

**LAWRENCE SCHOOL ORDERS**

Sanawar Tuesday, 9th February 1982

**Part I**

1-27

**No. 1. WELCOME**

The Headmaster welcomes all children, members of the staff and their families to Sanawar, and wishes them a very happy New Year and a fruitful term at the School.

**No. 2. THE SCHOOL'S CLEANLINESS**

The co-operation of all is requested to keep the school neat and clean in every way. At a residential school 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 any-where but also drawing the attention of others to avoid doing so and picking up litter wherever it is found lying. Proper receptacles have been provided. Where, however any more are required, these may be requested for.

**No. 3. PROGRAMME****February**

Wed. 10th	School re-opens (All School parties return)	
	House Masters'/Mistresses' meeting	
	(HM's House)	... 6-00 p.m.
	Supper P.D.	... 6-30 p.m.
	Supper Sr. School	... 7-30 p.m.
	Kit issued	... 8-00 p.m.
Thu. 11th	Rouser	... 7-15 a.m.
	Breakfast Sr. School	... 8-00 a.m.
	Breakfast P.D.	... 9-00 a.m.
	Opening of term Assembly	... 8-50 a.m.
	Half hour Schools :	
	1st-4th School	9-00-11-00 a.m.
	Break	11-00-11-20 a.m.
	5th-6th School (45 minuts School)	11-20-12-50 p.m.
	Letter writing	12-50-1-20 p.m.
	Lunch P.D.	... 12-30 p.m.
	Lunch Sr. School	... 1-25 p.m.

	<b>Medical Inspection Commences :</b>	
	Himalaya B.D.	2-00—3-00 p.m.
	Nilagiri B.D.	3-00—4-00 p.m.
	Tea P.D.	... 4-00 p.m.
	Tea Sr. School	... 4-30 p.m.
	Baths (B.D.)	... 5-00 p.m.
	Supper P.D.	... 6-15 p.m.
	Supper Sr. School	... 7-15 p.m.
	Lights out	... 9-15 p.m.
Fri. 12th	Rouser	... 7-00 a.m.
	M.I., G.D.	... 7-20 a.m.
	M.I., B.D.	... 7-30 a.m.
	House Inspection	... 7-35 a.m.
	1st School	7-50—8-30 a.m.
	Breakfast	... 8-35 a.m.
	Assembly	... 9-15 a.m.
	2nd—3rd School	9-25—10-55 a.m.
	Break	10-55—11-15 a.m.
	4th—6th School	11-15—1-30 p.m.
	Lunch	... 1-35 p.m.
	<b>Medical Inspection :</b>	
	Siwalik B.D.	2-15—3-15 p.m.
	Vindhya B.D.	3-15—4-15 p.m.
	Tea P.D.	... 4-00 p.m.
	Tea Sr. School	... 4-30 p.m.
	Cricket & hobbies sets made (B D. pavement)	... 4-45 p.m.
	B.D. baths	... 5-30 p.m.
	Supper P.D.	... 6-15 p.m.
	Supper Sr. School	... 7-15 p.m.
Sat. 13th	Rouser	... 7-00 a.m.
	Normal routine as published above	
	<b>Medical Inspection G.D. :</b>	
	Himalaya & Nilagiri	2-15—3-15 p.m.
	Siwalik & Vindhya	3-15—4-15 p.m.
	Games & hobbies programme comes into effect	
	B.D. baths	... 5-00 p.m.

	Supper P.D.	... 6-15 p.m.
	Supper Sr. School	... 7-15 p.m.
Sun. 14th	Sunday timings	
	Tea P.D.	... 3-20 p.m.
	Film P.D.	... 3-45 p.m.
	Tea Sr. School	... 4-30 p.m.
	Film Sr. School	... 5-45 p.m.
	Supper P.D.	... 6-15 p.m.
	Supper Sr. School	... 7-15 p.m.

#### No. 4. DAILY ROUTINE

With effect from Monday 15th Feb. '82 the following daily routine will continue to be followed till further orders:—

Rouser	... 7-00 a.m.
M.I., GD	... 7-20 a.m.
M.I., BD	... 7-30 a.m.
House Inspection	... 7-35 a.m.
1st School	7-50—8-30 a.m.
Breakfast	... 8-35 a.m.
Assembly	... 9-15 a.m.
2nd—3rd School	9-25—10-55 a.m.
Break	10-55—11-15 a.m.
4th—6th School	11-15— 1-30 p.m.
Lunch	... 1-35 p.m.
Games & hobbies (as per programme) onward	... 2-35 p.m.
Tea Sr. School	... 3-50 p.m.
(Tea for field games will go down)	
NCC (Tue. & Thu.)	5-00—5-40 p.m.
Baths	... 5-20 p.m.
House Inspection	... 5-55 p.m.
Prep.	6-15—7-35 p.m.
Supper P.D.	... 6-40 p.m.
Supper Sr. School	... 7-40 p.m.
House Inspection	... 8-30 p.m.
Study bell	... 8-40 p.m.
Lights out	... 9-40 p.m.

#### Sunday Timings

Rouser	... 7-15 a.m.
Head baths	... 7-35 a.m.

Breakfast P.D.	... 8-45 a.m.
Breakfast Sr. School	... 9-15 a.m.
Lunch P.D.	... 12-30 p.m.
Lunch Sr. School	... 1-30 p.m.

#### No. 5. MEDICAL

The School office will be sending all medical certificates received, to the R.M.O. who will scrutinise these and take necessary action required. In spite of our clear instructions to parents, some of them continue to send these along with their children. All House Matrons, however, are requested to collect such Medical certificates from these children and send them to the R.M.O., latest by 10-00 a.m. on 11th February, 1982.

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

#### No. 6. NEW ADMISSIONS

These will now take place on 31st March & 1st April, 1982. Details will be published during the last week of March, 1982.

#### No. 7. LATE ARRIVALS

All late arrivals (irrespective of the Forms in which they are studying), along with explanations, if any, for late arrival, be reported to the Headmaster by the Housemasters/Housemistresses by 12th February, 1982. They are requested to use the cyclostyled forms sent to them for this purpose.

#### No. 8. CLOTHING

February 10th and 11th 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 20th February, 1982.

Clothes will be issued to **Day Scholars** in all Deptts at 2-00 p.m. on 10th February, 1982.

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 during the winter season.*



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

**No. 9. 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. 10. NETS**

The Head Boy will ensure that none of the cricket pitches are used without permission. Nets for the 1st XI and the Staff will be arranged by Mr. Dhani Ram, in consultation with the D.H.M.

**No. 11. HOUSE FUND ACCOUNTS**

An advance of Rs. 100/- will be issued to all Housemasters and Housemistresses by the School Office. Further advances can be drawn from the Office on specific requests thereafter. They are, however, requested to submit a consolidated account of all the advances received by them, at one time, not later than 7th June, '82.

**No. 12. HOSPITAL TIMINGS**

8-30 a.m.—10-30 a.m. }	Members of the Staff and their families
4-00 p.m.— 5-00 p.m. }	
9-00 a.m.— 1-00 p.m. }	Children of the School
4-00 p.m.— 5-15 p.m. }	

Staff are requested that, only in emergencies, children be sent to the hospital outside the 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. 13. ISSUE OF INDENTS BY QUARTERMASTER**

Will 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 consultation with Quartermaster, according to their mutual convenience. Furthermore, such time once fixed shall not be changed unilaterally by either the member concerned or the Quartermaster, but only by mutual consultation. The time so fixed should *not* be between 3-00 p.m. 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.

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

**No. 14. STAFF VISITS TO Q.M. STORES**

All staff members are reminded that except for taking in-  
dents, 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 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 timings.

**No. 15. STAFF VISITS TO BURSAR**

All staff are requested to reduce their visits to the minimum, and observe the following timings :—

Mondays to Saturdays ... 12-00 to 1-00 p.m.

**No. 16. STAFF VISITS TO SCHOOL OFFICE**

For administrative reasons, it is essential that Staff should keep their visits to School Office to the minimum; should they need any information urgently, they must contact the Bursar first.

**No. 17. STAFF SUPPER TIMINGS**

Those members of the Staff who take their supper in C.D.H., are reminded that they are required to sit down to supper not later than 8-15 p.m. at the very latest. This timing, which is very necessary for administrative reasons, may please be strictly observed.

**No. 18. STAFF CLUB : BADMINTON**

Gaskell Hall will be available for badminton from 5-30 p.m. to 7-15 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. 19. STAFF RATION AND FUEL

On return to School on 10th February, staff members should send chits for their requirement of wood and steam coal 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 10th evening.

Wood (fuel), soft coke and K/oil on payment will be issued between 3-00 and 4-00 p.m. on the first and second Wednesdays of each month.

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

Ration 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 next working day following the administrative holiday.

Staff are requested to send their requirement 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 material 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.

### No. 20. FURNITURE—STAFF QUARTERS & DEPARTMENTS

Detail 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 from there 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 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. 21. TUCK SHOP TIMINGS**

The Tuck Shop will observe the normal timings from 10th February, 1982.

**No. 22. 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.

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

**No. 23. TRANSFER OF P.D. STUDENTS**

All transfers of P.D. Children to Sr. School will take place after the promotion exam. Details will be circulated later.

**No. 24. HOLIDAYS—ADMINISTRATIVE STAFF.**

The following holidays will be observed during 1982 by the Administrative Staff of the School.

1. New Year's Day	...	Jan.	1st	Friday
2. Republic Day	...	Jan.	26th	Tuesday
3. Shivratri	...	Feb.	22nd	Monday
4. Holi	...	Mar,	9th	Tuesday
5. Ram Naumi	...	April	2nd	Friday
6. Good Friday	...	April	9th	Friday
7. Baisakhi	...	April	13th	Tuesday
8. Raksha Bandhan	...	Aug.	4th	Wed.
9. Janam Ashtmi	...	Aug.	12th	Thursday
10. Independence Day	...	Aug.	15th	Sunday

11.	Dusehra	...	Sept.	27th	Monday
12.	Mahatma Gandhi's Birthday	...	Oct.	2nd	Saturday
13.	Founder's (After Founder's)	...	Oct.	6th	Wed.
14.	{ Diwali (except Eng. Deptt.)	...	Oct.	16th	Saturday
	{ Balraj (Eng. Deptt. only)	...	Oct.	17th	Sunday
15.	Guru Nanak's Birthday	...	Nov.	1st	Monday
16.	Christmas Day	...	Dec.	25th	Saturday

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

New Year's Day  
Independence Day  
Republic 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. 25. SCHOOL FRUIT & VEGETABLE SHOP.

The following rates will be effective from 1st Feb., 1982, in the Fruit & Vegetable Shop :—

	<i>Rs.</i>
Potatoes	1-60 Per Kg.
Onion	1-60 „
Vegetable	1-60 „
Tomatoes	2-70 „
Lime Fresh	7-00 „
Dhania	2-50 „
Chillies Green	2-50 „
Ginger Fresh	6-00 „
Mint Green	1-50 „
Garlic	5-00 „
Banana	2-70 „
Pears Kashmiri	4-50 „
Bagugoshas	4-50 „
Malta	4-00 „
Papita	3-00 „
Alubukhara	4-50 „
Guavas	2-50 „
Peaches (Adu)	3-00 „
Cheekoo	6-00 „

Mangoes	5-00 Per Kg.
Apple Golden Med. size	4-00 „
Oranges	5-00 „
Apple Red/Royal	4-50 „
Grapes	8-00 „
Mussamis	5-00 „
Leechies	7-00 „
Sugar Melon	2-20 „

#### No. 26. SCHOOL HALWAI'S RATES 1982

The School halwai contract this year has been given to M/s Bawa Paras Ram & Bros., Sanawar (Simla Hills) H.P.

The undermentioned rates for sweets etc., sold at the School Halwai's shop have been fixed with effect from 1st February, 1982 to 31-1-83.

The School Halwai has categorical instructions that he will supply only the items mentioned below, *and has been 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 of School children, staff and School visitors who make purchases from the School Halwai.

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.

School Halwai Shop near the School Bakery, is out of bounds for all school children at all times.

*All sales to School children will be for cash only*

Name of articles	Rate		No. of pieces	
	per kg.		per kg.	
	Rs.	P.		Rate per piece
				Paise
Balu shahi	...	9-00	30	30
Barfi white	...	15-00	30	50
Barfi Chocolate	...	15-00	30	50
Barfi Besan	...	10-00	30	33
Besan Laddoo	...	10-00	30	33
Gulab Jaman	...	12-00	30	40
Gur toffee (with moongphali)	...	7-00	20 pkts. of 50 gms. each	} 35 per pkt.
Groundnut fried	...	12-00	20 pkts. of 50 gms. each	} 35 per pkt.
Jalebi	...	10-00	30	33
Laddoo Motichoor	...	10-00	30	33
Mathi namkin	...	10-00	30	33
Palangtor (milk-cake)	...	16-00	30	53
Potatoe wafers	...	10-00	20 pkts. of 50 gms. each	} 50 per pkt.
Potatoe Tikki, with chutney	...	—	—	30
Rasgulla	...	12-00	30	40
Rasmalai	...	16-00	30	53
Sewian-Dal (Barik quality)	...	9-00	20 pkt. of 50 gms. each	} 45 pkt.
Bhatoora/kachori with vegetable	—	—	12	40 each
Dahi Bhalla	...	—	12	30 each
Poori (with vegetable)	...	—	12	35 each
Samosa	...	—	12	35 each
Tea glass or cup (with sugar)	...	—	160 cc	40 each
Khoa	...	15	—	—
Rabdi	...	15	—	—

#### No. 27. CINEMA

The film **HERCULES UNCHAINED** will be shown in Barne Hall at 3-45 p.m. for P.D. and at 5-45 p.m. for Senior School on Sunday, 14th February, 1982.

S. R. Das  
Headmaster

**LAWRENCE SCHOOL ORDERS**

Sanawar Saturday, 13th February 1982

**Part I**

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**No. 28. PROGRAMME****February**

Sat. 13th	Rouser	... 7-00 a.m.
	Normal pre-lunch routine	
	Medical Inspection G.D. :	
	Himalaya & Nilagiri	2-15—3-15 p.m.
	Siwalik & Vindhya	3-15—4-15 p.m.
	Games & hobbies sets made (B.D. pavement)	... 2-30 p.m.
	B.D. baths	... 5-00 p.m.
	Supper P.D.	... 6-00 p.m.
	Supper Sr. School	... 7-00 p.m.
Sun. 14th	Sunday timings	
	Tea P.D.	... 3-20 p.m.
	Film P.D.	... 3-45 p.m.
	Tea Sr. School	... 4-30 p.m.
	Film Sr. School	... 5-45 p.m.
	Supper P.D.	... 6-15 p.m.
	Supper Sr. School	... 7-15 p.m.
Mon. 15th	Games & hobbies programme comes into effect	
	Evening Prep commences	
Wed. 17th	Prep cancelled	
	SUPW	4-10—6-00 p.m.
	B.D. baths	... 6-15 p.m.
	Supper P.D.	... 6-15 p.m.
	Supper Sr. School	... 7-15 p.m.
Sat. 20th	Rouser	... 7-00 a.m.
	Normal routine	
	Tutorial meetings	6-00—7-00 p.m.
	Supper P.D.	... 6-15 p.m.
	Supper Sr. School	... 7-15 p.m.
Sun. 21st	Sunday timings	
	Tea P.D.	... 3-20 p.m.



Film P.D.	...	3-45 p.m.
Tea Sr. School	...	4-30 p.m.
Film Sr. School	...	5-45 p.m.
Supper P.D.	...	6-15 p.m.
Supper Sr. School	...	7-15 p.m.

**No. 29. DISCIPLINE : DAY SCHOLARS**

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

**No. 30. 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 House children once a week on any day convenient to themselves. House Matrons if required, will also be present at such inspections.

**No. 31. 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. 32. BIRTHDAY PARTIES**

The expenditure on these parties will under no circumstances, except with the special permission of the Headmaster, exceed the sum of Rs. 30/-; House Staff and Catering Officer are requested kindly to ensure this.

**No. 33. LOSSES OF SCHOOL CLOTHING AND OTHER ARTICLES**

All House Matrons & I/c C.D.H. 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 and on the Loss Slip.

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. 34. SCHOOL BUS/SCHOOL JEEP**

Sunday and Thursday are the 'off days' for the School Bus driver and the School Jeep driver respectively.

**No. 35. 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. 36. PREPARATION OF TUCK SHOP SLIPS**

- (i) All Housemasters and Housemistresses are requested to **restrict to TWO Tuckshop Slips per child per month.**
- (ii) 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.
- (iii) 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.
- (iv) 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.
- (v) The slip should be signed **in ink** or with ball point pen.
- (vi) Children must **sign their full signatures not merely initials or first names.**
- (vii) Housemasters/Housemistresses should also date their signatures.
- (viii) Housemasters/Housemistresses must initial any corrections/amendments in Tuck Shop Slips.

Tuck Shop Slips are not required to be sent to Bursar; they may directly be presented to I/c Tuck Shop by children duly examined and passed by Housemasters/Housemistresses under their signatures and date.

All House Staff are also hereby informed that children of their Houses may not be permitted to buy any eatables or tonics from Tuck Shop on Tuck Shop Slips, unless especially recommended by the school R.M.O., for which he will issue written recommendations to the House Staff concerned.

House Staff will kindly arrange to get a copy of the Tuck Shop slip, dispatched along with the child's letter to his parents.

**No. 37. 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 these 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 done 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. 38. LOSSES SUFFERED BY STAFF**

All members of the Staff are informed that the School is unable to accept responsibility for the investigation of any losses

suffered by them on account of theft resulting from their own negligence with regard to their personal property left lying about unprotected.

**No. 39. 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. 40. EXTRA POSTAGE MONEY FOR FOREIGN LETTERS**

Extra money to meet the cost of foreign postage will be issued with normal monthly pocket money. House staff are therefore, requested to send their lists of such children to the office by 20th February at the latest, specifying the amount required in each case for this purpose.

**No. 41. CHILDRENS' JERSIES & SHOES**

House staff are reminded that every child is required to be in possession of 2 long-sleeved navy blue jersies and 2 pairs of broadtoed black brogue shoes, all of the School pattern, which are issued from the QM's. Stores at parents' expense.

Will House staff kindly check up immediately and have deficiencies made up where necessary ?

**No. 42. MEDICAL CATEGORIES OF SCHOOL CHILDREN**

The Medical categories of all school children will remain the same for the present, as published earlier through school orders, including temporary upgrading / downgrading of the categories. Changes, if any, will be published in school orders from time to time.

This is for the information of and necessary action by all concerned.

**No. 43. HOT WATER HAMAM—FILTERS**

The rent per hot water hamam per year would be Rs. 30/-, with a minimum of Rs. 18/- payable if the filter is required for a

period of six months or less. Q.M. and Engineer are requested to take necessary action in this connection.

Should the staff, having hamams already fitted at their residences, now want their removal, they may inform the Engineer.

#### No. 44. APPOINTMENT OF PREFECTS/HELPERS

Following appointment of Prefects/Helpers have been made for Spring Term 1982:—

H.M. (Head boy/Head girl & Asstt. to H.M.	} ...	Vivek Kaul Suishta Saigal
M.I. Prefect (B.D.) ...	Pankaj Sapru	
M.I. Prefect (G.D.) ...	Kirandeep Sandhu	

#### Boys Department

<i>H.B.D.</i>	House Captain ...	Rameshwar Jamwal
	School Prefect ...	Masa Chuba
	House Prefects ...	Deepinder Rathore Jagatjit Singh
<i>N.B.D.</i>	House Captain ...	Alam Singh Khara
	School Prefect ...	Ajai Maira
	House Prefects ...	Arvinder Dhaliwal Ravi Subba
<i>S.B.D.</i>	House Captain ...	Roy Sinai
	School Prefect ...	Gurinder Mann
	House Prefects ...	Ajeet Bajaj Sandeep Mehta
<i>V.B.D.</i>	House Captain ...	Ranjit Rawley
	School Prefect ...	Harpal Maini
	House Prefects ...	Amolak Singh Gill Sandeep Chadha

#### Girls Department

<i>H.G.D.</i>	House Captain ...	Seema Jamwal
	House Prefect ...	Geetika Gupta
<i>N.G.D.</i>	House Captain ...	Supreeta Pal Singh
	House Prefect ...	Ziya Ghandy
<i>S.G.D.</i>	House Captain ...	Kavita Singh
	House Prefect ...	Shalini Kaintal
<i>V.G.D.</i>	House Captain ...	Hardeepak Sidhu
	House Prefect ...	Shabnam Tangri

<i>Duty</i> ( <i>Helper / Asstt.</i> ) ( <i>of / to</i> )		<i>Name</i>
D.H.M.	...	... Dhyan Mayadas Shalini Bhojar
Sr. Mistress Dining Hall	... ...	... Tandip Singh ... Harinder Singh Ranvir Dhillon Manu Talwar Amit Kishore Divya Bhasin Jyoti Chahar Shalini Kaintal Navkiran Dhillon
Games	...	... Kim Sinha Ronojay Datta Gunveet Sethi Geetinder Kaur
Hobbies	...	... Naresh Chauhan Rohit Thawani Sanjeev Sharma Payal Matta
Estate Tidiness	...	... Ravinder Sirkeck Ranabir Datta Kamaljit Talwar Rohit Kapur Sanjay Sood Kanika Kapur
Expedition	...	... Udayant Malhotra S.K. Sharma
Library	...	... Rajiv Ahal Sangeet Kapur Vibhu Sabharawal Kalapana Sinha
Socials	...	... Sanjay Agarawal Sanjeev Modi Vikram Grewal Simran Khatra G. Rajwade

SUPW	...	...	Harminder Sangha Manish Kochar Amandeep Jabbi Sonia Gupta
Costumes	...	...	Jagatbir Sandhu Ziya Ghandy
Chapel	...	...	Pawan Gulati Mahesh Srivastava Vivek Sud Tandip Singh
Fire Wardens	...	...	Rameshwar Jamwal Alam Singh Khara Roy Sinai Ranjit Rawlley Seema Jamwal Supreeta Pal Singh Kavita Singh Hardeepak Sidhu

S. R. Das  
*Headmaster*

**LAWRENCE SCHOOL ORDERS**

Sanawar Friday, 19th February 1982

**Part I**

45—62

**No. 45. PROGRAMME****February**

- Fri. 19th Society meetings (after supper)  
(Staff wishing to conduct any society meeting, to kindly notify DHM well in advance)
- Sat. 20th Rouser ... 7-00 a.m.  
Morning Prep cancelled  
Tutorial meetings 6-00—7-00 p.m.  
Supper P.D. ... 6-15 p.m.  
Supper Sr. School ... 7-15 p.m.
- Sun. 21st Sunday timings  
Tea P.D. ... 3-20 p.m.  
Film P.D. ... 3-45 p.m.  
Tea Sr. School ... 4-30 p.m.  
Film Sr. School ... 5-45 p.m.  
Supper P.D. ... 6-15 p.m.  
Supper Sr. School ... 7-15 p.m.
- Wed. 24th Prep cancelled  
SUPW 4-10—6-10 p.m.  
B.D. baths ... 6-20 p.m.  
Supper P.D. ... 6-15 p.m.  
Supper Sr. School ... 7-15 p.m.
- Fri. 26th Society meetings (after supper)  
(staff wishing to conduct any society meeting, to kindly notify DHM well in advance)
- Sat. 27th Rouser ... 7-00 a.m.  
Morning Prep cancelled  
Tutorial meetings cancelled  
Supper P.D. ... 6-15 p.m.  
Supper Sr. School ... 7-15 p.m.



