i.e. one daily.

Will all Heads of Departments please explain the above clearly to all staff working under them who do not receive School Orders, or cannot themselves read School Orders, and instruct them that should there be any suspicion of their dogs having been attacked by or in any way been in contact with a rabid dog they must report the matter *immediately* to the RMO, who will take necessary action. It may also be explained that where such a case comes to notice and it is found that the dog owner concerned has not reported the matter immediately to the RMO, strict disciplinary action will be taken against the staff member concerned.

No. 78. 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 primary inoculations/annual inoculation of all dogs against rabies, and the payment of an annual 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. Registration and inoculation of all dogs *must be done immediately, but in any case before 1st April 1973.*

2. All owners of dogs will :—

- 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 April, 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 upto the 31st March next. The year for which it is valid will be found stamped on it, e.g. 1973/74.

(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 paras 2 and 3 (b) above will be fined Rs. 2/- per week 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 some-

one 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. It will be the responsibility of the R.M.O. to ensure that the second inoculation is given at the proper time. The R.M.O. 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 in March.

- (e) All dogs owners must contact the R.M.O. in good time in March annually and ascertain from him the date and time when they should bring their dogs to him at the School hospital for inoculation.

6. Dogs owned by staff members and school employees etc. other than those whose names are borne on the printed annual Staff Lists are not permitted loose in the school area above the level of the road from the school main entrance to Moti Corner via B.D. kitchen and below the School hospital, or above the level of Moti Corner to the school main entrance along Long Back, and are liable to be destroyed if found there.

7. 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 R.M.O., the School Office or anyone else [except as stated in para : 5 (d) (i) above].

No. 79. 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, who will sign with copying pencil).
- (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 initial any cuttings/corrections/amendments in tuckshop slips.

No. 80. VEGETABLE & FRUIT SHOP AT BAKERY.

It is notified for the information of all concerned that the Vegetable and Fruit Contractor's shop at the Bakery will be open only from 11-30 a.m. to 5-00 p.m. on all days, except on Sundays when the timings will be from 11-00 a.m. to 2-00 p.m.

No. 81. HEALTH INSURANCE SCHEME.

Increase with effect from 1-2-73 :—

Sgn. Cdre. M.L.A. Dewan	... 1
Mrs. M.L.A. Dewan	... 1

Decrease with effect from 1-3-73 :—

Jyoti Sakhujia	... 1
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No. 82. ADMINISTRATIVE HOLIDAY.

Monday, 19th March, 1973, will be observed as holiday by the Administrative Staff on account of Holi.

No. 83. CINEMA.

The film **THE CINCINNATI KID**, starring Steve McQueen, Ann Margret and Edward G. Robinson, will be shown in Barne Hall at 5-45 p.m. on Saturday, 17th March, 1973.

The film is an action-filled story of men and women whose lives revolve around gambling tables.

Part II**No. 8. APPOINTMENTS VACATED**

The following members of the staff vacated their appointments with effect from the afternoon of the dates shown against their names :—

Miss E. Charles	N/Sister	...	17-2-73
Mrs. M. Sehgal	Kitchen Matron B.D.	...	21-2-73
Mrs. P. Atma Ram	Mistress	...	24-2-73
Mrs. P. Dhama	Mistress	...	24-2-73
Miss Narinder Mohini	Mistress	...	24-2-73
Mr. B.L. Sharma	Work Mistry	...	28-2-73
Mr. Baldev Raj Viridi	S/Mate-cum-fitter	...	28-2-73
Mr. B.K. Gupta Rajkamal	Master	...	28-2-73
Miss S. Mann	Temp. Mistress	...	2-3-73
Mr. R.K. Jaitly	Master	...	5-3-73

No. 9. RETIREMENT

The following members of the staff retired from the services of the school with effect from the afternoon of the dates shown against their names :—

Smti. Mary	Ayah	...	18-2-73
Mr. Sukh Ram	Barber	...	20-2-73

No 10. APPOINTMENTS

The following appointments are made on the staff of the school with effect from the dates shown against their names :—

Mrs. M. Basu Chaudhuri,	N/ Sister	...	21-2-73	F.N.
Smt. Maty,	Ayah, on temp. basis	...	22-2-73	F.N.
Mr. Sukh Ram,	Barber, on temp. basis	...	25-2-73	F.N.
Mr. Sushil K. Nayyar,	Master,	...	28-2-73	A.N.
Mr. Amar Singh,	Master,	...	28-2-73	A.N.
Miss Kavita Narula,	Mistress,	...	1-3-73	F.N.
Miss Anita Sachar,	Mistress,	...	1-3-73	F.N.
Capt. M.S. Chinna,	Steward,	...	1-3-73	F.N.
Mr. Ramesh C. Sethi,	Lab. Asstt.,	...	1-3-73	F.N.
Mr. J.K. Kohli,	Master,	...	11-3-73	A.N.
Mr. Gurdev Singh Dev	Master,	...	11-3-73	A.N.
Mr. Roshan Lal,	Master,	...	11-3-73	A.N.

No. 11. PROMOTION

Mr. Khiali Ram, Khalasi, has been promoted to the post of Wireman-cum-driver with effect from the forenoon of 1-3-73.

No. 12. EXTENSION OF SERVICES

The services of the following members of the staff were extended with effect from the dates and for the period shown against their names :—

Miss E.M. Ling	House Matern	13-2-73	for one year
Mr. Ram Autar	Mazdoor	18-2-73	for one year.

No. 13. HOUSE APPOINTMENTS.

Mrs. R.A. Solomon was appointed Housemistress Himalaya Girls Department with effect from 26-2-73.

No. 14. LEAVE

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

Shri S.R. Sharma	Sr. Clerk	12- 2-73—16-2-73—	5 days
„ A.S. Saklani	Jr. Clerk	8- 1-73—25-1-73—18	„
„ K.D. Atri	„ „	8- 1-73—20-1-73—13	„
„ Mathra Dass	„ „	5- 2-73— 9-2-73— 5	„
„ B.L. Sharma	W/Mistry	5- 2-73—17-2-73—13	„
„ Devi Singh	H/Mazdoor	12- 1-73—10-2-73—30	„
„ Ram Autar	Mazdoor	26-12-73—25-1-73—31	„
„ Surju	„	26-12-72—25-1-73—31	„
„ Keshab Ram	„	5- 2-73—24-2-73—20	„
„ Niranjan	„	29- 1-73—13-2-73—16	„
„ Ganga Ram	„	8- 1-73— 6-2-73—30	„

Shri Jit Ram No. I	„	26-12-72—13-1-73—19 days
„ Mansa Ram	„	26-12-72—13-1-73—19 „
„ Krishen	„	15- 1-73— 3-2-73—20 „
„ Sunder	W/Man	30- 1-73—17-2-73—19 „
„ Sarwan Singh	„	4-12-72— 3-2-73—62 „
„ Sobha Ram	Peon	2- 1-73—25-1-73—24 „
„ Hem Singh	„	8- 1-73— 9-2-73—33 „
„ Bhagat Ram	„	30- 1-73—15-2-73—17 „
„ Gian Singh	Mali	9- 2-73—20-2-73—12 „
„ Bala Ram	B/Peon	3- 1-73—20-1-73—18 „
„ Dila Ram	A/Guard	15- 1-73—14-2-73—31 „
„ Yoginder K. Sharma	M/N/O	22- 1-73— 2-2-73—12 „
Smt. Marium	Ayah	29- 1-73—20-2-73—23 „
„ Savitri	„	15- 1-73—14-2-73—31 „
„ Kala Wati	„	5- 2-73—19-2-73—15 „
„ Amra Rani	Dai	5- 2-73—17-2-73—13 „
„ Jai Gopal	Jr. Carpenter	27- 1-73—17-2-73—22 „
„ Baldev Raj Viridi	Fitter	23-11-73 — 1 day
		8- 1-73—16-1-73— 9 days
		18- 2-73—28-2-73—11 „
Shri Hari Kishan	Valveman	29- 1-73—10-2-73—13 „
„ Prem Chand	Mazdoor	12- 2-73—26-2-73—15 „
„ Battoo	H/Cook	28-12-72—27-1-73—31 „
„ Nankoo	„	27-12-72—10-1-73—15 „
		9- 2-72—18-3-73—10 „
„ Rattan Singh	„	15- 1-73—10-2-73—27 „
„ Mansa Ram	Cook	15- 1-73—14-2-73—31 „
„ Chet Ram	„	11- 1-73—20-1-73—10 „
„ Mool Chand	„	21-12-72— 9-1-73—20 „
„ Lal Singh	„	15- 1-73—17-2-73—34 „
„ Brepthu	„	8- 1-73— 7-2-73—31 „
„ Norata Ram	„	15- 1-73—17-2-73—34 „
„ Gurditha	Bearer	29- 1-73—17-2-73—20 „
„ Girdhari	„	10- 1-73—29-1-73—20 „
„ Paras Ram	„	8- 1-73— 6-2-73—30 „
„ Chet Ram	„	24- 1-73—17-2-73—25 „
„ Arjan Dass	„	29- 1-73—17-2-73—20 „
„ Sant Ram No—I	„	5- 2-73—17-2-73—13 „
„ Jhandoo Ram	„	22- 1-73—17-2-73—27 „

Shri Jagdish	„	29- 1-73—17-2-73—20 days
„ Gorkhu Ram	„	5- 2-73—17-2-73—13 „
„ Ronki Ram	„	8- 1-73—23-1-73—16 „
„ Dhani Ram	„	22- 1-73—10-2-73—20 „
„ Chhote Lal	„	8- 1-73—11-1-73— 4 „
		29- 1-73—21-2-73—24 „
„ Sant Ram No—II	„	15- 1-73—10-2-73—27 „
„ Gita Ram	„	2- 1-73—13-1-73—12 „
„ Manphool Chand	„	1- 2-73—20-2-73—20 „
„ Chet Ram	Asstt. Printer	13- 2-73—28-2-73—16 „
„ Gurdev Singh	Tailor	18- 1-73— 1-2-73—15 „
„ Lajya Ram	Baker	2- 1-73— 1-2-73—31 „
„ Kanshi	H/ Sweeper	4- 1-73—18-1-73—15 „
„ Ishar	Sweeper	22- 1-72—20-2-73—30 „
„ Babban	Sweeper	8- 1-73— 7-2-73—31 „
„ Bachna	„	14-12-72—12-1-73—30 „
„ Ram Kishan	„	29- 1-73— 5-2-73— 8 „
„ Sadhu No. II	„	15- 1-73— 3-2-73—20 „
„ Shankar	„	22- 1-73— 5-2-73—15 „
„ Taru	„	21-12-73— 9-1-73—20 „
„ Kishan No. I	„	8- 1-73—22-1-73—15 „
„ Kishan No. II	„	10- 1-73—24-1-73—15 „
„ Tulsi	„	5- 1-73— 4-2-73—31 „
„ Baboo	„	20- 1-73— 8-2-73—20 „
„ Parkash	„	4- 1-73—18-1-73—15 „
Smt. Isheri Devi	„	14-12-72—10-1-73—28 „
Shri Hari Ram	„	5-12-72— 4-1-73—31 „
„ Mani Ram	„	4- 1-73—23-1-73—20 „
„ Parboo	„	22- 1-73— 5-2-73—15 „
Smt. Mary	Ayah	8- 1-73—18-2-73—42 „
Shri Sukh Ram	Barber	1-12-72—20-2-73—82 „

B. R. Pasricha,
Headmaster.

THE LAWRENCE SCHOOL ORDERS.

:o:

SANAWAR, FRIDAY, 23RD MARCH 1973.

Part I

84—91

Part II

15

No. 84. TIME—TABLE—AMENDMENT

Following changes in the daily routine have come into effect from Monday, 19th March, 1973, with regard to timings, on all working days :—

G. D.	Chota Hazari	6-25 a.m.
	M. I.	7-30 a.m.
	Breakfast	7-45 a.m.
B. D.	M. I.	8-00 a.m.

No. 85. PROGRAMME.

Sat.	24th	Hindi Debate Jrs.	6-00 p.m.
		Supper	7-10 p.m.
Sun.	25th	Film	5-45 p.m.
		Supper	7-15 p.m.
Thu.	29th	Vindhya House Show 1st performance		...	4-30 p.m.
Sat.	31st	Supper		...	5-45 p.m.
		Vindhya House Sat Club } final performance		...	6-30 p.m.

No 86. 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 Steward and Kitchen Matron 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.

B. D.

Ex-officio members

D.H.M.
Head Boy

Quartermaster
Steward

Other members

Dr. D.C. Gupta (Veg.)	Mr. C.B. Abraham (Non. Veg.)
Jaskaran Singh (Him.)	Sanjiv K. Singh (Siw.)
Ajay M. Wagle (Nil.)	Ashish Pradhan (Vind.)

G. D.*Ex-officio members*

Senior Mistress
Head Girl

Quartermaster
Kitchen Matron

Other members

Mrs. K.U. Mundkur (Veg.)	Mrs. R.A. Solomon (non Veg.)
Harveen Sachdeva (Him.)	Harvinder Sahni (Siw.)
(meat Veg.)	(non-Veg.)
Reena Mukherji (Nil.)	Arati G. Singh (Vind.) (egg Veg.)

No. 87. APPOINTMENTS—PREFECTS (B.D.)

1. Sanjiv Kumar Tandan is promoted School Prefect from House Prefect in Nilagiri Junior dormitory.
2. Rajveer Singh Gulia is appointed House Prefect in Nilagiri Senior dormitory.

No. 88. LIGHTS OUT—SIXTH FORM

With effect from Monday 26-3-73 the Sixth Form children are permitted to study upto 9-15 p.m. Lights out for the rest of the School will continue to be at 8-30 p.m.

No. 89. GRATUITY SCHEME

The Headmaster is pleased to announce that Gratuity Scheme has come into force with effect from 1st January, 1973 for all permanent members of the School Staff who retire on or after reaching the age of superannuation, subject to their having put in five years' of service. The past recognised and satisfactory service of the existing employees put in after 1-1-1953 will be considered as qualifying service for the purpose of Gratuity.

Details of the scheme can be seen in the School Office.

All concerned staff are to fill in the nomination forms available from the School Office as early as possible but not later than the 31st March, 1973.

All Heads of Deptts. are requested to inform all staff working under them of this order.

No. 90. CORRIGENDUM

Reference School Orders of Friday, 9th March 1973, Part I No. 65 & 66. For Nov. 1973 read Nov. 1972.

No. 91. CINEMA.

The film **LAWLESS VALLEY**, starring Randolph Scott and George Macready, will be shown in Barne Hall at 5-45 p.m. on Sunday, 25th March, 1973.

Part II

No. 15. CORRIGENDUM

Ref. School Order dated 16-3-73 part II No. 10, please read "Mr. Roshan Lal Master, 10-3-73 A.N.", instead of "Mr. Roshan Lal Master, 11-3-73 A.N."

B. R. Pasricha,
Headmaster.

THE LAWRENCE SCHOOL ORDERS.

:o:
SANAWAR, FRIDAY, 30TH MARCH 1973.

	Part I	Part II
	92—98	16
No. 92. PROGRAMME.		
Sat. 31st	Cricket : School vs. MVP Cricket Club Jullundur. Match starting at (The teams will have early lunch). Supper Vindhya House Sat Club } final performance	... 1-15 p.m. ... 5-45 p.m. ... 6-30 p.m.
April		
Sun. 1st	Cricket : School vs. MVP Cricket Club Jullundur. Match (continued) from Film Supper	... 10-00 a.m. ... 5-45 p.m. ... 7-15 p.m.
Sat. 7th	English Debate (Srs) Supper	... 6-00 p.m. ... 7-10 p.m.
Sun. 8th	Film Supper	... 5-45 p.m. ... 7-15 p.m.

No. 93. ECONOMY IN WATER CONSUMPTION.

The School's water consumption is exceeding the supply. All concerned, and in particular Kitchen Matrons/Steward 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. Engineer of his own should also arrange for periodic inspection of the taps to keep the leakages to the minimum.

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. 94. 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. 95. TUCK SHOP FACILITIES.

All categories of staff the minimum of whose scales of pay is below Rs. 150/- p. m. are reminded that they may make cash purchases from the Tuck Shop between 11-00 a.m. and 1-00 p.m. on Mondays and Thursdays ONLY, NOT at other times or on other days.

They are also reminded that this facility is intended to enable them 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. 96. ICE—CREAM.

Ice-cream cups and cones will be on sale between 9-15 a.m. and 12-00 noon in the B.D. Kitchen on Sundays only, and will be available from Sunday, 1st April next, on coupons which can be purchased from the Tuck Shop on Saturdays at the following prices:-

Cups	75 paise each
Cones	65 paise each

No. 97. PAY.

Pay for the month of March, 1973, will be available on Monday, 2nd April, 1973 in the School Office. Timings for distribution of pay will remain as usual.

No. 98. CINEMA.

The film ZEBRA IN THE KITCHEN, starring Jay North and Martin Milner, will be shown in Barne Hall at 5-45 p.m. on Sunday, 1st April, 1973.

The film is a comedy about a boy and his pet lion.

Part II

No. 16. STRENGTH.

Decrease with effect from 19-2-73 :—

Rahul Malhotra ... V.B.J.

Decrease with effect from 28-2-73 :—

Sherry Mehra ... V.G.

Ritu Chhatwal ... S.P.G.

B. R. Pasricha,
Headmaster.

THE LAWRENCE SCHOOL ORDERS.

:o:

SANAWAR, FRIDAY, 6TH APRIL 1973.

	Part I <i>99—106</i>	Part II <i>Nil</i>
No. 99. PROGRAMME.		
Sat. 7th	Cricket : School vs. A.C.C. Delhi.	
	Match starting at	... 11-00 a.m.
	(The XI will leave Birdwood after the third school)	
	English Debate (Srs.)	... 6-00 p.m.
	Supper	... 7-10 p.m.
Sun. 8th	Cricket : School vs. A.C.C. Delhi.	
	Match (continued) from	... 10-00 a.m.
	Film	... 5-45 p.m.
	Supper	... 7-15 p.m.
Wed. 11th	Hodson Heats	
Thu. 12th	Hodson Heats	
Fri. 13th	Hodson Heats	
Sun. 15th	Foundation Day	
	Hodson Finals	... 10-00 a.m.
	Film	... 5-45 p.m.
	Supper	... 7-15 p.m.

No. 100. RESULTS.

The Indian School Certificate Examination results for 1972 are reproduced below. The Headmaster would like to take this opportunity of conveying his sincere congratulations to members of the Staff on the very satisfactory results obtained. These results would not have been achieved without the labour, patience and devotion to duty by all concerned.

FIRST DIVISION

Boys

	Aggregates		Aggregates
Rajbir Singh Kadyan	10	Hardeepak Singh Gill	14
Suneel Kumar Kaul	11	Birinder Singh Sidhu	15
Tarun Sondhi	12	Rajesh Narain Bajaj	15
Janak Singh Bajwa	12	Jasjit Singh Bhattal	16

No. 101. MEDICAL.

Ranjit Verma, VBD Sr. has been exempted from P.T., Games and Boxing on Medical Grounds.

No. 102. STAFF CLUB.

There will be a Tambola evening at the Staff Club Commencing at 8-00 p.m. on Saturday, the 7th April 1973.

No. 103. ADMINISTRATIVE HOLIDAY.

Friday, 13th April, will be observed as a holiday by the administrative Staff on account of Baisakhi.

The Tuck Shop, however, will remain open as usual.

No. 104. CINEMA

The film DOUBLE TROUBLE, starring Elvis Presley and Yvonne Romain, will be shown in Barne Hall at 5-45 p.m. on Sunday, the 8th April, 1973.

The film is a comedy of mistaken identity.

No. 105. FUEL AND DRY RATIONS.

Due to Camp period comming in between, Fuel and Dry Rations will be available on payment on 9th and 10th May, 1973 respectively, instead of on 2nd and 3rd May, 1973. The other dates for issue of fuel and dry rations for the month of May, 1973 will remain the same.

No. 106. SCHOOL HALWAI'S RATES.

With effect from the beginning of this term the School halwai contract has been given to M/s Krishan Kumar Som Dutt.

The undermentioned rates for sweets etc., sold at the School Halwai's shop have been fixed with effect from the beginning of this term.

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.

The 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	Rate per piece
	per kg.		per kg.	
	Rs.	Ps.		Paisas
Amrati	...	5-00	34	15
Badana	...	5-00	—	—
Balu shahi	...	5-40	27	20
Barfi, green	...	7-50	50	15
Barfi, white	...	7-50	50	15
Bhatoora, kachori with vegetable	—	—	—	20 each
Cham Cham	...	7-00	28	25
Dahi Bhalla	...	—	—	20 each
Dil Bahar	...	6-00	30	20
Gulab Jaman	...	6-00	30	20
Gulab Jaman, black	...	7-50	30	25
Gur toffee (with moong-phali)	...	5-00	20 pkts. of 50 gms. each	25 per pkt.
Jalebi	...	4-50	30	15
Kalakand Sindhi	...	7-50	30	25
Karachi Halwa	...	6-00	30	20
Khajoor	...	5-40	27	20
Laddoo Motichoor (2½ kg. Sugar)	4-50	—	30	15
Mathi namkin	...	4-50	30	15
Mesupak	...	5-40	27	20
Moongphali, fried	...	6-00	20 pkts. of 50 gms. each	30 per pkt.
Pakora	...	4-50	45	10
Patisa	...	5-50	—	—
Poori with vegetable	...	—	—	20 each
Potatoe wafers	...	6-00	20 pkts. of 50 gms. each	30 per pkt.
Rasgulla	...	7-50	30	25
Rasmalai	...	7-50	30	25
Samosa	...	—	—	15 each
Sewian, Moongra and Dal (Moong & Masar) Barik quality.	...	5-50	22 pkts. of 45 gms. each.	25 per pkt.
Tea, glass or cup (with sugar) ...	—	—	—	25 each

B. R. Pasricha,
Headmaster.

THE LAWRENCE SCHOOL ORDERS.

:o:

SANAWAR, THURSDAY, 12TH APRIL 1973.

Part I	Part II
<i>107—113</i>	<i>Nil</i>
No. 107. PROGRAMME.	
Sat. 14th	P. T. Cancelled
	Rouser ... 5-30 a.m.
	Classes (3 Schools) ... 6-30—8-00 a.m.
	Breakfast (B.D.) ... 8-05 a.m.
	Breakfast (G.D.) ... 8-10 a.m.
	M. I. (G.D.) ... 8-05 a.m.
	M. I. (B.D.) ... 8-30 a.m.
	Classes (3 School) ... 9-00—10-30 a.m.
	Letter Writing ... 10-30—11-00 a.m.
	Lunch ... 12-30 p.m.
	Normal afternoon programme except for needle-work and Dance hobbies
	Tea ... 4-00 p.m.
	Supper ... 7-00 p.m.
	<i>N.B.</i> Programme for Prep School will be normal
Sun. 15th	Foundation Day
	Hodson Finals ... 10-00 a.m.
	Film ... 5-45 p.m.
	Supper ... 7-15 p.m.
Mon. 16th	Staff Club Tennis Tournament Commences
	Weighing and Measuring Commences
	(One set per day)
Fri. 20th	Good Friday—Holiday
Sat. 21st	Sunday Timings
	Cricket : School vs. Jullundur Club ... 10-30 a.m.
Sun. 22nd	Cricket : School vs. Jullundur Club
	Match (Continued) ... 10-30 a.m.