Sun. 28th	Sunday timings		
	Tea P.D.	...	3-20 p.m.
	Film P.D.	...	3-45 p.m.
	Tea Sr. School	...	4-30 p.m.
	Film Sr. School	...	5-45 p.m.
	Supper P.D.	...	6-15 p.m.
	Supper Sr. School	...	7-15 p.m.

**No. 46. STAFF CLUB MEETING**

There will be staff club meeting followed by dinner in the Art room at 7-30 p.m. on 6th March 1982.

**No. 47. ASSESSMENT MEETING**

Assessment meeting will be held in MCR at 2-30 p.m. on 6th March 1982.

**No. 48. CENTRAL BOARD OF SECONDARY EDUCATION, NEW DELHI—TENTH GRADE EXAMINATION**

All-India Secondary School (Class X) Examination, 1982.

**DATE—SHEET***Morning Session*

<b>March</b>		<b>(9-00 a.m.—11-30 a.m.)</b>	
Fri.	5th	English Course-A	... Paper I
		English Course-B	... Paper I
Sat.	6th	English Course-A	... Paper II
		English Course-B	... Paper II
Thu.	11th	Hindi Course-A	... Paper I
		Hindi Course-B	... Paper I
Fri.	12th	Hindi Course-A	... Paper II
		Hindi Course-B	... Paper II
Sat.	13th	Economics	... Paper I
		Commerce (Elements of Business)	... Paper I
		Home Science	... (Theory)
Mon.	15th	Mathematics Course-A	... Paper I
		Mathematics Course-B	... Paper I
Tue.	16th	Mathematics Course-A	... Paper II
		Mathematics Course-B	... Paper II
Wed.	17th	Sanskrit	... Paper I
Thu.	18th	Sanskrit	... Paper II

Fri. 19th	Science Course-A (Physics & Chemistry)	...	Paper I
	Science Course-B (Physics & Chemistry)	...	Paper I
	(9-00 a.m.—10-30 a.m.)		
Sat. 20th	Science Course-A (Life Science)	...	Paper II
	Science Course-B (Life Science)	...	Paper II
	(9-00 a.m.—11-30 a.m.)		
Mon. 22nd	Economics	...	Paper II
	Commerce (Elements of Book-keeping & Accountancy)	...	Paper II
Tue. 23rd	Social Science (History & Civics)	...	Paper I
	(9-00 a.m.—11-00 a.m.)		
Wed. 24th	Social Science (Geography)	...	Paper II

**Notes :—**

1. Practical Exams. in Science, Music and Home Science will be held at each school concerned for their own candidates. Centres for Practical Exams. in respect of subjects offered by Patrachar/Private candidates shall be their centres of Theory Examination unless otherwise notified.
2. Practical Examination may be conducted from 25th March onwards so as to be completed latest by 31st March, 1982. The dates of the Practical Examinations are to be fixed by the Principals of the schools in consultation with the examiner(s) appointed by the Board, on any day(s) between the above dates depending on the availability of the external examiner. The practicals can also be held on examination days in the afternoon or on holidays if the Head of institution is able to arrange the same and the examiner appointed by the Central Board of Secondary Education is willing to give the test. The dates so fixed be intimated to the candidates concerned well in advance.
3. For Practical examinations the candidates at a centre may be distributed in required number of batches according to the capacity of the laboratory in consultation with Examiner(s) concerned by the Principals of the schools.

4. Private/Patrachar candidates should contact the Principal of the school of their theory examination for the date and time of practical examination before the theory examinations are over.
5. The result of the examination is likely to be declared towards the close of the 1st week of June, 1982. No enquiries about the actual date of declaration of result will be attended to.

**No. 49. CENTRAL BOARD OF SECONDARY EDUCATION  
NEW DELHI—TWELFTH GRADE EXAMINATION**

All-India Senior School Certificate (Class XII) Examination  
1982.

**DATE—SHEET**

*Afternoon Session*

(2-00 p.m.—5-00 p.m.)

**March**

Fri. 5th	<b>Core Language</b>	English		
Thu. 11th	Mathematics			
Fri. 12th	Economics			
Sat. 13th	Music Hindustani (Instrumental Percussion) ...		Theory	
	Physics		...	Theory
Mon. 15th	History			
Tue. 16th	Chemistry		...	Theory
	Commerce			
Thu. 18th	Biology		...	Theory
	Accountancy			
Fri. 19th	<b>Elective Languages</b>	English		
Sat. 20th	Political Science			
Mon. 22nd	Geography		...	...
			...	Theory

*Morning Session*

(9-00 a.m.—12-00 noon)

Tue. 23rd	Home Science		...	...	Theory
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*Morning & Afternoon Session*

(9-00 a.m.—12-00 noon) & (1-00 p.m.—4-00 p.m.)

Wed. 24th	Sculpture (Modelling in Relief) ...		...	...	Practical
	Psychology		...	...	Theory

*Morning & Afternoon Session*

(9-00 a.m.—12-00 noon)

Thu. 25th	Music Hindustani (Vocal)	...	...	Theory
	(9-00 a.m.—12-00 noon & 1-00 p.m.—4-00 p.m.)			
	Sculpture (Modelling in Round)	...	...	Practical
	(2-00 p.m.—5-00 p.m.)			
	Music Hindustani Instrumental (Melodic)	...	...	Theory

*Morning Session & Afternoon Session*

(9-00 a.m.—12-00 noon &amp; 1-00 p.m.—4-00 p.m.)

Sat. 27th	Painting	...	...	Practical
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**N.B. :—(1) From 22nd March onwards there are morning sessions** also which should please be carefully noted. In addition to Theory/Practical Examinations given above, there will also be practical examination in the following subjects :—

Physics, Chemistry, Biology, Geography, Home Science, Agriculture, Music, Dance, Physical Education and Psychology.

- (2) The duration of practical examination in Physical Education, Music and Dance will be at the discretion of the examiner. The practical examination in rest of the subjects will be of 3 hours duration each.
- (3) Practical Examinations in all the subjects will be held at each school for their own candidates. Centres for practical examination in respect of such subjects offered by Patrachar/Private candidates shall be their centre of theory examination, unless otherwise notified at the centre of theory examination.
- (4) The Principals of the schools may fix up the date(s) for holding of Practical Examination(s) in different subjects in consultation with the examiner(s) concerned and distribute the candidates in convenient batches according to the number of examinees and capacity of the laboratory. The date and time for examination so fixed in each practical for each batch be communicated to the candidates concerned well in advance. Practical examinations should, however, be completed by 3rd April at the latest in all the subjects. The external examiners for

practical will be appointed by the Board whose particulars will be intimated to the schools/centres at the appropriate time.

- (5) Practical examinations can also be conducted in between the written papers if the candidates of the school(s) concerned have no other paper on such date(s) and the examiner(s) concerned is/are available to conduct the examination.
- (6) Private/Patrachar candidates concerned should contact the Principal of the schools where their theory examination is held for ascertaining the dates/time of practical examinations before their theory papers are over.
- (7) The result of the examination is likely to be declared by the last week of May 1982. No enquiries about the actual date of declaration of result will be attended to.

#### **No. 50. OUT OF BOUNDS**

Children are reminded that they are not allowed to enter the compound of staff residences without specific permission from the person concerned.

#### **No. 51. 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. 52. 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 for all kinds must be submitted so as to reach the Bursar/Headmaster *not less than four clear working 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 can not read them, particularly all categories of Class IV staff, and also ensure that these instructions are complied with by all concerned.

**No. 53. SCHOOL SONG BOOKS**

The policy with regard to purchase of Song Book by School children is as follows:—

1. All new admissions in the Senior School (B.D. & G.D.) and also those transferred from P. D. are permitted to buy one copy of the School Song Book on their Tuck Shop Slip.

2. All children who were already in the Senior School (B.D. & G.D.) in 1981, are supposed to be in possession of the Song Book. In case they have lost it, they will have to buy a new one from the Tuck Shop on their own.

All Housemasters & Housemistresses are requested to take necessary action.

**No. 54. USE OF STATIONERY**

The cost of different kinds of paper, pencil, ink and all other stationery articles has gone up very high. It has therefore, become very necessary that we exercise the maximum possible economy in the use of all types of stationery items, **including wax-stencil sheets**. Will all heads of Departments, Librarian and all teaching staff kindly bear this in mind before indenting/asking for issue of any stationery items. Your whole hearted cooperation is solicited in the matter.

**No. 55. DEPOSIT/RECEIPT OF CASH**

Following timings have been fixed with respect to deposit/receipts of cash in the School Office (Cashiers's Counter).

Monday to Friday	... 10-30 a.m.— 1-00 p.m.
Saturday	... 10-00 a.m.—12-00 noon

The above timings will be applicable on all working days of the week, except the monthly pay day, when no other transaction, except distribution of pay will be done.

All categories of staff are requested to strictly comply with these timings.

**No. 56. CASH FROM SCHOOL OFFICE (*Cashier's Counter*)**

When receiving or taking cash from the School Office, all concerned are advised in their own interest to count the cash carefully, immediately after signing the receipt, at the School Cashiers' counter itself. This is necessary, because it is not possible, once the

person concerned leaves the counter, to verify the validity of any discrepancy; the School Office cannot make good any subsequent alleged deficiencies.

**No. 57. ELECTRICITY COSUMPTION**

During the last week it has been observed that electricity consumption has gone very high, obviously due to use of electrical gadgets. The load in the evening hours is excessive, and it may cause damage to the sub-station and thus adversely affect the study hours of the children.

It is therefore notified that electrical appliances be used to the minimum, in particular during the evening hours that is from 6-00 p.m. to 9-00 p.m.

All concerned are requested to lend their co-operation so as to avoid any break-down. Persons concerned are requested to see that lights are switched off soon after the Prep. is over and also in the dormitories when they are not required.

**No. 58. SCHOOL VEG. AND ERUIT SHOP**

The School veg. and fruit shop will remain closed on every Thursday. On other week days, it will be open at the following timings :—

- (i) 11-30 a.m. to 12-30 p.m.      (ii) 1-00 p.m. to 3-00 p.m.

The rates of various items available for cash/credit purchases have been put up at the shop itself, for information of all concerned.

**No. 59. WATER CHARGES (RATES)**

The rates of water charges payable by Staff from 16th February, to 15th June, 1982 will be as follows :—

**Category A [who take their meals in the CDH]**

- (i) For the first 1500 litres per head per month, Rs. 0/80 per 1000 litres.  
 (ii) For the next 1500 litres per head per month, Rs. 1/35 per 1000 liters.  
 (iii) Above 3000 litres per head per month, Rs. 2/50 per 1000 litres.

**Category B [who do not take their meals in the CDH]**

- (i) For the first 2000 litres per head per month Rs. 0/80 per 1000 litres.

- (ii) For the next 2000 litres per head per month Rs. 1/35 per 1000 litres.
- (iii) Above 4000 litres per head per month, Rs. 2/50 per 1000 litres.

**Category C** [Quarters where water-meters have not been installed]

- (i) Single member : Rs. 3/80 per month—flat rate.
- (ii) Two members or more : Rs. 3/30 per head, subject to a maximum of Rs. 10/- per month.

The above rates and scales will apply in all cases for not less than one accounting month at a time. Any adjustments in the charges due to absence should be notified to the Engineer before the 15th of a month.

**No. 60. FIRE DRILL**

All Housemasters/Housemistresses will ensure that children in their dormitories practice the fire drill at least once a month.

The first school fire drill practice will be on Monday 22nd Feb. at 1430 hrs. when the siren will be sounded and all Houses will carry out the drill on hearing the siren. All children will proceed to their dormitories after lunch and stay there until the practice is over.

**No. 61. ADMINISTRATIVE HOLIDAY**

Monday, the 22nd February, 1982, will be observed as a holiday by the Administrative Staff on account of Shivratri.

**No. 62. CINEMA**

The film HOME FROM THE HILL will be shown in Barne Hall at 3-45 p.m. for P.D. and at 5-45 p.m. for Senior School on Sunday, 21st February, 1982.

S. R. Das  
Headmaster



## LAWRENCE SCHOOL ORDERS

Sanawar Thursday, 25th February 1982

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### SPECIAL ORDER

No. 63. MEDICAL CATEGORISATION-SCHOOL CHILDREN  
(Reference School Order No. 108 dated 19th March, 1976)

The above mentioned School Order is reproduced below for information, and necessary action by all concerned. The revised list published now, replaces the list published earlier, and is effective from 28-2-1982.

In order to avoid repeated medical examination for ascertaining physical fitness of children for each of the seasonal games and sports, it has been found convenient and useful to group children under separate categories, indicating the extent to which any particular child could involve himself/herself in outdoor activities, boxing, gymnastics, etc. House-wise lists of children indicating their categories, and specific limitations are given below. The medical categories are defined as follows :—

- A 1 : The child is fit in all respects and can take part in all physical activities without any restrictions. Names of children under this category are not published.
- A 2 : The child is fit in all respect except for boxing, gymnastics, swimming, Hodson runs, etc., as indicated by the remarks printed next to the category given to a child.
- B : The child is permitted to take part in organised field games and P.T. only.
- C : No physical exercise is permitted, except standing P.T.

Note : 1. All Those who wear glasses, but are also expected to do boxing and gymnastics, will do so, after having removed their glasses.

2. All Housemasters/Housemistresses and P.T.I., including staff on duty, will kindly ensure strict compliance.

<i>Name</i>	<i>H.B.D.</i>	<i>Med. Ctgy.</i>
Arup Das	A2	Boxing
Amit Kohli	"	"
Devan Karnik	"	"
Deepinder S. Rathore	"	"
Govind S. Ahlawat	"	"
Hemant S. Trehan	"	"
Karoki Lewis	"	"
Kirat S. Brar	"	"
Manbir S. Sandhu	"	"
Masa Chuba	"	"
Pankaj Sapru	"	"
Pawan Gulati	"	"
Rajiv Chaudhri	C	1st term
Rohitashv Sakhuja	A2	Boxing
Ravinder Sirkeck	B	Hodson, Boxing
Rohit Pande	A2	Boxing
Navjot Arora	"	"
Sandeep Khanna	"	"
Sandeep Singh Sandhu	"	"
Sandeep Sirkeck	"	"
Suranjan Shome	"	"
Vishal Awasthi	"	"
Vaneet Khanna	"	"
	<b>N.B.D.</b>	
Ashish Abrol	A2	Boxing
Ashish Bhandari	"	"
Anandajit Ray	"	"
Alam S. Khara	"	"
Atul Gupta	"	"
Bharat Inder Gill	"	"
Bikramjit S. Rishi	"	"
Chandervir Ahuja	"	"
Deepinder Singh	"	"
Gagandeep S. Bedi	"	"
Hanut Ewari	"	"
Himmat S. Shekhon	"	"
Kartik Sridhar	"	"

Gurdeep S. Bopari	B	Boxing & Hodson
Maneck S. Contractor	A2	Boxing
Nipun Mahajan	"	"
Nimish Puri	"	"
Nilanjan Gupta	"	"
Rajat Kapur	"	"
Reaz R. Mama	"	"
Romil Bahl	"	"
Vishesh Abrol	"	"
Harminder S. Sohi	C	(standing P.T. only)

**S.B.D.**

Arun Kumar Kaushal	A2	Boxing
Chander M. Bishnoi	"	"
Ajatshatru Singh	"	"
Kuldeep Bishnoi	"	"
Prithvi Shergill	"	"
Rohit Thiwani	"	"
Anthony Sinoi	"	"
Rajiv Ahal	"	"
Roy Sinai	"	"
Rahul Johnson	"	"
Rohit Banta	A2	Boxing & Swimming
Shailendra Choudhry	"	"
Tarun Puri	"	"
Vivek Sud	"	"
Varun Batra	"	"
Vellayn Subbiah	"	"

**V.B.D.**

Ashis Bhugra	A2	Boxing
Dalip S. Kalra	C	1st term
Gagan Virmani	A2	Boxing
Ish Anand	"	"
Jogeshinder Sodhi	"	"
Kunal Batra	C	
Nilanjan Roy	A2	Boxing & Swimming
Prabhjot S. Sodhi	"	"
Ranbir Dutt	"	"
Rajesh Saluja	"	"

Shakti Singh		A2	Boxing
Sandeep Chadda		"	"
Vivek A. Joseph		"	"
Vivek Chatrath		"	"
Varun Rajpal		"	"
Zain Bilgrami		C	No P.T.
	<b>H.G.D.</b>		
Debjani Mukherji		A2	Swimming no camps and hikes
	<b>N.G.D.</b>		
Prabhjot Randhawa		C	for 3 months
Munisha Anand		A2	Hodson
Sonali J. Bhandari		C	(permitted to do standing P.T. no camps & hikes.
Nisha Misra		A2	Hodson & Swimming
Sandhya Yadav		A2	Swimming no camps and hikes
Sabeeka Gangjee		C	for 3 months
	<b>S.G.D.</b>		
Preeti P. Mehta		C	for 6 weeks
Shalin Kaintal		C	No P.T.
	<b>V.G.D.</b>		
Nav Kiran Dhillon		A2	Hodson
	<b>H.P.D. (Boys)</b>		
Amrit Rana		C	No P.T.
Amit Kamra		A2	Boxing
	<b>N.P.D. (Boys)</b>		
Arvind K. Attri		C	No. P.T.
Chanderjit Singh		A2	Boxing
Rajesh Ahal		"	"
	<b>S.P.D. (Boys)</b>		
Gaurav Sawhney		A2	Boxing
Sudhanshu Saigal		C	
Vivek Batra		A2	Boxing
Varun Kumar Verma		"	"
	<b>V.P.D. (Boys)</b>		
Aditya Batra		C	No P.T. 1st term
	<b>V.P.D. Girls)</b>		
Harkrishan K. Hattar		C	

S. R. Das  
Headmaster

**LAWRENCE SCHOOL ORDERS**

Sanawar Friday, 26th February 1982

**Part I**

64—75

**No. 64. PROGRAMME****February**

- Fri. 26th Society meetings (after supper)  
(Staff wishing to conduct any society meeting, to kindly notify DHM well in advance)
- Sat. 27th Rouser ... 7-00 a.m.  
Morning Prep cancelled  
Talk on mountaineering by Col. B.S. Sandhu ... 4-30 p.m.  
(Field games will end at 4-00 p.m. and the last session of gym. and nets will be cancelled)  
B.D. baths ... 5-30 p.m.  
Tutorial meetings 6-10—7-10 p.m.  
Supper P.D. ... 6-15 p.m.  
Supper Sr. School ... 7-15 p.m.
- Sun. 28th Festival Cricket match (weather permitting) ... 10-00 a.m.  
(G.D. and P.D. may not attend after lunch)  
Tea P.D. ... 3-20 p.m.  
Film P.D. ... 3-45 p.m.  
Tea Sr. School ... 4-30 p.m.  
Film Sr. School ... 5-45 p.m.  
Supper P.D. ... 6-15 p.m.  
Supper Sr. School ... 7-15 p.m.

**March**

- Wed. 3rd Prep cancelled  
SUPW 4-10—5-10 p.m.  
Talk on mountaineering by Western Command team (subject to confirmation) ... 5-40 p.m.

		Supper P.D.	... 6-15 p.m.
		Supper Sr. School	... 7-15 p.m.
		B.D. baths	... 7-45 p.m.
Fri.	5th	Central Board Exams. Commence	
		Breakfast Upper Vs	... 7-50 a.m.
		English Course A—B (Paper I)	9-00—11-30 a.m.
		Lunch U-VI	... 12-30 p.m.
		Core English	2-00—5-00 p.m.
		Tea U-VI	... 5-15 p.m.
		Note : Normal routine for the rest of the school will continue to be followed	
Sat.	6th	Morning Prep	6-40—7-40 a.m.
		Breakfast U-Vs	... 7-50 a.m.
		English Course A—B (Paper II)	9-00—11-30 a.m.
		Assessment meeting MCR	... 2-30 p.m.
		(Games to be conducted by prefects)	
		Tutorial meetings cancelled	
		B.D. baths	... 5-20 p.m.
		Supper P.D.	... 6-00 p.m.
		Supper Sr. School	... 7-00 p.m.
		Staff club meeting followed by dinner (Art Room)	... 7-30 p.m.
Sun.	7th	Sunday timings	
		Tea P.D.	... 3-20 p.m.
		Film P.D.	... 3-45 p.m.
		Tea Sr. School	... 4-30 p.m.
		Film Sr. School	... 5-45 p.m.
		Supper P.D.	... 6-15 p.m.
		Supper Sr. School	... 7-15 p.m.

**No. 65. IMPORTANT DATES FOR THE REMAINDER OF TERM**

**March**

Fri.	5th	Central Board Exams. Commence
Sat.	6th	Assessment meeting—staff club meeting and dinner
Mon.	15th	Class XI and School Exams. Commence
Fri.	26th	School farewell lunch to U-VI—SFP — 8-15 p.m.
Sat.	27th	House farewell parties to U-VI
Sun.	28th	Upper VI departure Upper Vs likely to leave for social service

- Mon. 29th Present VI Form shifts to Sixth Form  
dormitory (forenoon)  
Prep School promotions to shift to  
Sr. School (afternoon)
- Wed. 31st New Prep School admissions commence

**April**

- Thu. 1st New Sr. School admissions  
New academic term commences
- Thu. 15th Himalaya House 1st performance
- Fri. 16th Himalaya House final show
- Sat. 17th School breaks for camps (after lunch)
- Sun. 25th Camping parties return

**May**

- Fri. 7th Nilagiri House 1st performance
- Sat. 8th Nilagiri House final performance
- Tue. 11th Assessment meeting
- Fri. 21st Siwalik House 1st performance
- Sat. 22nd Siwalik House final performance

**June**

- Fri. 4th Vindhya House 1st performance
- Sat. 5th Vindhya House final performance
- Thu. 10th Assessment meeting
- Fri. 11th P.D. 1st performance  
Subject reports handed in
- Sat. 12th P.D. final performance
- Sun. 13th Reports handed in to House Staff  
Staff club dinner
- Mon. 14th Form registers handed in to Sr. Mistress  
Reports handed in to HM
- Tue. 15th Home Day

**No. 66. SCHOOL KITCHEN**

It is requested that staff give adequate warning to the kitchen incharge when bringing in guests, whether personal or parents of children, to have meals in the CDH.

**No. 67. SCHOOL ORDERS**

It is emphasised 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. 68. BICYCLE**

Riding bicycle in the School campus by any-body is prohibited. In the interest of safety this rule will apply to students outside the campus in the hills.

**No. 69. 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. Rabies, is 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 should be brought to the *immediate* notice of the Bursar preferably on the telephone otherwise through a messenger.

Would Housemasters and Housemistresses 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. 70. THE RABIES DANGER**

It is clarified, for the particular information of all dog owners, that even if their dog has been propely inoculated against rabies initially and thereafter once annually, (see S.O. No. 71 below) *this may not be sufficient protection for the dog against rabies infection if it comes in contact with a rabit dog.* 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 should 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. 71. DOGS AT SANAWAR**

1 All dog owners at Sanawar are reminded of the requirements of School Order No. 204 of 19th August, 1966, regarding the primary inoculation/annual inoculation of all dogs against rabies, and the payment of an annual fee of Rs. 5/- for each dog. Following details are again published for the information and necessary action of all concerned. Registration and inoculation of all dogs *must be done as early as possible, but in any case before 22nd March, 1982*. All owners of dogs will register with the School Office all dogs owned by them.

*Notes :* (1) When dogs are acquired after 22nd march, the above action will be completed by owners *within one month of acquiring* the dogs [but also see the Note under para : 4 (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.

2. (a) On fulfilling the requirements as given above the owner will be issued by the School Office a dog token valid upto 31st March 1983. The year for which it is valid will be found stamped on it, e.g. 1982/83.

(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.

3. Owners failing to comply with the provisions of paras 1 and 2 (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.

#### **4. Inoculation against rabies**

(a) All dog owners at Sanawar must inform the RMO in writing latest by 6th March, 1982, the number of dogs they own, so as to enable him to arrange for the required quantity of vaccine. The cost of the vaccine will be recovered from the pay of the owner.

(b) The RMO will arrange for the inoculation at the School Hospital of all dogs brought to him for this purpose. The RMO will notify the date and time to this effect.

(c) After the inoculation of the dog, the RMO will forward, in original, a certificate of inoculation duly dated and signed by him, to the School Office, and the duplicate handed over to the owner to the dog.

When a dog has been immunised by someone other than the RMO, a certificate from the RMO must still be obtained by the owner. The RMO will issue this only after having satisfied himself 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 RMO to ensure that the second inoculation is given at the proper time. The RMO will issue the appropriate inoculation certificate in respect of each such 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 dog owners must contact the RMO 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.

5. Dogs owned by staff members and school employees etc., other than those whose names are on the printed annual Staff List are not permitted loose in the school area above the level of the road from the school main entrance to Moti Corner via BD pavement 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.

6. All heads of departments will please collect all members of staff and employees working under them to whom copies of School Orders do not go and/or those who cannot read these instructions

themselves, and will explain the instructions to them in detail and satisfy themselves that they have understood them. The responsibility for compliance with the requirements of this order is entirely that of the owners of dogs and not that of the RMO, the School Office or any one else [except as stated in para 4 (d) (i) above].

**No. 72. STAFF CLUB**

The annual meeting of the Staff Club, Sanawar, will be held on Saturday, 6th March '82 at 7-30 p.m. in the Art Room. Dinner will be served after the meeting. All members and O.S., present in Sanawar are requested to attend.

**No. 73. SCHOOL VACATION**

In view of the Asian Games, scheduled to be held in November 1982 in India, some changes have been made with regard to the summer and winter vacations this year. The details are as follows :—

- (a) Summer Vacation : From 15-6-1982 to 14-7-1982. The school will close on 15th June, and will reopen on 15th July 1982.
- (b) Winter Vacation : From 15-11-1982 to 9-2-1983. The school will close on 15th November, and will re-open on 10th February 1983.

House Staff are requested to ask the children in their Houses to write to their parents the details given above, so that parents are informed about the vacation dates well in advance.

All concerned are requested to note these changes, and take necessary action accordingly.

**No. 74. MEDICAL CATEGORY**

S. Shome ... HBD Cat. C (No P.T.)

**No. 75. CINEMA**

The film THE HOME FROM THE HILL (B W) will be shown in Barne Hall at 3-45 p.m. for P.D. and at 5-45 p.m. for Senior School on Sunday, 28th February, 1982.

S. R. Das  
Headmaster

**LAWRENCE SCHOOL ORDERS**

Sanawar Friday, 5th March 1982

**Part I**

76—85

**No. 76. PROGRAMME****March**

<b>Fri. 5th</b>	<b>Central Board Exams. Commence</b>	
	Breakfast Upper Vs	... 7-50 a.m.
	English Course A—B (Paper I)	9-00—11-30 a.m.
	Lunch U-VI	... 12-30 p.m.
	Core English	2-00—5-00 p.m.
	Tea U-VI	... 5-15 p.m.
	Note : Normal routine for the rest of the school will continue to be followed	
<b>Sat. 6th</b>	<b>Morning Prep cancelled</b>	
	Rouser	... 7-00 a.m.
	Breakfast U-Vs	... 7-50 a.m.
	English Course A—B (Paper II)	9-00—11-30 a.m.
	Assessment meeting MCR (Games to be conducted by prefects)	... 2-30 p.m.
	Tutorial meetings cancelled	
	B.D. baths	... 5-20 p.m.
	Supper P.D.	... 6-00 p.m.
	Supper Sr. School	... 7-00 p.m.
	Staff club meeting followed by dinner (Art Room)	... 7-30 p.m.
<b>Sun. 7th</b>	<b>Sunday timings</b>	
	Festival cricket match (weather permitting)	... 10-00 a.m.
	Tea P.D.	... 3-20 p.m.
	Film P.D.	... 3-45 p.m.
	Tea Sr. School	... 4-30 p.m.
	Film Sr. School	... 5-45 p.m.
	Supper P.D.	... 6-15 p.m.
	Supper Sr. School	... 7-15 p.m.
<b>Mon. 8th</b>	<b>Morning Prep commences</b>	
	Daily Rouser	... 6-00 a.m.

	Daily Morning Prep	6-40—7-40 a.m.
	Daily M.I. timings :—	
	G.D.	... 7-30 a.m.
	B.D.	... 7-40 a.m.
Wed. 10th	Prep cancelled	
	SUPW	4-10—6-10 p.m.
	B.D. baths	... 6-20 p.m.
	Supper P.D.	... 6-15 p.m.
	Supper Sr. School	... 7-15 p.m.
Thu. 11th	Breakfast U-Vs	... 7-50 a.m.
	Hindi Course A—B (Paper I)	9-00—11-30 a.m.
	Lunch U-VI (Maths gp.)	... 12-30 p.m.
	Maths	2-00—5-00 p.m.
	Tea U-VI (Maths gp.)	... 5-15 p.m.
Fri. 12th	Breakfast U-Vs	... 7-50 a.m.
	Hindi Course A—B (Paper II)	9-00—11-30 a.m.
	Lunch U-VI (Eco. gp.)	... 12-30 p.m.
	Economics	2-00—5-00 p.m.
	Tea U-VI (Eco. gp.)	... 5-15 p.m.
Sat. 13th	Lunch U-VI (Physics gp.)	... 12-30 p.m.
	Physics (Theory)	2-00—5-00 p.m.
	Tea U-VI (Physics gp.)	... 5-15 p.m.
	Tutorial meetings	6-00—7-00 p.m.
	Supper P.D.	... 6-15 p.m.
	Supper Sr. School	... 7-15 p.m.
Sun. 14th	Sunday timings	
	Tea P.D.	... 3-20 p.m.
	Film P.D.	... 3-45 p.m.
	Tea Sr. School	... 4-30 p.m.
	Film Sr. School	... 5-45 p.m.
	Supper P.D.	... 6-15 p.m.
	Supper Sr. School	... 7-15 p.m.

#### No. 77. CENTRAL BOARD EXAMS.

The Central Board Exams. Commence from Friday 5th March '82. It is requested that every body cooperates in keeping noise down to the minimum in Birdwood School cloisters during the conduct of the examination.

**No. 78. ELECTRICAL INSTALLATIONS**

All children are reminded that they are strictly forbidden from tampering/altering the electrical installations of all kinds in all the dormitories. It is also brought to their notice that they are not permitted to use any kind of electrical gadgets. Where use of electric table-lamps are permitted, such as for Prefects, etc., provision of plug-point/extension wire etc., has already been made by the Engineer. Will all Housemasters/Housemistresses please immediately check up on this, and ensure that this order is complied with. The Engineer is requested to inspect all the dormitories and report to the Bursar, if he observes any violations of this order. This inspection may please be completed latest by 24th March, 1982.

**No. 79. DOGS AT SANAWAR**

S.O. No. 71 dated 26-2-82 para 4 (a) is reproduced below for immediate compliance :—

“All dog owners at Sanawar must inform the R.M.O. in writing latest by 6th March, 1982, the number of dogs they own, so as to enable him to arrange for the required quantity of vaccine. The cost of the vaccine will be recovered from the pay of the owner”.

**No. 80. STAFF GUEST—MESSING IN SCHOOL KITCHEN**

Staff members, entitled to have their messing in school kitchen, who wish to bring their guests for meals in the C.D.H., are required to give at least four hours notice in advance to the I/c C.D.H., failing which it will not be possible to arrange for extra meals for guests.

**No. 81. TUCK SHOP FACILITIES**

All categories of staff, receiving pay through Jr. Staff pay register, 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 Fridays ONLY and 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. 82. FOREIGN NATIONALS IN SANAWAR**

The Ministry of Home Affairs, Government of India New Delhi called for certain details, regarding all foreign nationals

studying or working in the school. Cyclostyled blank forms connected with this issue are available with the Bursar, which have to be filled in, in duplicate, in all respects, by all foreign nationals, and returned to him as early as possible, but not later than 15th March, 1982. Will all staff concerned please take immediate action in this connection.

In the case of school children who are foreign nationals, will all Housemasters/Housemistresses collect the blank forms from school office, two, per child get them filled by the children (or fill in the details themselves in the case of P.D. children). The forms should be signed and dated, both by the child and the Housestaff, and forwarded complete in all respects to the Bursar, latest by 15th March, 1982.

**No. 83. BANK WORKING HOURS**

The State Bank of Patiala Sanawar will be observing the following system during their working hours regarding students pocket money withdrawals, and any other business transaction :—

- (a) Working Hours : Mon.—Fri. : 11-00 a.m.—3-00 p.m.  
Sat. : 11-00 a.m.—1-00 p.m.
- (b) (i) Issue of token : Mon.—Fri. : 11-00 a.m.—1-00 p.m.  
Sat. : 11-00 a.m.—12-00 noon
- (ii) ,, of money : Mon.—Fri. : 1-00 p.m.—3-00 p.m.  
Sat. : 12-00 noon—1-00 p.m.

**No. 84. ADMINISTRATIVE HOLIDAY**

Tuesday, the 9th March, 1982, will be observed as a holiday by the Administrative Staff on account of Holi.

**No. 85. CINEMA**

The film THAT'S ENTERTAINMENT—I will be shown in Barne Hall at 3-45 p.m. for P.D. and at 5-45 p.m. for Senior School on Sunday, 7th March, 1982.

S. R. Das  
Headmaster

**LAWRENCE SCHOOL ORDERS**

Sanawar Friday, 12th March 1982

**Part I**

86—91

**No. 86. PROGRAMME****March**

Fri. 12th	Breakfast U-Vs	... 7-50 a.m.
	Hindi Course A—B (Paper II)	9-00-11-30 a.m.
	Lunch U-VI (Eco. gp.)	... 12-30 p.m.
	Economics	2-00—5-00 p.m.
	Tea U-VI (Eco. gp.)	... 5-15 p.m.
Sat. 13th	Lunch U-VI (Physics gp.)	... 12-30 p.m.
	Physics (Theory)	2-00—5-00 p.m.
	Tea U-VI (Physics gp.)	... 5-15 p.m.
	Tutorial meetings cancelled	
	Supper P.D.	... 6-00 p.m.
	Supper Sr. School	... 7-00 p.m.
	Staff club meeting followed by dinner (Art Room)	... 7-30 p.m.
Sun. 14th	Sunday timings	
	Tea P.D.	... 3-20 p.m.
	Film P.D.	... 3-45 p.m.
	Tea Sr. School	... 4-30 p.m.
	Supper P.D.	... 6-15 p.m.
	Supper Sr. School	... 7-15 p.m.
Mon. 15th	School Exams. Commence Examination period routine comes into effect	
	Breakfast U-Vs	... 8-00 a.m.
	Mathematics Course A—B (paper I)	9-00-11-30 a.m.
	Lunch U-VI (History gp.)	... 12-30 p.m.
	History	2-00—5-00 p.m.
	Tea U-VI (History gp.)	... 5-15 p.m.
Tue. 16th	Breakfast U-Vs	... 8-00 a.m.
	Mathematics Course A—B (paper II)	9-00-11-30 a.m.
	Lunch U-VI (Chem. gp.)	... 12-30 p.m.
	Chemistry	2-00—5-00 p.m.



Thu. 18th	Lunch U-VI (Bio. gp.)	... 12-30 p.m.
	Biology	2-00—5-00 p.m.
	Tea U-VI (Bio. gp.)	... 5-15 p.m.
Fri. 19th	Breakfast U-Vs	... 8-00 a.m.
	Science Course A—B (paper I)	9-00—10-30 a.m.
	Lunch U-VI (Eng. Lit. gp.)	... 12-30 p.m.
	Elective English	2-00—5-00 p.m.
	Tea U-VI (Eng. Lit. gp.)	... 5-15 p.m.
Sat. 20th	Breakfast U-Vs	... 8-00 a.m.
	Science Course A—B (paper II)	9-00—11-30 a.m.
	Lunch U-VI (Pol. Sc. gp.)	... 12-30 p.m.
	Political Sc.	2-00—5-00 p.m.
	Tea U-VI (Pol. Sc. gp.)	... 5-15 p.m.
Sun. 21st	Sunday timings	
	Tea P.D.	... 3-20 p.m.
	Film P.D.	... 3-45 p.m.
	Tea Sr. School	... 4-30 p.m.
	Film Sr. School	... 5-45 p.m.
	Supper P.D.	... 6-15 p.m.
	Supper Sr. School	... 7-15 p.m.

#### No. 87. EXAMINATION PERIOD DAILY ROUTINE

With effect from Mon. 15th March and upto and inclusive of Tuesday 23rd March, the following daily routine will be observed :

Rouser	... 7-00 a.m.
Study period (dorms)	7-30—8-30 a.m.
House Inspection	... 8-35 a.m.
Breakfast P.D.	... 8-00 a.m.
M.I. G.D.	... 8-40 a.m.
M.I. B.D.	... 8-50 a.m.
Breakfast Sr. School	... 9-00 a.m.
Assembly	... 9-40 a.m.

(Those engaged in morning session of Board exams will be exempted from attendance at Assembly)

School examination	10-00—1-00 p.m.
Lunch P.D.	... 12-15 p.m.
Lunch Sr. School	... 1-15 p.m.
Prep (Birdwood)	3-00—4-30 p.m.

Tea P.D.	... 4-00 p.m.
Tea Sr. School	... 4-45 p.m.
B.D. baths	... 5-15 p.m.
Supper P.D.	... 6-15 p.m.
Supper Sr. School	... 7-15 p.m.
House Inspection	... 8-30 p.m.
Study bell	... 8-40 p.m.
Lights out	... 10-00 p.m.

**No. 88. INTER—HOUSE COMPETITION—AGE GROUPING**

S.O. No. 103, dated 29-3-1974 is reproduced below, for ready reference :—

*For the purpose of forming Age-Groups for various events for which we hold Inter-House Competitions, the following dates should be kept in mind :—*

*15th April :* The child should be within his age-group on this date, for all Inter-House Competitions to be held during the 1st term.

*4th October :* The child should be within his age-group on this date, for all Inter-House Competitions to be held during the 2nd term.

Children with their date of birth as 15th April or 4th October, will be reckoned as having gone over to the next higher age-group.

All Housemasters/Housemistresses are requested to take necessary action in this connection.

**No. 89. 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 all Heads of Deptts. please explain this order to those working under them.

**No. 90. FOREIGN NATIONALS IN SANAWAR**

(Reference S.O. No. 82, dated 5-3-1982)

All staff concerned (including Housemasters/Housemistresses) are requested to take immediate necessary action in this connection.

**No. 91. CINEMA**

The film [the name is not known so far] will be shown in Barne Hall at 3-45 p.m. for P.D. on Sunday, 14th March, 1982.

**S. R. Das**  
*Headmaster*

**LAWRENCE SCHOOL ORDERS****Sanawar Friday, 19th March 1982****Part I**

92—99

**No. 92. PROGRAMME****March**

Fri. 19th	Breakfast U-Vs	... 8-00 a.m.
	Science Course A—B (paper I)	9-00—11-30 a.m.
	Lunch U-VI (Eng. Lit. gp.)	... 12-30 p.m.
	Elective English	2-00—5-00 p.m.
	Tea U-VI (Eng. Lit. gp.)	... 5-15 p.m.
Sat. 20th	Breakfast U-Vs	... 8-00 a.m.
	Science Course A—B (paper II)	9-00—10-30 a.m.
	Lunch U-VI (Pol. Sc. gp.)	... 12-30 p.m.
	Political Sc.	2-00—5-00 p.m.
	Afternoon Prep cancelled	
	Demonstration of mural painting by Mr. Hussain (Peacestead)	3-00—4-00 p.m.
	(All those not engaged in Board Exams. will attend)	
	Tea P.D.	... 4-00 p.m.
	Tea Sr. School	... 4-30 p.m.
	Tea U-VI (Pol. Sc. gp.)	... 5-15 p.m.
Sun. 21st	Sunday timings	
	Tea P.D.	... 3-20 p.m.
	Film P.D.	... 3-45 p.m.
	Tea Sr. School	... 4-30 p.m.
	Film Sr. School	... 5-45 p.m.
	Supper P.D.	... 6-15 p.m.
Mon. 22nd	Supper Sr. School	... 7-15 p.m.
	Lunch U-VI (Geog. gp.)	... 12-30 p.m.
	Geography	2-00—5-00 p.m.
	Tea U-VI (Geog. gp.)	... 5-15 p.m.

**Note :** Colours and Certificates of Merit will be awarded at Assembly on Monday. The School Examination will be from 10-30—1-30 p.m. Lunch will be at 1-35 p.m.

Tue. 23rd	Breakfast U-Vs and U-VI (Home Sc. gp.) ...	8-00 a.m.
	Social Science I (U-Vs)	9-00-11-30 a.m.
	Home Science (U-VIs)	9-00-12-00 noon
Wed. 24th	Normal School routine resumed	
	Evening Prep will remain cancelled till further orders	
	Supper for P.D. (daily) ...	6-15 p.m.
	Supper Sr. School (daily) ...	7-15 p.m.
	Lights out (daily) ...	9-30 p.m.
	Breakfast U-Vs ...	7-50 a.m.
	Social Science II	9-00-11-30 a.m.
	Lunch U-VI (Psycho. gp.) ...	12-30 p.m.
	Psychology	2-00-5-00 p.m.
	Tea U-VI (Psycho. gp.) ...	5-15 p.m.
Thu. 25th	Breakfast U-VI (Music & Sculpture) ...	7-50 a.m.
	Music & Sculpture (U-VI) ...	9-00 a.m.
Fri. 26th	U-VI farewell lunch post-poned	
	S.F.P. ...	8-15 p.m.
Sat. 27th	Breakfast (U-VI painting gp.) ...	7-50 a.m.
	Painting (U-VI) ...	9-00 a.m.
	School farewell lunch to U-VI ...	1-40 p.m.
	House farewell parties to U-VI ...	8-30 p.m.
Sun. 28th	Sunday timings	
	Upper VI departure	
	Film P.D. ...	2-00 p.m.
	Tea P.D. ...	4-00 p.m.
	Tea Sr. School ...	3 30 p.m.
	Film Sr. School ...	4-15 p.m.
	Supper P.D. ...	6-00 p.m.
	Supper Sr. School ...	7-00 p.m.

**No. 93. S O.Ps.**

Children will not go for an overnight stay with their parents without a staying out pass duly signed by the Housemaster/Housemistress mentioning the time and duration of absence from school. This pass will be shown to the House Matron before the child leaves and will be deposited with her on his return. The House Matron will notify the time of arrival of the child to the Housemaster/Housemistress concerned. This rule is also applicable when children leave

station for medical reasons on the advice of R.M.O. When the House Matron is not available, the passes may be shown to or deposited with the Senior Prefect. Any infringement of this rule on the part of the children will be dealt with severely.

**No. 94. CREDIT PURCHASES FROM Q.M. STORES**

It has been observed that some employees of the School do not deposit the amounts payable by them to the School, on account of the debit caused due to large credit purchases made by them against their pay.

It is brought to the notice of all concerned that, in future, (a) they must come to School Office on the pay distribution day, (b) those whose pay account has run into debit due to reasons given above, will clear the balance **latest by 5th of the month, failing which, rations from QM stores will not be issued to them.** Such cash deposits will be accepted by the cashier between 12-00 noon to 1-00 p m. on working days, upto 5th of the month.

All Heads of Departments are requested to read/translate this order, and explain the implications thereof, to staff working under them, who do not receive School Orders, and/or who cannot read/understand them.

**No. 95. STAFF GUESTS**

One of the School Standing Orders, already known to all staff, reads :

“Staff must obtain permission, in advance, for friends or relatives to stay with them. Applications must give the period of stay”.

It is emphasised that the above order be observed by all concerned. All applications for permission be addressed to the Headmaster.

Will Heads of Departments please explain this order, also to all subordinate staff working under them.

**No. 96. LIVESTOCK**

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, pigs, etc., within the school premises is 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 grazing on the school lands.

**No. 97. PRIVATE TRADING**

Ref. School Order No. 89, dated Friday, 12th March, 1982.

It is further clarified for the information and strict compliance from all concerned, that private trading, and credit or cash dealings of any kind on this account, will not be undertaken by employees of the school (including their family members residing with them) and children, without prior sanction from the Headmaster.

It is brought to the notice of all concerned that very serious disciplinary action will be taken against those who will act contrary to this order.

Will all House Staff and Heads of Departments please explain contents of this order, and that of School Order No. 89, dated 12-3-1982, and the implications thereof, to all concerned.

**No. 98. LIBRARY BORROWERS CARD**

All students who are leaving school in near future are required to return their Library Borrowers Card, to the Librarian, immediately, failing which Re. 1/- will be charged in lieu of the same.

House staff are requested to bring the above matter to the notice of the students concerned early.

**No. 99. CINEMA**

The film **WHERE WERE YOU WHEN THE LIGHTS WENT OUT** will be shown in Barne Hall at 3-45 p.m. for P.D. and at 5-45 p.m. for Sr. School on Sunday, 21st March, 1982.