No. 108. MONEY, RATIONS, ETC., FOR HIKES/EXCURSIONS DURING CAMP.

Lists of participants and special hike/excursions money.

Will all House Staff organising hikes/excursions during the camp period please forward to the Bursar, *not later than Saturday, 21st April, next, complete and final lists* House-wise 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/excursion. Also please indicate to which staff members 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, 26th April.

No. 109. INTER-HOUSE BOXING TOURNAMENT 1973.

The Inter-House Boxing Tournament will Commence from Monday, 23rd April, 1973. House Staff are requested to submit the list of their respective House entries to Mr. Dhani Ram as per proforma already circulated, latest by 0930 hrs. on Monday, 16th April, 1973. Weighing and medical check-up will be done on 16th, 17th and 18th April, 1973.

No. 110. CAMP**Gaura :**

Sunday 29th April to Saturday 5th May, 1973. All children of B.D. and G.D. from L-IV and upward (except those going on hikes/excursions/going home on medical grounds) will attend the camp at Gaura.

Sadhupul :

Monday 30th April to Friday, 4th May, 1973. P.D. (less those proceeding home) and L-III and U-III (B.D. & G.D.) will attend camp at Anand Bhavan at Sadhupul.

Separate detailed instructions concerning both the camps will be issued in due course of time.

All House Staff are requested to submit to the School Office the lists of children going to :—

- | | |
|----------------------|-------------------|
| (a) Gaura Camp | (b) Sadhupul Camp |
| (c) Excursions/Hikes | (d) Home |

as early as possible but not later than Friday the 20th April, 1973, by 10-00 a.m.

No. 111. WATER CONSUMPTION.

Water consumption since the past fortnight has steadily gone up, and now a stage has reached when all staff need to take personal interest to help eliminate wastage, and exercise strict control on consumption.

School malis will in general use bath water from Bath-House drains duly collected in drums (available on loan from the Engineer). Staff are earnestly requested to avoid use of fresh water in their garden, and if they must, to restrict the same to the bare minimum.

House Matrons will please obtain adequate number of tins on loan from the Engineer which should be kept duly filled in the night rooms, for use there, during the night. Water supply to night rooms will be shut off from Saturday, 14th April, 1973 at the "Lights out" timings.

The Engineer will please arrange to inform the House Matrons concerned, and the Steward/kitchen Matrons the meter-readings on the days when water consumption goes higher than usual.

It is emphasised once again that if we continue to draw on our reserves at the present rate, we may soon have no reserves left.

To avoid a complete break-down, we all are duty-bound to consciously make efforts to minimise water consumption.

No. 112. MEDICAL.

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

Sumit Bagchi	(H.B.D.)	J. S. Rana	(S.B.D.)
Jaskaran Singh	„	Arun Chandra	(V.B.D.)
S. S. Dutta	„	Vijit Bery	„
J. S. Kokri	„	Suresh Oswal	„
P. S. Sethi	„	Rajiv Behti	„
S. Sikri	„	Ashok Joon	„
S. P. S. Sidhu	„	Paramjit S. Grewal	„
Harinder Dhaliwal	(N.B.D.)	Ashim Jaidka	„
Harsharan Singh	„	Pawamjit S. Bala	„
Diwakar Singh	„	Sanjit S. Bala	„
P. S. Choudhury	„	Nikhil Rawlley	„
A. S. Virk	(S.B.D.)	Biren Arora	„
N. S. Brar	„	Ranjit Dhody	„
Rajesh Kochhar (D.S.)	„	K. Subramanian	„
Rahul Bhargawa	„	Ashish Pradhan	„
Vipen Sondhi	„	Ashok Kaushik	„
N. S. Negi	„	G. S. Panyach	„
Sanjiv K. Singh	„	Jasdeep Singh	„
J. S. Sokhey	„	Punit Wig	„
Mukul Chopra	„		

No. 113. CINEMA.

The film HEAVEN WITH A GUN, starring Glenn Ford and Carolyn Jones, will be shown in Barne Hall at 5-45 p.m. on Sunday, the 15th April, 1973.

The film is an unusual story of a gunslinger who trades his six-shooter for the Gospel.

B. R. Pasricha,
Headmaster.

THE LAWRENCE SCHOOL ORDERS.

:o:

SANAWAR, THURSDAY, 19TH APRIL, 1973.

Part I		Part II
<i>114—120</i>		<i>17—20</i>
No. 114. PROGRAMME.		
Fri. 20th	Good Friday—Holiday	
Sat. 21st	Sunday Timings	
	Cricket : School vs. Jullundur Club	
	Match Starting	... 10-30 a.m.
Sun. 22nd	Cricket : School vs. Jullundur Club	
	Match (Continued)	... 10-30 a.m.
	Film	... 5-45 p.m.
	Supper	... 7-15 p.m.
Mon. 23rd	Boxing Tournament Commences	
Tue. 24th	Marks Handed in to Form Staff by	... 1-00 p.m.
Thu. 26th	Mark Registers to Sr. Mistress by	... 9-00 a.m.
	P.D. Sat Club Final Performance	... 4-30 p.m.
Fri. 27th	First Mark Reading (In Form Rooms)	
	I—H Boxing Finals	... 2-30 p.m.
Sat. 28th	Supper	... 5-45 p.m.
	P.D. Sat. Club Final Performance	... 6-30 p.m.
	Cocoa	... 8-30 p.m.
Sun. 29th	Sr. School Leaves For Camp	

No. 115. EASTER BREAK

Children proceeding on hikes, excursions or home during the Easter Break must be back in School by 4-30 p.m on Sunday 22nd April, 1973.

No. 116. HODSON RUNS.

The finals were held on Sunday, 15th April, 1973. The results were as follows :—

Cock-House	Nilagiri	122 points
	2nd Siwalik	100 „
	3rd Vindhya	72 „
	4th Himalaya	62 „

No. 117. T.A.B. INOCULATION

Senior Staff members and their families are requested to contact the R.M.O. on Saturday, 21st April, 1973, at 11-30 a.m.

and get themselves protected against T.A.B., especially all those who are going to Camp and Hikes/excursions.

No. 118. CHANGE OF HOUSE

Chandreema Thakran, S. G. D. has been transferred to Himalaya G.D. with effect from 12-4-72. All concerned are requested to note and amend their records accordingly.

No. 119. ADMINISTRATIVE HOLIDAY

Friday, 20th April, 1973 will be observed as a holiday by the administrative Staff on account of Good Friday.

The Tuck Shop, however, will remain open as usual.

No. 120 CINEMA

The film THE HELICOPTER SPIES, Starring Robert Vanghn and David McCallum, will be shown in Barne Hall at 5.45 p.m. on Sunday, 22nd April, 1973.

The film is a new adventure with thrills from the U.N.C.L.E. agents.

Part II

No. 17. LEAVE

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

Mr. Joti Singh	Head Tailor	7-3-73—14-3-73—	8 days
„ Lala Ram	Sweeper	16-3-73—25-3-73—10	„

No. 18 APPOINTMENTS

The following appointments are made on the staff of the school with effect from the dates shown against their names :—

Mrs. Rajwinder Kaur	Mistress	...	19-3-73
Mr. Om Datt	Smithy Mate-cum-fitter	...	20-3-73
„ Charanjit Singh Matharu	Craft Teacher	...	23-3-73
„ Sukh Dev	Mali	...	1-4-73

No. 19. RESIGNATION

Mr. Bahadur Singh, Cook, vacated his appointment with effect from 31-3-73, having resigned.

No. 20. EXTENSION OF SERVICES

The services of Mr. K. D. Atri, Jr. Clerk, have been extended for one year with effect from 9-4-73.

B. R. Pasricha,
Headmaster.

THE LAWRENCE SCHOOL ORDERS.

:o:
 SANAWAR, FRIDAY, 27TH APRIL, 1973.

	Part I <i>121—127</i>	Part II <i>21—22</i>
No. 121. PROGRAMME.		
Sat. 28th	Mt. Abu party leaves	... 2-00 p.m.
	Jim Corbet National Park	
	Party (Boys) leaves 2-00 p.m.
	Supper	... 5-45 p.m.
	P.D. Sat Club final performance	... 6-30 p.m.
	Cocoa	... 8-30 p.m.
Sun. 29th	Breakfast 7-00 a.m.
	Manali hiking party leaves 7-00 a.m.
	Sr. School (Form L-IV and upwards) leave for camp (Gaura)	... 8-30 a.m.
	Jim Corbet National Park Party (Girls) leaves 2-00 p.m.
Mon. 30th	Breakfast 7-00 a.m.
	Jr. School (Prep School and L-IIIs and U-IIIs) leaves for camp (Sadupul)	... 8-00 a.m.
	Kabul party leaves	... 2-00 p.m.
Fri. 4th	Jr. School break camp	... 8-30 a.m.
Sat. 5th	Sr. School breaks camp	... 8-30 a.m.
Sun. 6th	Film	... 5-45 p.m.
	Supper	... 7-15 p.m.
	Manali hiking party returns 11-00 a.m.
	Jim Corbet National Park	
	Party returns 7-00 p.m.
	Mt. Abu party returns 7-30 p.m.
Mon. 7th	Gowns discarded sumer kit comes into effect	
Tue. 8th	Kabul party returns 9-30 p.m.
Sat. 12th	B.C.S. Cricket	
Sun. 13th	B.C.S. Cricket	
	Film	... 5-45 p.m.
	Supper	... 7-15 p.m.

No. 122. SCHOOL UNIFORM—SUMMER.

Summer kit will be brought in use with effect from Monday, 7th May, 1973.

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. 123. ACADEMIC STAFF—GOWNS.

Wearing of gowns by the academic staff while teaching, will be discarded with effect from Monday, 7th May, 1973 until further notice.

No. 124. TUCK—SHOP SLIPS.

All House Staff are requested to make reference to School Orders dated Friday, 2nd March, 1973 Part I No. 50, and Friday, 16th March, 1973 Part I No. 79, before issuing Tuck-Shop slips to children.

In addition to what has been said in the above School Orders, it is stated that where it is doubtful, whether a Tuck-Shop Slip will cost more than Rs 20/- or not, such Tuck-Shop slips must be sent to School Office.

No. 125. TUCK - SHOP SLIP—INFORMATION TO PARENTS.

In future, with effect from 1st May, 1973, House Staff would arrange to prepare a duplicate copy of the Tuck-Shop Slip that they sign, and pass (for encashment to the children or for approval to the school Office) for each child. This duplicate copy of the Tuck-Shop Slip duly superscribed "Duplicate" will be sent home by the children on Saturdays, along with their letters home.

No. 126. APPOINTMENT : PREFECTS

With immediate effect, Jugjivan Sokhey is appointed House Prefect, Siwalik House, Junior dormitory.

No. 127. PAY.

Pay for April will be disbursed in the School Office tomorrow, Saturday, 28th April, 1973.

Part II

No. 21. PROMOTION.

Mr. M. V. Gore has been promoted to the post of Bursar with effect from 18-4-1973.

No 22. HOUSE APPOINTMENTS.

1. Mr. U.A. Mundkur is transferred as Housemaster to Vindhya B.D. Sr. vice Mr. M.V. Gore, with effect from 1-5-73.

2. Dr. H. P. S. Dhillon is appointed Housemaster Vindhya B.D. Jr. vice Mr. U. A. Mundkur, with effect from 1-5-73.

B. R. Pasricha,
Headmaster.

THE LAWRENCE SCHOOL ORDERS.

:o:

SANAWAR, FRIDAY, 4TH MAY, 1973.

	Part I	Part II
	128—130	23
No. 128. PROGRAMME.		
Fri. 4th	Jr. School break camp	... 8-30 a.m.
Sat. 5th	Sr. School breaks camp	... 8-30 a.m.
Sun. 6th	Film	... 5-45 p.m.
	Supper	... 7-15 p.m.
	Manali hiking party returns 11-00 a.m.
	Jim Corbet National Park	
	Party returns 7-00 p.m.
	Mt. Abu party returns 7-30 p.m.
Mon. 7th	Gowns discarded; summer kit comes into effect	
Tue. 8th	Kabul party returns 9-30 p.m.
Fri. 11th.	School XI (Cricket) leaves for Simla	... 2-00 p.m.
	B.C.S. Colts & Atoms (cricket) arrive	... 4-00 p.m.
Sat. 12th	B.C.S. vs. Sanawar Cricket	
Sun. 13th	B.C.S. vs. Sanawar Cricket	

No. 129. INTER—HOUSE BOXING TOURNAMENT

The Finals were held on Friday, 27th April, 1973. The results were as follows :—

Cock-House	Nilagiri	...	55 points
2nd	Himalaya	...	53 „
3rd	Vindhya	...	52 „
4th	Siwalik	...	50 „
Best Boxer	...	Jai Singh Pathania	(H)
Best Loser	...	Sanjay Joshi	(V)

No. 130. LETTER WRITING

House-Staff are requested to arrange letter-writing in their respective dormitories on Sunday, 6th May, 1973, at any suitable time before 1-00 p.m.

Part II

No. 23. STRENGTH

Increase with effect from 28-2-73. (New Admissions) :—

Rambir Singh Mann	H.B.S.	Arun Chandra	V.B.J.
Samjay Grover	H.B.J.	Uma Sarna	H.G.
Kr. Mohan Singh Bindra	„	Preeti Jain	„
Rajiv Kumar Dhingra	„	Harsimran Rana	S.G.
Khushwant Singh Gill	„	Dayanita Singh	„
Sukhbir Singh	„	Harmeet Kaur Maini	V.G.
Ravin Grewal	S.B.S.	Devendra Singh Tak	N.P.B.
Deepak Wadhawan	„	Kiran Dhingra	H.P.G.
Vivek Sondhi	S.B.J.	Kavita Singh	S.P.G.

Increase with effect from 1-3-73. (New Admissions) :—

Amandeep S. Purewal	H.P.B.	Karan Puri	N.P.B.
Parminder Deep S. Sethi	„	Vishesh Abrol	„
Shital Gulati	„	Ipneet Kaur Dhatt	N.P.G.
Deepinder Singh	N.P.B.	Mandeep Purewal	„
Ashish Abrol	„	Sangeeta Pabley	„
Balinder Singh Dhillon	„	Sabina Kaintal	S.P.G.

Increase with effect from 2-3-73. (New Admissions) :—

Nitin Beri	H.P.B.	Amandeep Singh Jabbi	S.P.B.
Sumir Pal Singh Sethi	„	Gurinder Singh Mann	„
Rajan P. Mukherji (DS)	N.P.B.	Manu Talwar	„
Aman Bir Singh	„	Manjit Singh Bala	V.P.B.
Gagan Deep Singh Bedi	„	Jatinder Singh Gill	„
Ranjit Singh Jabbi	S.P.B.	Suishta Saigal	S.P.G.

Increase with effect from 3-3-73. (New Admissions) :—

Mohan Bir Singh	N.B.J.	Sobina Dogra	H.P.G.
Gobind S. Ahlawat (DS)	H.P.B.	Manveen Kaur	S.P.G.
Gurpreet Singh	S.P.B.	Nisha Ahluwalia	„
Sunil	„	Seema	„
Vaneet Ahuja	„	Benu Seth	V.P.G.
Jaideep Seth	S.P.B.		

Increase with effect from 4-3-73. (New Admissions) :—

Harkiran Sandhu	... V.G.
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Increase with effect from 5-3-73. (New Admissions) :—

Deepinder S. Poonian	S.B.J.	Parandeep Singh Grewal	V.P.B.
Bikream Singh Sidhu	H.P.B.	Inder Deep K. Mann	N.P.G.
Devashish Ohri	V.P.B.	Rohini Vij	„
Sanjeet Bajwa	„	Sanjeet Kaur	V.P.G.
Naresh Chauhan	„	Tandip Singh	H.P.G.
Prabhjot Singh Sodhi	„		

Increase with effect from 7-3-73. (New Admissions) :—

Ashok Singh Garcha	S.P.B.	Guneet Singh Walia	V.P.B.
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Increase with effect from 9-3-73. (New Admission) :—

Dev Kumar (DS) ... H.P.B.

Increase with effect from 10-3-73. (New Admissions) :—

Manish Midha	H.P.B.	Man Mohan Singh	S.P.B.
Sarvender S. Kandhari	„	Puneet Matta	V.P.B.
Vivek Tuli	N.P.B.	Harminder Kaur	N.P.G.
Madan Mohan Singh	S.P.B.		

Increase with effect from 13-3-73. (New Admissions) :—

T. Thanghminglian	N.G.	Satwinderpal Kaur (DS)	H.P.G.
T. Khaisinmung	N.B.J.		

Increase with effect from 16-3-73. (New Admissions) :—

Amit Kohli (DS) ... H.P.B.

Increase with effect from 21-3-73. (New Admissions) :—

Ajai Chaudhry ... V.P.B.

Increase with effect from 24-3-73. (New Admissions) :—

Vivek Kumar Gupta ... V.P.B.

Increase with effect from 9-4-73. (New Admissions) :—

Suminder Kandhari	H.B.S.	Jit Mohinder S. Sidhu	V.P.B.
Rajan Kalia	N.B.S.	Mridu Munjal	H.P.G.
Rajiv Kalia	N.B.J.	Gunveet Sethi	„
Birag Sureka	S.B.J.	Purneema Thakran	S.P.G.
Chandreema Thakran	H.G.	Mamta Aggarwal	V.P.G.
Anil Kapoor	H.P.B.	Namita Aggarwal	„
Atul Aggarwal	V.P.B.		

Increase with effect from 11-4-73. (New Admissions) :—

Raka Malhotra	N.G.	Vivek Narang	N.P.B.
Ashwinder Singh	S.P.B.		

Increase with effect from 23-4-73. (New Admissions) :—

Harmit Singh Gill	...	V.P.B.
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B. R. Pasricha,
Headmaster.

THE LAWRENCE SCHOOL ORDERS

:o:

SANAWAR, FRIDAY, 11TH MAY, 1973.

	Part I		Part II
	<i>131—135</i>		<i>24—27</i>
No. 131. PROGRAMME.			
Fri. 11th	Schol XI cricket leaves for Simla	...	2-00 p.m.
	B.C.S. Colts and Atoms cricket arrive	...	4-00 p.m.
Sat. 12th	(a) Assembly Singing	...	8-25 a.m.
	(b) First two schools followed by letter writing		
	(c) The School will go down to watch the cricket match at	...	10-30 a.m.
	(d) 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	...	7-45 p.m.
Sun. 13th	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. 14th	I—H Cricket Commences		
Thu. 17th	Nil. House Sat. club 1st performance	...	4-30 p.m.
	(P.D. & L IVs and downwards will attend)		
Sat. 19th	Supper	...	5-45 p.m.
	Nil. House Sat. Club Final performance	...	6-30 p.m.
Sun. 20th	I—H Cricket ends		
	P.D. vs. B.D. Cricket	...	3-00 p.m.

No. 132. CHANGE IN DAILY ROUTINE TIME TABLE FOR SATURDAYS.

With effect from Sat. 19th May morning P.T., on Saturdays only, will be replaced by Prep.

Rouser	5-45 a.m.
Chota Hazri	6-15 a.m.
Prep	6-30—7-40 a.m.
Breakfast	7-45 a.m.

No. 133. CRICKET

The following will represent the School 1st XI in the match to be played in Simla against B.C.S. on Sat. 12th & Sun. 13th May 1973:—

- | | |
|-------------------------|-----------------------|
| 1. Mukul Chopra (Capt.) | 7. K. S. Bhullar |
| 2. Jagjot S. Kalra | 8. Roy Ewing |
| 3. M. S. Brar | 9. R. Bhandari |
| 4. Ashok Kaushik | 10. Joginder Bikram |
| 5. S. P. S. Sidhu | 11. J. S. Pathania |
| 6. R. Kochhar | Twelfth-man S. Kandel |

Reserves : R. Dhody & P. S. Gyani

2. The following will represent the School Colts in the match to be played in Sanawar against B.C.S. on Sat. 12th May 1973:—

- | | |
|-----------------------------|------------------------------|
| 1. Anil Dogra (Capt.) | 7. Sunil Malhotra |
| 2. Deepak Khosla (V. Capt.) | 8. Rahul Bhargava |
| 3. Sanjiv Bhalerao | 9. Bikram Seth |
| 4. Parveen Vasisht | 10. Birender Arora |
| 5. Vipin Sondhi | 11. Deepak Singha |
| 6. Jasmit Rana | Twelfth-man Narinder S. Brar |

Reserves : Hemant Singh, J. Bakshi & G. Kadan

3. The following will represent the School Atoms in the match to be played in Sanawar against B.C.S. on Sun. 13th May, 1973:—

- | | |
|-----------------------------|------------------------|
| 1. Atul Kumar Kapur (Capt.) | 7. Suryaveer Singh |
| 2. Rohit Singh Negi | 8. Vivek Sondhi |
| 3. Sandeep Saluja | 9. Jitendra Ahluwalia |
| 4. Sunil Sawney | 10. Ansukh Kumar Jain |
| 5. Ashish Bhatia | 11. Gunit Rana |
| 6. Sukhmeet Sandhu | Twelfth-man Atul Kapur |

Reserves : Rajiv Thakur & Kanwer Mohan S. Bindra

No. 134. HEALTH INSURANCE SCHEME

Increase with effect from 1-5-73:—

Shri Gurdev Singh Dev	... 1
Mrs. Rajwinder Kaur	... 1
Miss Satwinderpal Kaur	... 1
Shri Gursimrat Singh	... 1

No. 135. WATER CONSUMPTION.

Water supply to all categories of staff is likely to be restricted to specified hours only, in very near future, if the rate of Consumption continues to be as high as at present.

Part II**No. 24. CORRIGENDUM**

Reference School Order dated 4th May, 1973, part II, No. 23, in place of "Benu Seth V.P.G.", please read "Benu Seth V.G."

No. 25. LEAVE

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

Shri G.S. Rawat	Electrician	2-4-73—28-4-73—27 days
„ Subhash Gupta	Lab. Asstt.	10-4-73—25-4-73—16 „
„ Mathu Ram	Jr. Mason	9-4-73—26-4-73—18 „
„ „	„	29-4-73— 5-5-73— 7 „
„ Joti Singh	Head Tailor	26-4-73— — — 1 day

2. The absence of Shri Y.B. Singh, Dance Master, with effect from 25-2-73 to 26-3-73 was regularised as leave without pay.

3. The absence of Mrs. K. Kanhaia Jee, Mistress, with effect from 25-2-73 to 26-4-73 was regularised as leave without pay.