S. R. Das  
Headmaster

**LAWRENCE SCHOOL ORDERS****Sanawar Friday, 26th March 1982****Part I**

100—104

**No. 100. PROGRAMME****March**

Fri. 26th	S.F.P. (Barne Hall)	...	8-15 p.m.
Sat. 27th	Breakfast U-VI (painting & Sculp. gp.)	...	7-50 a.m.
	Painting and Sculpture (U-VI)	...	9-00 a.m.
	School farewell lunch to U-VI	...	1-40 p.m.
	Supper P.D.	...	6-00 p.m.
	Supper Sr. School	...	7-00 p.m.
	House farewell parties to U-VI	...	8-30 p.m.
Sun. 28th	Sunday timings		
	Upper Vs leave for Social service		
	Upper VI departure		
	Film P.D.	...	2-00 p.m.
	Tea P.D.	...	4-00 p.m.
	Tea Sr. School	...	3-30 p.m.
	Film Sr. School	...	4-15 p.m.
	Supper P.D.	...	6-00 p.m.
	Supper Sr. School	...	7-00 p.m.
Mon. 29th	First School cancelled till 31st March		
	Rouser	...	7-45 a.m.
	Breakfast	...	8-35 a.m.
	Note : After breakfast normal routine will be resumed		
	Prep School promotions shift to Sr. School and Sr. School transfers take place (onwards)	...	2-00 p.m.
	Tennis fixture with Doon School	...	2-40 p.m.
	Promotion meeting (MCR)	...	5-00 p.m.
Tue. 30th	SUPW		4-10—6-10 p.m.
	B.D. baths	...	6-20 p.m.
Wed. 31st	New Prep School admissions commence		



**April**

Thu.	1st	Sr. School holiday (academic)	
		Sunday timings	
		B.D. baths	... 8-15 p.m.
		Festival Cricket match	... 10-00 a.m.
		New Sr. School admissions commence	
Fri.	2nd	New Academic term commences	
		Normal routine including P.T., and evening Prep resumed	
		Upper Fivers return from social service	
Sat.	3rd	Mr. Malik's Cricket XI arrives	
		School Cricket XI vs. Mr. Malik's XI	... 2-40 p.m.
		Supper P.D.	... 6-15 p.m.
		Supper Sr. School	... 7-15 p.m.
Sun.	4th	Sunday timings	
		School XI vs. Mr. Malik's XI	... 10-00 a.m.
		(School will go down to watch the match. P.D. and G.D., need not attend after lunch)	
		Tea P.D.	... 3-20 p.m.
		Film P.D.	... 3-45 p.m.
		Tea Sr. School	... 4-30 p.m.
		Film Sr. School	... 5-45 p.m.
		Supper P.D.	... 6-15 p.m.
		Supper Sr. School	... 7-15 p.m.

**No. 101. NEW ADMISSIONS**

1. New admissions are scheduled mainly on 31st March and 1st April, 1982.

2. Mr. Dhani Ram and Mr. Onkar Singh will be on duty from 8-30 a.m. to 4-00 p.m. at the Bakery on the above dates to guide new parents.

3. New admission sheets of such parents who have completed all formalities already, will be sent to all staff concerned; the copy marked for 'Parent', will be sent to Mr. Dhani Ram, who is requested to hand over the same, at the bakery itself, to the parent concerned, and guide them to respective departments.

4. In the case parents who have not completed all formalities, they will be directed to the school office with their luggage. After completing all formalities, the parents will be sent to the House Matrons

concerned, who, on production of a copy of New Admission Sheet, duly signed by the Bursar or me, will admit the child in the dormitory. The parents will also meet the House Staff concerned before they leave Sanawar.

5. I/c CDH will kindly indent for extra fresh/dry rations, at the rate of three units per new admission and arrange for Lunch/Tea for the new parents and the new admissions. Approx. number of admissions due are as follows including Day Scholars:—

	BD	GD	PDB	PSG
Wed. 31st March ...	—	—	40	23
Thu. 1st April ...	29	22	1	—

6. I/c CDH will also kindly arrange at 10-00 a.m. tea, biscuits, and also again at 3-30 p.m. tea, biscuits, in Visitors Room in the School Office, for the parents, on these two days.

7. The House-wise/Class-wise list of New Admissions and other connected details, duly cyclostyled will be issued by School Office, to all concerned.

**No. 102. LIBRARY BORROWERS CARD**

(Ref. S.O. No. 98 dated Friday, 19th March 1982)

The details given in this order No. 98, referred to above, may please be treated as cancelled. This is for information of all concerned.

**No. 103. ADMINISTRATIVE HOLIDAY**

Friday, the 2nd April, 1982, will be observed as a holiday by the Administrative Staff on account of Ram Naumi.

**No. 104. CINEMA**

The film SPEEDWAY will be shown in Barne Hall at 2-00 p.m. for P.D. and at 4-15 p.m. for Sr. School on Sunday, 28th March, 1982.

**S. R. Das**  
*Headmaster*

## LAWRENCE SCHOOL ORDERS

Sanawar Wednesday, 31st March 1982

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### SPECIAL ORDER

#### No. 105. ANNUAL CAMPS/HIKES

Camp period will extend from Saturday, 17th April 2-00 p.m. to Sunday, 25th April, 4-00 p.m. 1982. Following details are published for information and necessary action from all concerned at their earliest :—

- (1) All camping/hiking/treking parties must have first aid equipment with them. Staff I/c of such parties are requested to brush up their knowledge of first aid, and get in touch with the School R.M.O., for first aid boxes for camp.
- (2) All party I/cs are required to submit in duplicate, the proforma (copies available with DHM) giving names of children along with staff going with the children, indicating House and Deptts. of the children concerned, etc., etc. This must reach the Bursar latest by 5th April, 1982. This will help office to work out the amount that will be paid regarding food expenses for the period they will be away from Sanawar.
- (3) If rail concession orders are required, staff concerned must send in the list of names of children along with the escorts, latest by 5th April, 1982.
- (4) Himachal Govt. transport buses could be chartered, but their availability is not guaranteed. Those concerned are requested to kindly send their requirement to the Bursar latest by 5th April 1982.
- (5) The Q.M. and Mr. Solomon have limited camp equipment with them, and therefore, Staff I/c of various parties are requested to contact them, at their earliest, giving list of items required by them. It is necessary to bear in mind that whatever equipment is available has to be shared.
- (6) The School bus will not be available for any of the parties during the camp period, since it is likely to be busy with Prep. School camp.

- (7) Party I/c are requested to inform in writing the Housemasters/Housemistresses and the House Matrons concerned at least five days in advance the names of the children going with them, and the kit that is required to be issued by the House Matrons concerned.
- (8) Any requirement with respect to kitchen utensils, aluminium plates, mugs, spoons etc., be submitted to I/c CDH, well in time. It may be possible to provide a cook or a bearer who will also join the party if that is considered essential. The I/c CDH should kindly consult the Bursar if there are any requests in this connection.
- (9) The expenses on these hikes should be kept to the bare minimum, and should not exceed Rs. 140/- per child. An allowance for food at the rate Rs. 5/- per head per day will be given to each party.
- (10) Staff I/c of various hikes will be required to submit a statement of account showing complete details of expenses incurred by them during the hike, soon after the camp period is over.
- (11) A separate administrative order will be issued with respect to Prep School camp which will be held at Indira Holiday Home (Anand Bhavan) Sadhupul.

S. R. Das  
*Headmaster*

**LAWRENCE SCHOOL ORDERS**

Sanawar Saturday, 3rd April 1982

**Part I**  
106—112**No. 106. PROGRAMME****April**

<b>Fri.</b>	<b>2nd</b>	P.T., cancelled	
		First School cancelled	
		Rouser	... 7-45 a.m.
		Breakfast	... 8-35 a.m.
		Normal routine including new teaching time--table to commence from breakfast onwards	
		Evening prep cancelled	
		Supper P.D.	... 6-15 p.m.
		Supper Sr. School	... 7-15 p.m.
		Lights out	... 9-30 p.m.
<b>Sat.</b>	<b>3rd</b>	Morning prep cancelled	
		Rouser	... 7-45 a.m.
		Breakfast	... 8-35 a.m.
		Normal routine to commence from breakfast onwards	
		Mr. Malik's Cricket XI arrives	
		School Cricket XI vs. Mr. Malik's XI	... 2-40 p.m.
		Supper P.D.	... 6-15 p.m.
		Supper Sr. School	... 7-15 p.m.
		Lights out	... 9-30 p.m.
<b>Sun.</b>	<b>4th</b>	Sunday timings	
		School XI vs. Mr. Malik's XI	... 10-00 a.m.
		(School will go down to watch the match. P.D. and G.D., need not attend after lunch)	
		Tea P.D.	... 3-20 p.m.
		Film P.D.	... 3-45 p.m.
		Tea Sr. School	... 4-30 p.m.
		Film Sr. School	... 5-45 p.m.
		Supper P.D.	... 6-15 p.m.

	Supper Sr. School	... 7-15 p.m.
	Lights out	... 9-30 p.m.
Mon. 5th	Rouser (daily)	... 6-00 a.m.
	Chota Hazri (daily)	... 6-20 a.m.
	P.T. (daily)	6-30—7-00 a.m.
	Evening Prep Commences	
Wed. 7th	Prep cancelled	
	SUPW	4-10—6-10 p.m.
	B.D. baths	... 6-20 p.m.
	Supper P.D.	... 6-15 p.m.
	Supper Sr. School	... 7-15 p.m.
Fri. 9th	Good Friday—Holiday	
	Dental Inspection commences as under:—	
	HBD	10-00—11-30 a.m.
	NBD	11-30—1-00 p.m.
	SBD	3-00—4-30 p.m.
	Tea Sr. School	... 4-40 p.m.
	Supper P.D.	... 6-15 p.m.
	Supper Sr. School	... 7-15 p.m.
Sat. 10th	Morning prep	6-40—7-40 a.m.
	M.I., G.D.	... 7-30 a.m.
	M.I., B.D.	... 7-40 a.m.
	Dental Inspection P.D. (onwards)	... 10-00 a.m.
	Dental Inspection B.D. :	
	VBD	... 2-40 p.m.
	Supper P.D.	... 6-15 p.m.
	Supper Sr. School	... 7-15 p.m.
Sun. 11th	Dental Inspection as under :	
	HGD	10-00—11-00 a.m.
	NGD	11-00—12-00 noon
	SGD	12-00—1-00 p.m.
	VGD	2-40—3-40 p.m.
	Tea P.D.	... 3-20 p.m.
	Film P.D.	... 3-45 p.m.
	Tea Sr. School	... 4-30 p.m.
	Film Sr. School	... 5-45 p.m.
	Supper P.D.	... 6-15 p.m.
	Supper Sr. School	... 7-15 p.m.

**No. 107. CHANGE IN TEACHING ROUTINE**

Commencing with the new academic term, becoming effective from 2nd April '82, the following changes have been introduced in the teaching time-table for Wednesdays and Saturdays :—

*Wednesday Timings*

1st School	...	7-50—8-30 a.m.
Breakfast	...	... 8-35 a.m.
Singing practice	...	9-10—9-20 a.m.
2nd School	...	9-25—10-05 a.m.
3rd School	...	10-05—11-20 a.m.
Milk break	...	11-20—11-40 a.m.
5th School	...	11-40—12-20 p.m.
6th School	...	12-20—1-00 p.m.
7th School	...	1-00—1-35 p.m.
Lunch	...	... 1-40 p.m.

*Saturday Timings*

1st School	...	7-50—8-30 a.m.
Breakfast	...	... 8-35 a.m.
2nd School	...	9-10—9-45 a.m.
3rd School	...	9-45—10-20 a.m.
4th School	...	10-20—11-05 a.m.
5th School	...	11-05—11-40 a.m.
Break	...	11-40—12-00 noon
Projects	...	12-00—1-30 p.m.

**No. 108. DOGS AT SANAWAR**

S.O. 71 dated 26-2-82 para 4 (a) is reproduced below once again, for *immediate compliance* :—

“All dog owners at Sanawar must inform the R.M.O. in writing latest by 6th March, 1982, the number of dogs they own so as to enable him to arrange for the required quantity of vaccine. The cost of the vaccine will be recovered from the pay of the owner”.

Those who have *not* take action in this connection, must do so latest by Monday, 5th April, 1982, failing which the School will not be able to arrange for the vaccine, and the dog owners will be responsible for the consequences.

**No. 109. ANNUAL CAMPS/HIKES**

I/c Hiking parties are also requested to indicate on the proforma itself or separately, [see para (2) S.O. No. 105 dated

31-3-82], whether the party is travelling by train and if so, whether Rly. concession order is required or not; for their information, I may add, that such Rly. concession orders can only be issued by shortest route, and will be valid by Mail/Express trains, only if the journey distance is 480 km. and more.

**No. 110. CAMPS/HIKES—DAY SCHOLARS**

Parents of Day Scholars will have the option to send or not to send their child (ren) for Camps/hikes.

**No. 111. ADMINISTRATIVE HOLIDAY**

Friday, the 9th April, 1982, will be observed as a holiday by the Administrative Staff on account of Good Friday.

**No. 112. CINEMA**

The film **MAN WHO LOVED CAT DANCING** will be shown in Barne Hall at 3-45 p.m. for P.D. and at 5-45 p.m. for Sr. School on Sunday, 4th April, 1982.

**S. R. Das**  
*Headmaster*



**LAWRENCE SCHOOL ORDERS**

Sanawar Wednesday, 7th April 1982

**SPECIAL ORDER****No. 113. SCHOOL CAMP/HIKES [ MEDICAL ]**

Following children will not attend/go for Camp/hiking during the April 1982, Camp/hiking programme on medical grounds.

House Staff are requested to write to the parents concerned that they may come to take their child home for the period Sat. 17-4-82 (2-00 p.m.) to Sun. 25-4-1982 (10-00 a.m.).

If the parents are unable to arrange to take the child home for this period, such children will stay in School Hospital during this period :—

**Boys**

Atul Kapur	HBD	To go to Sadupul
Rajev Chaudhury	"	"
S. Shome	"	"
Zain Bilgrami	"	"
Nilanjan Roy	VBD	To go Home
Randeep Singh	NBD	"
Y. Kapur	"	To go to Sadupul
Sumit S. Sofat	SBD	"
V. Batra	"	"
S.S. Somal	"	To go Home
D.S. Kalra	VBD	To go to Sadupul
Kunal Batra	"	"

**Girls**

Prabjot Randhawa	NGD	To go to Sadupul
S. Gangjee	"	"
Sonali J. Bhandari	"	To stay in Hospital
Sandhya Yadav	"	To go Home
Debjani Mukherjee	HGD	To stay in Hospital
Shalin Kaintal	SGD	To go Home
H. Hattar	VGD	"

**P.D.**

Amrit Rana	HPD	To go Home
Arvind Attri	NPD	”
Aditya Batra	VPD	To go to Sadhupul
Vivek Bhandari	NPD	To stay in Hospital

**S. R. Das**  
*Headmaster*

**LAWRENCE SCHOOL ORDERS****Sanawar Saturday, 10th April 1982****Part I**

114—117

**No. 114. PROGRAMME****April**

Fri.	9th	Good Friday—Holiday	
		B.D. baths	... 8-15 a.m.
		School XI leaves for Delhi	
		Dental Inspection commences as under:—	
		HBD	10-00-11-30 a.m.
		NBD	11-30—1-00 p.m.
		SBD	3-00—4-30 p.m.
		Tea P.D.	... 4-00 p.m.
		Tea Sr. School	... 4-40 p.m.
		Supper P.D.	... 6-15 p.m.
		Supper Sr. School	... 7-15 p.m.
Sat	10th	Morning prep	6-40—7-40 a.m.
		M.I., G.D.	... 7-30 a.m.
		M.I., B.D.	... 7-40 a.m.
		Dental Inspection P.D. (onwards)	... 10-00 a.m.
		Dental Inspection B.D. :	
		VBD	... 2-40 p.m.
		Supper P.D.	... 6-15 p.m.
		Supper Sr. School	... 7-15 p.m.
Sun.	11th	School Cricket XI vs. Roshanara club (away)	
		Dental Inspection :	
		HGD	10-00-11-00 a.m.
		NGD	11-00-12-00 noon
		SGD	12-00—1-00 p.m.
		VGD	2-40—3-40 p.m.
		Tea P.D.	... 3-20 p.m.
		Film P.D.	... 3-45 p.m.
		Tea Sr. School	... 4-30 p.m.
		Film Sr. School	... 5-45 p.m.
		Supper P.D.	... 6-15 p.m.
		Supper Sr. School	... 7-15 p.m.

Mon. 12th	Class XI (Compartment) re-examination commences	
	School Cricket XI returns	
Wed. 14th	Prep cancelled	
	SUPW	4-10-- 6-10 p.m.
	B.D. baths	... 6-20 p.m.
	Supper P.D.	... 6-15 p.m.
	Supper Sr. School	... 7-15 p.m.
Thu. 15th	Himalaya House Show	
	1st performance	... 4-30 p.m.
	(U-IV & downwards to attend)	
	Afternoon activities for	
	U-IV & downwards cancelled (onwards)	... 3-40 p.m.
	U-IVs & L-IVs to attend evening	
	prep after the show	
	Supper P.D.	... 6-40 p.m.
	Supper Sr. School	... 7-40 p.m.
	B.D. baths	... 8-00 p.m.
Fri. 16th	N.C.C. Certificate 'A' Part I examination	
	(Upper Sixth)	... 10-00 a.m.
	Afternoon activities to end	... 3-50 p.m.
	Tea Sr. School	... 4-00 p.m.
	B.D. baths	... 4-30 p.m.
	Prep cancelled	
	Himalaya House Show final performance	... 6-00 p.m.
	Supper P.D.	... 7-00 p.m.
	Supper Sr. School	... 8-00 p.m.
Sat. 17th	Morning prep cancelled	
	Rouser	... 7-15 a.m.
	Normal classes	
	School breaks for hikes/camps (onwards)	... 2-30 p.m.
Sun. 18th	Camping/hiking parties leave	
	B.D. baths	... 8-00 a.m.
Sun. 25th	Camping/hiking parties return	
	B.D. baths	... 5-30 p.m.
	Supper P.D.	... 6-15 p.m.
	Supper Sr. School	... 7-15 p.m.

**No. 115. TUCK SHOP SLIPS—INFORMATION TO PARENTS**

All House Staff are reminded that they are expected to ensure that children, do, in fact., send a copy of their Tuck Shop Slips to their parents. (S.O. page No. 14 dated 13th February, 1982 refers).

**No. 116. ADMINISTRATIVE HOLIDAY**

Tuesday, the 13th April, 1982, will be observed as a holiday by the Administrative Staff on account of Baisakhi.

**No. 117. CINEMA**

The film THAT'S ENTERTAINMENT PART II will be shown in Barne Hall at 3-45 p.m. for P.D. and at 5-45 p.m. for Sr. School on Sunday, 11th April, 1982.

**S. R. Das**  
*Headmaster*

**LAWRENCE SCHOOL ORDERS****Sanawar Friday, 16th April 1982****Part I**

118—120

**No. 118. PROGRAMME****April**

<b>Fri. 16th</b>	N.C.C. Certificate 'A' Part I examination (Upper Sixth) cancelled	
	Afternoon activities to end	... 3-50 p.m.
	Tea Sr. School	... 4-00 p.m.
	B.D. baths	... 4-30 p.m.
	Prep cancelled	
	Himalaya House Show final performance	... 6-00 p.m.
	Supper P.D.	... 7-00 p.m.
	Supper Sr. School	... 8-00 p.m.
<b>Sat. 17th</b>	Morning prep cancelled	
	Rouser	... 7-15 a.m.
	Normal classes. Projects cancelled	
	School breaks for hikes/camps (onwards)	... 2-30 p.m.
<b>Sun. 18th</b>	Camping/hiking parties leave	
	B.D. baths	... 8-00 a.m.
<b>Sun. 25th</b>	Camping/hiking parties return	
	B.D. baths	... 5-30 p.m.
	Supper P.D.	... 6-15 p.m.
	Supper Sr. School	... 7-15 p.m.

**No. 119. SCHOOL LEDGERS**

All staff members who have School property under their charge and, therefore, maintain stock ledgers, condemnation books, etc., are requested to ensure that they are brought uptodate, with all entries completed, latest by 24th April, 1982. These ledgers will be called for, for inspection and check-up by School Office, and also by school auditors who will be coming again for school audit fairly soon.

**No. 120. PERFORMANCE OF MARRIAGE RITES AND RELIGIOUS CEREMONIES ON THE SCHOOL CAMPUS**

It has been noticed that a lot of disturbing noise is created during the performance of marriage rites and other religious functions on the school campus which seriously interferes with the studies of the school children.

In future all such ceremonies on the campus that entail the use of a band or loudspeakers or where fireworks are likely to be used, will require the sanction of the Headmaster.

Applications for holding such ceremonies on the campus must be made in writing to the Headmaster at least three days in advance. Failure to comply will lead to serious disciplinary action.

All Heads of Deptts. are requested to ensure that the contents of this school order are very clearly explained to all staff working under them, in particular to those, who cannot read school orders, or to whom school orders do not go.

S. R. Das  
*Headmaster*

**LAWRENCE SCHOOL ORDERS****Sanawar Saturday, 24th April 1982****Part I**

121—126

**No. 121. PROGRAMME****April**

Sat. 24th	Partial return of hiking/camping parties	
	Supper P.D.	... 6-15 p.m.
	Supper Sr. School	... 7-15 p.m.
	Lights out	... 9-30 p.m.
Sun. 25th	Hiking/camping parties return	
	Breakfast P.D.	... 8-30 a.m.
	Breakfast Sr. School	... 9-15 a.m.
	Lunch P.D.	... 12-30 p.m.
	Lunch Sr. School	... 1-30 p.m.
	Tea P.D.	... 3-20 p.m.
	Film P.D.	... 3-45 p.m.
	Tea Sr. School	... 4-30 p.m.
	Film Sr. School	... 5-45 p.m.
	Supper P.D.	... 6-15 p.m.
	Supper Sr. School	... 7-15 p.m.
Mon. 26th	P.T. cancelled	
	Rouser	... 7-00 a.m.
	Normal routine resumed	
Tue. 27th	P.T. resumed	
Wed. 28th	Prep cancelled	
	SUPW	4-10—6-10 p.m.
	B.D. baths	... 6-20 p.m.
	Supper P.D.	... 6-15 p.m.
	Supper Sr. School	... 7-15 p.m.
Thu. 29th	Games' committee meeting (MCR)	... 3-00 p.m.
Fri. 30th	School Cricket XI leaves for YPS,	
	Patiala	... 2-30 p.m.
	YPS, Colts and Atoms arrive	... 6-30 p.m.
<b>May</b>		
Sat. 1st	Morning Prep	6-40—7-40 a.m.
	M.I., G.D.	... 7-30 a.m.
	M.I., B.D.	... 7-40 a.m.



	School Cricket Atoms vs. YPS, Patiala	... 9-30 a.m.
	(Atoms' teams will breakfast with the P.D.)	
	Afternoon activities cancelled	
	(School will go down to watch the match)	
	B.D. baths	... 5-20 p.m.
	Tutorial meetings	6-00—7-00 p.m.
	Supper P.D.	... 6-15 p.m.
	Supper Sr. School	... 7-15 p.m.
Sun. 2nd	School Cricket Colts vs. YPS.	... 9-30 a.m.
	(Colts' teams will have breakfast with P.D. at 8-40)	
	School to go down to watch the match	... 10-00 a.m.
	(G.D. and P.D. need not attend after lunch)	
	Tea P.D.	... 3-20 p.m.
	Film P.D.	... 3-45 p.m.
	Tea Sr. School	... 4-40 p.m.
	Film Sr. School	... 5-45 p.m.
	Supper P.D.	... 6-15 p.m.
	Supper Sr. School	... 7-15 p.m.