No. 26. APPOINTMENTS

The following appointments are made on the staff of the school with effect from the dates shown against their names :—

Shri Hind Raj	Peon	1-4-73 F.N.
„ Gobind Ram	Sweeper	1-4-73 F.N.
„ R.P. Agarwal	Master	24-4-73 A.N.

No. 27. EXTENSION OF SERVICE

The services of Shri Mool Chand. Cook, have been extended for one year with effect from 1-5-73.

B. R. Pasricha,
Headmaster

THE LAWRENCE SCHOOL ORDERS.

:o:
SANAWAR, FRIDAY, 18TH MAY, 1973.

	Part I	Part II
	<i>136—144</i>	28
No. 136. PROGRAMME.		
Sat. 19th	Supper	... 5-45 p.m.
	Nil. House Sat. Club Final performance	... 6-30 p.m.
Sun. 20th	I—H Cricket ends	
	P.D. vs. B.D. (Cricket)—P.D. Flat	... 3-00 p.m.
	(Staff, staff wives/husbands and O.S., are cordially invited to stay on to tea with the teams after the match)	
	Supper	... 5-45 p.m.
	Film	... 6-30 p.m.
Mon. 21st	Soccer season commences Soccer sets made	
	Soccer XI practice (upper Barnes)	2-30—3-30 p.m.
	Staff practice (upper Barnes)	... 4-15 p.m.
	Colts trials (helipad)	2-15—3-00 p.m.
	Atoms trials (helipad)	3-00—3-45 p.m.
Tue. 22nd	Festival soccer match (upper Barnes)	3-00—4-05 p.m.
	Staff, staff wives/husbands and O.S., are cordially invited to stay on to tea with the teams after the match)	
Sat. 26th	Hindi debate Srs.	... 6-00 p.m.
	Supper	... 7-10 p.m.
	Staff club dinner (Art Room)	... 8-00 p.m.
Sun. 27th	Film	... 5-45 p.m.
	Supper	... 7-15 p.m.

No. 137. DAILY ROUTINE.

With effect from Monday 21st May, 1973 the following daily routine will be followed :—

	B.D.	G.D.
Rouser	5-45 a.m.	
Chhota Hazri	6-15 a.m.	6-25 a.m.
P.T.	6-30—7-10 a.m.	6-40—7-10 a.m.
House Inspection	7-35 a.m.	
Break Fast	7-45 a.m.	
M. I.	8-00 a.m.	7-30 a.m.

Assembly	8-25 a.m.
Classes (3 schools)	8-45-10-30 a.m.
Break	10-30-10-50 a.m.
Classes (4 schools)	10-50- 1-10 p.m.
Lunch	1-15 p.m.

Afternoon Activities

(Games, hobbies, Gym. work, Practicals, baths & N.C.C.)

As scheduled in the Cyclostyled programme

House Inspection	... 5-40 p.m.
Prep	5-55—7-25 p.m.
Supper	... 7-30 p.m.
Lights out	... 8-45 p.m.
Lights out Sixth Form	... 9-45 p.m.

Saturdays

Rouser	... 5-45 a.m.
Chhota Hazri	... 6-15 a.m.
Prep	6-30—7-40 a.m.
Breakfast	... 7-45 a.m.

No. 138. P.D. IN QUARANTINE

Since the out-break of Chicken Pox and Measles is very well under control since 14th April, 1973, and as per R.M.O's advice, the P.D. is placed out of QUARANTINE.

No. 139. SWIMMING.

It is regretted that due to acute water-shortage conditions we cannot introduce Swimming during the first term this year.

No. 140. GAMES I/c—SOCCER 1973.

Mr. U. P. Mukherji XI
(Mr. Achhar Singh)		
Mr. Sequeira Colts
Mr. B. P. Joshi Atoms

No. 141. HOUSE TUTORS B. D.

The under mentioned members of Staff are attached as tutors to the Houses mentioned against their names :—

Mr. Charanjit Singh	...	Siwalik
Mr. R.P. Aggarwal	...	Nilagiri

No. 142. ECONOMY IN WATER CONSUMPTION.

In order to cut down wastful expenditure of water following measures will be taken in addition to those that are already in

operation :—

- (a) Water supply will be cut out to wash houses and night-rooms.
- (b) The Engineer will arrange to supply extra tins to the House Matrons concerned in addition to those that were already supplied to them for keeping these in the night rooms of their dormitories.
- (c) The Quartermaster in consultation with the Engineer will issue GI tubs for the wash houses, to be issued to the Matrons concerned.
- (d) The House Matrons concerned will ensure that the tins and the tubs issued to them are kept duly filled for the use of children in night rooms and in the wash houses respectively.

These measures will come into effect from Sat. 19th May '73.

An earnest appeal is made to one and all, and in particular to the I/c of the three kitchens, to exercise strict control on the consumption of water. Wherever leaking taps are noticeable an immediate report should be sent to the Engineer for repairs. Water supply situation in Sanawar has now reached to an alarming proportion, and unless active interest is taken by all to prevent wastage of water and excessive consumption, we are likely to run ourselves into very serious difficulties.

No. 143. ANNUAL INCOME TAX RETURNS BY STAFF.

The annual Income Tax Return forms will soon be under preparation in the School Office 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 these 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 contribution. Office will have completed these forms, to the extent indicated above, approximately 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, after 25th May, 1973.

No. 144. CINEMA.

The Hindi film SAVERA will be shown in Barne Hall at 6-30 p.m. on Sunday, 20th May, 1973.

Part II

No. 28. STRENGTH.

Decrease with effect from 14-5-73.

Atul Aggarwal V. P. B.

B. R. Pasricha,
Headmaster

THE LAWRENCE SCHOOL ORDERS.

SANAWAR, FRIDAY, 25TH MAY, 1973.

Part I	Part II
145—151	29
No. 145. CHANGE IN PROGRAMME.	
The following changes for Sat. 26th May and Sun. 27th May may please be noted :—	
Sat. 26th	Film ... 6-15 p.m. Supper ... 8-00 p.m.
Sun. 27th	Hindi debate Srs. ... 6-00 p.m. Supper ... 7-10 p.m. Staff club dinner (Art Room) ... 8-00 p.m.

No. 146 PROGRAMME.

June

Sat. 2nd	Mock Parliament ... 6-00 p.m. Supper ... 7-15 p.m.
Sun. 3rd	Film ... 5-45 p.m. Supper ... 7-15 p.m.

No. 147 VISIT OF THE CHAIRMAN—BOARD OF GOVERNORS.

Mr. I.D.N. Sahi, Chairman, Board of Governors will visit the School, on Saturday, 26th May, 1973. He is likely to be here at 5-00 p. m. All Senior Staff, their wives/husbands and School Prefect will be 'at home' for tea in Parker Hall at 5-30 p.m. The Chairman will dine in B.D. at 8-00 p.m.

No. 148. STAFF CLUB DINNER.

There will be a staff club dinner in the Art Room on Sunday 27th May. Club members (wives/husbands) and O. S., are cordially invited. Should staff wish to bring personal guests, they may kindly inform the Secretary of the members.

No. 149. DOGS AT SANAWAR.

All dog owners in Sanawar are requested to refer to School Order dated 16th March, 1973, Part I, 78.

It is regretted that with the exception of two persons who have called on the R.M.O. for inoculation of their dog/dogs no other dog owners in Sanawar have so far reported to the R.M.O. in

this connection. Once again all dog owners in Sanawar are requested to immediately contact the R.M.O. in this connection, who will arrange to obtain the necessary phials of vaccine; the last date for them to contact the R.M.O. is 31st May, 1973.

The R.M.O. will fix date/dates for the inoculation of dogs and will inform the owners concerned well in time. The last date for completing this work of inoculation of dogs is fixed as 7th June, 1973.

All dog owners are hereby warned that contravention of this school order and the school order dated Friday, the 16th March, 1973, Part I, 78 will be considered a punishable offence; heavy fines will be imposed. Unregistered dogs will be destroyed without notice to the dog owners after 7th June, 1973.

No. 150. IN AID OF ARMY WELFARE FUND.

The Army Wives Welfare Association (AWWA) Kasauli Branch has organised a raffle under the name LUCKY PRIZE DRAW. We have received twenty Ticket books, each having 25 tickets. The cost of one raffle ticket is 50 Paise only.

The Office will be sending out one book to each Housemaster/Housemistress, the R. M. O., the Engineer, the Quartermaster, and to P.A. to Headmaster for Office staff. It is a cause worth while to work for, and so they are requested to organise maximum sale of tickets in their respective Houses/Departments.

The proceeds, counterfoils and unsold tickets should be handed over to the Bursar, in the School Office, latest by 11-00 a.m. on Monday, 4th June, 1973.

No. 151. CINEMA.

The film MAN IN THE IRON MASK will be shown in Barne Hall at 5-45 p.m. on Saturday, 26th May, 1973.

Part II

No. 29. STRENGTH

Increase with effect from 22-5-73.

Sarita Chandra

... H.G.

B. R. Pasricha,
Headmaster.

THE LAWRENCE SCHOOL ORDERS

:o:
 SANAWAR, FRIDAY, 1ST JUNE, 1973.

Part I	Part II
<i>152—156</i>	<i>30</i>
No. 152. PROGRAMME.	
Sat. 2nd Mock Parliament	... 6-00 p.m.
Supper	... 7-15 p.m.
Sun. 3rd Film	... 5-45 p.m.
Supper	... 7-15 p.m.
Thu. 7th Siw. House Sat. club 1st performance	... 4-30 p.m.
(P. D. and L IVs and downwards to attend)	
Sat. 9th Supper	... 5-45 p.m.
Siw. House Sat. club final performance	... 6-30 p.m.
Mon. 11th Staff Club Badminton Tournament Commences	

No. 153. CRICKET COLOURS.

The following have been awarded Cricket colours for 1973:-

Mukul Chopra	R. Kochhar
Jagjot S. Kalra	K. S. Bhullar
A. Kaushik	S. P. S. Sidhu
Malvinder S. Brar	Roy Ewing

No. 154. INTER—HOUSE CRICKET LEAGUE.

The results of the Inter-House Cricket League are published below for record :-

Siwalik	15 pts.
Himalaya	12 pts.
Nilagiri	10 pts.
Vindhya	8 pts.

No. 155. MESS COMMITTEE MEETING.

The B. D. and G. D. Mess Committees will meet on Wednesday, 6th June, 1973 and Friday 8th June, 1973 respectively in their respective departments, at the usual places, at 3-00 p.m.

No. 156. CINEMA.

The film **CORSICAN BROTHERS** will be shown in Barne Hall at 5-45 p.m. on Sunday, 3rd June, 1973.

Part II

No. 30. STRENGTH

Increase with effect from 30-5-73 :—

Sanjeev Sharma

... S. B. S.

B. R. Pasricha,
Headmaster.

THE LAWRENCE SCHOOL ORDERS

:O:
 SANAWAR, FRIDAY, 8TH JUNE, 1973.

Part I	Part II
157—161	31
No. 157. PROGRAMME.	
Sat. 9th Supper	... 5-45 p.m.
Siw. House Sat. Club final performance	... 6-30 p.m.
Mon. 11th Staff Club Badminton Tournament Commences	
Sat. 16th Afternoon games/hobbies cancelled	
Display of Yogic feats in Barne Hall	... 2-30 p.m.
English Debate (Jrs.)	... 6-00 p.m.
Supper	... 7-15 p.m.
Sun. 17th Film	... 5-45 p.m.
Supper	... 7-15 p.m.

No. 158. BOXING COLOURS—1973 :—

The following have been awarded colours in Boxing for 1973.

Tarun Vohra	(S)	Rakesh Singh	(H)
Vikram S. Ghuman	(N)	Karandeep S. Bhullar	(V)
Rohit S. Negi	(N)	Mahendra M.P. Singh	(N)
Tarun Sawney	(V)	Jaskaran Singh Bains	(N)
R. S. Bhullar	(V)	Jai Singh Pathania	(H)
Pankaj Gupta	(H)		

No. 159. FILM SELECTION COMMITTEE

The following members of the Selection Committee will help Mr. U.P. Mukherji in the selection of films to be screened in the School Auditorium :—

Mr. C. B. Abraham	Mukul Chopra
Roy James Ewing	Suneet Kaur Goshal
Nickie Grover	

No. 160. DISPATCH OF PRIVATE SLIPS

All Staff are requested to arrange to send slips/notes concerning their private work, such as ration slips, etc., direct to the department concerned under their own arrangement, and not through the School Office.

No. 161. CHARGES FOR USE OF THE SCHOOL BUS

With effect from 1st June, 1973, the charges for private use of the School Bus will be as follows :—

- (i) Mileage at Re. 1/- per mile
- (ii) 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. 1/50 per hour or part of an hour, when used between 7-00 a.m.—9-00 a.m.
 - (c) Rs. 2/- per hour or part of an hour when used between 8-30 p.m.—10-30 p.m.
 - (d) Rs. 4/- per hour or part of an hour when used between 10-30 p.m.—12-30 a.m.
 - (e) Re. 1/- per hour beyond the duration of 3 hours, between 9-00 a.m.—7-30 p.m.

Part II**No. 31. STRENGTH**

Increase with effect from 4-6-73 :—

Ajay Nath Maira ... N.P.B.

B. R. Pasricha,
Headmaster.

THE LAWRENCE SCHOOL ORDERS.

:o:

SANAWAR, FRIDAY, 15TH JUNE, 1973.

Part I		Part II	
162—167		32—35	
No. 162. PROGRAMME.			
Sat. 16th	Afternoon games/hobbies cancelled		
	Display of Yogic feats in Barne Hall	...	2-30 p.m.
	English Debate (Jrs.)	...	6-00 p.m.
	Supper	...	7-15 p.m.
Sun. 17th	Film	...	5-45 p.m.
	Supper	...	7-5 p.m.
Mon. 18th	Sixth Form Exams (2nd Mark Reading) Commence		
Sat. 23rd	Colts and Atoms (Soccer) leave for Simla	...	2-30 p.m.
	B.C.S. Soccer XI arrives	...	5-00 p.m.
	Film	...	6-00 p.m.
	Supper	...	7-45 p.m.
Sun. 24th	Breakfast	...	8-15 a.m.
	Soccer--Sanawar vs. B.C.S.	...	9-30 a.m.

No. 163. DEMOTION—PREFECTS

Jagot Singh Kalra (S) has been deprived of his House Prefectship with effect from 11-6-73.

No. 164. CORRIGENDUM—BOXING COLOURS

Reference School Order No. 158 dated 8th June, 1973. The name of Vikram Singh Ghuman (N) was inadvertently published in place of Rajiv Thakur (S)

No. 165. BOXING COLOURS

The following have also been awarded Boxing Colours :—
Sanjiv Kapur (S) Ajay Kumar Mahajan (S)

No. 166. LIVE STOCK

Rearing of Live-stock such as buffaloes, cows, goat, sheep, etc., within the school premises is completely forbidden. Severe disciplinary action, including heavy fine will be imposed on those who disobey this order. Owners of live-stock are warned that their animals must remain outside the school premises and should never be found let loose grazing on the school lands.

No. 167. CINEMA

The film SPOILERS will be shown in Barne Hall at 5.45 p m. on Sunday, 17th June, 1973.

Part II**No. 32. LEAVE**

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

Shri S. N. Kochhar	Engineer	30-4-73— 5-5-73—6 days
„ P. C. Gupta	Cashier	9-5-73—12-5-73—4 „
		25-5-73—26-5-73—2 „
„ D. R. Sharma	Head Printer	7-5-73—19-5-73—13 „
„ Kashav Ram	Mazdoor	8-5-73—17-5-73—10 „
„ Deep Ram	Jr. Carpenter	14-5-73—24-5-73—11 „
„ Hari Ram	Tin Smith	7-5-73—23-5-73—17 „
„ Joti Singh	Head Tailor	30-4-73— 2-5-73—3 „
		14-5-73—15-5-73—2 „
		22-5-73—25-5-73—4 „
„ Nek Ram Sharma	Book Binder	21-5-73— — 1 day
		28-5-73—30-5-73—3 days
„ Chaudhary No. I	B/Mazdoor	4-5-73—11-5-73—8 „

2. Shri Y.B. Singh, Dance Master, was granted 17 days leave on half pay with effect from 9-4-73 to 25-4-73 for private affairs.

No. 33. RESIGNATION

Shri Kishan Lal Varma, temporary Compounder, vacated his appointment with effect from 1-6-73 A. N.

No. 34. DEATH

Shri Girdhari Bearer, who was on leave preparatory to retirement, is taken off the school strength with effect from 1st June, 1973 F. N., due to his death.

No. 35. EXTENSION OF SERVICES

1. The services of Mrs. W. Phillips, House Matron, have been extended with effect from 5-6-73 to 6-4-74.

2. The services of Shri Pars Ram, Bearer, have been extended for one year with effect from 6-6-73.

B. R. Pasricha,
Headmaster.

THE LAWRENCE SCHOOL ORDERS.

:o:

SANAWAR, FRIDAY, 22ND JUNE, 1973.

	Part I 168—180	Part II <i>Nil</i>
No. 168. PROGRAMME.		
Sat. 23rd	Colts and Atoms (Soccer) leave for Simla ...	2-30 p.m.
	B.C.S. Soccer XI arrives ...	5-00 p.m.
	Film (English) ...	6-00 p.m.
	Supper ...	7-45 p.m.
Sun. 24th	Breakfast ...	8-15 a.m.
	Soccer—Sanawar vs. B.C.S. ...	9-30 a.m.
	Film (Hindi) ...	4-30 p.m.
	Supper ...	7-30 p.m.
Mon. 25th	Founder's Meeting (M.C.R.) ...	2-15 p.m.
	I-H Soccer league Commences	
	Wg. & Measuring Commences	
	Talk by Brig. E.A. Thyagraj ...	6-30 p.m.
	Supper ...	7-30 p.m.
Tue. 26th	Marks handed in to Form Staff ...	1-10 p.m.
	Prep cancelled	
	Himalaya House Show 1st performanc ...	4-30 p.m.
	(P.D. & L-IV and downwards to attend)	
	Supper ...	7-00 p.m.
Thu. 28th	Mark Registers to Sr. Mistress ...	9-00 a.m.
	Supper ...	5-45 p.m.
	Himalaya House Show Final performance ...	6-30 p.m.
Fri. 29th	Rouser ...	7-00 a.m.
	Breakfast ...	8-30 a.m.
	End of term Assembly ...	9-30 a.m.
	2nd Mark Reading (Form rooms) 9-45—11-00 a.m.	
	Form staff will remain with the Forms till ...	11-00 a.m.
	Escorts Meeting in the M.C.R. ...	11-20 a.m.
	Soccer : B.D. vs. P. D. ...	3-00 p.m.
	(Staff, staff wives/hasbands & O.S. are cordially invited to stay on for tea with teams after the match)	
	Supper ...	6-00 p.m.
	Sr. School Social 6-45—10-15 p.m.	
Sat. 30th	1st Term ends—HOME DAY	

No. 169. SOCCER : COLTS & ATOMS.

School Soccer Colts and Atoms will leave for Simla from the Quad., at 2-30 p. m. on 23-6-73. The teams are expected to arrive in B. C. S. by 6-00 p. m. The teams will leave Simla for Sanawar after lunch on 24-6-73 and are expected to arrive in School not later than 7-00 p.m. M/s Joshi, Sequeira and Charanjit Singh will accompany the teams.

No. 170. SOCCER

The following will represent the School XI in the match to be played in Sanawar against B.C.S., on 24-6-73:—

Pradeep S. Chaudhary (Capt.)	Malvinder S. Brar
Mukul Chopra	Ashok Kaushik
Mahendra M.P. Singh	Jai Singh Pathania
Satinderpal S. Sidhu	Ghanshyam S. Ghoman
Sanjiv K. Tandon	Sanjeeve Kandel
Karandeep S. Bhullar	
Reserves : G.S. Panaych, Digvijay S. Jhina & J.S. Sokhey.	

2. The following will represent the School Colts XI in the match to be played in B.C.S., Simla against B.C.S. on 24-6-73:—

Sunil Malhotra (Capt.)	Rajiv Khanna
Anil Dogra	Sanjay Dutt
Alok Kukreja	Sanjiv Bhalerao
Bhupinder Sawhney	Tonsing Khaisianmung
Deepak Khosla	Vineet Kapur
Jagdeep S. Sethi	

Reserves : Bikram Seth, Biren Arora & Praveen Vasisht.

3. The following will represent the School Atoms in the match to be played in B.C.S., Simla against B.C.S. on 24-6-73:—

Sandeep Saluja (Capt.)	Gunit Rana
Ashish Bhatia (Vice-Capt.)	Jatinder Ahluwalia
Atul Kapur	Rohit S. Negi
Tarun Vohra	Anshuk Jain
Suryavir Singh	Sukhmeet S. Sandhu
Rajiv Thakur	

Reserves : Rajiv Suri & Vikram Chopra.

No. 171. INCOME TAX RETURN FORMS

Staff concerned are requested to refer to School Order Friday, 18th May, 1973, Part I, No. 143, para 3. Those who have not returned Income Tax Forms to School Office before the due date, will have to submit their I. T. Returns direct to Income Tax Officer, C. Ward, Simla.

No. 172. HOUSE FUNDS ACCOUNTS

Will all Housemasters and Housemistresses please note that all accounts of their House Funds, duly completed, should be prepared and submitted to the Bursar, to reach him not later than Thursday, 28th June, 1973.

No. 173. 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 Friday, 29th June 1973, except B.D.K. Steward and G.D.K. Matron, who may do so by Wednesday, 4th July, 1973.

**No. 174. 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.

Housemasters/Housemistresses may issue SPECIAL Tuck Shop slips to children, if necessary, for the purpose of buying travelling bags.

✓ No. 175. CONDEMNATIONS

The Bursar will conduct condemnations of items considered by Matrons to be beyond repair in B.D., G.D. and P.D. commencing Saturday, 2nd June, 1973, 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 Kitchen Matrons/Steward are requested to go through their stock and stores 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 condemnation programme is as follows :—

Sat. 2 ³ rd	June, 1973	12-00 noon	G.D. Himalaya, Nilagiri
		12-30 p.m.	G.D. Siwalik, Vindhya
Mon 2 ⁵ th	„ „	12-00 noon	B.D. Siwalik
		12-30 p.m.	B.D. Vindhya
Tue. 2 ⁶ th	„ „	12-00 noon	P.D. boys Him. & Nil.
		12-20 p.m.	P.D. boys Siw. & Vind.
		12-40 p.m.	P.D. Girls.
Wed. 2 ⁷ th	„ „	12-00 noon	B.D. Himalaya
		12-30 p.m.	B.D. Nilagiri
Thu. 2 ⁸ th	„ „	12-00 noon	P.D. Kitchen
Mon. 2 nd	July, 1973	12-00 noon	G.D. Kitchen
Tue. 3 rd	„ „	12-00 noon	B.D. Kitchen

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 timings and dates specified above.