**No. 122. SCHOOL ORDERS CORRIGENDUM**

Ref : Special S. O. No. 113 page 61 School Camp/Hikes [Medical] kindly read Varun Varma SBD in place of Varun Batra SBD.

**No. 123. NEW ADMISSIONS—ISSUE OF POCKET MONEY**

Whenever new admissions occur during the term, Housemasters and Housemistresses are requested to send a note to the Bursar asking for issue of pocket money for such newly admitted children in their respective Houses.

**No. 124. SUMMER KIT**

The entire School will switch over to Summer Kit with effect from Monday, 26th April 1982.

**No. 125. INTERNATIONAL HEALTH CERTIFICATES**

Housemasters/Housemistresses are requested to send names of children of their Houses who are going overseas during summer vacation, to RMO, so that he can get necessary inoculation/vaccination done well in time. Kindly send in your lists to RMO, latest by 10th May, 1982.

No. 126. CINEMA

The film **THEY ONLY KILL THEIR MASTERS** will be shown in Barne Hall at 3-45 p.m. for P.D. and at 5-45 p.m. for Senior School on Sunday, 25th April, 1982.

S. R. Das  
*Headmaster*

**LAWRENCE SCHOOL ORDERS**

Sanawar Friday, 30th April 1982

**Part I**  
127—130**No. 127. PROGRAMME****April**

Fri. 30th	School Cricket XI leaves for YPS, Patiala	... 2-30 p.m.
	YPS, Colts and Atoms arrive	... 6-30 p.m.

**May**

Sat. 1st	Morning Prep	6-40—7-40 a.m.
	M.I., G.D.	... 7-30 a.m.
	M.I., B.D.	... 7-40 a.m.
	School Cricket Atoms vs. YPS, Patiala	... 9-30 a.m.
	(Atoms' teams will breakfast with the P.D.)	
	Afternoon activities cancelled	
	(School will go down to watch the match)	
	B.D. baths	... 5-20 p.m.
	Tutorial meetings	6-00—7-00 p.m.
	Supper P.D.	... 6-15 p.m.
	Supper Sr. School	... 7-15 p.m.
Sun. 2nd	School Cricket Colts vs. YPS.	... 9-30 a.m.
	(Colts' teams will have breakfast with P.D. at 8-40)	
	School to go down to watch the match	... 10-00 a.m.
	(G.D. and P.D. need not attend after lunch)	
	Tea P.D.	... 3-20 p.m.
	Film P.D.	... 3-45 p.m.
	Tea Sr. School	... 4-40 p.m.
	Film Sr. School	... 5-45 p.m.
	Supper P.D.	... 6-15 p.m.
	Supper Sr. School	... 7-15 p.m.
Mon. 3rd	Hodson & Boxing training commences	
	Weighing & measuring B.D. :—	
	Himalaya	2-00—2-40 p.m.
	Nilagiri	2-40—3-20 p.m.
	Siwalik	3-20—4-00 p.m.
	Vindhya	4-10—4-50 p.m.

Tue.	4th	Weighing & measuring G.D. :—	
		Himalaya	2-00—2-30 p.m.
		Nilagiri	2-30—3-00 p.m.
		Siwalik	3-00—3-30 p.m.
		Vindhya	3-30—4-00 p.m.
Wed.	5th	Prep cancelled	
		SUPW	4-10—6-10 p.m.
		B.D. baths	... 6-20 p.m.
		Supper P.D.	... 6-15 p.m.
		Supper Sr. School	... 7-15 p.m.
Fri.	7th	Nilagiri House Show	
		1st performance	... 4-30 p.m.
		(U IV & downwards to attend)	
		Afternoon activities for U IV and	
		downwards cancelled (onwards)	... 3-40 p.m.
		U IVs and L IVs to attend evening Prep	
		after the show.	
		Note : Colts & Atoms will also watch the first	
		performance.	
		Supper P.D.	... 6-40 p.m.
		Supper Sr. School	... 7-40 p.m.
Sat.	8th	Morning Prep	6-40—7-40 a.m.
		M.I., G.D.	... 7-30 a.m.
		M.I., B.D.	... 7-40 a.m.
		School Colts & Atoms leave for	
		B.C.S. Simla	... 2-30 p.m.
		Doon School Cricket XI arrives	
		Afternoon activities to end	... 3-50 p.m.
		Tea Sr. School	... 4-00 p.m.
		B.D., Baths	... 4-30 p.m.
		Tutorial meetings cancelled	
		Nilagiri House Show final performance	... 6-00 p.m.
		Supper P.D.	... 7-00 p.m.
		Supper Sr. School	... 8-00 p.m.
Sun.	9th	School Cricket XI vs. Doon School	... 9-30 a.m.
		(The teams to have breakfast with P.D. at 8-40)	
		School to go down to watch the match	... 10-00 a.m.
		(G.D., and P.D. need not attend after lunch)	

School Colts & Atoms vs. B.C.S. (away)	
Tea P.D.	... 3-20 p.m.
Film P.D.	... 3-45 p.m.
Tea Sr. School	... 4 40 p.m.
Film Sr. School	... 5-45 p.m.
Supper P.D.	... 6-15 p.m.
Supper Sr. School	... 7-15 p.m.
Colts & Atoms return	... 8-00 p.m.

### No. 128. SPORTS CALENDAR

#### May

Sat. 1st	} Cricket vs. Y.P.S.
Sun. 2nd	
Mon. 3rd	Hodson & Boxing training commences
Sun. 9th	Cricket 1st XI vs. Doon School (home) Cricket Colts & Atoms vs. BCS (away)
Mon. 10th	Inter-House Cricket tournaments commence
Wed. 12th	Cricket 1st XI vs. St. Paul's School, Darjeeling
Sat. 15th	} Cricket 1st XI vs. Rakesh Sood's XI
Sun. 16th	
Thu. 20th	Cricket season ends. Festival Soccer match
Sat. 22nd	Soccer Season commences

#### June

Wed. 2nd	} Hodson run heats (B.D. & G.D.)
Thu. 3rd	
Fri. 4th	
Sat. 5th	Hodson run finals (B.D. & G.D.)
Mon. 7th	Inter-House boxing tournament commences
Sat. 12th	Inter-House boxing finals

#### July

Fri. 16th	Soccer Season resumed
Sun. 25th	Proposed outside Soccer fixture

#### August

Sun. 1st	Proposed outside Soccer fixture
Sun. 8th	Proposed outside Soccer fixture
Wed. 11th	} Inter-House Soccer tournament
Thu. 12th	
Fri. 13th	
Sun. 15th	Soccer Colts & Atoms vs. BCS (home)

Sat. 21st } Soccer vs. YPS/PPS  
 Sun. 22nd }  
 Mon. 23rd Soccer season ends  
 Athletics commence (B.D. & G.D.)  
 Founder's activities commence

**Oct.**

Sat. 2nd Inter-House athletics meet (B.D. & G.D.)  
 Sat. 9th } Inter-Public Schools' (Boys') athletics meet (Rai)  
 Sun. 10th }  
 Tue. 12th Hockey season commences  
 Festival hockey match  
 Sun. 24th Proposed outside hockey fixture

**Nov.**

Sun. 3rd Proposed outside hockey fixture  
 Sun. 7th Proposed outside hockey fixture  
 Tue. 9th } P.T./Gym. competition (B.D. & G.D.)  
 Wed. 10th }  
 Mon. 11th } Inter-House hockey tournament  
 Tue. 12th }  
 Wed. 13th }

**G.D. Fixtures****May**

Sun. 2nd } Basket-ball vs. Auckland/Portmore  
 Sun. 9th }  
 Mon. 17th Inter-House basket-ball tournament commences  
 Fri. 21st Tennis-badminton—Table-tennis commences

**July**

Fri. 16th Tennis-badminton—Table-tennis resumed

**August**

Mon. 16th Tennis-badminton I—H tournaments commence  
 Mon. 23rd Athletics commence

**Oct.**

Tue. 12th Hockey season commences

**Nov.**

Sat. 6th } Hockey vs. Auckland/Portmore  
 Sun. 7th }  
 Mon. 11th } Inter-House hockey tournament  
 Tue. 12th }  
 Wed. 13th }

**No. 129. ASSESSMENT MEETING**

The second assessment meeting will be held in MCR at 5-30 p.m. on Tuesday 11th May 1982.

**No. 130. CINEMA**

The film COLOSSAL WAR OF ODYSSEY will be shown in Barne Hall at 3-45 p.m. for P.D. and at 5-45 p.m. for Senior School on Sunday, 2nd, May 1982.

**S. R. Das**  
*Headmaster*

**LAWRENCE SCHOOL ORDERS****Sanawar Friday, 7th May 1982****Part I**  
131—135**No. 131. PROGRAMME****May**

- Fri. 7th Nilagiri House Show  
 1st performance ... 4-30 p.m.  
 (U-IV & downwards to attend)  
 Afternoon activities for U-IV and  
 downwards cancelled (onwards) ... 3-40 p.m.  
 U-IVs and L-IVs to attend evening Prep  
 after the show.
- Note : Colts & Atoms will also watch the first  
 performance.  
 Supper P.D. ... 6-40 p.m.  
 Supper Sr. School ... 7-40 p.m.
- Sat. 8th Morning Prep 6-40—7-40 a.m.  
 M.I., G.D. ... 7-30 a.m.  
 M.I., B.D. ... 7-40 a.m.  
 School Colts & Atoms to have  
 lunch with P.D. ... 12-40 p.m.  
 School Colts & Atoms leave for  
 B.C.S. Simla ... 2-30 p.m.  
 Doon School Cricket XI arrives  
 Afternoon activities to end ... 4-15 p.m.  
 Tea Sr. School ... 4-30 p.m.  
 B.D., Jrs. Baths ... 4-45 p.m.  
 Tutorial meetings cancelled  
 Nilagiri House Show final performance ... 6-00 p.m.  
 Supper P.D. ... 7-00 p.m.  
 Supper Sr. School ... 8-00 p.m.
- Sun. 9th School Cricket XI vs. Doon School ... 9-30 a.m.  
 (The teams to have breakfast with P.D. at 8-40)  
 L-5 & below to go down to watch the match . 10-00 a.m.  
 U-5 & above to attend talk by Justice  
 A.N. Grover Chairman Press Council of India on  
 "The Indian Press—its importance and responsi-  
 bility" Barne Hall.  
 (G.D., and P.D. need not attend after lunch)  
 School Colts & Atoms vs. B.C.S. (away)



	Tea P.D.	... 3-20 p.m.
	Film P.D.	... 3-45 p.m.
	Tea Sr. School	... 4-40 p.m.
	Film Sr. School	... 5-45 p.m.
	Supper P.D.	... 6-15 p.m.
	Supper Sr. School	... 7-15 p.m.
	Colts & Atoms return	... 8-00 p.m.
Mon. 10th	Inter-House Cricket tournament commences Himalaya vs Nilagiri Siwalik B.D. to report for respective hobbies Vindhya B.D. to report for Boxing	
Tue. 11th	Inter-House Cricket Siwalik vs. Vindhya Himalaya B.D. to report for respective hobbies Nilagiri B.D. to report for Boxing	
Wed. 12th	Cricket XI vs. St. Paul's Darjeeling (Subject to confirmation)	
	Note : In case the match is called off the afternoon programme for B.D. will be as under:—	
	Himalaya (boxing)	2-40—3-50 p.m.
	Nilagiri (hobbies)	2-40—3-50 p.m.
	Siwalik (boxing)	2-40—3-50 p.m.
	Vindhya (hobbies)	2-40—3-50 p.m.
	SUPW	4-10—6-10 p.m.
	B.D. baths	... 6-20 p.m.
	Supper P.D.	... 6-15 p.m.
	Supper Sr. School	... 7-15 p.m.
Thu. 13th	I—H Cricket Vindhya vs. Nilagiri Siwalik to report for hobbies Himalaya to report for boxing	
Fri. 14th	I—H Cricket Himalaya vs. Siwalik Nilagiri to report for hobbies Vindhya to report for boxing	
Sat. 15th	Morning Prep	6-40—7-40 a.m.
	M.I., G.D.	... 7-30 a.m.
	M.I., B.D.	... 7-40 a.m.

	Cricket XI vs. Rakesh Sood's XI	... 2-30 p.m.
	Afternoon activities cancelled (School to go down to watch the match)	
	Tea Sr. School	... 4-00 p.m.
	B D. baths	... 4-30 p.m.
	Tutorial meetings	5-00—6-00 p.m.
	English debate Srs.	... 6-30 p.m.
	Supper P.D.	... 6-15 p.m.
	Supper Sr. School	... 7-15 p.m.
Sun. 16th	Cricket XI vs. Rakesh Sood's XI	... 10-30 a.m.
	(School to go down to watch the match till lunch)	
	Tea P.D.	... 3-20 p.m.
	Film P.D.	... 3-45 p.m.
	Tea Sr. School	... 4-40 p.m.
	Film Sr. School	... 5-45 p.m.
	Supper P.D.	... 6-15 p.m.
	Supper Sr. School	... 7-15 p.m.

#### No. 132. HANDING OVER/TAKING OVER OF SCHOOL QUARTERS

For obvious reasons it is extremely essential that all staff while handing over or taking over any staff quarter or school building, ensure that all furniture items, sanitary fittings, electrical fittings etc., etc., are in order, and should there be any discrepancy or breakages noticeable, they should be brought to the notice of the Quartermaster or his representative at the spot so that details could be noted down. Once the quarter/building is taken over, it would be the responsibility of the person to whom the quarter/building is handed over to explain reasons for breakages, sanitary or electrical fittings missing etc., and if found responsible, he will have to make good the same.

#### No. 133. HISTORY SHEET

History Sheets of all students who have been withdrawn from the School during 1982 as on 6-5-1982, will be sent to House Staff, fairly soon. These may please be completed in all respects, and returned to the Bursar latest by Saturday 22-5-1982 (3 p.m.).

#### No. 134. MEDICAL TREATMENT

It appears that there exists a misunderstanding in the minds of the Staff, regarding medical treatment and medical cover

that school gives or can give. Following details, therefore, are published for information of all concerned, and for record :

(i) School rule No. 14 (f) is reproduced below :—

*Medical facilities*—Members of the staff of the School and the dependent members of their families shall receive free medical treatment at the School Hospital. The Resident Medical Officer shall attend on them free of charge, if they are unable to attend the Hospital. Medicines not in stock in the Hospital shall have to be paid for by the members of the staff themselves. Such facilities as are not available in the School Hospital may be arranged for the members of the staff, if they so desire, at their own cost.

(ii) Staff are welcome to join the School Medical Health Scheme, and take advantage of the medical cover it offers. Reference be please made in this connection to the M.H.S. rules published in School Order No. 212 dated 7-8-1981

(iii) Any further medical aid, it is regretted will obviously have to be paid for by the staff concerned, and cannot be borne by School.

All Heads of Departments are requested to kindly explain the contents of the School Order clearly to all staff working under them, and to whom School Orders are not issued.

**No. 135. CINEMA**

The film WRATH OF GOD will be shown in Barne Hall at 3-45 p.m. for P.D. and at 5-45 p.m. for Senior School on Sunday, 9th May, 1982.

S. R. Das  
Headmaster

**LAWRENCE SCHOOL ORDERS**

Sanawar Friday, 14th May 1982

**Part I**

136—142

**No. 136. PROGRAMME****May**

- Fri. 14th I—H Cricket  
Himalaya vs. Siwalik  
Nilagiri to report for hobbies  
Vindhya to report for boxing
- Sat. 15th Morning Prep 6-40—7-40 a.m.  
M.I., G.D. ... 7-30 a.m.  
M.I., B.D. ... 7-40 a.m.  
Cricket XI vs. Rakesh Sood's XI ... 2-30 p.m.  
Afternoon activities cancelled  
(School will go down to watch the match)  
Tea Sr. School ... 4-00 p.m.  
B.D. baths ... 4-30 p.m.  
Tutorial meetings 5-00—6-00 p.m.  
English debate Srs. ... 6-30 p.m.  
(U-V & upward will attend)  
Supper P.D. ... 6-15 p.m.  
Supper Sr. School ... 7-15 p.m.
- Sun. 16th Cricket XI vs. Rakesh Sood's XI ... 10-30 a.m.  
(School will go down to watch the  
match till lunch)  
Tea P.D. ... 3-20 p.m.  
Film P.D. ... 3-45 p.m.  
Tea Sr. School ... 4-40 p.m.  
Film Sr. School ... 5-45 p.m.  
Supper P.D. ... 6-15 p.m.  
Supper Sr. School ... 7-15 p.m.
- Mon. 17th I-H Cricket  
Himalaya vs. Vindhya  
Siwalik to report for hobbies  
Nilagiri to report for boxing  
G.D. I-H Basket-ball tournament commences

Tue. 18th	I, H Cricket Siwalik vs. Nilagiri Vindhya to report for hobbies Himalaya to report for boxing	
Wed. 19th	I-H Cricket Himalaya vs. Nilagiri Siwalik to report for boxing Vindhya to report for boxing SUPW	2-30—3-10 p.m. 3-10—3-50 p.m. 4-10—6-10 p.m.
Note :	Himalaya & Nilagiri boys not directly involved in cricket will attend SUPW. Colts & Atoms will also go for SUPW directly after their matches give over.	
	Talk by Brig. K.S. Brar	... 6-30 p.m.
	Supper P.D.	... 6-15 p.m.
	Supper Sr. School	... 7-30 p.m.
Thu. 20th	Festival Soccer match	... 3-00 p.m.
Fri. 21st	Soccer season commences Siwalik House Show 1st performance (Upper IV and downwards to attend) Afternoon activities for U IV and downwards cancelled (onwards) U-IVs and L-IVs to attend evening Prep after the show. Supper P.D. Supper Sr. School	... 4-30 p.m. ... 3-40 p.m. ... 6-40 p.m. ... 7-40 p.m.
Sat. 22nd	Morning Prep M.I., G.D. M.I., B.D. Afternoon activities to end Tea Sr. School B.D., Jrs. Baths Tutorial meetings cancelled Siwalik House Show final performance Supper P.D. Supper Sr. School	6-40—7-40 a.m. ... 7-30 a.m. ... 7-40 a.m. ... 4-15 p.m. ... 4-30 p.m. ... 4-45 p.m. ... 6-00 p.m. ... 7-00 p.m. ... 8-00 p.m.
Sun. 23rd	Tea P.D. Film P.D.	... 3-20 p.m. ... 3-45 p.m.

Tea Sr. School	...	4 40 p.m.
Film Sr. School	...	5-45 p.m.
Supper P.D.	...	6-15 p.m.
Supper Sr. School	...	7-15 p.m.

**No. 137. CHURCH SERVICE**

There will be regular church service in the School Chapel every Sunday at 3-00 p.m.

**No. 138. DISCIPLINE**

Children are reminded that they are not to have in their possession transistor radios, record/Cassette players and electrical gadgets except table lamps authorised for the examination classes and fitted in by the School electrician.

**No. 139. 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, by 12th June, 1982.

**No. 140. 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 grazing on the school land.

**No. 141. MEDICAL CATEGORIES**

The under-mentioned children are now placed in the medical categories as per following details with effect from 27-4-1982 :—

S.S. Somal	Cat.	C
Vikram Kamerkar	„	C
Nandan Pruthi	„	C

**No. 142. CINEMA**

The film BRASS TARGET will be shown in Barne Hall at 3-45 p.m. for P.D. and at 5-45 p.m. for Senior School on Sunday, 16th May, 1982.

S. R. Das  
*Headmaster*

**LAWRENCE SCHOOL ORDERS**

Sanawar Friday, 21st May 1982

**Part I**

143—151

**No. 143. PROGRAMME****May**

Fri. 21st	Cricket season concludes	
	Siwalik House Show 1st performance (Upper IV and downwards to attend)	... 4-30 p.m.
	Afternoon activities for U IV and downwards cancelled (onwards)	... 3-40 p.m.
	U-IVs and L-IVs to attend evening Prep after the show.	
	Supper P.D.	... 6-40 p.m.
	Supper Sr. School	... 7-40 p.m.
Sat. 22nd	Morning Prep	6-40—7-40 a.m.
	M.I., G.D.	... 7-30 a.m.
	M.I., B.D.	... 7-40 a.m.
	Soccer sets made	... 2-30 p.m.
	Tea Sr. School	... 3-50 p.m.
	Afternoon activities to end	... 4-30 p.m.
	B.D., Jrs. Baths	... 4-45 p.m.
	Tutorial meetings cancelled	
	Siwalik House Show final performance	... 6-00 p.m.
	Supper P.D.	... 7-00 p.m.
	Supper Sr. School	... 8-00 p.m.
Sun. 23rd	G.D. basketball team vs. Auckland House (away)	
	Tea P.D.	... 3-20 p.m.
	Film P.D.	... 3-45 p.m.
	Tea Sr. School	... 4-40 p.m.
	Film Sr. School	... 5-45 p.m.
	Supper P.D.	... 6-15 p.m.
	Supper Sr. School	... 7-15 p.m.
Mon. 24th	Afternoon activities cancelled	
	Festival Soccer match	... 3-00 p.m.
	Sr. School tea	... 4-15 p.m.
	Tea for teams	... 4-45 p.m.
	B D. baths	... 5-20 p.m.

Tue. 25th	Soccer season commences	
Wed. 26th	Prep. cancelled	
	SUPW	4-10—6-10 p.m.
	B.D. baths	... 6-20 p.m.
	Supper P.D.	... 6-15 p.m.
	Supper Sr. School	... 7-15 p.m.
Sat. 29th	Morning Prep	6-40—7-40 a.m.
	M.I., G.D.	... 7-30 a.m.
	M.I., B.D.	... 7-40 a.m.
	Afternoon activities to end	... 4-00 p.m.
	B.D., Jrs. baths	... 4-15 p.m.
	Tutorial meetings	5-00—6-00 p.m.
	Talk by Rev. J. Nath on Leprosy	... 6-30 p.m.
	Supper P.D.	... 6-15 p.m.
	Supper Sr. School	... 7-15 p.m.
Sun. 30th	Tea P.D.	... 3-20 p.m.
	Film P.D.	... 3-45 p.m.
	Tea Sr. School	... 4-40 p.m.
	Film Sr. School	... 5-45 p.m.
	Supper P.D.	... 6-15 p.m.
	Supper Sr. School	... 7-15 p.m.

**No. 144. SPORTS CALENDAR—*Change of Dates***

Hodson run heats will now be run off on 1st, 2nd & 3rd of June '82. Hodson run finals will be held on Sun. 6th June '82.

**No. 145. INDENTS FOR NEXT TERM**

Will all concerned, please submit their indents for their requirements for the period 15th July—14th November 1982, to the Bursar not later than 12th June, 1982.

**No. 146. TRAVELLING ARRANGEMENTS MID-SESSION  
BREAK : LUGGAGE**

In order to keep the luggage being taken by children for the short summer break to the minimum, a small attache case and holdall or a tin box will be allowed except for Sixth Form students and children going to hill station. Small travelling bags are available in the Tuck Shop and may be obtained on the Tuck Shop slip. Warm clothes or bedding need not be packed unless they are in need of repair.