No. 176. FOUNDER'S AND FETE REQUIREMENTS.

It has been decided that all staff members concerned must submit their complete requirements for Founder's and the Fete to the Engineer and Quartermaster by the 20th August and 2nd September respectively at the latest.

No. 177. MID-SESSION VACATION.

The School will close on Saturday, 30th June, 1973 for the mid-session break, and will reopen on Sunday, 29th July, 1973 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. 178. MATRONS—MID-SESSION BREAK.

Should Matrons/Steward wish to proceed with School parties or otherwise on the 30th June, 1973 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/Steward 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. 179. 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/repaired, whatever is necessary, at home.

All children **MUST BRING BACK THESE VERY JERSEYS/CARDIGANS**, duly cleaned/repaired, **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. 180. CINEMA

The following films will be shown in Barne Hall at the times and on the dates shown against each :—

SPOILERS (English)	... 6-00 p.m. Sat. 23rd June
ABHILASHA (Hindi)	... 4-30 p.m. Sun. 24th June

B. R. Pasricha,
Headmaster.

THE LAWRENCE SCHOOL SANAWAR

— :o: —

SANAWAR, TUESDAY, 26TH JUNE, 1973

SPECIAL ORDER

Mid-Session Break Arrangements—1973.

No. 181. 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 8-00 a. m. on Saturday, 30th June, 1973 (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, 27th June, 1973**. 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 Thursday, 28th June, 1973 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 M.C.R. on Friday, 29th June, 1973, at 11-20 a.m. 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 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.

Special note : Delhi Parties.

All children in Delhi A,B,C,D, parties and Kalka party (except those who are waiking down) will leave Sanawar by hired buses from the B.D. Quadrangle for Kalka at 9-30 a.m. on Saturday, 30th June, 1973. (See also the Annexure to this Order).

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 V.T.
4	Dehra Dun
5	Ferozpur
6	Amritsar
7	Lucknow
8	Pathankot
10	‡ Calcutta
11	Delhi Jn. 'A'
12	Delhi „ 'B'
13	Delhi „ 'C'
14	* Delhi „ 'D'

Special note :

Most of these serial numbers have been changed and *are not the same as previously*. **Please note the changes carefully.**

† (includes a few children going up to Delhi only)

‡ (includes Kurukshetra, Karnal and Panipat)

* (includes Chandigarh and Ambala Cantt.)

(ii) Party labels are available in the School Office. House Matrons should collect them from there as per their requirement.

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.**

(iii) 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, 28th June, of the number of packages (luggage) to be collected from their quarters.

(iv) 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.**

(v) 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 onto the Simla bus, **which will come up to the Bakery itself at about 8-15 a.m.**

(vi) Luggage of all children travelling in school parties (except Simla party) must be ready before 8-00 a.m. on home day. Such luggage will be collected by school mazdoors from G.D. & P.D. and taken to Gaskell Hall. Q.M. will arrange to bring heavy luggage only from NBD to Gaskell Hall. Boys of B.D. (except Simla party) will carry their own luggage out of their dormitories and stack inside Gaskell Hall against the four walls under QM's supervision. House Staff will please ensure that this is done in an orderly manner. 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.

(vii) **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 children and Staff of various 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. Mukherji. 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.*

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

(ix) 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.

BREAKFAST, LUNCH, TEA, SUPPER PACKETS.

(i) **Breakfast.** Breakfast will be at 7-30 a.m. in all departments on home day.

(ii) **Lunch.** Lunch will be at 12-30 p. m. in all departments on home day.

(iii) **Tea.** Bread/Sandwiches and tea will be served in the B. D. Kitchen at 4-30 p.m. for all members of the Pathankot and Calcutta parties.

(iv) **Lunch/Supper Packets.** Lunch packets (all of which will be Vegetarian) for Delhi A,B,C,D, and Kalka parties will be issued in Gaskell Hall at 9-00 a.m. Supper packetes (all of which will be Vegt.) will also 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 Lunch/Supper packets for the school party indicated. Also shown is the number of packets for the various school parties (including 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 Lunch/Supper packets half an hour before the party is due to leave Sanawar, have them loaded onto 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 at Kalka if possible, to have the empty baskets handed over to Mr. Mukherji after having distributed the packets and before the train leaves :—

School Party	Escort	No. of Lunch/supper packets
		Lunch packets only
Delhi Jn. 'A'	Mr. B.P. Joshi	38
Delhi „ 'B'	Mr. Amar Singh	38
Delhi „ 'C'	Miss Lal	37
Delhi „ 'D'	Mr. Nayyar	41
Kalka	Mrs. Mundkur	11
		Supper packets only.
Bombay V.T.	Mr. Mundkur	55
Dehra Dun	Miss G. Singh	10
Lucknow	„ „	15
Ferozpur	Miss K. Narula	19
Amritsar	Mr. Aggarwal	30
Pathankot	Mr. Katoch	29
Calcutta	Mr. Malaviya	31

The Quartermaster will arrange the necessary number of clean baskets of appropriate size to be in Gaskell Hall at 8-00 a. m. on home day.

The three Kitchen Matrons/Steward 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/Steward 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/Steward will please arrange among themselves as to which of them will be present on each such occasion.

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

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

Bombay V.T., Calcutta, Lucknow, Delhi A,B,C,D.

ROLL - CALL AT KALKA.

Staff escorting the school parties are requested to arrange a roll-call of children to be escorted by them on the platform at Kalka Railway Station, half an hour before the departure time of the train. 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 DOWN TO KALKA [BOYS]

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

(ii) Boys walking down who do not carry their own hand luggage, i.e. air-bags etc., with them, must NOT put it into the 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.

(iii) Boys of Delhi A.,B.,C.,D., and Kalka parties who have been permitted to walk down will leave B.D. at 8-00 a.m. after the Housemasters have taken the roll-call. Boys of other parties 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.

(v) 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, 29th June, after the escort's meeting.

NEXT TERM.

The next term will begin on Sunday, 29th July 1973, and all children must be back by 4-00 p.m. on that day.

PAY FOR JUNE, 1973.

Pay for June will be issued to all Staff on Friday 29th June '73.

B. R. Pasricha
Headmaster.

ANNEXURE

1. Departure arrangements from Sanawar on Saturday, 30th June, 1973.

<i>School party</i>	<i>Assemble at B.D. Quad.</i>	<i>Departure from B.D. Quad.</i>	<i>Size of party (including escorts & their families)</i>	<i>Buses</i>
(i) Delhi Jn. 'A'	9-00 a.m.	9-30 a.m.	}	Three 44 Seater buses
(ii) " " 'B'	—do—	—do—		
(iii) " " 'C'	—do—	—do—		
(iv) " " 'D'	—do—	—do—		
(v) Kalka	—do—	—do—		
(vi) Bombay V.T.	3-30 p. m.	3-30 p. m.	}	Two 44 seater buses
(vii) Dehra Dun	—do—	—do—		
(viii) Lucknow	—do—	—do—		
(ix) Ferozepore	—do—	—do—		
(x) Amritsar	—do—	—do—	}	One 44st. bus
(xi) Pathankot	6-30 p.m.	7-00 p.m.		
(xii) Calcutta	6-30 p.m.	7-00 p.m.		

2. Delhi A,B,C,D, parties will proceed by 4 UK shuttle leaving Kalka at 1-05 p.m.
3. Bombay V.T., Dehra Dun, Lucknow, Ferozpur & Amritsar parties will proceed by 87 Dn. Chandigarh Express leaving Kalka at 7-15 p.m.
4. Amritsar and Pathankot parties will proceed by 35 Dn. Simla Mail leaving Kalka at 9-50 p.m.
5. Calcutta party will proceed by 2nd Dn. Kalka-Delhi-Howrah Mail leaving Kalka at 11-35 p.m.
6. The parties will move from their assembly points only when told to do so by the Bursar. They will move to embus the buses allotted to them, in the order in which they have been listed above. Escorts are requested to maintain control over their parties, as they assemble in the Quad, and move on to get into the buses.
7. The school bus will be held in reserve and will not be used for any purpose without the express permission of the Bursar.
8. All parties, including all escorts concerned, will assemble in the B.D. 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 they are requested to move. Party placards will be posted prominently in the Quad, and will be arranged in the order in which the school parties will embus.

9. 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.

10. The Bursar, assisted by Dr. Dhillon 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 SANAWAR

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SANAWAR, WEDNESDAY, 27TH JUNE, 1973

No. 182. CORRIGENDUM.

With reference to Special Order dated Tuesday, 26th June, 1973, the Annexure on pages 91 and 92, be treated as cancelled, and is now replaced by the following :—

ANNEXURE

1. Departure arrangements from Sanawar on Saturday, 30th June, 1973.

<i>School party</i>	<i>Assemble at B.D. Quad.</i>	<i>Departure from B.D. Quad.</i>	<i>Size of party (including escorts & their families)</i>	<i>Buses</i>
(i) Delhi Jn. 'A'	9-00 a.m.	9-30 a.m.	25	} Three 44 Seater buses
(ii) " " 'B'	—do—	—do—	27	
(iii) " " 'C'	—do—	—do—	34	
(iv) " " 'D'	—do—	—do—	33	
(v) Kalka	—do—	—do—	7	
(vi) Bombay V.T.	3-30 p. m.	3-30 p. m.	38	} Two 44 seater buses
(vii) Dehra Dun	—do—	—do—	8	
(viii) Lucknow	—do—	—do—	10	
(ix) Ferozepore	—do—	—do—	9	
(x) Amritsar	—do—	—do—	21	} One 44st. bus
(xi) Pathankot	6-30 p.m.	7-00 p.m.	20	
(xii) Calcutta	6-30 p.m.	7-00 p.m.	19	

2. Delhi A,B,C,D, parties will proceed by 4 UK shuttle leaving Kalka at 1-05 p.m.
3. Bombay V.T., Dehra Dun, Lucknow and Ferozpur parties will proceed by 87 Dn. Chandigarh Express leaving Kalka at 7-15 p.m.
4. Amritsar and Pathankot parties will proceed by 35 Dn. Simla Mail leaving Kalka at 9-50 p.m.
5. Calcutta party will proceed by 2nd Dn. Kalka-Delhi-Howrah Mail leaving Kalka at 11-35 p.m.

6. The parties will move from their assembly points only when told to do so by the Bursar. They will move to embus the buses allotted to them, in the order in which they have been listed above. Escorts are requested to maintain control over their parties, as they assemble in the Quad, and move on to get into the buses.
7. The school bus will be held in reserve and will not be used for any purpose without the express permission of the Bursar.
8. All parties, including all escorts concerned, will assemble in the B.D. 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 they are requested to move. Party placards will be posted prominently in the Quad, and will be arranged in the order in which the school parties will embus.
9. 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.
10. The Bursar, assisted by Dr. Dhillon 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.

B. R. Pasricha,
Headmaster.

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THE LAWRENCE SCHOOL ORDERS.

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SANAWAR, FRIDAY, 29TH JUNE, 1973.

Part I 183—188	Part II <i>Nil</i>
No. 183. FOUNDER'S DUTIES.	
Athletics (B.D.)	... Mr. Mundkur I/c, M/s S.C. Arora, Joshi, Solomon, Abraham, Randhawa, Sequeira, & Amar Singh.
„ (G.D.)	... Mrs. Solomon, I/c Miss Ghoman, Miss Lal & Miss Narula.
Colours Parade *	... M/s B. Singh & Dhani Ram
Band	... Mr. Katoch
Staff Play	... Mr. Bhupinder Singh I/c
School Concert	
(i) Hindi play	... Dr. Gupta
(ii) English play	... Mr. Sequeira
(iii) Music/Dance/Band/Orchestra	} Dr. Kulshrestha M/s Katoch, Malaviya and Mrs. Sawney
I/c Co-ordination	... Miss Chatterji.
P.D. Concert	... Mrs. Harbaksh Kaur, P. D. staff and Mrs. Sawney
Tattoo	... I/c Co-ordination Mr. Bhalerao. Mike Miss Chatterji
P.T. & Gym. work	... Mr. Dhani Ram
Art/Crafts/Needlework	... Hobbies' Staff
Science Exhibition	... Science Staff
Seating	... { P.D. Concert: B.D. Staff Staff Play : G.D. „ Speeches : B.D. „
School Concert	... P.D. Staff & O.S.
Parade Tattoo }	... Mr. Mundkur & Dr. Gupta

Decorations	...	Mr. Gore I/c, M/s Charanjit Singh & G.C. Arora
Stage & Sound } Equipment }	...	Mr. Mukherji I/c M/s Subhash Gupta and Ramesh Sethi
O.S. Basket-Ball	...	Miss Ghoman & Miss Lal
„ Hockey	...	Dr. D.C. Gupta
„ Dinner	...	Miss R. Chatterji
„ Dance	...	Dr. Dhillon, & Miss Ghoman
Parents coffee } (Athletics) }	...	Mrs. B. Singh Mrs. Gore, Mrs. Mukherji, Mrs. Bhalerao & Capt. Chhina
Tea (O.S. Meeting)	...	Capt. Chhina
Visitor's Cloak Rooms	...	Miss Narula (Ladies) Mr. Nayyar (Men)
Checking Invitation Cards	...	M/s S.C. Arora, Solomon and Gurdev Singh
Nursery	...	Mrs. Bhalla & 2 P.D. Ayahas
I/c Barne Hall	...	Mr. Mundkur Assisted by Mr. Kohli

No. 184. FETE.

Stalls will be organised by the following :—

Name of Stall	Name of Persons	Place Allotted
Art, Carpentry } and other Crafts }	...	M/s Bhalerao, Charanjit Singh, Kirpal Singh & Prajapati VI A
Chaat Stall	...	Mrs. Sidhu Behind Birdwood
Eats Stall	...	Mrs. Nair Behind Birdwood
Ice-cream Stall	...	Capt. Chhina and 2 stores clerks
Needle-work & } Embroidery }	...	Mrs. Mundkur, Mrs. Sawney and Miss Lal Needle-work Room
Fortune Teller	...	Mr. Joshi & Mrs. Kanhaia Jee D.H.M's office
Lucky Dip	...	Mr. & Mrs. Mukherji and Mr. & Mrs. Solomon VI B
Guess the Weight...	...	Miss Proctor & Miss Kalia U-IV A
Ringing of articles	Mr. Kohli & Mrs. Kohli L-IV B
Coins in Squares	Mr. Randhawa & Mrs. Sakhuja L-IV A

Roulette I	...	Dr. Dhillon, Miss Ghoman and Mr. Amar Singh	} In front of Birdwood
„ II	...	Mrs. Thomas Mrs. Arora and Mr. Malaviya	
Coconut Shy	...	M/s Abraham & Sequeira	Behind Birdwood
Roundabout	}	...	Behind Birdwood
		Sgn. Cdre Dewan and Mr. Kochhar	
Darts	...	Mr. Mundkur & Miss Sachar	L-V B
Coffee, tea & drinks	...	Mrs. Gore & Staff wives	Behind Birdwood
Raffle	...	Dr. D. C. Gupta	
Tombola	...	M/s G. C. Arora & Dhani Ram	Geog. Room
Treasure Hunt	...	Mrs. Harbakhsh Kaur & Mr. Nayyar	U-IV B
Guess What ?	...	M/s S.C. Arora & Gurdev Singh	
Killing the Demon	...	Mrs. G.S. Dev & Dr. Kulshreshtha	U-VA
Shooting	...	Mr. Katoch	L-III Verandah
Scoring a Goal	}	...	Behind Birdwood
		M/s Aggarwal, Subhash Gupta & Ramesh Sethi	

No. 185. REVISED RATES OF WATER CHARGES

With effect from 21st June, 1973, the rates of water charges will be as follows :—

Category A	Category B
<i>who take their meals in the School Kitchens</i>	<i>who do not take their meals in the School Kitchens</i>
1. For the first 3000 litres per head per month @ 60p per 1000 litres.	1. For the first 4000 litres per head per month @ 60p per 1000 litres.
2. For the next 2000 litres per head per month @ Re. 1/- per 1000 litres.	2. For the next 3500 litres per head per month @ Re. 1/- per 1000 litres.
3. Above 5000 litres per head per month @ Rs. 2/- per 1000 litres.	3. Above 7500 litres per head per month @ Rs. 2/- per 1000 litres.

No. 186. SWEEPERS OFFS

The R. M. O. is the authority for fixing/regulating all sweepers' half day or full-day offs. The R.M.O. will also arrange for a relief.

Sweepers attached to dormitories or kitchens will inform, well in time, about their 'offs' to the House Matrons or Kitchen Matrons/Steward concerned. Changes in the 'offs' will normally be not done and in any case not without the consent of the Matrons/Steward concerned.

No. 187. SOCCER

The following have been awarded soccer colours for 1973:-

Pradeep S. Chaudhary	Sanjiv K. Tandon
Mukul Chopra	Karandeep Singh Bhullar
Mahendra M.P. Singh	Malvinder Singh Brar
Satinderpal Singh Sidhu	Gurarvinder S. Panaych

No. 188. CERTIFICATE OF MERIT

Pradeep S. Chaudhary has been awarded Certificate of Merit in Soccer for 1973.

B. R. Pasricha,
Headmaster.

THE LAWRENCE SCHOOL ORDERS.

:o:
SANAWAR, MONDAY, 30TH JULY, 1973.

Part I
189—201

Part II
36—38

No. 189. WELCOME.

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

No. 190. PROGRAMME

July

Sun.	29th	School parties return	
Mon.	30th	Sunday timings	
		Film	... 5-45 p.m.
		Supper	... 7-15 p.m.
Tues.	31st	Founder's Term Commences	
		Normal teaching	
		P.T. Cancelled	
		Prep. Cancelled	
		Sr. Staff meeting	... 3-00 p.m.

August

Wed.	1st	Normal time-table	
Sat.	4th	Film	... 5-45 p.m.
		Supper	... 7-15 p.m.

No. 191. I.P.S.C.—HEADMASTER'S CONFERENCE.

The Headmaster would like to convey his deep appreciation and feelings of gratitude to all who strove hard and poured every ounce of their energy to make the stay of members of the I. P. S. C., observers, press reporters, book sellers and publishers etc., comfortable and extended all help to make the Conference a success. The letters that are pouring in now in appreciation of what was done by Sanawar for all those who attended the conference, bears a testimony to the untiring efforts and co-operation given by all staff at Sanawar.

No. 192. RETURN OF SCHOOL CHILDREN.

All Housemasters/Housemistresses will please send immediately the lists of children in their Houses, who have not yet reported back to School, to the Headmaster. They will also report about the late arrivals giving reasons known to them, for their not being able to join the School on 29-7-73, by 5-00 p.m.

No. 193. RETURN SCHOOL PARTIES JULY, 1973.

Escorts Incharge of All Return School parties are requested to communicate in writing, to the Bursar by 31st July 1973, about the unusual situations, problems faced by them in connection with the School Return parties. They are also requested to submit the list of children who did not turn up to join the party; also the list of children who were not included in the party, but did travel with the School party.

No. 194. DEPOSIT OF CASH IN SCHOOL OFFICE.

It is repeated for compliance by all concerned that Cash be deposited withdrawn from the School office at the following timings :—

Monday to Friday ...	10-30 a.m.—1-00 p.m. (for all).
	2-00 p.m.—2-30 p.m. (for teaching staff only)
Saturday	... 10-00 a.m.--12-30 p.m. (for all)

These deposits, however, will not be accepted by the School Office/Cashier on the monthly pay day.

No. 195. 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. 196. CASH FROM SCHOOL OFFICE.

School order No. 68 dated 9-3-73, is modified to read :—

When receiving or taking cash from the School office, all Staff members are advised in their own interests to count the cash carefully, immediately after signing the receipt, at the School Cashier's counter itself. This is necessary because it is not possible, once the person concerned leaves the counter, to verify the validity of the discrepancy pointed out; the office cannot make good any subsequent alleged deficiencies.

No. 197. TROPHIES, MEDALS ETC.

All Staff concerned are requested to send in their requirement slips to the Bursar. with regard to Trophies, cups, medals etc.

well in time, that is, at least two days in advance of the date on which these are required.

No. 198. STATE BANK OF PATIALA IN THE SCHOOL

The working hours of the Extension Counter of the State Bank of Patiala in Sanawar are reproduced below for information to all concerned:—

Mondays to Fridays	...	11-00 a.m.—2-00 p.m.
Saturdays	...	10-00 a.m.—12-00 noon.
Sundays & Bank holidays	...	Closed

Mr. Dev Raj Gupta is presently the incharge of the extension Counter.

No. 199. MEDICAL CERTIFICATES.

House Matrons are requested to collect Medical Certificates from their respective House children and also prepare a list of those who did not bring these and send them over to the R.M.O., latest by 1st August, 1973.

No. 100. HEALTH INSURANCE SCHEME.

Increase with effect from 1-7-73.

Shri Sat Pal Varma Jr. Clerk	...	1
Mrs. Sat Pal Varma	...	1

No. 101. CINEMA

The film FIFTY-TWO MILES TO TERROR will be shown in Barne Hall at 5-45 p.m. on Monday, 30th July, 1973.

Part II

No. 36. LEAVE.

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

Shri P.C. Gupta	Cashier	...	6-6-73 to 20-6-73—15 days
„ Sat Pal Varma	Jr. Clerk	...	7-6-73 to 12-6-73— 6 „
„ Kashab	Mazdoor	...	5-6-73 to 16-6-73—12 „
„ Jiwan Ram	Mali	...	25-6-73 to 27-6-73— 3 „
„ Shamsher Singh	Groundsman	...	26-6-73 to — 1 day
„ Chet Ram	Cook	...	17-6-73 to 24-6-73— 8 days
„ Gorkhu	Bearer	...	3-6-73 to 10-6-73— 8 „
„ Rulda	Sweeper	...	22-6-73 to 25-6-73— 4 „

2. Mrs. P. Arora, Mistress, was granted 58 days maternity leave with effect from 1-5-73 to 27-6-73.

3. Dr. J.S. Kulshreshta, Music Teacher, was granted 15 days leave on half pay with effect from 5-5-73 to 19-5-73 and in continuation 8 days leave without pay with effect from 20-5-73 to 27-5-73, on medical grounds.

No. 37. APPOINTMENTS.

Shri Rajinder Kumar was appointed Compounder with effect from 26-6-73, F.N.

No. 38. RESIGNATIONS.

Shri Roshan Lal, temp. Master vacated his appointment with effect from 23-6-73, A.N., having resigned.

2. Shri Y. Brajamani Singh, Dance Master vacated his appointment with effect from 29-6-73, A.N., having resigned.

B. R. Pasricha,
Headmaster.

THE LAWRENCE SCHOOL SANAWAR

—:O:—

SANAWAR, WEDNESDAY, 1ST AUGUST, 1973

SPECIAL SCHOOL ORDER

No. 202. SCHOOL CALENDAR (29th July—5th Dec.)

July

Sun. 29th	School parties return		
Mon. 30th	Sunday timings		
	Film	...	5-45 p.m.
	Supper	...	7-15 p.m.
Tue. 31st	Founder's Term commences		
	Normal teaching		
	P.T. cancelled		
	Prep cancelled		
	Sr. Staff meeting	...	3-00 p.m.

August

Wed. 1st	Normal time-table		
Sat. 4th	Film	...	5-45 p.m.
	Supper	...	7-15 p.m.
Sat. 11th	Lunch	...	12-30 p.m.
	Inter-School Declamation Contest	...	1-30 p.m.
	Tea	...	4-00 p.m.
Sun. 12th	Film	...	5-45 p.m.
	Supper	...	7-15 p.m.
Tue. 14th	Raksha Bandhan		
	Independence Day Eve Staff Club get-together		8-45 p.m.
Wed. 15th	Flag hoisting followed by Special		
	Independence Day Assembly	...	9-30 a.m.
	Independence Day special Lunches	...	1-00 p.m.
	Hindi Film show for staff & families	...	3-00 p.m.
Sat. 18th	Film	...	4-15 p.m.
	Supper	...	7-15 p.m.
Tue. 21st	Janam Ashtami (Holiday)		

Sat. 25th	Hindi Debate (Srs.)	...	6-00 p.m.
	Supper	...	7-15 p.m.
Sun. 26th	Film	...	5-45 p.m.
	Supper	...	7-15 p.m.

September

Sat. 1st	Film	...	5-45 p.m.
	Supper	...	7-15 p.m.
Wed. 5th	Teachers' Day		
Sat. 8th	English Debate (Jrs.)	...	6-00 p.m.
	Supper	...	7-15 p.m.
Mon. 10th	VI Form Exams commence		
Sat. 15th	Swimming Sports		
Sun. 16th	Film	...	4-15 p.m.
	Supper	...	7-15 p.m.
Tue. 18th	Marks to Form Staff	...	1-00 p.m.
Thu. 20th	Mark Registers to Sr. Mistress	...	9-00 a.m.
Fri. 21st	Third Mark-Reading		
Sat. 22nd	Film	...	5-45 p.m.
	Supper	...	7-15 p.m.
Sun. 30th	P.D. Concert 1st Performance	...	10-30 a.m.
	Sr. School Concert 1st Performance	...	4-00 p.m.
	Tattoo 1st Performance	...	7-15 p.m.

October

Mon. 1st	A.D.S. First Performance		
Tue. 2nd	Breakfast	...	7-20 a.m.
	Gandhi Jayanti Assembly (Barne Hall)	...	8-00 a.m.
	Athletics	9-30—11-30	a.m.
	Parents' Coffee (Gaskell Hall)	...	12-00 noon.
	P.D. Founder's Lunch	...	1-15 p.m.
	A.D.S. Play	...	5-00 p.m.
Wed. 3rd	O.S. Matches	...	10-00 a.m.
	P.D. Concert	...	4-30 p.m.
	Tattoo	...	7-15 p.m.

Thu.	4th	Founder's Day	
		Assembly (Chapel)	... 8-30 a.m.
		Trooping of Colours	... 10-00 a.m.
		Speeches	... 12-00 noon.
		Founder's Lunch B.D./G.D.	... 1-15 p.m.
		Sr. School Concert	... 5-00 p.m.
Fri.	5th	Fete	... 10-30 a.m.
		S.O.Ps allowed	... 12-30 p.m.
		O.S. meeting (Staff Club)	... 2-30 p.m.
		O.S. Dinner	... 7-00 p.m.
		O.S. Dance	... 8-30 p.m.
Sat.	6th	Holiday—Dussehra	
Sun.	7th	Children on S.O.Ps to report back	... 5-00 p.m.
		Film	... 5-45 p.m.
		Supper	... 7-15 p.m.
Mon.	8th	Hockey Season commences	
Tue.	9th	Festival Hockey match	
Sat.	13th	Inter-House P. T. competition	
Sun.	14th	Film	... 5-45 p.m.
		Supper	... 7-15 p.m.
Mon.	15th	VI Form morning Prep commences	
		Road walk and run for the rest	
Sat.	20th	English Debate (Srs.)	... 6-00 p.m.
		Supper	... 7-15 p.m.
Sun.	21st	Film	... 4-15 p.m.
		Supper	... 7-15 p.m.
Mon.	22nd	Sr. I-H Hockey league commences	
Thu.	25th	Visit of the President of India	
Sat.	27th	Film	... 5-45 p.m.
		Supper	... 7-00 p.m.
November			
Sat.	3rd	VI Form Picnic	
		Hindi Debate (Jrs.)	... 6-00 p.m.
		Supper	... 7-15 p.m.
Sun.	4th	Film	... 5-45 p.m.
		Supper	... 7-15 p.m.
*Fri.	9th	All India Higher Secondary Examination expected to commence	
Sat.	10th	Guru Nanak's Birthday—Holiday	

Sun. 11th	Prep School Photographs Teams' Photographs G.D. Photographs I-H Shooting competition Staff Club tea followed by Staff Photograph and Staff Club meeting	... 10-30 a.m. ... 4-30 p.m.
Tue. 13th	P. D. Picnic	
Wed. 14th	Children's Day—special Assembly Pagal Gymkhana	... 2-30 p.m.
Sat. 17th	One Act Plays in English & Hindi Eye Specialist's visit	
Sun. 18th	House Photographs Film Supper	... 4-15 p.m. ... 7-15 p.m.
Tue. 20th	Hockey : P.D. vs. B.D.	... 3-00 p.m.
Wed. 21st	Weighing & Measuring commences	
Sat. 24th	Supper for School S.F.P	... 6-45 p.m.
Mon. 26th	I-H Hockey (Colts and Atoms) League Commences Spartan/Ozarkian Club meeting (H.M's House)	6-00 p.m.
*Tue. 27th	Marks handed in to Form Staff	... 1-00 p.m.
*Thu. 29th	Mark Registers to Sr. Mistress	... 9-00 a.m.
*Fri. 30th	4th Mark Reading	
December		
Sat. 1st	Dance & Music recital under arrangement of School Dance & Music Department	} ... 6-00 p.m.
Sun. 2nd	Film Supper	... 5-45 p.m. ... 7-15 p.m.
*Mon 3rd	Text Books handed in Promotion meeting Nativity play and Carol service	2-30 p.m. ... 6 00 p.m.
*Tue. 4th	End of Term Assembly Prizegiving History/Tutorial sheets handed in to School Office P.D. Christmas-Tree House Break-up Parties	} ... 3-00 p.m. ... 5-45 p.m. ... 6-45 p.m.
*Wed 5th	Home Day	

* These dates are provisional and can be confirmed only after the date sheet of the All India Higher Secondary Examination has been received.

B. R. Pasricha,
Headmaster.

THE LAWRENCE SCHOOL ORDERS.

:o:

SANAWAR, FRIDAY, 3RD AUGUST, 1973.

Part I

203—212

Part II

39—41

No. 203. PROGRAMME**August**

Sat.	4th Film	...	5-45 p.m.
	Supper	...	7-15 p.m.
Sat.	11th Lunch	...	12-30 p.m.
	Inter-School Declamation Contest	...	1-30 p.m.
	Tea	...	4-00 p.m.
Sun.	12th Film	..	5-45 p.m.
	Supper	...	7-15 p.m.

No. 204. FOUNDER'S TERM 1973.

With effect from Monday, 6th August :—

Rouser	5-50 a.m.
Chota	6-20 a.m.
P.T.	6-30—7-10 a.m.
House Inspection	7-30 a.m.
Breakfast	7-45 a.m.
M.I. G.D.	7-30 a.m.
M.I. B.D.	8-00 a.m.
Assembly	8-25 a.m.
Classes (3 Schools)	8-40—10-25 a.m.
Break	10-25—10-45 a.m.
Classes (4 Schools)	10-45—1-05 p.m.
Lunch	1-10 p.m.
Hobbies groups/Play practices } Music/Dance/Band }	1-50—2-50 p.m.
Gym. Work	2-00—2-50 p.m.
Trooping practice	3-00—3-35 p.m.
Athletics U 11 } U 13 }	3-00—3-40 p.m.
Athletics U 15 } Opens }	4-05—4-45 p.m.
Athletics G.D.	4-30—5-30 p.m.

Tea B.D.	3-50 p.m.
Tea G.D.	4-15 p.m.
Swimming				
P.D.	2-20—2-50 p.m.
G.D.	3-00—4-05 p.m.
B.D.				
U 11 } U 13 }	Daily	4-15—4-45 p.m.
U 15 } Opens }	Tuesdays, Thursdays & Saturdays			4-55—5-25 p.m.
Baths B.D. (Mon., Wed. & Fri. [Srs.])	...			4-55—5-25 p.m.
„ „ (Tue., Thus. & Sat. [Jrs.])	...			
House Inspection	5-35 p.m.
Prep: Monday to Friday	5-55—7-20 p.m.
Supper	7-25 p.m.
House Inspection	8-40 p.m.
Lights out	8-45 p.m.
Lights out Sixth Form	9-45 p.m.
Saturdays				
Morning Prep	6-30—7-30 a.m.
Singing practice	8-25 a.m.
Classes (1st School of 30 mts.) 2nd and 3rd Schools of 35 mts. each }				8-50—10-30 a.m.
Break	10-30—10-50 a.m.
Classes (3 Schools of 35 mts. each)	10-50—12-35 p.m.
Letters writing (7th School of 30 mts.)	12-35— 1-05 p.m.
Lunch	1-10 p.m.
Practicals	1-50—2-50 p.m.
Normal afternoon hobbies for the rest				
Swimming (Sundays)				
G. D.	9-30—10-20 p.m.
Him B.D.	10-25—11-05 a.m.
Nil. B.D.	11-05—11-45 a.m.
Siw. B.D.	11-45—12-25 p.m.
Vind. B.D.	12-25— 1-05 p.m.
Lunch B.D. (Sundays)	1-15 p.m.
Barne Hall				
Play Practices (Mondays to Saturdays)	1-50— 2-50 p.m.
P.D. „ („)	4-15— 5-45 p.m.
A.D.S. „ (Mondays to Fridays)	7-00— 9-30 p.m.

No. 205. 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. 206. THE SCHOOL SONG BOOKS.

The School Song Books for B.D. and G.D. of respective House Colours, are available on cash payment for Rs. 1/75 each, in

Tuck Shop. Those children to whom these were issued, last year, but have lost them now, are required to purchase the Song Books from Tuck Shop.

New Song Books are being issued to (a) this year's new admissions, (b) those who have come from Prep School to B.D. and G.D., through their respective Housemasters/Housemistresses.

No. 207. OUT - BREAK OF MUMPS

Since there is an epidemic of mumps in Kasauli, W.O.Ps. for Kasauli will not be issued till further orders. Issue of S. O. Ps. needs prior clearance from R.M.O.

Cases of mumps have also been reported from the Sweepers community living in the Mohalla area. Many staff members have engaged private servants in their quarters who come from this area. With a view to keep the spreading of the disease under control, Staff are requested to take preventive measures, in consultation with R.M.O.

No. 208. POCKET MONEY.

With effect from 1-8-73, pocket money is raised from Rs. 2/- to Rs. 3/- per week. The Housemasters/Housemistresses will, from now onward, receive pocket money at this new rate, in addition to Re. 1/- for the normal postage.

No. 209. FOUNDER'S AND FETE REQUIREMENTS.

All concerned are requested to refer to S.O. No. 176, dated 22-6-73, and are reminded that lists of complete requirements for Founder's and the Fete must be given to the Engineer and Quartermaster not later than 20th August and 2nd September respectively. It is important that these dates be strictly observed.

No. 210. I/C SWIMMING.

Mr. Dhani Ram will be over-all incharge for Swimming.

No. 211. ICE - CREAM.

Ice-Cream will be on sale again from Sunday, 5th August, 1973, as usual.

No. 212. CINEMA.

The film MAN WHO LAUGHS will be shown in Barne Hall at 5-45 p.m. on Saturday, 4th August, '73.

Part II

No. 39. STRENGTH.

Decrease with effect from 14-7-73 :—

Navin Puri ... H.B.S.

Increase with effect from 2-8-73 :—

Deepak Kumar Ohlyan (D.S.) ... N.P.B.

No. 40. APPOINTMENTS.

Mrs. J.K. Kohli was appointed as Mistress on a purely temporary basis with effect from 7-5-73 to 30-6-73, vice Mrs. P. Arora granted maternity leave.

2. Shri Gogi Ram was appointed Peon with effect from the forenoon of 1-7-73.

No. 41. RETIREMENT.

Shri Battoo, Head Cook, P.D.K. retired from services of the School with effect from the afternoon of 21-7-73.

B. R. Pasricha,
Headmaster.

THE LAWRENCE SCHOOL ORDERS.

:o:
SANAWAR, FRIDAY, 10TH AUGUST, 1973.

Part I		Part II	
213—220		42—43	
No. 213. PROGRAMME			
Sat. 11th	Singing Practice cancelled		
	Classes (3 Schools of 30 mts. each)	8-30—10-00 a.m.	
	Break	10-00—10-20 a.m.	
	Classes (4 Schools of 30 mts. each)	10-20—12-20 p.m.	
	Lunch	... 12-30 p.m.	
	Inter—School Declamation Contest	... 1-30 p.m.	
	Tea	... 4-00 p.m.	
	Film (for Sr. Staff & Students)	... 5-00 p.m.	
	„ (for Jr. Staff & their families)	... 8-30 p.m.	
	Dry Supper	... 7-45 p.m.	
Tue. 14th	Raksha Bandhan		
	Independence Day Eve		
	Staff Club get-together (Art Room)	... 8-45 p.m.	
Wed. 15th	Rouser	... 7-00 a.m.	
	M. I. (G.D.)	... 7-30 a.m.	
	M. I. (B.D.)	... 8-00 a.m.	
	Breakfast	... 8-15 a.m.	
	Flag hoisting followed by special Independence		
	Day Assembly	... 9-30 a.m.	
	Independence Day Special Lunches	... 1-00 p.m.	
	Tea	... 3-00 p.m.	
	Hindi Film Show for staff & families	... 3-30 p.m.	
	Supper (Dry)	... 7-15 p.m.	

No. 214. TEA—SAT. 11th AUGUST 1973

To host the participants of Inter—School Declamation Contest, there will be tea in Gaskel Hall at 4-00 p.m. Staff, staff wives/husbands, O.S., and Sixth Formers are cordially invited.

No. 215. INDEPENDENCE DAY EVE STAFF CLUB GET-TOGETHER—TUES. 14th AUGUST 1973

There will be Independence Day Eve Staff Club get-together and Dinner in the Art Room at 8-45 p.m. Club members and O.S., are cordially invited.

No. 216. 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.

The following procedure is 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. 217. SALT WATER GARGLING

All House Matrons in B.D., G.D., and P.D. are requested to arrange for warm Saline-water gargling, to be done by all children in their Houses both in the morning after rouser, and at night, before going to bed, daily, with immediate effect, until further orders.

Salt and Hot water can be obtained from the respective departments' Kitchen. Necessary number of buckets may please be obtained, either from the kitchens or from Q.M. stores.

No. 218. HOLIDAYS : ADMINISTRATIVE STAFF

Tue., 14th August, and Wed., 15th August, 1973, will be observed as holidays on a/c of Raksha Bandhan and Independence Day respectively.

Tuckshop will, however, remain open on Tue., 14th August, 1973, as usual.

No. 219. DRY PACKET SUPPER

The supper on Saturday, 11th August, 1973, will be in the form of dry supper packets in all the kitchens for all staff and students at 7-45 p.m. House Staff are requested to help the Kitchen Matrons/Steward in distribution of supper packets to children. Staff entitled are requested to collect supper packets from their respective kitchens by 8-00 p.m. This will enable all kitchen staff as well, to be free in time to see the film.

No. 220. CINEMA

(i) The Hindi film PARIWAR will be shown in Barne Hall on Saturday, 11th August, 1973 :

(a) for Sr. Staff and students at 5-00 p.m.

(b) for Jr. Staff and their families at 8-30 p.m.

(ii) The Hindi film SACHHA JHUTHA will be shown in Barne Hall to Junior staff and families at 3-30 p.m. on Wednesday, 15th August, 1973.

Part II**No. 42. LEAVE**

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

Shri Gian Singh	P.A. to H.M.	2-7-73— 7-7-73— 6 days
„ Mathra Dass	Jr. Clerk	9-7-73—18-7-73—10 „
„ D.R. Sharma	H/Printer	27-7-73—31-7-73— 5 „
„ Tanna Ram	Peon	25-6-73—21-7-73—27 „
„ Sunder	Watchman	9-7-73—23-7-73— 15 „
„ Naranjan	Mazdoor	2-7-73—26-7-73—25 „
„ Ganga Ram	Mazdoor	19-7-73—28-7-73—10 „
„ Mathu Ram	Jr. Mason	10-7-73—11-7-73— 2 „
„ Prem Chand	Mazdoor	5-7-73—14-7-73—10 „
„ Shamsheer Singh	Groundsman	2-7-73—21-7-73—20 „
		25-7-73 — 1 day
„ Battoo	H/Cook	1-7-73—21-7-73—21 days
„ Lal Singh	Cook	2-7-73—26-7-73—25 „
„ Brephtu	„	12-7-73—25-7-73—14 „
„ Roop Ram	„	3-7-73—18-7-73—16 „

Shri Sant Ram No. I	Bearer	26-7-73—31-7-73—	6 days
„ Robin	„	3-7-73— 8-7-73—	6 „
„ Sunder Lal	Comp. cum-inkman	4-7-73— 7-7-73—	4 „
„ Bachna	Sweeper	18-7-73—28-7-73—	11 „
„ Ram Kishan	„	7-7-73—10-7-73—	4 „
„ Parkash	„	23-7-73—26-7-73—	4 „

2. Mrs. R. Mukherji, House Matron, was granted 3 days' leave on half pay with effect from 26-7-73 to 28-7-73 for private affairs.

No. 43. APPOINTMENTS

Shri V. N. R. Pillai is appointed Work Mistry with effect from the forenoon of 3-8-73.

B. R. Pasricha,
Headmaster.

THE LAWRENCE SCHOOL ORDERS.

—:—

SANAWAR, FRIDAY, 17TH AUGUST, 1973.

Part I

221—225

Part II

Nil

No. 221. PROGRAMME

Sat. 18th	Film cancelled	
Tue. 21st	Janam Ashtami (Holiday)	
Sat. 25th	Hindi Debate (Srs.)	... 6-00 p.m.
	Supper	... 7-15 p.m.
Sun. 26th	Film	... 5-45 p.m.
	Supper	... 7-15 p.m.

No. 222. DISTRIBUTION OF NEWSLETTER

With a view to clarify the position with regard to distribution/despatch of News Letter every month, the following details are published :—

1. All Senior Staff will get one copy each of the News Letter.

2. Housemasters/Housemistresses will receive from School Office, copies of the News Letter at the rate of one copy per child, with the exception that the eldest brother or sister in the family will receive one copy only, and the other brothers or sisters will not be issued copy of the News Letter.

3. News Letters must be dispatched by the School Office on the 1st of every month. If this happens to be a holiday, the News Letters are dispatched on the next day. House Staff are, therefore requested, to send News Letters duly addressed, to the School Office before 9-00 a.m. on the 1st of every month.

No. 223. MEDICAL.

The undermentioned children are excused on medical grounds out-door activities with immediate effect as under :—

Sanjiv Bajaj	(BDS) All out-door activities including games	3 months
Bikram Varma	(BDV) P.T. Parade & Gym.	3 months
J.S. Sokhi	(BDS) P.T. Gym. activities climbing	Duration of the term

Harsanjit Singh	(BDS)	Excused all out-door activities	Duration of the term
Vivek Sondhi	(BDS)	Excused all out-door activities	Duration of the term
Arti Thakur	(GDS)	„	„

No. 224. VEG. AND FRUIT CONTRACTOR

The School Veg. and Fruit Contractor has regretted his inability to continue to extend credit facility. All concerned are, therefore requested to make cash purchases.

No. 225. ADMINISTRATIVE HOLIDAY

Tuesday, 21st August will also be observed as a holiday by the administrative staff on account of Janam Ashtmi.

The Tuck Shop, however, will remain, open as usual.

B. R. Pasricha,
Headmaster.

THE LAWRENCE SCHOOL ORDERS.

—:—

SANAWAR, FRIDAY, 24TH AUGUST, 1973.

Part I 226—235	Part II <i>Nil</i>
No. 226. PROGRAMME	
Sat. 25th Hindi Society meeting	... 6-00 p.m.
Supper	... 7-15 p.m.
Sun. 26th Film	... 5-45 p.m.
Supper	... 7-15 p.m.
Sat. 1st Film	... 5-45 p.m.
Supper	... 7-15 p.m.

No. 227. DEMOTION—PREFECTS

1. Rajveer Singh Gulia (N) has been deprived of his House Prefectship with effect from 21-8-73.

2. Karandeep Singh Bhullar (V) has been deprived of his School Prefectship with effect from 22-8-73.

No. 228. APPOINTMENT—PREFECTS

Ashish Pradhan has been appointed House Prefect of Vin-dhya House Jrs. with effect from 23-8-73.

No. 229. SWIMMING

Swimming remains post-poned, for medical reasons, until further orders.

No. 230. PRECAUTION AGAINST VIRUS INFECTION

With a view to prevent further spreading of virus infection resulting into conjunctivitis, sore throat and fever, the B.D. and G.D. are placed in quarantine with immediate effect, i.e., children from B.D. and G.D. will not go to P.D.

All House Matrons are requested to ensure that all windows in their dormitories are open and adequate ventilation is available. The saline-water gargling as per school order No. 217 dated, Friday, 10th August, 1973, is a must, and they are requested to personally check up on this.

All House Staff and House Matrons are requested that they must direct those children in their Houses/dormitories, for M.I. (at morning and evening timings) who show symptoms of sore-throat, redness of eyes etc.

No. 231. OUT-BREAK OF MUMPS.

With reference to S.O. No. 207 dated, Friday, 3rd August, '73, all concerned are hereby informed that restrictions imposed on the issue of WOPs and SOPs are withdrawn, and usual procedure is required to be followed, while issuing these to children, now that the spreading of cases of Mumps has come well under control.

No. 232 VISIT TO HOSPITAL WARDS

All children are required to obtain permission from the R.M.O. or the Sister-in-charge before they enter any of the hospital wards; this includes the visits during the evening visiting hours also.

No. 233 STAFF VISITS TO SCHOOL OFFICE

Would all Staff concerned kindly bring into action the old practice of keeping their visits to School Office to the bare minimum, and instead of visits in person, send-in, in writing, slips/notes/official papers through School peons.

Where it is absolutely necessary to visit the School Office, would they kindly meet the Bursar first, who will arrange to meet their requirements. It is requested that direct dealings with any of the clerks be avoided altogether.

No. 234. MEDICAL.