### No. 147. CHILDRENS' LONG - SLEEVED, NAVY BLUE JERSEYS

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

All children **MUST BRING BACK THESE JERSEYS**, duly cleaned / repaired **WITH THEM WHEN RETURNING TO SCHOOL AT THE END OF THE VACATION**, as they will need them immediately they return.

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

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

### No. 148. CONDEMNATIONS

The Bursar will conduct condemnations of items considered by all Matrons to be beyond repair in BD, GD and PD commencing Friday 4th June, 1982 with the object that all condemnations be completed before the end of this term and replacements arranged by the Quartermaster during the summer vacation.

Matrons I/c dormitories, and I/c CDH 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 :—

Fri. 4th June '82	{ 12-00 noon G.D. (Upper Dorm.) 12-30 p.m. G.D. Lower Dorm.)
Sat. 5th " "	{ 12-00 noon B.D. Himalaya 12-30 p.m. B.D. Nilagiri
Mon. 7th " "	{ 12-00 noon P.D. Upper dorm. (Boys) 12-20 p.m. P.D. Lower dorm. (Boys) 12-40 p.m. P.D. Girls
Tue. 8th " "	{ 12-00 noon B.D. Siwalik 12-30 p.m. B.D. Vindhya
Wed. 9th " "	{ 10-00 a.m. CDH 11-00 a.m. Upper Sixth dorm.

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

**No. 149. STAFF SICK-IN-QUARTERS**

All non-academic staff, who are sick, and are likely to be placed on sick-list, are requested to report to the RMO, daily (or as per his instructions, if already on sick-list), anytime between 8-30 a.m. to 9-00 a.m. (Sundays and other holidays 10-00 a.m. to 10-30 a.m.) The RMO on medical check-up, will forward 'Sick-in-quarters-slip' to the Head of the Department concerned, with a copy to School Office. Staff on sick-in-quarters-list when discharged, will be issued 'Fitness Certificate' by the RMO, which the employee concerned, will submit to the Head of the Department he/she is working, before rejoining duty.

Will all Heads of Deptts, kindly explain the details given in this Order, to Staff working under them, especially to those who cannot read School Orders.

**No. 150. MATERNITY CASES**

In view of lack of proper medical Staff and hospital equipment facilities in School Hospital, it is notified to all categories of Staff that maternity cases cannot be undertaken in staff-quarters or in School hospital; the employee concerned is, therefore, requested to contact, and fix up all relevant details well in time, as also for pre-natal and post-natal care, with any of the following medical authorities :

1. Cantonment Hospital, Kasauli.
2. Primary Health Centre, Dharampore H.P.
3. District Hospital, Solan H.P.

**No. 151. CINEMA**

The film COMA will be shown in Barne Hall at 3-45 p.m. for P.D. and at 5-45 p.m. for Senior School on Sunday, 23rd May, 1982.

S. R. Das  
Headmaster

**LAWRENCE SCHOOL ORDERS**

Sanawar Friday, 28th May 1982

**Part I**

152—156

**No. 152. PROGRAMME****May**

Fri.	28th	Society meetings (after supper)	
Sat.	29th	Morning Prep	6-40—7-40 a.m.
		M.I., G.D.	... 7-30 a.m.
		M.I., B.D.	... 7-40 a.m.
		NCC Exam.	
		Afternoon activities to end	... 4-00 p.m.
		Tea Sr. School	... 4-05 p.m.
		B.D., Jrs. baths	... 4-15 p.m.
		Tutorial meetings	5-00—6-00 p.m.
		Talk by Rev. J. Nath on Leprosy (U-V & upwards to attend)	... 6-30 p.m.
		Supper P.D.	... 6-15 p.m.
		Supper Sr. School	... 7-15 p.m.
Sun.	30th	Tea P.D.	... 3-20 p.m.
		Film P.D.	... 3-45 p.m.
		Tea Sr. School	... 4-40 p.m.
		Film Sr. School	... 5-45 p.m.
		Supper P.D.	... 6-15 p.m.
		Supper Sr. School	... 7-15 p.m.
Mon.	31st	Hodson heats (U 13s Gps)	

**June**

Tue.	1st	Hodson heats (U 15s Gps)	
Wed.	2nd	Hodson heats (U 16s Gps)	
		Prep cancelled	
		SUPW	4-40—6-10 p.m.
		B.D. baths	... 6-20 p.m.
		Supper P.D.	... 6-15 p.m.
		Supper Sr. School	... 7-15 p.m.
Thu.	3rd	Hedson heats (left overs)	
Fri.	4th	Vindhya House Show 1st performance (Upper IV and downwards to attend)	... 4-30 p.m.
		Afternoon activities for U IV and	

		downwards cancelled (onwards)	... 3-55 p.m.
		Tea U-IVs & L-IVs	... 4-00 p.m.
		U-IVs and L-IVs to attend evening Prep after the show.	
		Supper P.D.	... 6-40 p.m.
		Supper Sr. School	... 7-40 p.m.
Sat.	5th	Morning Prep	6-40—7-40 a.m.
		M.I., G.D.	... 7-30 a.m.
		M.I., B.D.	... 7-40 a.m.
		Afternoon activities to end	... 4-30 p.m.
		B.D., Jrs. Baths	... 4-45 p.m.
		Tutorial meetings cancelled	
		Vindhya House Show final performance	... 6-00 p.m.
		Supper P.D.	... 7-00 p.m.
		Supper Sr. School	... 8-00 p.m.
Sun.	6th	Film cancelled	
		Hodson run finals	... 4-00 p.m.
		Tea P.D. (non participants)	... 3-20 p.m.
		Tea Sr. School & P.D. participants	... 5-45 p.m.
		Supper P.D.	... 6-30 p.m.
		Supper Sr. School	... 7-30 p.m.

**No. 153. ASSESSMENT MEETING**

The next Assessment meeting will be held at 5-30 p.m. in MCR on Thursday 10th June 1982.

**No. 154 ANNUAL PRIZE GIVING**

The Annual Prize Giving will be held on Monday 14th June, 1982.

**No. 155. WATER CONSUMPTION**

Water consumption has substantially gone up, and the 'reserves' are dwindling. All concerned are, therefore, requested to economise water consumption to the maximum extent.

**No. 156. CINEMA**

The film HERO AT LARGE will be shown in Barne Hall at 3-45 p.m. for P.D. and at 5-45 p.m. for Senior School on Sunday, 30th May, 1982.

S. R. Das  
Headmaster

**LAWRENCE SCHOOL ORDERS**

Sanawar Thursday 3rd June 1982

**SPECIAL ORDER****No. 157. STRENGTH**

Decrease with effect from 1-12-1981 :—

Vikramjit Singh ... HBJ Vikramaditya Kuthiala ... SPD

Decrease with effect from 27-2-1982 :—

Navdeep S. Narang ... SBS Avi S. Narang ... SPB

Decrease with effect from 10-3-1982 :—

Chanderajit Singh ... NPB

Decrease with effect from 26-3-1982 :—

Mehtab Inder S. Bajwa ... SBJ

Decrease with effect from 27-3-1982 :—

Sukhwinder S. Brar ... VBS

Decrease with effect from 28-3-1982 :—

Kapil Verma	...	HBS	Bhanu Virmani	...	VBS
Parminderdeep Sethi	...	"	Bhai Rajinderpal S.	...	"
Manbir S. Sandhu	...	"	Navdeep S. Kindra	...	"
Arun Sarna	...	"	Nirvik Singh	...	"
Bhupinder Saklani (DS)	...	"	Puneet Matta	...	"
Madan Lal Dipta	...	"	Praveen Dewan	...	"
Paritosh Tripathi	...	"	Rohit Tangri (DS)	...	"
Rupinder Bassi	...	"	Sameer Aurora	...	"
Sandeep S. Sandhu	...	"	Sheetal Sharma	...	"
Sanjay Nijhawan	...	"	Sujata Hoon	...	HGD
Sunil Khorana	...	"	Anjani Khanna	...	"
Upender SJB Rana	...	"	Amrita Sapru	...	"
Vivek Sehgal	...	"	Kadambri Puri	...	"
Rohitashav Bhardwaj	...	"	Kajal Judge	...	"
Harminder S. Sohi	...	NBS	K. Kumari Badhan	...	"
Vishesh Abrol	...	"	Ravina Kohli	...	"
Vivek Narang	...	"	Satwinder Kaur (DS)	...	"
Deepinder Singh	...	"	Shalini Bhatia	...	"
Anup Kumar Medhi	...	"	Sunanda Seth	...	"
Atulya Sood	...	"	Supriya Partap	...	"

Charles Lowe	...	„	Alka Malhotra	...	NGD
Chetan Gupta	...	„	Anuradha Sharma	...	„
Randeep S. Rai	...	„	Feroz Ewari	...	„
Ranobir Basu	...	„	Meenu Pental	...	„
Rajiv Chauhan	...	„	Pratiksha Misra	...	„
Riazuddin A. Khan	...	„	Shabnam Anand	...	„
Sukhdial Singh	...	„	Shonu Mukherji (DS)	...	„
Vikram Maira	...	„	Joya Chatterji	...	SGD
Mandeep Baweja	...	SBS	Kanan Bala Seth	...	„
Amitabh Bansal	...	„	Nandini Malhotra	...	„
Arjun Chatrath	...	„	Sandhya Chand	...	„
Ashok S. Garcha	...	„	Seema Chanchani	...	„
Atul Sinha	...	„	Vandana Prasad	...	„
Hartejinder S. Mann	...	„	Harmeet K. Maini	...	VGD
Harinder MS Bodwal	...	„	Mona Bhandari	...	„
Muktesh C. Chaturvedi	...	„	Naheed F. Bilgrami	...	„
Navjotpal Randhawa	...	„	Priya Khanna	...	„
Raman Mohan	...	„	Rajpal Bans	...	„
Suvrat Saigal	...	„	Sunita Berthwal	...	„
Vikrant Nayar	...	„	Sheeba Bhutani	...	„
Vivek Sawhney	...	„	Shermeen Hussain	...	„
Arun Kumar Saha	...	VBS	Tara Kriplani	...	„
Ajay Joshi (DS)	...	„			

Decrease with effect from 29-3-1982 :—

Alexander Battenberg ... SBS

Increase with effect from 31-3-1982 :—

Jai Singh Dhillon (DS)	...	HPB	Yadvendra S. Bisht	...	VPB
Navpreet Mann	...	„	A. Himatsingka	...	„
Parambir Singh	...	„	Pankaj Chopra	...	„
Vikram Singh Yadav	...	„	Charanjiv Brar	...	„
Anuj Yadav	...	„	Kunjan	...	HPG
Kartik Kanwar	...	„	Siboney Singh	...	„
Karandeep S. Sandhu	...	NPB	Savita Shastry	...	„
Navjeet S. Sandhu	...	„	Sheuli Mukherji	...	„
Rishi Abrol	...	„	Anita Sircar	...	SPG
Vikas Sood	...	„	Rokono Sircar	...	„
Tej Arjun S. Kochhar	...	„	Roopaman Dhillon	...	NPG
Vivek Bhandari	...	„	Sanskriti Dwivedi (DS)	...	„

Ambarish S. Pradhan	...	SPB	Anoopika Randhawa	...	NPG
Amit Kumar Oberoi	...	"	Ronita Malkani	...	"
Prithvi Pratap Singh	...	"	Antara Shergill	...	"
Kanwar P.S. Sekhon	...	"	M.T. Chaddha	...	"
Rajesh Khanna	...	"	Monisha Dhama	...	"
Amarinder S. Sandhu	...	"	Swarupa Sanyal	...	SPG
Malvinder M. Singh	...	"	Trisha Sanyal	...	"
Sunil S. Sadarangani	...	"	Shalini N. Singh	...	"
Yadvinder Khanna	...	"	Ishneet Aulakh	...	"
Zafar Ullah Sheikh	...	"	Sonal Mattoo	...	VPG
Imtiaz Anees	...	"	Sonali Yograj	...	"
Nawal Kakkar	...	"	Ayesha Saini	...	"
Shaaran Khilnani	...	"	Radha Kathryn Singh	...	"
Aman Chowdhury	...	VPB	Pritam A. Singh	...	VBJ
Rajat Khanna	...	"	Ashish Kaul	...	"
Raghu Khanna	...	"	Digant Rabha	...	HBJ
Randeep S. Sandhu	...	"	Shalini Grover	...	VGD
Sameer Shah	...	"	Anasuya Dubey	...	"

Increase with effect from 1-4-1982 :—

Amol Singh Sandhu	...	HBJ	Devesh Kumar Agarwal	...	VBJ
Ashish Abrol	...	"	Sanjay Kumar	...	"
Chanderjit Mitra	...	"	Vikram Dhawan	...	"
Mehul Randery	...	"	Arati Kohli	...	HGD
Prateek Aggarwal	...	"	Vaidehi Vartak	...	"
Sachin Malhotra	...	"	Hima Sood	...	"
Sandeep S. Khatra	...	"	Anupma Mittal	...	"
Rajesh Singh	...	"	Bharati	...	"
Vikram Singh Chauhan	...	"	Sanjana Ram	...	NGD
Jaywanth Ishwaran	...	NBJ	Malika Kapur	...	"
Amit	...	"	Nandini Mongia	...	SGD
Dhiraj Gupta	...	"	Meenakshi Mohan	...	"
Gaurav Gupta	...	"	Lalremruati	...	"
Yadur Kapur	...	"	Gurmeet Kaur	...	VGD
Rohit Virmani	...	"	Harpreet Bedi	...	"
Sanjit Singh	...	"	Tushita Mitra	...	"
Vekrum Kaushik	...	"	Isha Rajpal	...	"
Balmukand Kumar	...	"	Hia Vandana Verma	...	"
Simarpal S. Somal	...	SBJ	Navneet Sudhir Kumar	...	HPB

Sivanka D. Dhanapala	...	SBJ	Sidhartha Budi	...	SPB
Gautam Anand	...	VBJ	Pooja Bedi	...	SPG
Abdul Moin	...	,,	Ravi Inder Singh Bedi	...	VPB
Increase with effect from 3-4-1982 :—					
Rajesh Pahil (DS)	...	NPB	Neeraj Behal (DS)	...	SPB
Increase with effect from 5-4-1982 :—					
Ranjit Mehta	...	VPB			
Decrease with effect from 6-4-1982 :—					
Harbir S. Ramana	...	HBS			
Decrease with effect from 12-4-1982 :—					
Sandeep S. Ahlawat	...	NBJ			
Decrease with effect from 15-4-1982 :—					
Vekrum Kaushik	...	NBJ			
Decrease with effect from 28-4-1982 :—					
Virat Narang	...	HPB			
Decrease with effect from 30-4-1982 :—					
Anupama Mittal	...	HGD			
Decrease with effect from 2-5-1982 :—					
Rahul Shrish Shah	...	VBS			
Increase with effect from 3-5-1982 :—					
Sarad Bajpai	...	NBJ			
Increase with effect from 7-5-1982 :—					
Dhirender K. Vidyarthi	...	NBJ			
Decrease with effect from 12-5-1982 :—					
Sarabjit S. Arneja (DS)	...	SBJ			
Decrease with effect from 20-5-1982 :—					
Gautam Anand	...	VBJ			

S. R. Das  
Headmaster



**LAWRENCE SCHOOL ORDERS**

Sanawar Friday 4th June 1982

**Part I**

158—162

**No. 158. PROGRAMME****June**

Fri.	4th	Vindhya House Show 1st performance ...	4-30 p.m.
		(Upper IV and downwards to attend)	
		Afternoon activities for U IV and downwards cancelled (onwards) ...	3-55 p.m.
		U-IVs and L-IVs to attend evening Prep after the show.	
		Supper P.D. ...	6-40 p.m.
		Supper Sr. School ...	7-40 p.m.
Sat.	5th	Morning Prep	6-40—7-40 a.m.
		M.I., G.D. ...	7-30 a.m.
		M.I., B.D. ...	7-40 a.m.
		Afternoon activities to end ...	4-30 p.m.
		Tea Sr. School ...	4-35 p.m.
		B.D., Jrs. Baths ...	4-45 p.m.
		Tutorial meetings cancelled.	
		Vindhya House Show final performance ...	6-00 p.m.
		Supper P.D. ...	7-00 p.m.
		Supper Sr. School ...	8-00 p.m.
Sun.	6th	Film cancelled	
		Hodson run finals ...	4-00 p.m.
		Tea P.D. (non participants) ...	3-20 p.m.
		Tea Sr. School & P.D. participants ...	5-45 p.m.
		Supper P.D. ...	6-30 p.m.
		Supper Sr. School ...	7-30 p.m.
Mon.	7th	Inter-House boxing tournament commences	
Tue.	8th	Inter-House boxing	
Wed.	9th	Inter-House boxing	
		Prep cancelled	
		SUPW ...	4-40—6-10 p.m.
		(Every one except boys boxing in the second session will report for SUPW)	
		B.D. baths ...	6-20 p.m.

	Supper P.D.	...	6-15 p.m.
	Supper Sr. School	...	7-15 p.m.
Thu. 10th	Inter-House boxing		
	Assessment meeting (MCR)	...	5-30 p.m.
Fri. 11th	Subject reports handed into Form staff	...	11-00 a.m.
	P.D. show 1st performance	...	4-30 p.m.
	(Upper IV and downwards to attend)		
	Afternoon activities for U-IV and downwards cancelled (ownwards)	...	3-55 p.m.
	Tea U-IVs & L-IVs	...	4-00 p.m.
	B.D. baths	...	5-20 p.m.
	Evening Prep cancelled		
	Supper P.D.	...	6-30 p.m.
	Supper Sr. School	...	7-30 p.m.
Sat. 12th	Morning Prep cancelled		
	M.I., cancelled		
	Rouser	...	7-15 a.m.
	Normal classes		
	Project work to end	...	1-00 p.m.
	Lunch P.D.	...	12-00 noon
	Lunch Sr. School	...	1-05 p.m.
	Inter-House boxing finals	...	2-30 p.m.
	Boxing tea	...	4-15 p.m.
	(Staff, wives/husbands & O.S. cordially invited to tea with the finalists)		
	B.D., Jrs. baths	...	4-45 p.m.
	P.D. Show final performance	...	6-00 p.m.
	Supper Sr. School	...	8-00 p.m.
	P.D. Party (P.D. pavement)	...	8-30 p.m.
Sun. 13th	Sunday timings		
	Escorts' meeting (MCR)	...	10-00 a.m.
	Reports handed in to House Staff	...	1-30 p.m.
	Film P.D.	...	2-30 p.m.
	Tea Sr. School	...	4-00 p.m.
	Tea P.D.	...	4-30 p.m.
	Film Sr. School	...	4-30 p.m.
	Supper Sr. School	...	7-15 p.m.
	Staff Club dinner (Art Room)	...	7-45 p.m.

Mon. 14th	Rouser	...	7-00 a.m.
	B.D. baths	...	7-30 a.m.
	Breakfast P.D.	...	8-30 a.m.
	Breakfast Sr. School	...	9-15 a.m.
	End of term Assembly followed by		
	Prize Giving (Barne Hall)	...	10-30 a.m.
	Lunch P.D.	...	12-30 p.m.
	Lunch Sr. School	...	1-30 p.m.
	Mark Registers handed in to Sr. Mistress	...	4-00 p.m.
	Reports handed in to H.M.	...	4-00 p.m.
	Tea P.D.	...	4-00 p.m.
	Tea Sr. School	...	4-30 p.m.
	Supper P.D.	...	6-00 p.m.
	Supper Sr. School	...	7-00 p.m.
	Sr. School Social (Barne Hall)	8-00-11-00	p.m.
Tue. 15th	Home Day		
	(Meal timings & dispersal as per special School Orders)		

**No. 159. INTER—HOUSE CRICKET**

The results are published below for record :—

Siwalik	...	14 pts.	1st
Himalaya	...	13 pts.	2nd
Vindhya	...	12 pts.	3rd
Nilagiri	...	10 pts.	4th

**No. 160. REVISION OF POSTAL TARIFFS**

**1. Letters**

For a weight not exceeding ten grams ... 50 Paise

For every ten grams or fraction thereof, exceeding ten grams ... 20 Paise

**2. Letter Cards**

For a letter card ... 35 Paise

**3. Post Cards Containing Printed Communication**

For a printed postcard ... 25 Paise

There will be no change in the tariffs on other post cards ... 15 Paise

**4. Book, Pattern and Sample Packets**

For the first fifty grams or fraction thereof ... 30 Paise

- For every additional twenty five grams or fraction thereof exceeding fifty grams ... 15 Paise
- 5. Registered Newspapers**
- (a) Single copy  
For a weight not exceeding fifty grams } ... 5 Paise
- For a weight exceeding fifty grams but not exceeding one hundred grams ... 15 Paise
- For every additional one hundred grams or fraction thereof exceeding one hundred grams ... 10 Paise
- (b) Multiple copies (Containing more than one copy of the same issue)
- For a weight not exceeding one hundred grams ... 15 Paise
- For every additional one hundred grams or fraction thereof in excess of one hundred grams ... 10 Paise
- 6. Book Packets Containing Printing Books**
- For the first one hundred grams or fraction thereof ... 15 Paise
- For every fifty grams or fraction thereof in excess of one hundred grams ... 10 Paise
- 7. Concessional Registration fee of 65 paise for Inland V.P. Articles containing Printed Books will be applicable to books the value of which does not exceed Rs. 20/- (instead of the existing Rs. 10/-)**
- 8. Registration Envelopes**
- For each envelope Rs. 3-25+50 Paise Stationery charges. All concerned are requested to take necessary action.

**No. 161. TUCK SHOP TIMINGS**

Following timings will be observed for serving the students of the three Departments, including the serving of T. Shop Slips, with immediate effect :—

<b>B.D.</b>	4-00—5-00 p.m.	Daily on all working days of T. Shop
<b>G.D.</b>	2-00—3-00 p.m.	” ” ” ” ”
<b>P.D.</b>	3-00—4-00 p.m.	” ” ” ” ”

**No. 162. MEDICAL CATEGORY**

The under-mentioned childrens' medical categories are as per following details :—

Jaimal Shergill	SBD	...	Cat. A2 Boxing
Anishinder Grewal	HBD	...	Cat. C
Aman B. Singh	HPD	...	Cat. C
Nevil Wadia	SBD	...	Cat. C
Shiraz Khanna	VBD	...	Cat. C
A. Butail	VBD	...	Cat. A2 Boxing
Sandeep S. Khatra	HBD	...	Cat. A2 Boxing
Sanjeev Dogra	SBD	...	Cat. A2 Boxing
J. Inder S. Shergill	VBD	...	Cat. A2 Boxing/Swimming

S. R. Das  
*Headmaster*

# LAWRENCE SCHOOL SANAWAR

SANAWAR, WEDNESDAY, 9TH JUNE, 1982

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## Part I

163—175

### SPECIAL ORDER

#### Summer Vacation Arrangements—1982.

#### No. 163. 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 from 8-00 a.m. on Tuesday, 15th June, 1982. (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) All children travelling in school parties will also leave on Tuesday 15th June 1982, 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 except school books, if necessary, 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) All Housemasters/Housemistresses are requested to instruct children in their Houses not to lock-up/leave their personal belongings in the dormitory lockers.