The following boys are exempted from P.T. and games including Swimming till the end of term :—

Suminder Kandhari HBJ Harpal S. Randhawa SBJ

No. 235. CINEMA

The film SPY IN THE GREEN HAT, will be shown in Barne Hall at 5-45 p.m. on Sunday, 26th August, 1973.

B. R. Pasricha,
Headmaster.

THE LAWRENCE SCHOOL ORDERS.

—:0:—

SANAWAR, FRIDAY, 31ST AUGUST, 1973.

	Part I	Part II
	236—239	44
No. 236. PROGRAMME		
Sat. 1st	Film	... 5-45 p.m.
	Supper	... 7-15 p.m.
Wed. 5th	Teachers' Day	
	Prep will give over at	... 7-00 p.m.
	(VI Form will be at home to staff in	
	Barne Hall	... 8-15 p.m.
	Supper for rest of School	... 7-15 p.m.
Sat. 8th	English Debate (Jrs.)	... 6-00 p.m.
	Supper	... 7-15 p.m.

No. 237. FOUNDER'S AND FETE REQUIREMENTS

All concerned are requested to refer to School Order No. 176, dated 22-6-73, and another one No. 209, dated 3-8-73. It is hoped that necessary requirement lists have been sent by those concerned, to the Engineer and the Quartermaster, on the dates specified in the orders referred to above.

No. 238. PROVIDENT FUND

All staff are requested to come to School Office, to confirm the balances in their P.F. accounts as on 31st December, 1972, and sign the P.F. register as early as possible, latest by Tuesday, 4th September, 1973.

No. 239. CINEMA

The film RISE AND FALL OF 3rd REICH will be shown in Barne Hall at 5-45 p.m. on Saturday 1st September, 1973.

Part II

No. 44. STRENGTH

Decrease with effect from 7-8-73:—

Raka Malhotra ... N. G.

Decrease with effect from 31-8-73:—

Baljit Singh Hundal ... V.B.S.

B. R. Pasricha,
Headmaster.

THE LAWRENCE SCHOOL ORDERS.

:o:

SANAWAR, FRIDAY, 7TH SEPTEMBER, 1973.

Part I		Part II
240—245		45—46
No. 240. PROGRAMME		
Sat.	8th English Debate (Jrs.)	... 6-00 p.m.
	Supper	... 7-15 p.m.
Sun.	9th Supper	... 7-00 p.m.
Mon.	10th VI Form Exams. commences	
Sat.	15th VI Form Exams. end	
	Swimming Sports cancelled	

No. 241. 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 Order No. 183, dated the 29th June, 1973, wherein the details of the duties have been given

No. 242. FOUNDER'S—STAFF GUESTS.

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, if it helps them, plead school policy in refusing requests for accommodation.

No. 243. POST-FOUNDER'S WOPs/SOPs.

WOPs and SOPs may be granted by all Housemasters/ Housemistresses at their own discretion from 12-30 p.m. on Friday, 5th October, to 5-00 on Sunday, 7th October.

No. 244. PROVIDENT FUND.

Attention of the staff is invited to S.O. Part I No. 238, dated 31-8-1973; those who have not yet signed the P.F. register, are requested to do so immediately.

No. 245. ACADEMIC—HEADMASTER'S SPECIAL LIST

The following children are placed on the Headmaster's Special List with effect from 13-9-73. They will report to the Headmaster at his residence at 1-40 p.m. on the days mentioned (except when these days are School holidays):—

Thursday every week.*B.D. Himalaya*

Gurinder Singh Dhillon	LIIIB	Sanjay Grover	LIVA
Sajan Sethi	LIIIB	Deepinder Singh Dhaliwal	LIVA
Kiranjeet Singh Mann	UIIIA	Inderbir Singh Sahni	LIVB
Kanwar Mohan S. Bindra	UIIIA	Suminder Singh Kandhari	UIVB
Sumant Sikri	UIIIB		

B.D. Nilagiri

Prabhjyot Singh Gyani	UVC	Sukhkaran Singh Tanwar	VIB
Jitender Singh Chandail	UVC	Ajay Wagle	VIC
Vinod Chander	UVC	Pradeep Singh Chaudhary	VIC

Fridays every week.*B.D. Nilagiri*

Rajiv Kalia	LIIIB	Rohit Singh Negi	UIIIA
Harsanjeet Singh	LIIIA	Sukhbir Singh Badal	UIIIA
Mohanbir Singh	LIIIA	T. Khaisianmung	UIIIA
Rajan Kalia	UIIIA	Vikram Ghuman	LIVA

B.D. Vindhya

Bhanu Virmani	LIIIB	Suresh K. Oswal	UIVA
Navdeep S. Kindra	LIIIB	Shivinderpal Singh	UVB
Sanjiv Aggarwal	LIIIB	Krishnan Subramanian	VIB
Satpreet Singh	UIIIA		

Saturday every week.*G.D. Vindhya*

Harmeet Maini	LIIIA	Benu Seth	LIIIA
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B.D. Siwalik

Birag Sureka	LIIIA		
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Part II

No. 45. LEAVE

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

Shri Mathra Dass	Jr. Clerk	13-8-73—	—	1 day
„ Gobind Ram	Store keeper	21-7-73—	11-8-73	22 days
„ Surju	Mazdoor	13-8-73—	27-8-73	15 „
„ Jit Ram No. I	„	29-8-73—	—	1 day
„ Mansa Ram	„	3-8-73—	8-8-73	6 days
„ Bansi	Peon	13-8-73—	—	1 day
„ Mathu Ram	Jr. Mason	1-8-73—	—	1 „
„	„	22-8-73—	—	1 „
„ Jai Gopal	Jr. Carpenter	13-8-73—	—	1 „
„ Shamsher Singh	Groundsman	24-8-73—	—	1 „
„ Joti Singh	Head Tailor	4-8-73—	—	1 „
„	„	29-8-73—	—	1 „
„ Nek Ram Sharma	Book Binder	28-8-73—	29-8-73	2 days
„ Girdhari	Bearer	15-3-73—	24-8-73	163 „

2. Mrs. R. Nair, Kitchen Matron, G.D. was granted 7 days earned leave on full pay with effect from 1-8-73 to 7-8-73, in lieu of her having worked during July, '73 vacations from 1-7-73 to 22-7-73 and in continuation 16 days leave on half pay with effect from 8-8-73 to 23-8-73 for private affairs.

3. Mrs. S. Bhalla, House Matron, P.D. was granted 25 days leave on half pay with effect from 2-8-73 to 26-8-73 for private affairs.

No. 46. APPOINTMENTS/PROMOTIONS/TRANSFERS

1. Mrs. T. Puri, was appointed House Matron, P.D. with effect from 2-8-73.

2. Shri Mansa Ram, Cook, was promoted to the post of Head Cook with effect from 13-8-73.

3. Shri Ronki Ram, Bearer, was promoted to the post of Cook with effect from 13-8-73.

4. Shri Ganga Ram, Mazdoor, was transferred to the post of Bearer with effect from 13-8-73.

5. Shri Jagdish, Bearer, was transferred to the post of Peon with effect from 16-8-73.

6. Shri Shiv Ram, was appointed Bearer with effect from 18-8-73.
7. Shri Tara Datt, was appointed Mazdoor with effect from 18-8-73.
8. Shri Kirpal Singh, was appointed Carpentry Instructor with effect from 18-8-73.

B. R. Pasricha,
Headmaster.

THE LAWRENCE SCHOOL ORDERS.

:o:

SANAWAR, FRIDAY, 14TH SEPTEMBER, 1973.

Part I

246—249

Part II

47—48

No. 246. PROGRAMME

Sat. 15th	VI Form Exams end.	
Sun. 16th	Hindi Film	... 4-30 p.m.
Tue. 18th	Marks to Form Staff	... 1-00 p.m.
Thu. 20th	Mark Registers to Sr. Mistress	... 9-00 a.m.
Fri. 21st	Third Mark-Reading (Form Rooms)	... 8-40 a.m.
	(Form Staff will remain with their Forms for the first two Schools. Normal Teaching will commence from the third School onwards).	
Sat. 22nd	Film	... 5-45 p.m.
	Supper	... 7-15 p.m.

No. 247. MEDICAL.

The undermentioned children are excused from P.T. and games for the period written against their names :—

Paramjit Singh Grewal	B.D.V.	(Duration of the term)
Sanjiv Sharma	B.D.S.	(one month w.e.f. date)
Rajinder Singh	B.D.N.	(one month ,, ,,)
Amitpal Singh	B.D.N.	(Duration of the term)

No. 248. EGG AND CHICKEN CONTRACTORS RATES.

With effect from Saturday, 15th September, 1973, the rates will be as follows :—

Eggs	... Rs. 36/-	per hundred eggs
Chicken dressed	... ,, 10/-	per kg.

(a) For all private purchases,

(b) For all House Parties,

(c) For Staff Club parties.

No. 249. CINEMA.

The Hindi film, ANOKHEE RAAT, will be shown in Barne Hall at 4-30 p.m. on Sunday, 16th September, 1973.

Part II

No. 47. PROMOTION.

Mrs. S. Bhalla, House Matron P.D. has been put to officiate as Mistress with effect from 27-8-73.

No. 48. APPOINTMENT.

Shri Gangoo Ram, temp. Sweeper, has been appointed Sweeper with effect from 1-9-73.

2. Shri Bhagat Singh, temp. Tailor, has been appointed Tailor with effect from 1-9-73.

B. R. Pasricha,
Headmaster.

THE LAWRENCE SCHOOL ORDERS.

SANAWAR, FRIDAY, 21ST SEPTEMBER, 1973.

	Part I		Part II
	250—258		<i>Nil</i>
No. 250. PROGRAMME			
September			
Sat. 22nd	Founder's Programme Comes into effect		
	Film	...	5-45 p.m.
	Supper	...	7-15 p.m.
October			
Tue. 2nd	Flag hoisting and Special Assembly (for Gandhi Jayanti)	...	8-00 a.m.
	Athletics	...	9-30 a.m.
	Coffee for Parents—(Gaskell Hall)	...	12-00 noon.
	P.D. Founder's Lunch	...	1-15 p.m.
	Staff Play	...	5-00 p.m.
Wed. 3rd	O.S. Basketball/Netball	...	10-00 a.m.
	O.S. Hockey	...	11-00 a.m.
	P.D. Concert	...	4-30 p.m.
	Tattoo	...	7-15 p.m.
Thu. 4th	Assembly (Chapel)	...	8-30 a.m.
	Trooping of Colours	...	10-00 a.m.
	Speeches	...	12-00 noon.
	Founder's Lunch B.D./G.D.	...	1-15 p.m.
	School Concert	...	5-00 p.m.
Fri. 5th	Fete	...	10-30 a.m.
	S.O.Ps allowed	...	12-30 p.m.
	O.S. meeting (Staff Club)	...	2-30 p.m.
	O.S. Dinner	...	7-00 p.m.
	O.S. Dance	...	8-30 p.m.
Sat. 6th	Holiday—Dussehra		
	Girls' Athletics team leaves for Dehra Dun		
Sun. 7th	Children on S.O.Ps to report back	...	5-00 p.m.
	Film	...	5-45 p.m.
	Supper	...	7-15 p.m.
Mon. 8th	Hockey Season commences		
Tue. 9th	Festival Hockey match	...	3-00 p.m.
	(Staff, staff wives/husbands and O. S. are cordially invited to stay on for tea with the teams after the match).		

No. 251. FOUNDER'S ARRANGEMENTS.**1. Dress Rehearsals/First Performances.**

	<i>Dress Rehearsal</i>	<i>First Performance</i>
	<i>Fri. 28th Sept.</i>	<i>Sun. 30th Sept.</i>
Prep. School Concert	9-30 a.m.	10-30 a.m.
	<i>Sat. 29th Sept.</i>	<i>Sun. 30th Sept.</i>
Sr. School Concert	11-05 a.m.	4-00 p.m.
	<i>Sat 29th Sept.</i>	<i>Mon. 1st Oct.</i>
A.D.S. (Staff Play)	4-30 p.m.	4-00 p.m.
	<i>Fri. 28th Sept.</i>	<i>Sun. 30th Sept.</i>
Tattoo	7-15 p.m.	7-15 p.m.

2. The Arts, Crafts, Needlework and Science exhibitions will be open from 2-15 to 4-00 p.m. on 2nd, 3rd & 4th October, 1973.

3. 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/Steward I/c Kitchens latest by Monday, 24th September, as to where they will be lunching.

4. **O. S. Dinner** : A charge of Rs. 2/50 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 latest by Monday, 24th September, giving the number of suppers required and whether vegetarian or non-vegetarian.

5. **Meals** : Arrangements have been made to enable guests and visitors to take meals, snacks, sweetmeats, refreshments etc., etc. from the school halwai at the swimming pool on 2nd, 3rd, 4th and 5th October. In addition pastries and meat and vegetable patties will be on sale in the Tuck Shop on the 3rd and 4th October.

School kitchens are not unable to cater for visitors or staff guests in dining halls.

6. **Transport** : It has been arranged that the school bus will be available for transporting from Kasauli (near SSO's Office) to the school and back, for the functions given below, those parents/guests who do not have their own transport with them. The bus will normally leave Kasauli about 1½ hours before the scheduled time of the school fuction 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 :—

First performances

Sunday 30th Sept.

Departure time from Kasauli

Prep School Concert	10-30 a.m. 9-30 a.m.
Sr. School Concert	4-00 p.m. } 3-00 p.m.
Tattoo	7-15 p.m. } ...	

Monday 1st Oct.

A.D.S.	4-00 p.m. 3-00 p.m.
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Final performances

Tuesday 2nd Oct.

Athletics	9-30 a.m. 8-15 a.m.
A.D.S.	5-00 p.m. 3-45 p.m.

Wednesday 3rd Oct.

Prep School Concert	4-30 p.m. } 3-15 p.m.
Tattoo	7-15 p.m. } ...	

Thursday 4th Oct.

School Colour Parade	10-00 a.m. } 8-45 a.m.
Speeches	12-00 noon. } ...	
School Concert	5-00 p.m. 3-45 p.m.

Friday 5th Oct.

Fete	10-30 a.m. 9-30 a.m.
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School Children will **not** be allowed in the bus after the Fete, even with their parents.

7. 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.

No. 252. VISIT OF THE PRESIDENT OF INDIA.

The President will now be visiting the School on the morning of Sunday, the 28th October, 1973, to present his Colours to the School.

No. 253. POCKET MONEY

Pocket money for October, 1973, will be issued at the following rate, per child:—

Normal pocket money for Oct. '73	...	Rs. 12/-
Normal postage	...	Re. 1/-
Foreign postage, in cases where House Staff have requested.		
Fete Expenses	...	Rs. 10/-
Extra pocket money for Diwali	...	Rs. 2/-

No. 254. ACADEMIC—HEADMASTER'S SPECIAL LIST.

Students on the Headmaster's Special List need not report to him till the week ending 7th October, 1973.

No. 255. PRECAUTION AGAINST VIRUS INFECTION.

Kindly refer to S.O. Part I No. 230; the virus infection now being under control, the quarantine restrictions on B.D. & G.D. are removed with immediate effect; saline-water gargling in the dormitories may be discontinued.

No. 256. 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 Friday, 28th September, and the first performance thereof on Sunday, 30th September.

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. 257. MEDICAL.

The undermentioned children are excused P.T. games and N.C.C. for the period written against their names:—

Harsharan Singh Kang (3 weeks)

Latika Kumari G.D.N. (For duration of the term)

No. 258. CINEMA

The film FUNNIEST MAN IN THE WORLD will be shown in Barne Hall at 5-45 p.m. on Saturday, the 22nd September, 1973.

B. R. Pasricha,
Headmaster.

THE LAWRENCE SCHOOL ORDERS.

:o:

SANAWAR, FRIDAY, 28TH SEPTEMBER, 1973.

Part I

259—265

Part II

49

No. 259. ATTENDANCE AT FIRST PERFORMANCE IN BARNE HALL.

The Prep School and L-Vs and downwards will attend all the first performances in Barne Hall.

Speeches : Lower Vs and upwards will attend the 'Speeches' on 4th October, 1973.

No. 260. WINTER KIT.

Winter kit will come into use from Tuesday, 2nd Oct.

House Staff will please check up that children in their Houses have woollen vests to wear when necessary.

No. 261. FOUNDER'S ARRANGEMENTS.

Reference S.O. dated 21-9-73, No. 251, para 5 Meals, kindly read "School kitchens are unable to cater for visitors or staff guests in dining halls", instead of what was printed therein.

No. 262. SENIOR STAFF FAMILIES RATIONS.

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

Fuel	Wed. 10th Oct., '73
Rations	Thu. 11th Oct., '73

No. 263. MEDICAL.

Since there has been sharp increase in the cough and cold cases in the School, it has become necessary to re-introduce saline-water gargling in all the three departments. House Matrons are requested to ensure that children are doing the gargling both before going to bed, and again after rouser in the morning.

House Staff are requested to ensure that children do, in fact, put on cardigans/jerseys, if an when they are out in the open, early morning and late evening, and especially after athletics.

No. 264. VEGETABLE/FRUIT, POTATOES AND ONIONS CONTRACTORS RATES

With effect from Monday, 1st October, 1973, the following rates will be applicable upto and including 30th November, 1973, for all private and school purchases:—

<i>Name of Items</i>	<i>New Rates</i>
Potatoes 0-85 paise per kg.
Onions 0-80 " " "
Vegetbales 0-80 " " "
Tomatoes 1-15 " " "
Grapes (Chaman) 4-25 " " "
Limes 3-00 " " "
Beetroot 1-30 " " "
Ginger 1-75 " " "
Mint 1-00 " " "
Mossamies 2-00 " " "
Oranges 2-30 " " "
Garlic 2-50 " " "
Pears 2-00 " " "
Cheekoo 3-25 " " "
Guavas 1-50 " " "

With effect from 1st December, 1973 old rates for all items will come into force for all private and school purchases. Other items not mentioned above will continue to be supplied by the contractor at the old rates.

No. 265. ADMINISTRATIVE HOLIDAYS.

The Administrative Staff will observe Saturday, 6th October, 1973 as holiday on account of Dussehra.

The Administrative Staff will also observe Monday, 8th October, 1973, as holiday, in lieu of Gandhi Jayanti on 2nd October, 1973 which will be a full working day.

Since the Tuck Shop will remain open on Wednesday, 3rd October, 1973, it will observe Monday, 8th Oct., '73 as a holiday.

Part II

No. 49. STRENGTH.

Decrease with effect from 20-9-73 :—

Sanjiv Kandal ... S.B.S.

B. R. Pasricha,
Headmaster.

THE LAWRENCE SCHOOL ORDERS.

—:0:—

SANAWAR, FRIDAY, 12TH OCTOBER, 1973.

	Part I	Part II
	<i>266—281</i>	<i>50—53</i>
No. 266. PROGRAMME		
Sat. 13th	Morning Prep Cancelled	
	Singing Practice Cancelled	
	Parade	6-30—7-30 a.m.
	M.I. (B.D.)	... 7-45 a.m.
	Breakfast	... 8-00 a.m.
	M.I. (G.D.)	... 8-20 a.m.
	Normal Saturday Class hrs.	
	Inter-House P.T. Competition	... 2-30 p.m.
Sun. 14th	Parade	... 9-30 a.m.
	Film	... 5-30 p.m.
	Supper	... 7-00 p.m.
Mon. 15th	VI Form morning Prep Commences	
	Road walk and run for the rest	
Sat. 20th	English Debate Srs.	... 6-00 p.m.
	Supper	... 7-15 p.m.

No. 267. INTER - HOUSE P.T. COMPETITION—Sat. 13th Oct.

The P.T., Competition will start at 2-30 p.m. on Peacestead followed by B.D., Gymnastic Competition in Gaskel Hall.

Staff, staff wives/husbands and O.S. are cordially invited to stay on for tea with the Gymnasts after the Competition.

No. 268. 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. 269. AFTER—FOUNDER'S STAFF MEETING

There will be a full senior staff meeting in M. C. R. at 3-00 p.m. on Wednesday, the 17th October, 1973.

No. 270. ARTICLES LOANED BY STORES

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

No. 271. FETE MONEY

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

No. 272. MEDICAL

The following children are exempted from all Physical activities including N.C.C. till the end of term:—

Amarjit Singh Bhasin	H.B.S.	Prabhdeep Singh Sethi	H.B.J.
Sudarshan Bansal	N.B.J.	Vijay Parmar	V.B.S.

No. 273. SCHOOL BUS

It is repeated that all those who ask for the booking of the School bus on private purposes should do so in writing well in advance, and at least 24 hrs. before the scheduled time at which the bus is required, except in emergency conditions.

School Order No. 226 dated 12-10-1972 refers.

No. 274. STATE BANK OF PATIALA IN THE SCHOOL

The working hours of the Extension Counter of the State Bank of Patiala, will in future be as follows :—

<i>Week Days</i>	...	11-00 a.m. to 2-00 p.m.
<i>Saturdays</i>	...	10-00 a.m. to 12-00 noon

S. O. No. 227 dated 12-10-1972 refers.

No. 275. WATER CONSUMPTION

Water consumption in various departments during the last fortnight has increased considerably. Consequently, our resources have dropped to a low level. It is requested that all those who are in a position to exercise control on consumption of water, would effect maximum possible economy, failing which we may be forced to observe specific water supply timings and/or increase charges.

No. 276. LIVE STOCK

School Order No. 166 dated 15th June, 1973, is reproduced below for immediate compliance. Heads of departments are again requested to explain this order to all the employees of the School working under them, especially the subordinate staff :

Rearing of Live-stock such as buffaloes, cows, goat, sheep, etc., within the school premises is completely forbidden. Severe disciplinary action, including heavy fine will be imposed on those who disobey this order. Owners of live-stock are warned that their animals must remain outside the school premises and should never be found let loose grazing on the school lands.

No. 277. O. S. DINNER

Staff and O.S. (living on the Estate) who attended the O.S. Dinner, but did not give their names earlier (as was required vide S.O. No. 251 dated 21-9-1973 para 4) are requested to send slips, to say that they attended the dinner, to the Bursar, at their earliest, but not later than 17-10-1973.

No. 278. CORRECTION—DATE OF BIRTH

The correct date of birth of Jatinder Singh Gill, V.P.D. is 5th November, 1966. All records may please be amended accordingly.

No. 279. ATHLETICS 1973.

The results of Inter - House Athletics competition and Individual Championships are published below for record :—

Boys—Under 11 ... Amarjang Singh
 13 ... T. Khaisianmung
 15 ... Arjun Batra & A.K. Joon
 Open ... Jagjeevan S. Sokhey

Girls—Under 11 ... Ameeta Sawhney
 13 ... Sunita Deora
 15 ... Navneet Kaur
 Open ... Veena Ghungesh

Cock House

	B.D.		G.D.		P.D.	
Him.	120	III	88	II	46	IV
Nii.	151	I	106	I	61	II
Siw.	147	II	47	III	62	I
Vin.	119	IV	70	IV	47	III

Defence Cup (BD & GD)

Himalaya	208	II
Nilagiri	257	I
Siwalik	194	III
Vindhya	189	IV

Best Athlete

Boys—Kalinga Cup	Jagjeevan S. Sokhey
Girls—Bala Cup	Veena Ghungesh

No. 280. ATHLETICS COLOURS

The following have been awarded School Colours for 1973.