(vi) House Staff will please note that all demands in respect of individual children requiring travel money (subject to parents permission) must be put in to the Bursar well in advance, and **in no case later than Thursday, 10th June, 1982 by 11-00 a.m.** 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 Monday, 14th June, 1982 by the School Office.

(vii) 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' journey.**

(viii) 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.

(ix) **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.**

#### **No. 164. ESCORTS' MEETING.**

A meeting of all staff members escorting school parties will be held in the M.C.R. on Sunday, 13th June, 1982, at 10-00 a.m. All such staff members are required to attend.

#### **No. 165. 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.

**No. 166. TRAVELLING DRESS.**

Children travelling in school parties will dress respectably.

**No. 167. 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	} <b>Special note :</b>  Quite a few of these serial numbers have been changed and <i>are not the same as previously</i> . <b>Please note the changes carefully.</b>
3	† Bombay V.T.	
4	* Dehra Dun	
5	Ferozpur	
6	‡ Pathankot	
8	Jammu Tawi	
10	Calcutta	
	(via Saharanpur & Lucknow)	
11	Delhi 'A'	
12	Delhi 'B'	
13	Delhi 'C'	
14	Chandigarh	

† (includes Kurukshetra, Karnal and Panipat.)

\* (includes Ambala Cantt, Saharanpur.)

‡ (includes Ludhiana, Jullundur city, Amritsar and Pathankot)

(ii) Party labels will be available in the School Office fairly soon. House Matrons will soon receive a packet containing these, as per party list details.

**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 Saturday, 12th June, 1982, 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 in **Dehra Dun party** must be ready at B.D. Quad at 5-00 a.m. on 15-6-1982. The same will be loaded on to the **School Bus** and the entire party will move for Kalka at 5-30 a.m.

(vi) Luggage of all children going to **Simla & Chandigarh** must be ready at the **B.D. Quadrangle by 7-30 a.m.** on home day. The Quartermaster will arrange for this luggage to be transported there from departments by the mazdoors and loaded on to the School Jeep (or tractor) which will take the luggage (and if possible, the children), to Garkhal to catch Jagjit Nagar—Solan bus. At Solan bus stand the Party will catch another bus going to Simla. Chandigarh Party will travel by Kasauli—Patiala bus leaving Garkhal at 9-00 a.m.

(vii) Luggage of children going in **Bombay V.T. party** must be ready at the B.D. Quad. by 7-30 a.m. sharp on 15th June, 1982. The Q.M. will arrange for luggage to be transported from deptts. by the mazdoors and loaded on the **H.R.T.C.** bus so that it is ready to move at 9-00 a.m. All members of Bombay V.T. party, will get into this bus, which will leave for Ambala Cantt Rly. Station at 9-00 a.m.

(viii) Luggage of all other children travelling in the remaining school parties must be ready by 7-00 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. 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.

(ix) **Light luggage such as hold-alls suit cases etc., will travel with school parties on the party buses.** The Quartermaster will arrange for the loading of such luggage onto the buses at the B.D. Quad. immediately they arrive. Luggage should be loaded according to the order of departure of parties as given under the heading "Sanawar/Kalka Departure Arrangements." 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 Q.M. will, if necessary; engage one or two trucks, to cart all heavy luggage in one trip. The trucks may leave B.D. Quad. at **12-00 noon**. 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 him. *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.*

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

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

#### **No. 168. ALLOTMENT OF ACCOMMODATION IN TRAINS.**

Mr. Satpal Verma 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.

#### **No. 169. BREAKFAST, LUNCH, TEA, SUPPER PACKETS.**

(i) **Breakfast:**—Dehra Dun party will have their breakfast at Kalka or at Chandigarh. P.D., Simla, Chandigarh and Bombay V.T. parties will have breakfast at 7-00 a.m., and the Senior School at 8-00 a.m.

(ii) **Lunch:**—(a) Bombay V.T. party will have **Lunch** at Ambala Cantt Rly. Station refreshment room, between 12-00 noon and 1-00 p.m. on 15-6-82.

(b) Lunch for the P.D. will be at 12-00 noon and the Senior School, at 12-45 p.m. on home day.

(iii) **Tea:**—Bread/Sandwiches and tea will be served in the C.D.H. at 4-30 p.m. for all members of the Delhi 'A', Jammu Tawi and Pathankot parties, except those who will have walked down.

(iv) **Supper Packets:**—Supper packets (all vegetarian) will be arranged by the school for all children going to Ferozpur, Calcutta, Jammu Tawi Delhi A, Delhi B, Delhi C, Pathankot parties. These will be issued in Gaskell Hall half an hour before parties leave Sanawar for Kalka 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
Ferozpur	... Mr. S.K. Behl	18
Jammu Tawi	... Mr. Mathra Das	18
Pathankot	... Mr. B.C. Katoch	28
Delhi 'A'	... Mr. B.P. Joshi	75
Delhi 'B'	... Mr. Dhani Ram	75
Delhi 'C'	... Mr. K.K. Batish	75
Calcutta	... Mr. S. Ghosh	80

The Quartermaster will arrange for the issue of necessary number of clean baskets of appropriate size to the I/c C.D.H. at 9-30 a.m. on home day.

The I/c C.D.H. will please arrange for the requisite number of supper packets to be ready in Gaskell Hall thirty minutes before the departure of the parties in question.

Quartermasters' representative 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 baskets to the escorts concerned.

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

Mr. J.K. Kohli will kindly arrange for sufficient number of "surahis", for drinking water purposes during rail journey for Bombay V.T. party, and Mr. Satpal Verma will do so for all other parties.

**No. 170. ROLL - CALL AT KALKA.**

Staff I/c 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.

**No. 171. WALKING DOWN TO KALKA [BOYS]**

(i) None will be permitted to walk down from Dehra Dun, Simla, Bombay V.T. and Chandigarh parties.

(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) Those who have been permitted to walk down to Kalka, will not leave B. D. before 1-00 p.m. Housemasters will take a roll-call of all such boys, at 1-00 p.m. The names of any boys not present will be reported immediately to the Bursar in writing.

(iv) Housemasters will only permit those boys to walk down whose names have already been 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.

(v) 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. 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.

**No. 172. RAIL TICKETS FOR SCHOOL PARTIES.**

Tickets for the school parties will be collected by the escorts from the School office on Monday, 14th June, 1982, nearer 12-00 noon.

**No. 173. SANAWAR/KALKA DEPARTURE ARRANGEMENTS**

1. Attached with this Order are detailed lists of all School Parties, a copy of the party programme, and, for escorts only, a copy of the instructions for escorts.

2. The School parties will leave from B. D. Quadrangle, in the following order, on Tuesday, 15th June, 1982. Boys who have been permitted to walk down to Kalka are not included in the programme given below :—

<i>School party</i>	<i>Assemble at B.D. Quad.</i>	<i>Departure from B.D. Quad.</i>	<i>Size of party (including escorts &amp; families)</i>	<i>Transport</i>
Dehra Dun	5-00 a.m.	5-30 a.m.	11	School Bus
Simla	7-20 a.m.	7-40 a.m.	15	By S/Jeep/Tractor
Chandigarh	8-00 a.m.	8-15 a.m.	18	„ S/Jeep/Tractor
Bombay V.T.	8-30 a.m.	9-00 a.m.	74	„ HGT Bus & S/ Bus
Kalka	1-30 p.m.	2-00 p.m.	—	„
Ferozpur	—do—	—do—	11	„
Delhi B	—do—	—do—	45	„
Delhi C	—do—	—do—	56	„
Calcutta	—do—	—do—	48	„
Pathankot	6-00 p.m.	6-30 p.m.	20	„
Jammu Tawi	—do—	—do—	8	„
Delhi A	—do—	—do—	64	„

3. **Dehra Dun party** will travel by School Bus leaving B.D. Quad. at 5-30 a.m. At Kalka it will catch Kalka—Dehra Dun Haryana Roadways Bus leaving Kalka Bus Stand at 7-15 a.m.

4. **Simla party** will travel from Garkhal by HGT Jagjitnagar—Solan Bus, leaving from B.D. Quadrangle at 7-40 a.m., if possible in School Matador upto Garkhal. The luggage will go by Jeep/Tractor.
5. **Chandigarh party** will travel by Pepsu Road Transport Corp. Bus from Garkhal at 0900 hours; the party will walk down upto Garkhal to catch the P.R.T.C. Bus leaving B.D. Quad. at 0815 hrs. The luggage will go to Kasauli, by Bus/Jeep/Tractor.
6. **Bombay V.T. party** will travel by HGT Bus from B.D. Quad. at 9-00 a.m. upto Ambala Cantt. The School Bus may have to go to Ambala Cantt, with the over flow of students and luggage. From Ambala Cantt, the party will travel in one extra second Class ordinary or sleeper coach, by 58 Dn, Amritsar—Dadar express leaving Ambala Cantt at 15-25 hours.
7. **Kalka, Ferozpur, Delhi B, Delhi C & Calcutta parties** will travel by H.G.T. buses from B.D. Quad. up to Kalka. From Kalka all these parties (except Kalka party) will travel in train service/extra coaches attached to 87 Dn. Chandigarh Express, leaving Kalka at 1920 hours.
8. **Jammu Tawi party** will travel in HGT bus from B.D. Quad. upto Kalka. From Kalka, the party will travel in first class train service coach by 35 Dn. Simla Mail, leaving Kalka at 2120 hours.
9. **Pathankot party** will travel in HGT Bus from B.D. Quad. upto Kalka. From Kalka, the party will travel in 2nd class sleeper coach in train service by 35 Dn. Simla Mail, leaving Kalka at 2120 hours.
10. **Delhi A party** will travel in H. G. T. bus, and if necessary in School bus from B.D. Quad. upto Kalka. From Kalka, the Delhi A will travel in one extra 2nd class three-tier sleeper coach, by 2 Dn. Kalka—Delhi—Howrah Mail, leaving Kalka at 2345 hours.
11. The School Bus, after leaving Dehra Dun party at Kalka, will return to Sanawar, by 8-00 a.m. If it arrives by 8-00 a.m., then it will go to Kasauli with Chandigarh party luggage, do transshipment of the luggage on to the P.R.T.C. Kasauli—Patiala Bus. and return immediately. If necessary, it may have to go to Ambala Cantt with Bombay

V.T. party luggage, otherwise the bus will proceed to Kalka, with part of Delhi A party, leaving B.D. Quad. at 6-30 p.m. There at Kalka, it will await for further instructions from Mr. Mukherji.

12. 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.

13. 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.

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

**No. 174. WEEKLY OFF DAY**

Sunday the 13th June 1982 will be a full working day, in view of the term ending rush of work ; in lieu thereof, Tuesday, the 22nd June 1982, will be observed as a holiday. Heads of Departments requested to take necessary action in this connection.

**No. 175. NEXT TERM**

The next term will begin on Thursday, 15th July, 1982, all children must be back by 5-00 p.m. on that day.

S. R. Das  
Headmaster.

**LAWRENCE SCHOOL ORDERS****Sanawar Friday 11th June 1982****Part I**

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**No. 176. PROGRAMME****June**

Fri. 11th	Subject reports handed into Form staff	... 11-00 a.m.
	P.D. show 1st performance	... 4-30 p.m.
	(Upper IV and downwards to attend)	
	Afternoon activities for U-IV and downwards cancelled (ownwards)	... 3-55 p.m.
	Tea U-IVs & L-IVs	... 4-00 p.m.
	B D. baths	... 5-20 p.m.
	Evening Prep cancelled	
	Supper P.D.	... 6-30 p.m.
	Supper Sr. School	... 7-30 p.m.
Sat. 12th	Morning Prep cancelled	
	M.I., cancelled	
	Rouser	... 7-15 a.m.
	Normal classes	
	Weighing & measuring P.D.	... 11-00 a.m.
	Project work to end	... 1-00 p.m.
	Lunch P.D.	... 12-00 noon
	Lunch Sr. School	... 1-05 p.m.
	Inter-House boxing finals	... 2-30 p.m.
	Boxing tea	... 4-15 p.m.
	(Staff, wives/husbands & O.S. cordially invited to tea with the finalists)	
	B.D., Jrs. baths	... 4-45 p.m.
	P.D. Show final performance	... 6-00 p.m.
	Supper Sr. School	... 8-00 p.m.
	P.D. Party (P.D. pavement)	... 8-30 p.m.
Sun. 13th	Sunday timings	
	Escorts' meeting (MCR)	... 10-00 a.m.
	Weighing & measuring B.D. :	
	Him.	... 10-00—10-30 a.m.
	Nil.	... 10-30—11-00 a.m.
	Siw.	... 11-00—11-30 a.m.
	Vin.	... 11-30—12-00 noon



## Weighing &amp; measuring G.D. :

Him.	...	12-15—12-40 p.m.
Nil.	...	12-40— 1-05 p.m.
Siw.	...	1-05— 1-30 p.m.
Vin.	...	2-15— 2-40 p.m.

Note : R.M.O. desires that a member of staff accompany each House with the House list in duplicate.

	Reports handed in to House Staff	...	1-30 p.m.
	Film P.D.	...	2-30 p.m.
	Tea Sr. School	...	4-00 p.m.
	Tea P.D.	...	4-30 p.m.
	Film Sr. School	...	4-30 p.m.
	Supper P.D.	...	6-15 p.m.
	Supper Sr. School	...	7-15 p.m.
	Staff Club dinner (Art Room)	...	7-45 p.m.
Mon. 14th	Rouser	...	7-00 a.m.
	B.D. baths	...	7-30 a.m.
	Breakfast P.D.	...	8-30 a.m.
	Breakfast Sr. School	...	9-15 a.m.
	End of term Assembly followed by Prize Giving (Barne Hall)	...	10-30 a.m.
	Lunch P.D.	...	12-30 p.m.
	Lunch Sr. School	...	1-30 p.m.
	Mark Registers handed in to Sr. Mistress	...	4-00 p.m.
	Reports handed in to H.M.	...	4-00 p.m.
	Tea P.D.	...	4-00 p.m.
	Tea Sr. School	...	4-30 p.m.
	Supper P.D.	...	6-00 p.m.
	Supper Sr. School	...	7-00 p.m.
	Sr. School Social (Barne Hall)	8-00—11-00	p.m.
Tue. 15th	Home Day (Meal timings & dispersal as per special School Orders)		

## No. 177. HODSON RUN—1982

The results of Hodson Run finals held on 6th June 1982 are published below for record :

**B.D.**

1st	Nilagiri	...	... 163 pts.
2nd	Vindhya	...	... 85 pts.
3rd	Siwalik	...	... 73 pts.
4th	Himalaya	...	... 61 pts.

**G.D.**

1st	Himalaya	...	... 118 pts.
2nd	Vindhya	...	... 93 pts.
3rd	Nilagiri	...	... 69 pts.
4th	Siwalik	...	... 48 pts.

**P.D.**

1st	Nilagiri	...	... 65 pts.
2nd	Vindhya	...	... 61 pts.
3rd	Himalaya	...	... 51 pts.
4th	Siwalik	...	... 50 pts.

**No. 178. SUMMER VACATION**

The School will close on Tuesday, 15th June, 1982 for the summer vacation, and will reopen on Thursday, 15th July 1982 on which date all children must be back in the School, by 5-00 p.m.

A detailed **Special Order** in connection with the Summer Vacation School parties' arrangements has been published separately.

**No. 179. RUSSIAN PIONEER CAMP AT SANAWAR**

This Camp is being held at Sanawar from 18-6-1982 to 8-7-1982. Relevant detail will soon be circulated to all the staff concerned.

**No. 180. STAFF FAMILIES' RATIONS ETC., DURING VACATION**

With effect from 16th June, 1982, the following arrangements have been made to meet the requirements of 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 from 11-00 a.m. to 2-00 p.m. on Monday, Wednesday and Saturday.

**Eggs**

Eggs will be on sale at the Tuck Shop as usual.

**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.

**No. 181. SWEEPERS OFFS**

The R.M.O is the authority for fixing/regulating all sweeper's weekly offs. The R.M.O. will also arrange for a relief.

Sweepers attached to dormitories or kitchen will inform, well in time, about their 'offs' to their respective Heads of the Deptt. Changes in the 'offs' will normally be not done and in any case not without the consent of their Heads of Deptt.

**No. 182. STOCK REQUIREMENTS—SECOND TERM 1982**

All stock-holders will please send in their requirements for the **Second Term** of 1982 [15th July to 15th Nov. '82], by filling in their expendable and non-expendable indent books and send these indent books to the Bursar latest by 14th June, 1982. They are requested to please give the details of proper sizes, weight, etc., along with their indent books.

Only in very exceptional circumstances a second indent during the second term will be considered.

**No. 183. TUCKSHOP HOURS DURING VACATION**

The Tuckshop will open throughout the vacation from 11-00 a.m.—2-00 p.m. on Monday, Wednesday and Saturday.

**No. 184. CORRIGENDUM**

Ref. S.O. No. 162 dated 4-6-1982

Jai Inder Shergill (SBD) is in medical category A1 and not in A2.

**No. 185. CINEMA**

The film **C H A M P** will be shown in Barne Hall at 2-30 p.m. for P.D. and at 4-30 p.m. for Senior School on Sunday, 13th June, 1982.

S. R. Das  
Headmaster

**LAWRENCE SCHOOL ORDERS****Sanawar Wednesday 14th July 1982****Part I**

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**No. 186. WELCOME**

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

**No. 187. PROGRAMME****July**

Thu. 15th	School re-opens	
	Kit issued	
	Breakfast	8-30-10-00 a.m.
	Lunch	1-00--2-00 p.m.
	Tea P.D.	... 4-00 p.m.
	Tea Sr. School	... 4-30 p.m.
	House Masters/Mistresses meeting (H.M's House)	... 6-00 p.m.
	Supper P.D.	... 6-15 p.m.
	Supper Sr. School	... 7-15 p.m.
	Lights out	... 9-30 p.m.
Fri. 16th	P.T. Cancelled	
	Rouser	... 7-00 a.m.
	M.I. cancelled	
	1st School	... 7-50 a.m.
	Breakfast	... 8-35 a.m.
	Opening of term Assembly	... 9-15 a.m.
	Normal routine including games/hobbies & Prep resumed	
Sat. 17th	Morning Prep. cancelled	
	Rouser	... 7-00 a.m.
	Normal routine continued	
	M.I. GD	... 7-30 a.m.
	M.I. BD	... 7-40 a.m.
	Tutorial meetings	5-35--6-35 p.m.
	B.D. baths	... 6-40 p.m.

	Supper P.D.	... 6-15 p.m.
	Supper Sr. School	... 7-20 p.m.
Sun. 18th	Sunday timings	
	Tea P.D.	... 3-20 p.m.
	Film P.D.	... 3-45 p.m.
	Tea Sr. School	... 4-40 p.m.
	Film Sr. School	... 5-45 p.m.
	Supper P.D.	... 6-15 p.m.
	Supper Sr. School	... 7-15 p.m.
Mon. 19th	P.T. resumed	
	Rouser (daily)	... 6-00 a.m.
Wed. 21st	Prep cancelled	
	SUPW	4-40—6-10 p.m.
	B.D. baths	... 6-20 p.m.
	Supper P.D.	... 6-15 p.m.
	Supper Sr. School	... 7-15 p.m.
Sat. 24th	Morning Prep	6-40—7-40 a.m.
	M.I. GD	... 7-30 a.m.
	M.I. BD	... 7-40 a.m.
	Tutorial meetings	5-35—6-35 p.m.
	B.D. baths	... 6-40 p.m.
	Supper P.D.	... 6-15 p.m.
	Supper Sr. School	... 7-20 p.m.
Sun. 25th	Sunday timings	
	Tea P.D.	... 3-20 p.m.
	Film P.D.	... 3-45 p.m.
	Tea Sr. School	... 4-40 p.m.
	Film Sr. School	... 5-45 p.m.
	Supper P.D.	... 6-15 p.m.
	Supper Sr. School	... 7-15 p.m.

#### No. 188. 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 for their not being able to join the School in time, latest by Sat. 17th July, 1982 1-00 p.m.

**No. 189. RETURN SCHOOL PARTIES JULY, 1982**

Escorts Incharge of All Return School parties are requested to communicate in writing, to the Bursar by 17th July 1982 about unusual situations and 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. 190. NEW ADMISSIONS—RECEPTION**

Most of the new admissions will take place on 16th July. All new parents on their arrival will be guided to the School Office. C.D.H. Incharge will arrange for tea and biscuits to be available for parents at the School Office from 9-30 a.m. to 12-30 p.m. and from 3-00 p.m. to 4-00 p.m., as per details given in another circular, dated 13-7-1982 sent to him separately.

Mr. Katoch will be on duty from 9-00 a.m. to 1-00 p.m. at the Bakery to guide parents on the reception date. After having completed all financial and other formalities, the parents will be sent to the House Matrons concerned, who only on production of a copy of New Admission Sheet, duly signed by the Headmaster or Bursar, will admit the child in the dormitory. The parents will also meet the Housemaster/Housemistress concerned before they leave Sanawar.

**No. 191. NEW ADMISSION—RATIONS**

New children will be arriving as detailed below, and in all likelihood parents accompanying them will require lunch and in some cases, tea. Would I/c C.D.H. please indent for three extra rations per new admission from the Quartermaster to enable parents to have lunch/tea in the C.D.H. :—

	B.S.	G.S.	P.S.B.	P.S.G.
15th July	2	—	—	—
16th July	11	5	4	1
19th July	7	—	—	—

**No. 192. DEPOSIT OF CASH IN SCHOOL OFFICE**

Following timings be adhered to, with respect to deposits/withdrawals at the School Cashier's counter :—

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

No cash dealings, however, will be done by the School Office/Cashier on the monthly pay day.

**No. 193. DAY SCHOLARS— ATTENDANCE IN KITCHEN**

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 C.D.H. and state in respect of each child :

- (a) which meals (also veg. or non-veg.) he/she will be taking,
- (b) Date from which this will come into effect.

Staff may kindly note that their decision to this effect will be in force up to the end of this term.

**No. 194. 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, 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 a discrepancy; the office cannot make good any subsequent alleged deficiencies.

**No. 195. TROPHIES, MEDALS, ETC.**

All Staff concerned are requested to send in their requirement slips to the Bursar with regard to Trophies, cups, medals, etc., **at least two days in advance** of the date on which these are required.

**No. 196. STATE BANK OF PATIALA IN THE SCHOOL**

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

Mondays to Fridays	...	11-00 a.m.—3-00 p.m.
Saturdays	...	12-00 noon—2-00 p.m.
Sundays & Bank Holidays	...	Closed

**No. 197. SCHOOL PROPERTY ON LOAN FROM QM STORES**

It has been brought to my notice that Staff do not return various things received by them on loan from Quartermaster's Stores. For obvious reasons it is necessary that these should be returned immediately the purpose, for which they were borrowed, is over. With regard to items of furniture, such as beds, mattresses, etc., it will now be necessary for Staff to specify on their requisition slips to QM, the dates during which these items are required.