Jagjeevan S. Sokhey	S. Bagchi
Mukul Chopra	H.S. Brar
R. Kochhar	J.S. Kalra
M.M.P. Singh	D.V.S. Jhina
R. Singha	Sanjiv K. Singh

Athletics—Certificate of Merit

Jagjeevan S. Sokhey	Mukul Chopra
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No. 281. CINEMA

The film NATIONAL VELVET will be shown in Barne Hall at 5-30 p.m. on Sunday, 14th October, 1973.

Part II**No. 50. LEAVE**

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

Shri Gobind Ram	Store keeper	10-9-73—15-9-73—	6 days
„ Mathra Dass	Jr. Clerk	17-9-73	— 1 day
„ Devi Singh	Head Mazdoor	3-9-73—15-9-73—	13 days
„ Jit Ram No. I	Mazdoor	3-9-73	— 1 day
„ Man Singh	Watchman	6-9-73—16-9-73—	11 days
„ Jeewan Ram	Mali	17-9-73—20-9-73—	4 „
„ Jai Gopal	Jr. Carpenter	7-9-73	— 1 day
„ Mathu Ram	Jr. Mason	5-9-73	— 1 „
„ Bala Ram	Blacksmith	13-9-73—14-9-73—	2 days
„ Joti Singh	Head Tailor	7-9-73	— 1 day
		12-9-73	— 1 „
„ Kishan No. I	Sweeper	3-9-73—10-9-73—	8 days
Smt. Ishari Devi	Sweeperess	20-7-73—25-7-73—	6 „
		20-9-73—28-9-73—	9 „

2. Shri Bela Ram, Mazdoor, was granted 27 days earned leave with effect from 10-9-73 to 6-10-73 and 3 days leave on half pay with effect from 7-10-73 to 9-10-73 for private affairs.

No. 51. APPOINTMENTS

The following appointments have been made with effect from the dates shown against their names:—

Miss Shakti Bhatnager	Dance Teacher	16-9- 73 F.N.
Smt. Nanki	Sweepress	20-9- 73 „
Mrs. P. Kholi	House Matron	22-9- 73 „
Shri Chaman Lal	Sweeper	1-10-73 „

No. 52. RESIGNATIONS

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

Mrs. T. Puri	House Matron	27-9-73 A.N.
Smt. Ishari Devi	Sweepress	28-9-73 A.N.

No. 53. EXTENSION OF SERVICES

The Services of the following staff have been extended for one year each with effect from the dates shown against their names:—

Mrs. A. Daniel	House Matron G.D.	20-9-73
Mrs. R. Nair	Kitchen Matron G.D.	21-9-73
Mrs. Harbakash Kaur	Mistress P.D.	7-10-73

B. R. Pasricha,
Headmaster.

THE LAWRENCE SCHOOL ORDERS.

—:—

SANAWAR, FRIDAY, 19TH OCTOBER, 1973.

Part I 282—288	Part II <i>Nil</i>
No. 282. PROGRAMME	
Sat. 20th English Debate Srs.	... 6-00 p.m.
Supper	... 7-15 p.m.
Sun. 21st Display of Acrobatic feats (Peacestead)	... 11-00 a.m.
Tea	... 3-30 p.m.
Hindi Film	... 4-00 p.m.
Supper	... 7-00 p.m.
Mon. 22nd Sr. I—H Hockey League Commences	
Thu. 25th Diwali—Holiday	
Sat. 27th Film	... 5-30 p.m.
Supper	... 7-00 p.m.
Sun 28th Visit of the President of India Postponed	
No. 283. ALL-INDIA HIGHER SECONDARY EXAMINATIONS (INTERNAL EXAM. : Core Subjects) 1973.	
Morning Session	A fternoon Session
<i>Wednesday, 24th October</i>	
(9-00—11-00 a.m.)	(2-00—4-00 p.m.)
†General Science } One Paper	Third Language } One Paper
†Social Studies } One Paper	(Sanskrit) (For only those candi- dates who could not qualify in the 3rd language in Class VIII)
& Indian Culture }	
<i>Saturday, 27th October</i>	
*Mathematics } One Paper	
<i>Tuesday, 30th October</i>	
†Second language (Hindi) } One Paper	
† For Form Upper V Students	
*For Form Upper V and Form VI Failed Candidates	

Wednesday, 31st October

Crafts for Form Lower V students.

(9-00—12-00 noon)		(2-00—5-00 p.m.)	
Sewing, Needlework & Embroidery	} Paper A	Sewing, Needlework & Embroidery	} Paper B
Wood work	Paper A	Wood work	Paper B
Clay Modelling & Papier Mache	} Paper A	Leather Work	Paper B
Leather Work	Paper A		
Batik	Paper A		
Sculpture	Paper A		
Music (Instrumental)	Paper A		
Piano	Paper A		
Band	Paper A		

Thursday, 1st November

(9-00—12-00 noon)		(2-00—5-00 p.m.)	
Wood Work	Paper C	Wood Work	Paper D

No. 284. DIWALI

Thursday, 25th October next, will be observed as a holiday for Diwali by both the School and the administrative staff except the Engineering Department (which will instead observe Friday, 26th 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 I/c by lunch time on Thursday, 23rd October, as to which department they wish to attend.

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

Tuesday, 23rd October

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

Wednesday, 24th 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 Thursday, 25th Oct.

No. 285. P.T.

The results of Inter-House P.T. Competition held on 13-10-73 are published below for record:—

B.D.		G.D.	
I	Vindhya ... 77.97	I	Siwalik ... 42
II	Himalaya ... 77.59	II	Himalaya ... 39
III	Nilagiri ... 75.31	III	Nilagiri ... 37
IV	Siwalik ... 74.75	IV	Vindhya ... 31

No. 286. GYMNASTICS MERIT CERTIFICATES

Merit Certificates for proficiency at gymnastics were awarded to the following:—

R. Singha	Roy Ewing
S.P.S. Sidhu	Ashok Kaushik
Sangram Singh	S.K.S. Tanwar
Rajveer Singh	Sumeet Bagchi
Chetan Desai	K. Subramaniam
D.V.S. Jhina	A. Sahgal

The Best Gymnast for the year 1973 : K. Subramaniam

No. 287. ACADEMIC—HEADMASTER'S SPECIAL LIST

The following children are placed on the Headmaster's Special List. They will report to the Headmaster **at his residence** at 2-00 p.m. on the days mentioned (except when these days are school holidays):—

Thursday every week

B.D. Himalaya		B.D. Nilagiri	
Gurinder Singh Dhillon	LIII	Mohanbir Singh	LIII
Sanjay Crover	LIV	Rajiv Kalia	LIII
Deepinder S. Dhaliwal	LIV	Rajan Kalia	UIII
Amarjit Singh Bhasin	LIV	Rohit Singh Negi	UIII
Suminder S. Kandhari	UIV	T. Khaisianmung	UIII
		Vikram Singh Ghuman	LIV
		Ghanshyam Singh	UV
		Jitender Singh Chandail	UV

Friday every week

B.D. Siwalik		B.D. Vindhya	
Birag Sureka	LIII	Bhanu Virmani	LIII
Sanjay Marwaha	LIII	Navdeep Kindra	LIII
Sanjay Thakran	UIII	Sanjiv Aggarwal	LIII
Maninder S. Dosang	LV	Satpreet Singh	UIII
		Suresh K. Oswal	UIV
		Amit Whig	UIV
		Shivinderpal Singh	UV

G.D. Vindhya

Harmeet Maini LIII

No. 288. CINEMA

The Hindi film **HAMRAAZ** will be shown in Barne Hall at 4-00 p.m. on Sunday, 21st October, 1973.

B. R. Pasricha,
Headmaster.

THE LAWRENCE SCHOOL ORDERS.

:o:

SANAWAR, FRIDAY, 26TH OCTOBER, 1973.

Part I	Part II
289—296	<i>Nil</i>
No. 289. CALENDAR AMENDMENTS	
The School Calendar with effect from Sunday 25th November '73 will read as follows:—	
Sun. 25th	Dance and Music recital under arrangement of School Dance and Music Department ... 6-00 p.m.
Mon 26th	I—H Hockey (Colts & Atoms) League Commences Marks handed in to Form staff ... 1-00 p.m. Spartan/Ozarkian club meeting (H.M's House) ... 6-00 p.m.
Tue. 27th	Text Books handed in 9-00—1-00 p.m. Nativity Play and Carol Service 5-30 p.m.
Wed. 28th	Mark Registers to Sr. Mistress by ... 9-00 a.m. Text Books handed in 9-00—1-00 p.m. House Staff Meeting
Thu. 29th	4th Mark Reading in Form Rooms 9-00 a.m. Promotion meeting ... 2-30 p.m.
Fri. 30th	End of Term Assembly Escorts' Meeting Prize Giving History/Tutorial sheets handed in to school office ... 3-00 p.m. P.D. Christmas Tree ... 5-45 p.m. House Break-up Parties ... 6-45 p.m.
December	
Sat. 1st	Home Day
No. 290. PROGRAMME	
Sat. 27th	Film postponed to Sunday English Debate Srs. ... 6-00 p.m. Supper ... 7-15 p.m.
Sun. 28th	Display of Acrobatic feats (Peacestead) ... 11-00 a.m.

	Film	...	5-30 p.m.
	Supper	...	7-00 p.m.
November			
Thu.	1st	Formal VI Form teaching ends	
Sat.	3rd	VI Form picnic	
		Hindi Debate (Jrs.)	... 6-00 p.m.
		Supper	... 7-15 p.m.
Sun.	4th	Film	... 5-30 p.m.
		Supper	... 7-00 p.m.

**No. 291. ALL-INDIA HIGHER SECONDARY EXAMINATIONS
(EXTERNAL) 1973.**

Morning Session		Afternoon Session	
(9-00—12-00 noon)		(2-00—5-00 p.m.)	
<i>Fri. Nov. 9th</i>			
Physics	Practical (Batch A)	Physics	Practical (Batch B)
Chemistry	„ „ B	Chemistry	„ „ C
Biology	„ „ C	Biology	„ „ A
Geography	„ I	Geography	„ II
<i>Sat. Nov. 10th</i>			
Physics	Practical (Batch C)		
Chemistry	„ „ A		
Biology	„ „ B	Physiology & Hygiene	
Geography	„ III	Practical	
<i>Mon. Nov. 12th</i>			
English		Paper I	
<i>Tue. Nov. 13th</i>			
English		Paper II	
<i>Wed. Nov. 14th</i>			
English		Paper III	
<i>Sat. Nov. 17th</i>			
Mathematics	Paper I	English Language &	
History	Paper I	Literature	Paper I
<i>Mon. Nov. 19th</i>			
Mathematics	Paper II	English Language &	
History	Paper II	Literature	Paper II

	<i>Tue. Nov. 20th</i>		
Chemistry	Paper I		
	<i>Wed. Nov. 21st</i>		
Chemistry	Paper II		
	<i>Thu. Nov. 22nd</i>		
Biology	Paper I	Geography	Paper I
Physiology & Hygiene	Paper I		
	<i>Fri. Nov. 23rd</i>		
Biology	Paper II	Geography	Paper II
Physiology & Hygiene	Paper II		
	<i>Sat. Nov. 24th</i>		
Physics	Paper I		
*Painting	Paper I		
	<i>Mon. Nov. 26th</i>		
Physics	Paper II		
	<i>Tue. Nov. 27th</i>		
*Painting	Paper III		

N.B.—*The duration of the examination for Painting Papers I & III is six hours for each paper (9-00 to 12-00 noon and 1-00 to 4-00 p.m.), and for all the remaining papers the duration of the exams. is three hours for each paper.

No. 292. DISCIPLINE SIXTH FORM

There will be no formal teaching classes for VI Form with effect from Thursday, 1st November. Teachers will, however, be available in the Common Rooms 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 Classrooms and will not sit outside in the sun, to avoid causing a disturbance to other classes.

Radios/Record Players 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. 293. VI FORM PICNIC—Sat. 3rd Nov.

The VI Form picnic will be at Pinjore. The School bus and one public transport 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.

Mrs. Kanhaijeee and M/s B. P. Joshi and Dhani Ram will accompany the Sixth Formers.

No. 294. DAILY ROUTINE

The following changes, as already published in the cyclo-styled programme, will be effected from Monday, 29th October:—

Baths (B.D.)	... 4-00—4-50 p.m.
House Inspection	... 4-55 p.m.
Prep	... 5-15—7-00 p.m. (not 7-10 as previously published)
Supper	... 7-10 (not 7-15 as previously published)
House Inspection	... 8-35 p.m.
Lights out	... 8-45 p.m.
Lights out Sixth Form	... 10-15 p.m.

No. 295. DEMOTION PREFECTS

Ashok Kaushik, Vindhya Srs., is demoted from School Prefect to House Prefect with effect from 22-10-73.

No. 296. CINEMA

The film LIQUIDATOR will be shown in Barne Hall at 5-30 p.m. on Sunday, 28th October, 1973.

B. R. Pasricha,
Headmaster.

THE LAWRENCE SCHOOL ORDERS.

—:o:—

SANAWAR, FRIDAY, 2ND NOVEMBER, 1973.

	Part I		Part II
	<i>297—310</i>		<i>Nil</i>
No. 297. PROGRAMME.			
Sat. 3rd ...	VI Form picnic Hindi Debate Jrs. Supper		... 6-00 p.m. ... 7-15 p.m.
Sun. 4th ...	Film cancelled Supper		... 7-00 p.m.
Fri. 9th ...	All India Higher Secondary Practical Examination		9-00 a.m. & 2-00 p.m.
Sat. 10th ...	All India Higher Secondary Practical Examination Guru Nanak's birthday— <i>Holiday for rest of the School</i>		9-00 a.m. & 2-00 p.m.
Sun. 11th ...	Prep School Photographs Teams' Photographs G.D. Photographs I—H shooting competition postponed to Sunday 18-11-73. Staff Club tea followed by Staff Photo- graph and Staff Club meeting		... 7-30 a.m. ... 4-30 p.m.

No. 298. ALL-INDIA HIGHER SECONDARY EXAMINATION, 1973.

(1) Mrs. Pasricha joins the Headmaster in wishing all the best to all the students of Form VI in the coming All-India Higher Secondary 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 Fri. 9th to Sat. 10th Nov. The Art Room will not be used on Nov. 24th and 27th.

Barne Hall will be 'out of bounds' from Mon. 12th to Mon. 26th Nov. except for CINEMA shows. While Barne Hall is in use for the Hr. Sec. 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 & VI-A respectively.

No. 299. 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 9th Nov. 1973 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. 300. 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. 301. STOCK REQUIREMENTS FOR 1974

Stock-holders, except Kitchen Matrons and House Matrons, are requested to give a list of their requirements for the year 1974 to the Bursar by the 17th 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. 302. 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. 303. 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 before 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 pay for the full entitlement to winter vacation pay irrespective of the actual date of his notice of resignation, provided that the notice reaches the Headmaster before 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. 304. 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 building during the forthcoming winter vacation please send in their suggestions in writing to reach the Bursar not later than 12th 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. 305. 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 20th November next.

No. 306. SCHOOL MAGAZINE 1973

Will all House Staff and Staff I/c games and other activities please ensure that full reports are submitted to the School office at the earliest to enable the printing office to proceed with the preparation of material for the Magazine.

No. 307. ELECTRICITY CONSUMPTION

The total load of electricity consumption on our sub-station, especially at peak periods, is almost going beyond its capacity; it is, therefore, the concern of one and all that adequate care and precautions be taken to avoid unnecessary load and waste of electricity. The House Matrons, in particular, are requested to arrange to switch off all lights whenever they are not required. All electrical gadgets may please be brought in use to the bare minimum.

No. 308. FETE FUND COMMITTEE

The Fete Fund Committee, detailed below, will meet in the Headmaster's Office at 2-30 p.m. on Wednesday the 14th November:—

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

No 309. CATAPULTS.

The use of catapults is both a disgrace and a source of considerable damage to school property. It is regretted that for this reason any boy found in possession of a catapult will render himself liable to severe disciplinary action. All House staff are requested to initiate necessary action in all cases.

No. 310. CHILDREN DISCHARGED FROM HOSPITAL.

It has been observed that children who have just been discharged from the hospital and are recovering from Fracture/Sprains/Convalescing after illness, get pulled, pushed around or involved in playing games, thereby resulting in re-admission, as the injury/weakness gets aggravated.

In order to prevent this, the R.M.O. will issue a **Red Band** to be placed on the arm of the children concerned, for a period prescribed by the R.M.O.

House Matrons and House Staff are requested to ensure that children concerned do, in fact, wear the Red Band on the arm for the period specified by the R.M.O.

B. R. Pasricha,
Headmaster.

THE LAWRENCE SCHOOL ORDERS.

:o:
 SANAWAR, FRIDAY, 9TH NOVEMBER, 1973.

	Part I	Part II
	311—325	54—55
No. 311. PROGRAMME		
Sat. 10th ...	All India Higher Secondary Practical Examination	9-00 a.m. & 2-00 p.m.
	Guru Nanak's Birth-day—Holiday for rest of the School.	
	Film	... 5-30 p.m.
	Supper	... 7-15 p.m.
Sun. 11th ...	Prep School Photographs	
	Teams' Photographs	... 7-30 a.m.
	G.D. Photographs	
	I—H shooting Competition postponed to Sunday 18-11-73	
	Staff Club photograph followed by Staff Club meeting (Club)	... 4-30 p.m.
	Staff Club Dinner (Art Room)	... 7-15 p.m.
Mon. 12th ...	A.I.H.S., English Paper I	9-00—12-00 noon
Tue. 13th ...	A.I.H.S., English Paper II P.D., Picnic	9-00—12-00 noon
Wed 14th ...	A.I.H.S., English Paper III Children's Day—Special Assembly Pagal Gymkhana	9-00—12-00 noon ... 2-30 p.m.
Sat. 17th ...	A.I.H.S., Maths Paper I	9-00—12-00 noon
	„ History Paper I	9-00—12-00 noon
	„ Eng., Lang., & Lit., Paper I	2-00—5-00 p.m.
	English & Hindi One Act plays cancelled Eye Specialist's visit cancelled	
Sun. 18th ...	House Photographs	... 7-30 a.m.
	Inter-House shooting competition	... 10-30 a.m.
	Film	
	Supper	... 7-15 p.m.

No. 312. 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. 313. 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. 314. RECORDS

History Sheets must be completed and returned to the Office before Staff leave Sanawar, or by 6-12-73 whichever is earlier. They must show, inter alia, whether or not a child has been promoted.

No. 315. 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. 316. LONG VACATION ARRANGEMENTS

(1) Children going with their parents / guardians will be allowed to leave Sanawar after 9-00 a.m. on Saturday 1st December, 1973. They may write to parents accordingly.

(2) Children travelling in the school parties will leave Sanawar on the morning/afternoon/evening of Saturday, 1st December 1973. A Special School Order giving details of all departure arrangements etc. will be issued in due course.

No. 317. 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. 3/-, 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. 318. HOUSE FUND ACCOUNTS

Will all Housemasters and Housemistresses please note that complete accounts of their House Funds for the term ending 1st December should be prepared and submitted to the Bursar to reach him not later than Friday, 23rd November.

No. 319. STAFF CLUB

The 57th General Meeting of the Sanawar Staff Club will be held in the Club premises on Sunday, 11th Nov. '73, after the staff photograph scheduled to be held at 4-30 p.m. outside at the Club. All members are welcome.

No. 320. STAFF CLUB DINNER

There will be Staff Club Dinner in the Art Room on 11-11-73 at 7-15 p.m. after the Photograph and meeting in the Club. All members and O.S., are cordially invited.

No. 321. ICE-CREAM

The last sale of ice-cream will be on Sunday, 11th November. There will be no further sale of ice-cream this term after that day.

No. 322. EGG AND CHICKEN CONTRACTORS RATES

School Order dated 14th September, 1973, Part I No. 248, is modified as under :

Eggs ... Rs. 36/- per hundred eggs.

Chicken dressed ... Rs. 10/- per kg.

(a) For all private purchases, with effect from 15-9-1973.

(b) For all House Parties and Staff Club Parties, with effect from 13-8-1973.

No. 323. HEALTH INSURANCE SCHEME

Increase with effect from 1-11-73:—

Mrs. P.C. Gupta ... 1

No. 324 ADMINISTRATIVE HOLIDAY

The Administrative Staff will also observe Saturday, 10th November, 1973 as a holiday on account of Guru Nanak's birthday.

The Tuck Shop will, however, remain open.

No. 325. CINEMA

The film RISE AND FALL OF THE THIRD REICH will be shown in Barne Hall at 5-30 p.m. on Saturday, 10th November, 1973.

Part II**No. 54. LEAVE**

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

Shri Mathra Dass	Jr. Clerk	22-10-73	—	1 day
„ D.R. Sharma	Head Printer	31-10-73	—	1 „
„ Jeewan Ram	Mali	10-10-73—29-10-73	—	20 days
„ Ram Saran	Sr. Carpenter	15-10-73—18-10-73	—	4 „
„ Deep Ram	Jr. Carpenter	10-10-73—20-10-73	—	11 „
„ Bala Ram	Blacksmith	29-10-73—3-11-73	—	6 „
„ Brephtu Ram	Cook	12-10-73—23-10-73	—	12 „
„ Robin	Bearer	10-10-73—17-10-73	—	8 „
„ Chet Ram	„	27-10-73—29-10-73	—	3 „
„ Mansa Ram	Mazdoor	26-10-73—27-10-73	—	2 „
„ Jit Ram No. I	„	15-10-73	—	1 day
		23-10-73	—	1 „
„ N.R. Sharma	Book Binder	16-10-73—17-10-73	—	2 days
„ Joti Singh	Head Tailor	3-10-73—4-10-73	—	2 „
		10-10-73—13-10-73	—	4 „
		16-10-73	—	1 day
		31-10-73	—	1 „

No. 55. DEATH

Mrs. W. Phillips, House Matron, H.B.D., is taken off the School strength with effect from the afternoon of 19-10-73, due to her sudden death.

B. R. Pasricha,
Headmaster.

THE LAWRENCE SCHOOL ORDERS.

:o:

SANAWAR, FRIDAY, 16TH NOVEMBER, 1973.

Part I 326—329	Part II Nil
No. 326. PROGRAMME	
Sat. 17th ... A.I.H.S., Maths Paper I	9-00—12-00 noon
" " History Paper I	9-00—12-00 noon
" " Eng., Lang., & Lit., Paper I	2-00—5-00 p.m.
Packet Supper (with Cocoa)	... 7-00 p.m.
Hindi Film (Other Staff)	... 7-30 p.m.
Sun. 18th ... House Photographs	... 7-30 a.m.
Inter-House shooting competition	... 10-30 a.m.
Tea	... 3-30 p.m.
Film	... 4-00 p.m.
Supper	... 7-15 p.m.
Mon. 19th ... A.I.H.S., Maths Paper II	9-00—12-00 noon
" " History Paper II	9-00—12-00 noon
" " Eng., Lang., Lit., Paper II	2-00—5-00 p.m.
Tue. 20th ... A.I.H.S., Chemistry Paper I	9-00—12-00 noon
Hockey : P.D. vs. B.D. (P.D. Flat)	... 3-00 p.m.
(Staff, Staff wives/husbands and O.S. are cordially invited to stay on for tea with the teams after the match)	
Wed. 21st ... A.I.H.S., Chemistry Paper II	9-00—12-00 noon
Weighing and measuring Commences	
Thu. 22nd ... A.I.H.S., Biology Paper I	9-00—12-00 noon
" " Physiology & Hygiene Paper I	9-00—12-00 noon
" " Geography Paper I	2-00—5-00 p.m.
Fri. 23rd ... A.I.H.S., Biology Paper II	9-00—12-00 noon
" " Physiology & Hygiene Paper II	9-00—12-00 noon
" " Geography Paper II	2-00—5-00 p.m.

Sat. 24th	...	A.I.H.S., Physics Paper I	9-00—12-00 noon
		„ Painting Paper I	9-00 a.m. onwards
		S.F.P. postponed to Wednesday 28-11-73	
		Punjabi Recitation	... 6-00 p.m.
		Supper	... 7-15 p.m.
Sun. 25th	...	Dance and Music recital under arrangement of School Dance and Music Department	... 6-00 p.m.
		Supper	... 7-15 p.m.

No. 327. LOST AND FOUND

One Five-rupee note has been found lying on the road on 14-11-73, at about 1-45 p.m. The owner is requested to contact the Headmaster, in this connection.

No. 328. STAFF CLUB

Tennis and T.T. finals will be played from 2-30 p.m. on Saturday, the 17th Nov. at the Staff Club. Tea will be served at about 4-00 p.m. Club members and O.S., are cordially invited.

No. 329. CINEMA

The Hindi Film TEESARI MANZIL will be shown in Barne Hall :

- (a) For Other Staff on Saturday, 17th November, 1973 at 7-30 p.m.
- (b) For Children and Senior Staff on Sunday, 18th November, 1973, at 4-00 p.m.

B. R. Pasricha,
Headmaster.

THE LAWRENCE SCHOOL ORDERS.

:o:

SANAWAR, FRIDAY, 23RD NOVEMBER, 1973.

Part I		Part II
330—353		<i>Nil</i>
No. 330. PROGRAMME		
Sat. 24th	... A.I.H.S., Physics Paper I ...	9-00—12-00 noon
	„ Painting Paper I ...	9-00 a.m. onwards
	Film (only for Prep School) ...	3-00 p.m.
	Punjabi Recitation ...	6-00 p.m.
	Supper ...	7-15 p.m.
Sun. 25th	... Dance & Music recital under arrangement of Dance & Music Department (only for Sr. School) *	6-00 p.m.
	Supper ...	7-15 p.m.
Mon. 26th	... A.I.H.S., Physics Paper II ...	9-00—12-00 noon
	P.T./Road work cancelled } ...	Till the end of
	Prep cancelled }	term
	Rouser ...	7-00 a.m.
	House Inspection B.D. ...	7-50 a.m.
	M.I. G.D. ...	7-40 a.m.
	Breakfast ...	8-00 a.m.
	M.I. B.D. ...	8-20 a.m.
	Assembly ...	8-45 a.m.
	Classes (3 Schools of $\frac{1}{2}$ hr. each)	9-00—10-30 a.m.
	Break ...	10-30—10-50 a.m.
	Classes (4 Schools of $\frac{1}{2}$ hr. each)	10-50—12-50 p.m.
	Lunch ...	1-00 p.m.
	I—H Hockey League commen- ces ...	2-00 p.m.
	Tea ...	4-00 p.m.
	Marks handed in to Form Staff	12-50 p.m.
	Spartan/Ozarkin Club meeting (H.M's House)	6-00 p.m.
	Supper ...	7-00 p.m.
Tue. 27th	... A.I.H.S., Painting Paper II ...	9-00 a.m. onwards
	Rouser ...	7-00 a.m.
	House Inspection B.D. ...	7-50 a.m.

	M.I. G.D.	...	7-40 a.m.
	Breakfast	...	8-00 a.m.
	M.I. B.D.	...	8-20 a.m.
	Assembly	...	8-45 a.m.
	Classes (3 schools of $\frac{1}{2}$ hr. each)	9-00—10-30	a.m.
	Break	...	10-30—10-50 a.m.
	Text Books handing in	...	10-50—12-50 a.m.
	Lunch	...	1-00 p.m.
	I—H Hockey League	...	2-00 p.m.
	Tea	...	4-00 p.m.
	Nativity Play and Carol Service		5-30 p.m.
	Supper	...	7-00 p.m.
Wed. 28th	...	Rouser	...
	House Inspection B.D.	...	7-50 a.m.
	M.I. G.D.	...	7-40 a.m.
	Breakfast	...	8-00 a.m.
	M.I. B.D.	...	8-20 a.m.
	Assembly (Barne Hall)	...	8-45 a.m.
	Classes (3 schools of $\frac{1}{2}$ hr. each)	9-00—10-30	a.m.
	Mark Registers to Sr. Mistress		9-00 a.m.
	Break	...	10-30—10-50 a.m.
	Text Books handing in	...	10-50—12-50 a.m.
	Lunch	...	1-00 p.m.
	I-H Hockey League	...	2-00 p.m.
	Tea	...	4-00 p.m.
	House Staff meeting (H.M's House)		5-00 p.m.
	Supper for School	...	6-45 p.m.
	S.F.P.	...	7-15 p.m.
Thu. 29th	...	Rouser	...
	House Inspection (B.D.)	...	7-50 a.m.
	M.I. G.D.	...	7-40 a.m.
	Breakfast	...	8-00 a.m.
	M.I. B.D.	...	8-20 a.m.
	Assembly	...	8-45 a.m.
	Mark Reading (in Form Rooms)		9-00 a.m.

N. B. Form Staff will be with their respective Forms from 9-00 to 10-30 a. m. After the Mark Reading is over Form Rooms will be tidied up.

	Break	...	10-30—10-50 a.m.
	Text Books Handed in (if required)	...	10-50—12-50 p.m.
	Promotion Meeting	...	2-30 p.m.
	Tea	...	4-00 p.m.
	Supper	...	7-00 p.m.
Fri. 30th	Rouser	...	7-15 a.m.
	M. I. (Sunday Timings)		
	Breakfast	...	8-45 a.m.
	End of Term Assembly	...	9-30 a.m.
	Escorts' Meeting (Bio Lab)...		10-00 a.m.
	Prize Giving	...	12-00 noon
	History/Tutorial Sheets handed in to Office by	...	1-00 p.m.
	P. D. Christmas Tree	...	5-45 p.m.
	House Break-up Parties	...	6-45 p.m.
	Bombay Party leaves	...	8-00 p.m.

December.

Sat. 1st ... HOME DAY

No. 331. ALL-INDIA HIGHER SECONDARY EXAMINATION

The A.I.H.S. examination will continue to be held in Barne Hall.

Staff and children are required to keep disturbances outside Birdwood School to a minimum.

No. 332. 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 Thursday, 29th November, 1973.

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. 333. WINTER VACATION

The School will close on Saturday, 1st December, 1973, for the winter vacation, and will reopen on Sunday, 24th February, 1974, 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 is being issued separately.

No. 334. 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. 335. 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 Friday, 30th November, 1973. 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. 336. SEALING OF CLOTHING ROOMS

House Matrons are requested to put all the belongings of the children left behind by them, and that of the school in the clothing rooms before they seal the locks.

No. 337. 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. 338. 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. 339. STAFF PAY

(i) Staff pay for November 1973 will be issued in the School Office to all senior staff from 11-00 a.m. to 1-00 p.m. on Friday, 30th November, 1973.

(ii) Pay for Nov. '73 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 Friday, 30th November, 1973.

(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. 340. 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 drycleaned at home during the Vacation. Children must bring these jerseys, duly repaired and dry-cleaned, back with them when they return to School in February, 1974, failing which new ones will be issued to them then, at their parents' cost.

No. 341. 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. 342. PROTECTION AGAINST SMALL—POX

It is essential and also obligatory for all those who live on the estate to get themselves protected against small-pox. It is, therefore, requested that all those who are now due for either primary or secondary vaccination should contact the R.M.O. at their earliest.

No. 343. STAFF FAMILIES' RATIONS ETC., DURING VACATION.

(1) With effect from Monday, 3rd December, '73 the following arrangements have been made to meet the requirements of bread, eggs, 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 Saturday, 8th December, 1973 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 timings 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. 344. 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.

No. 345. INFLUENZA EPIDEMIC

'Flue' has broken out in G.D., and is spreading in B.D. as well. Following preventing measures are to be observed with immediate effect :

- (a) From 8-00 a.m. to 4-00 p.m. all windows and ventilators of all dormitories be kept open. Ventilators be left open for 24 hrs. of the day.
- (b) Wearing of woollen vest is compulsory for all children.
- (c) The sleeping position of the children on alternate beds in each row in all the dormitories, will be reversed, so that children on any two adjacent beds will have their heads in opposite directions.
- (d) Salt-water gargling is compulsory for all children, both after rouser and before 'lights out',
- (e) During all functions in Barne Hall, all exhaust fans be switched on.

The House Matrons are requested to ensure and supervise (a), (b), (c), (d) as mentioned above.

No 346. HOUSELETTERS—SCHOOL/HOME/PARTIES.

House Staff are requested to ask the children to write home in their letters due for dispatch on Saturday, 24th November, 1973, about the name of the train and party by which they are travelling and the day, date and time of their trains' arrival at their home destination station. These details are available from the party-lists that have been distributed to all concerned.

No, 347. ATHLETICS COLOURS

Sanjiv Sood has also been awarded Athletics Colours for 1973.

No. 348. HOCKEY COLOURS—1973

The following have been awarded Hockey colours for '73 :

G. S. Panaych	Malvinder Singh Brar
Sumit Bagchi	Jugjeevan Singh Sokhey
Rapinder Singh Chahal	Sanjiv Tandon
Mukul Chopra	Sanjiv Sood
Mahendra M.P. Singh	Harshinder Singh Brar
Pradeep Chaudhary	

2. Hockey 1st XI 1973—The following represented the School 1st XI at Hockey for 1973 :—

G.S. Panaych (Capt.)	Jai Singh Pathania
Sumit Bagchi	Malvinder Singh Brar
Rapinder Singh Chahal	Jugjeevan Singh Sokhey
Mukul Chopra	Sanjiv Tandon
Mahindra M.P. Singh	Sanjiv Sood
Pradeep Chaudhary	Harshinder S. Brar (Res.)

3. Colts (Hockey)—The following represented the School Colts at Hockey for 1973 :—

Anil Dogra (Capt.)	Bhupinder Sawhney
Sunil Malhotra	Rakesh Singha
Praveen Vashisht	Biren Arora
Sanjiv Bhalerao	Rajiv Khanna
Deepak Khosla	Bikram Seth
Vineet Kapur	

4. Atoms Hockey—The following represented the School Atoms at Hockey for 1973 :—

Sandip Saluja (Capt.)	Sanjay Joshi
Ashish Bhatia (V. Capt.)	Sukhmeet Sandhu
Anshuk Kumar Jain	Atul Kumar Kapoor
Gunit Rana	Suryaveer Singh
Pavanjit Singh Bala	Rajiv Thakur
Kanwar M. Bindra	

No. 349. APPOINTMENTS—N.C.C.

The following appointments were made for 1973 :—

Mukul Chopra	C.S.M.	Ajay Sehgal	L. Corporal
Sanjiv Sood	Sergeant	Rajiv Aggarwal	„
Sanjiv Tandon	„	Jagjot Singh Kalra	„
Ashok Kaushik	„	Sanjiv Kanvaljit Singh	„
Sumit Bagchi	„	Rajesh Kochhar	„
Mahendra Mohan P. Singh	„	Navin Anand	„

Rajveer Singh Gulia	Corporal	Sukhkaran Singh Tanwar	L/C.
Roy Ewing	„	Jasdeep Singh Ahluwalia	„
Rakesh Singha	„	Chetan Desai	„
Ajay Wagle	„	Amardeep Singh Sandhu	„
Rakesh M. Lowe	L. Corporal	Krishnan Subramaniam	„
Harshinder Singh Brar	„	Gyanendra Singh Tak	„
Parambir Singh Sandhu	„	Ajay Bawa	„
Sangram Singh	„	Gururvinder S. Panaych	„
Digvijay Singh Jhina	„	Jugjeevan Singh Sokhey	„
Malvinder Singh Brar	„	Ashish Pradhan	„
Surendra Nath Kaul	„	Rapinder Singh Chahal	„
Jaskaran Singh	„		

No. 350. APPOINTMENTS—BAND

The following appointments were made for 1973 :—

Pradeep S. Chaudhry	C.S.M.	Ram Chander Grewal	L. Corp.
Satinder Pal S. Sidhu	Sergeant	Harpreet Singh Khaneka	„
Jaskaran Singh Bains	Corporal	Naninder Singh Brar	„
Ghanshyam S. Ghuman	„	Nakul Chopra	„
Damanjit Singh Kang	„	Gurpreet Seekond	„
Harinder S. Dhaliwal	„	Jasmeet Singh Rana	„
Ajay Singh Virk	„	Jaskeerat Singh Grewal	„
Ajay Mahajan	„	Anil Dogra	„
Rajiv Bhandari	„	Sandip Behl	„
Sanjeev Kapoor	„	Vikram Vasudeva	„
Maninder Singh Dusang	„		

No. 351. INTER—HOUSE SHOOTING COMPETITION—1973 :

The results of the Inter—House shooting competition held on 18-11-73 are published below for record :—

I	Siwalik	...	166 pts.	II	Vindhya	...	164 pts.
III	Himalaya	...	146 pts.	IV	Nilagiri	...	141 pts.

Best Shot : Jasdeep Singh Ahluwalia

No. 352. ACADEMIC—HEADMASTER'S SPECIAL LIST

The students on the Headmaster's Special list (School Order No. 287, refers) need **not** report to him till further orders.

No. 353. CINEMA

The film **DON'T MAKE WAVES** will be shown in Barne Hall at 3-00 p.m. on Saturday, 24th November, 1973.

B. R. Pasricha,
Headmaster.

THE LAWRENCE SCHOOL SANAWAR

—:o:—

SANAWAR, FIRDAY, 23RD NOVEMBER, 1973

SPECIAL ORDER

Long-Vacation Arrangements—1973.

No. 354. 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, 1st December, 1973 (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 (except Bombay V.T. party) 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 Monday, 26th November, 1973**. Requests for travel money required by individual children **will not be entertained by office after that day.**

The normal travelling money for school parties will be issued to escorts I/c on Thursday, 29th November, 1973 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 Friday, 30th November, 1973. 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 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, a copy of the party programme and (for escorts only) a copy of the Instructions for escorts.

SPECIAL NOTE

Please note that the **Bombay V.T. party** will depart by school bus from the Quad. for Kalka. *at 8-00 p.m., on Friday, 30th November, '73* Boys of this party will **NOT** walk down to Kalka. **A separate circular will be issued in this connection to the persons concerned.**

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, and they are printed **partywise** on the luggage labels which should be obtained from the School Office by all Staff concerned):—

Srl. No.	School Party	
1	Kalka	} Special note : Most of these serial numbers have been changed and <i>are not the same as previously.</i> Please note the changes carefully.
3	Bombay V.T.	
4	Dehra Dun	
5	Ferozpur	
6	Amritsar	
7	Lucknow	
8	Pathankot	
10	† Calcutta (via Delhi & Kanpur)	
11	Delhi Jn. 'A'	
12	* Delhi ,, 'B'	
13	Delhi ,, 'C'	

† (includes Kurukshetra, Karnal and Panipat)

* (includes Chandigarh and Ambala Cantt.)

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, 29th November, 1973 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.** Party labels will be available in School Office on 28-11-1973.

(iv) Luggage of all children going to **Simla** must be ready at the Bakery by 7-30 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 onto the Simla bus, **which will come up to the Bakery itself at about 8-15 a.m.**

(v) Luggage of all children travelling in school parties (except the Bombay V.T. and the Simla party) must be ready before 8-00 a.m. on home day. Such luggage will be collected by school mazdoors from G.D. and P.D. from their **respective dormitory varandahs and taken to Gaskell Hall.** The Quartermaster will please ensure that *first of all* only tin trunks/boxes of all the parties (except the Bombay V.T. and the Simla party) are taken down by mazdoors from all Deptts. to Gaskell Hall—bistras etc. of these 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 Bombay V.T. and the Simla party) will carry their own luggage out of their dormitories, and stack their luggage inside Gaskell Hall against the four walls, under Q.M's supervision. 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 sorted out and 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 10-00 a.m.* Heavy luggage, i.e. boxes, hold-alls etc. 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 6-30 p.m. (ordinarily the Pathankot and Calcutta 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. 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. Escorts of Delhi Jn. A,B, parties are requested to see that the luggage (Trunks and suit cases) of their parties is placed under the seats in their respective carriages, so as to keep the passage clear for movement.

(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.

BREAKFAST, LUNCH, TEA, SUPPER PACKETS.

(i) **Breakfast.** Breakfast will be at 8-00 a.m. in all departments on home day, except for Simla party who will have their breakfast at 7-30 a.m.

(ii) **Lunch.** Lunch will be at 12-30 p. m. in all departments on home day.

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

(iv) **Supper Packets.** Supper packets for all school parties (except Bombay, V.T., 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 (including 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 onto 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 at Kalka 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
Delhi Jn. 'A'	Mr. R.P. Aggarwal	64
Delhi ,, 'B'	Mrs. B. Thakran	68
Lucknow	Dr. D.C. Gupta	19
Dehra Dun	Mr. Subhash Gupta	10
Amritsar	Mr. P.C. Gupta	42
Ferozpur	Miss K. Narula	30
Pathankot	Mr. Ramesh Sethi	33
Delhi Jn. 'C'	Miss S. Bhatnagar	39
Calcutta	Mr. R. K. Malaviya	40

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 Kitchen Matrons/Steward 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 Kitchen Matrons/Steward 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. They will please arrange among themselves as to which of them will be present on each such occasion.

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

The Quartermaster will please arrange for a sufficient number of "surahis", for drinking water purposes during rail journeys, to be taken with them by the following parties :—

Bombay V.T., Lucknow, Calcutta.

ROLL - CALL AT KALKA.

Staff escorting the school parties travelling by 87 Dn. Chandigarh Express are requested to arrange a roll-call of children to be escorted by them at 6-30 pm. 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 the 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 SCHCOL PARTIES.

Tickets for the school parties will be collected by the Escorts 1/c from the School office on the morning of Friday, 30th Nov. 1973, along with their pay for November, 1973.

NEXT TERM.

The next term will begin on Sunday, 24th February, 1974, and all children must be back by 4-00 p.m. on that day.

PAY FOR NOVEMBER , 1973.

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 Friday 30th November, 1973.

B. R. Pasricha
Headmaster.

ANNEXURE

(i) The school parties will leave the school by bus from the Quad. in the following order, on Friday 30th Nov. '73 and Saturday, 1st December, 1973 as per programme below (boys who have been permitted to walk down to Kalka are not included below) :—

School party	Assemble at Quad.	Departure from Quad.	Size of party (including escorts & their families)	Train
Fri. 30-11-73.				
Bombay V.T.	7-30 p. m.	8-00 p. m.	26	} 2 Dn. Kalka-Delhi Howrah Mail Dep. Kalka 11-35 p.m.
		Total	26	
(The above party will travel in school bus to Kalka.)				
Sat. 1-12-73.				
Kalka	1-30 p. m.	2-00 p. m.	13	} 87 Dn. Chg. Exp. Dep. Kalka 7-15 p.m.
Dehra Dun	—do—	—do—	5	
Lucknow	—do—	—do—	9	
Ferozepore	—do—	—do—	12	
Delhi Jn. 'A'	—do—	—do—	22	
„ „ 'B'	—do—	—do—	43	} 35 Dn. Simla Mail Dep. Kalka 9-50 p.m.
Amritsar	—do—	—do—	26	
		Total	130	

The above will travel in three 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 Lucknow 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.

School party	Assemble at Quad.	Departure from Quad.	Size of party (including escorts & their families)	Train
Pathankot	6-00 p.m.	6-30 p.m.	21	} 35 Dn. Simla Mail dep. Kalka 9-50 p.m.

Calcutta	6-00 p.m.	6-30 p.m.	24	} 2 Dn. Kalka Delhi Howrah Mail Dep. Kalka 11-35 pm
Delhi C	6-00 p.m.	6-30 p.m.	36	
			<hr/> 81 <hr/>	

The above three parties will travel in two buses 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 Dr. Dhillon 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 but who are not included as escorts in school parties, in order to enable recovery of bus fares.

THE LAWRENCE SCHOOL ORDERS.

—:o:—

SANAWAR, FRIDAY, 30TH NOVEMBER, 1973.

Part I

355—356

Part II

Nil

No. 355. GREETINGS

Mrs. Pasricha joins the Headmaster in wishing all Staff, their families, boys and girls and their parents a very happy and enjoyable vacation, merry Christmas and happy New Year.

No. 356. APPOINTMENTS PREFECTS 1974.

The following appointments are made with effect from the term commencing February, 1974:—

G. D.

Head Girl	... Sunaina Lowe
Games Prefect	... Sadhna Singh
M.I. Prefect	... Nita Basu

Himalaya

School Prefect	... Saroj Sirkeck
House Prefect	... Anjali Srivastava

Nilagiri

School Prefect	... Mininder Kaur
House Prefect	... Poonam Singh

Siwalik

School Prefect	... Sunaina Lowe
House Prefect	... Paramjit Kaur Sidhu

Vindhya

School Prefect	... Geeta Bhandari
House Prefect	... Preeti Batra

B. D.

Head Boy	... Jai Singh Pathania
M.I. Prefect	... Harinder Singh Dhaliwal

Himalaya

School Prefect	... Jai Singh Pathania
House Prefects	... { Anil Sood Satinder Singh Datta Suraj Narain Singla

Nilagiri

School Prefect	... Ghanshyam Singh Ghoman
House Prefects	... { Jaskaran Singh Bains Ravipreet Singh Sohi Vinod Chander Chhabra

Siwalik

House Prefects	... { Ajai Singh Virk Sanjiv Kapur
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Vindhya

School Prefects	... { Rajiv Bhandari Vivek Ahluwalia
House Prefects	... { Rajiv Behti Manu Virmani

B. R. Pasricha,
Headmaster.