**No. 198. SCHOOL BUS**

When the School Bus goes out on School Duty, it is regretted that it will not be possible to permit Staff (or any of their family members) to go in the School Bus, without prior permission of Bursar.

**No. 199. STAFF VISITS TO BURSAR**

All staff are requested to reduce their visits to the minimum, and observe the following timings :—

Mondays to Saturdays ... 12-00—1-00 p.m.

**No. 200. LOW MEDICAL CATEGORY STUDENTS**

It has been brought to my notice that a number of children placed in low-medical categories, (carrying restrictions/exemption from their participation in games and other physical activities) are not observing specified instructions. This can cause serious problems. Will the staff concerned, therefore, please take care to adhere strictly to the "Low Medical Category" list published in the Special School Order No. 63 dated 25-2-82, and also take into consideration the 'Upgrading—Downgrading' of medical categories of children published in School Orders from time to time.

**No. 201. M.I. TIMINGS OF SUNDAYS & HOLIDAYS**

On Sundays and Holidays M.I. timings for the entire School will be at 9-30 a.m. to 10-00 a.m., in School Hospital.

**No. 202. HOSPITAL TIMINGS**

The revised hospital Out Door Patients timings are as given below :

8-30 a.m. to 1-00 p.m.	} Children of the School
4-00 p.m. to 5-00 p.m.	
8-30 a.m. to 11-30 a.m.	} For all others
4-30 p.m. to 5-00 p.m.	

**No. 203. CINEMA**

The film *ATOMIC WAR ADVENTURE* will be shown in Barne Hall at 3-45 p.m. for P.D. and at 5-45 p.m. for Senior School on Sunday, 18th July, 1982.

S. R. Das  
*Headmaster*



# LAWRENCE SCHOOL ORDERS

Sanawar Tuesday 20th July 1982

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Part I  
204—208

## SPECIAL ORDER

### No. 204. APPOINTMENT OF PREFECTS/HELPERS

Following appointments, of Prefects/Helpers have been made with effect from 16-7-82 :—

Head Boy	...	...	...	Vivek Kaul
Head Girl	...	...	...	Seema Jamwal
M.I. Prefect	...	...	...	R. Jamwal

#### Boys Department

<i>H.B.D.</i>	House Captain	...	Pankaj Sapru
	School Prefect	...	Masachuba
	House Prefects	...	Jagjit Singh
		...	Deepinder Rathore
<i>N.B.D.</i>	House Captain	...	Kim Sinha
	School Prefect	...	Ranojoy Datta
	House Prefects	...	Jagatbir Singh
		...	Ranvir S. Dhillon
<i>S.B.D.</i>	House Captain	...	Ajeet Bajaj
	School Prefect	...	Gurinder Mann
	House Prefects	...	Mahesh Srivastava
		...	Amandeep Jabbi
<i>V.B.D.</i>	House Captain	...	R. Rawley
	School Prefect	...	Harpal Maini
	House Prefects	...	Amit Kishore
		...	Sandeep Chadha

#### Girls Department

	M.I. Prefect	...	Supreeta Pal Singh
<i>H.G.D.</i>	House Captain	...	Tandip Singh
	House Prefect	...	Gunveet Sethi
<i>N.G.D.</i>	House Captain	...	Jyoti Chahar
	House Prefect	...	Kalpna Sinha
<i>S.G.D.</i>	House Captain	...	Suishta Sehgal
	House Prefect	...	Shalin Kaintal
<i>V.G.D.</i>	House Captain	...	Payal Matta
	House Prefect	...	Navkiran Dhillon

<i>Duty</i>		<i>Name</i>
<i>(Helper / Asstt.)</i>		
<i>( of   to )</i>		
Head boy/girl & Asstt. to H.M.	...	Vivek Kaul
	...	Seema Jamwal
D.H.M.	...	Dhyan Mayadas
	...	Divya Bhasin
Sr. Mistress	...	Hardeepak Sidhu
C.D.H.	...	H.S. Sangha
	...	Ajai Maira
	...	Sandeep Mehta
	...	Amolak Gill
	...	K. Randeep
	...	Kanika Kapur
	...	Kavita Singh
	...	Geetanjali Rajwade
Games	...	Arvinder Dhaliwal
	...	Vivek Sud
	...	Shalini Bhoyar
	...	Shabnam Tangri
Hobbies	...	Sanjay Agarwal
	...	Manu Talwar
	...	Ziya Ghandy
Estate Tidiness	...	Harinder Singh
	...	Udayant Malhotra
	...	Vikram Grewal
	...	Sanjeev Sharma
	...	Simran Khatra
Expeditions	...	Ravi Subba
	...	Ranobir Datta
Library	...	Naresh Chauhan
	...	Roy Sinai
	...	Vibhu Sabharwal
	...	Sonia Gupta
Socials	...	S.K. Sharma
	...	Geetika Gupta
SUPW	...	Alam S. Khara
	...	Sangeet Kapoor

Costumes	...	...	Rohit Thawani
	...	...	Geetinder Kaur
Chapel	...	...	Pawan Gulati
	...	...	Sanjeev Modi

#### No. 205. HOUSE TUTORS

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

#### Boys Department

<i>Himalaya</i>	<i>Nilagiri</i>
Dr. Dhillon Housemaster	Mr. Solomon Housemaster
Mr. Joshi	„ Puri
„ Bhalerao	„ Ghosh
„ Kapur	„ Kanwar
„ K.J. Parel Housemaster	„ Abraham Housemaster
„ Idris	„ Randhawa
„ Mukherji	„ Bhardwaj
„ Sukhwinder Singh	„ Prajapati
„ Chahal	„ Duli Chand
„ Dhani Ram	
<i>Siwalik</i>	<i>Vindhya</i>
Mr. Batish Housemaster	Mr. Sequeira Housemaster
Dr. Gupta	„ M.J. Parel
Mr. Sandhu	„ Dwivedi
„ Matharu Housemaster	„ Kohli Housemaster
Dr. Sharma	„ Khalid
Mr. Kalra	„ Sengupta
„ Williams	„ Katoch
„ Malaviya	

#### Girls Department

<i>Himalaya</i>	<i>Nilagiri</i>
Mrs. Rawal Housemistress	Mrs. Solomon Housemistress
„ Tangri	„ Sudha Aurora
„ Matharu	Miss K. Bakshi
	„ V. Gore

<i>Siwalik</i>	<i>Vindhya</i>
Mrs. Rajwinder Kaur Housemistress	Mrs. Khan Housemistress
„ L. Parel	Miss A. Chopra
„ Robinson	„ D. Aurora

**No. 206. LEAVE PASSES TO SUBORDINATE STAFF**

Some staff members are not aware that whenever a member of the Subordinate 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 thereafter send the Leave Pass back to the School Office for necessary action and record there.

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

**No. 207. HOLIDAY**

Friday, 23rd July, 1982, will be observed as a holiday on account of Id-ul-Fittar by the School children.

**No. 208. HEALTH INSURANCE SCHEME**

(Ref : S.O. No. 212 dated 7-8-1981) is reproduced below for information of all concerned.

The revised rules of School Medical Health Scheme effective from 1-8-1981 are as follows.

### SCHOOL MEDICAL HEALTH SCHEME RULES

1. The membership of this scheme is open to all probationary and permanent employees of this school and their family members including dependents who permanently live with them.
2. The membership of this scheme is compulsory for all boarder students.
3. The Scheme will cover all its members (except the boarder students for whom the coverage is only during term-time) throughout the period of their membership.
4. The minimum period of joining the scheme is one School Financial Year (presently is from January to December).
5. The present rate of subscription is Rs. 75/- per head per year. In the case of boarder students this will be payable in lump-sum whereas in the case of others this will be recovered from their pay in ten equal instalments. Staff joining school employment during the financial year will be charged subscription from the date of joining duty. For others the charges payable will be Rs. 75/- per head even though they join the scheme during the financial year; the benefit cover, however, will commence from the date of joining the scheme.
6. The Scheme will cover :—
  - (a) Charges on account of hospitalisation, food expenses for the patient while the patient has been sent outside school hospital, including medical investigation and treatment.
  - (b) Charges for routine pathological examinations such as blood, stool, urine, sputum, etc.
  - (c) Charges on account of X-ray examination.
  - (d) Charges for setting of serious fractures and connected expenses.
  - (e) The cost of medicines and drugs not normally stocked in the school hospital.
  - (f) Annual eye and dental examinations as arranged in the school hospital, including refraction, dental extractions, dental fillings.

- (g) A maximum of Rs. 1500 towards cost of surgical operations arranged by the school authorities will be payable.
7. The scheme will not cover :—
- (a) Cost of any artificial aid or appliances such as spectacles, dentures, braces, hearing aids, etc.
  - (b) Plastic surgery.
  - (c) All expenses incurred on the escort either arranged by the school or by the employee concerned.
  - (d) All expenses on transport.
8. The scheme will give cover to its members only if the treatment specified above is under the directions of the School R.M.O. No claim for treatment expenses will be entertained if the treatment is recommended by any other authority. All claims for reimbursement must be submitted on the prescribed form duly supported with cash memos, vouchers, medical reports, X-ray films, etc., to the School R.M.O. Claim for reimbursement of treatment expenses incurred by a member, while on leave, will be subject to the scrutiny and recommendations of the R.M.O.

These rules supercede all previous rules of the Scheme published earlier in School Orders.

Those who wish to join the Scheme can do so, by sending a note to the Bursar, in this connection.

All concerned are requested to take necessary action.

S. R. Das  
*Headmaster*

**LAWRENCE SCHOOL ORDERS****Sanawar Friday 23rd July 1982****Part I**

209—212

**No. 209. PROGRAMME****July**

<b>Fri. 23rd</b>	<b>Id-ul-Fittar (Academic holiday)</b>	
<b>Sat. 24th</b>	<b>Morning Prep</b>	6-40—7-40 a.m.
	<b>M.I. GD</b>	... 7-30 a.m.
	<b>M.I. BD</b>	... 7-40 a.m.
	<b>Tutorial meetings cancelled.</b>	
	<b>Founder's meeting (MCR)</b>	... 5-30 p.m.
	<b>B.D. baths</b>	... 5-30 p.m.
	<b>Supper P.D.</b>	... 6-15 p.m.
	<b>Supper Sr. School</b>	... 7-15 p.m.
<b>Sun. 25th</b>	<b>R S I S (India) group arrives</b>	... 8-00 a.m.
	<b>Class X (U-V) passport photographs</b>	
	<b>(Birdwood)</b>	... 10-00 a.m.
	<b>Sunday timings</b>	
	<b>Tea P.D.</b>	... 3-20 p.m.
	<b>Film P.D.</b>	... 3-45 p.m.
	<b>Tea Sr. School</b>	... 4-40 p.m.
	<b>Film Sr. School</b>	... 5-45 p.m.
	<b>Supper P.D.</b>	... 6-15 p.m.
	<b>Supper Sr. School</b>	... 7-15 p.m.
<b>Mon. 26th</b>	<b>R S I S group goes for village development programme</b>	... 9-00 a.m.
	<b>Weighing P.D.</b>	
<b>Tue. 27th</b>	<b>Weighing B.D. :—</b>	
	<b>Himalaya</b>	2-00—2-30 p.m.
	<b>Nilagiri</b>	2-30—3-00 p.m.
	<b>Siwalik</b>	3-00—3-30 p.m.
	<b>Vindhya</b>	3-30—4-00 p.m.
	<b>(Boys will attend afternoon activities before/after weighing)</b>	
<b>Wed. 28th</b>	<b>Weighing G.D. :—</b>	
	<b>Himalaya</b>	2-00—2-20 p.m.
	<b>Nilagiri</b>	2-20—2-40 p.m.
	<b>Siwalik</b>	2-40—3-00 p.m.

	Vindhya	3-00—3-20 p.m.
	(Girls will attend afternoon activities before/after weighing)	
	Prep cancelled	
	SUPW	4.40—6-10 p.m.
	B D. baths	... 6-20 p.m.
	Supper P.D.	... 6-15 p.m.
	Supper Sr. School	... 7-15 p.m.
Sat. 31st	Morning Prep	6-40—7-40 a.m.
	M.I. GD	... 7-30 a.m.
	M.I. BD	... 7-40 a.m.
	Tutorial meetings	5-35- 6-35 p.m.
	B.D. baths	... 6-40 p.m.
	Supper P.D.	... 6-15 p.m.
	Supper Sr. School	... 7-15 p.m.
<b>August</b>		
Sun. 1st	Class XII (U-VI) passport photographs (Birdwood)	... 10-00 a.m.
	Sunday timings	
	Tea P.D.	... 3-20 p.m.
	Film P.D.	... 3-45 p.m.
	Tea Sr. School	... 4-40 p.m.
	Film Sr. School	... 5-45 p.m.
	Supper P.D.	... 6-15 p.m.
	Supper Sr. School	... 7-15 p.m.

**No. 210. ASSESSMENT MEETING**

The first assessment meeting of this term will be held in MCR at 5-30 p.m. on Tuesday 17th August 1982.

**No. 211. MEDICAL CATEGORIES**

The under-mentioned children are now placed in the medical categories as per following details :—

N. Pruthi	HBD	... Cat. 'C' No P.T.
G.S. Chug	SBD	... " "
Munisha Anand	NGS	... " , No P.T.

**No. 212. CINEMA**

The film SON OF ZORRO will be shown in Barne Hall at 3-45 p.m. for P.D. and at 5-45 p.m. for Senior School on Sunday, 25th July, 1982.

S. R. Das  
Headmaster



**LAWRENCE SCHOOL ORDERS**

Sanawar Friday 30th July 1982

**Part I**

213—218

**No. 213, PROGRAMME****July**

Sat. 31st	Morning Prep	6.40—7.40 a.m.
	M.I. GD	... 7.30 a.m.
	M.I. BD	... 7.40 a.m.
	Tutorial meetings	5.35—6.35 p.m.
	B.D. baths	... 6.40 p.m.
	Supper P.D.	... 6.15 p.m.
	Supper Sr. School	... 7.20 p.m.
	G.K. Quiz competition (UIV & LIV)	... 8.00 p.m.

Note: Jr. House prefects for B.D. will also attend

**August**

Sun. 1st	Class XII (U-VI) passport photographs (Birdwood) ... ..	... 10.00 a.m.
	Tea P.D.	... 3.20 p.m.
	Film P.D.	... 3.45 p.m.
	School Soccer XI vs. 14 GTC, Subathu	... 4.30 p.m.
	Tea Sr. School	... 4.40 p.m.
	Film Sr. School	... 5.45 p.m.
	Supper P.D.	... 6.15 p.m.
	Supper Sr. School	... 7.15 p.m.
Wed. 4th	Raksha Bandhan	
	1st School will be cut down by 10 minutes	
	Brothers & Sisters to meet in Birdwood for tying Rakhis ... ..	... 7.40 a.m.
	1st School commences	... 8.00 a.m.
	Prep cancelled	
	SUPW	4.40—6.10 p.m.
	B D. baths	... 6.20 p.m.
	Supper P.D.	... 6.15 p.m.
	Supper Sr. School	... 7.15 p.m.

Sat.	7th	Morning Prep	6-40—7-40 a.m.
		M.I. GD	... 7-30 a.m.
		M.I. BD	... 7-40 a.m.
		Tutorial meetings	5-35—6-35 p.m.
		B.D. baths	... 6-40 p.m.
		Supper P.D.	... 6-15 p.m.
		Supper Sr. School	... 7-15 p.m.
		Performance by the Dramatic Club	8-00—9-00 p.m.
Sun.	8th	Tea P.D.	... 3-20 p.m.
		Film P.D.	... 3-45 p.m.
		Proposed outside 1st XI Soccer fixture	... 3-30 p.m.
		Tea Sr. School	... 4-40 p.m.
		Film Sr. School	... 5-45 p.m.
		Supper P.D.	... 6-15 p.m.
		Supper Sr. School	... 7-15 p.m.

#### No. 214. FOUNDER'S DUTIES—1982

Athletics (Organisation)	...	Mr. K. K. Batish I/c. M/s Sukvinder Singh, M.S. Sandhu, Williams, Kapur, Mrs. Rawal (G.D.), Miss Randhawa, Mr. & Mrs. Wal (P.D.).
Colours Parade	...	M/s B. Singh, Dhani Ram, Onkar Singh & Katoch.
<b>School Concert :</b>		
(i) Hindi Play	...	Dr. Gupta
(ii) Orchestra	...	Mr. Sengupta
(iii) Dances	...	Mrs. Tangri
(iv) Gap fillers	...	Mr. Katoch & Mr. Sengupta
I/c Co-ordination	...	Mr. U.P. Mukherji
Stage Management	...	Dr. Dhillon, Miss Bakshi, & Mr. Bharadwaj
P.D. Concert	...	Mrs. Rampal & P.D. Staff
A D.S.	...	Mr. B. Singh
Stage Management	...	Mr. Dwivedi & Mr. Idris
<b>Tattoo :</b>		
(i) I/c co-ordination & Mike	...	Mrs. Channa
(ii) P.T., & Gym.	...	M/s Dhani Ram & Onkar Singh

(iii) Bugle Band	...	Mr. Katoch
(iv) Folk Dance	...	Mrs. Tangri
(v) Figure Marching	...	Mrs. Das I/c Mr. Joshi & Mr. Abraham
(vi) Coffee	...	Mrs. Khan, Miss Chopra, Mrs. Robinson & Mrs. Harkirat Kaur.
<b>Exhibition</b>		
(i) Arts & Crafts	...	Hobbies Staff
(ii) Camps	...	Mr. Solomon
(iii) SUPW & Projects	...	Mr. M.J. Parel & Mr. Kalra
(iv) P.D.	...	Mrs. Rampal & P.D. Staff
Parents coffee ( <i>Athletics</i> )	...	Major Menon and the Kitchen helpers
Cold drinks/Ice cream ( <i>Athletics</i> )	} ...	Mr. Sethi
O.S. Basket-Ball	...	Miss Bakshi
,, Hockey	...	Dr. Gupta
,, Dinner	...	Mrs. Channa & Major Menon
Decorations	...	Mr. Gore I/c., Mrs. Das & Mr. Charanjit Singh
Fete Organisation Committee	...	{ Mrs. Das, Dr. Dhillon and Mrs. Solomon (Co-ordination will be done by Dr. Dhillon)
Sound Equipment	...	Mr. Subhash Gupta
I/c O.S. Accommodation (Boys)	} ...	Mr. K.J. Parel
I/c O.S. Accommodation (Girls)	} ...	Mrs. L.M. Parel
<b>Seating</b>		
(i) A.D.S.	...	Mrs. Joseph I/c & P.D. Staff
(ii) School Concert	...	Mr. Kohli I/c & B.D. Staff
(iii) P.D. Concert	...	Mrs. Gurdev Singh I/c & G.D. Staff
(iv) Tatoo	...	Mr. Solomon, Mr. Sequeira, & Dr. Sharma
(v) Parade & Speeches	...	M/s Abraham, Batish & 2 P.D. Staff.
I/c Barne Hall	...	Mr. Randhawa
I/c Costume Room & make up	} ...	Mr. Abraham
Nursery	...	One P.D. Matron & two Ayahs
Checking Invitation Cards...	...	M/s Joshi, Khalid & Puri

**No. 215. IMPORTANT DATES FOR THE FOUNDER'S TERM****August**

- Wed. 4th Raksha Bandhan (Holiday for administrative Staff only)
- Sun. 8th: Proposed outside Soccer fixture
- Thu. 12th Janam Ashtami (Holiday)
- Sat. 14th School Soccer Colts & Atoms vs B.C.S. Simla (Home)  
Independence eve Saff Club dinner
- Sun. 15th Independence Day
- Mon. 16th B.D. I-H Soccer tournament commences  
G.D. I-H Tennis-badminton tournament commences
- Tue. 17th Assessment meeting
- Wed. 18th I-H Soccer concludes
- Sat. 21st School Soccer 1st XI vs P.P.S. (home)  
School Soccer Colts & Atom vs P.P.S. (away)
- Sun. 22nd School Soccer 1st XI vs Y.P.S (home)  
School Soccer Colts & Atoms vs Y.P.S (away)
- Mon. 23rd Founder's preparation programme comes into effect

**September**

- Sun. 5th Teachers' Day
- Mon. 27th Assessment meeting  
Dussehra (holiday for administrative staff only)
- Tue. 28th Founder's rehearsals programme comes into effect.
- Thu. 30th P.D. Concert & Senior School Concert 1st performances  
Tattoo 1st performance

**October**

- Fri. 1st A.D.S first performance
- Sat. 2nd Gandhi Jayanti  
I-H Athletics meet  
A D S performance
- Sun. 3rd O.S. matches  
P.D. concert  
Tattoo
- Mon. 4th FOUNDER'S DAY  
Parade and Speeches  
School concert  
O.S. Dinner and dance
- Tue. 5th Fete  
Founder's holidays begin (12-00 noon)

- Sat. 9th Inter-Public Schools athletics meet (boys)—Rai  
 Sun. 10th Children return from Founder's holidays  
 Mon. 11th Festival hockey match  
 Tue. 12th Hockey season commences  
 Fri. 15th Diwali eve Dinner  
 Sat. 16th Diwali (Holiday)  
 Sun. 17th I-H shooting finals  
 Sun. 24th Proposed outside hockey fixture  
 Sun. 31st Proposed outside hockey fixture

**November**

- Mon. 1st House & teams photographs  
 Guru Nanak's birthday (holiday)  
 Sat. 6th } Hockey vs Auckland (G.D)—Hockey vs B.C.S (B.D)  
 Sun. 7th }  
 Mon. 8th Subject reports handed in to Form Staff  
 Tue. 9th } P.T/Gym competition (B.D & G.D.)  
 Wed. 10th }  
 Thu. 11th I-H hockey (B.D & G.D) commences  
 Fri. 12th Assessment meeting  
 Sat. 13th Marks handed in to Form Staff  
 Staff Club meeting followed by dinner  
 Sun. 14th End of Term Assembly  
 Escorts' meeting  
 Reports handed in to House Staff  
 Carol Singing  
 Mon. 15th HOME DAY  
 Form registers handed in to Sr. Mistress

**No. 216. MEDICAL CATEGORY**

Sudanshu Saigal SBD ... Cat. C No P.T.

**No. 217. ADMINISTRATIVE HOLIDAY**

Wednesday, the 4th August, 1982, will be observed as a holiday by the Administrative Staff on account of Raksha Bandhan.

**No. 218. CINEMA**

The film MILLION DOLLAR BANK ROBBERY will be shown in Barne Hall at 3-45 p.m. for P.D. and at 5-45 p.m. for Senior School on Sunday, 1st August, 1982.

S. R. Das  
 Headmaster

**LAWRENCE SCHOOL ORDERS**

Sanawar Friday 6th August 1982

**Part I**

219—223

**No. 219. PROGRAMME****August**

Sat.	7th	Morning Prep	6-40—7-40 a.m.
		M.I. GD	... 7-30 a.m.
		M.I. BD	... 7-40 a.m.
		School Soccer XI leaves for Kunjpura	... 2-30 p.m.
		Tutorial meetings	5-35—6-35 p.m.
		B.D. baths	... 6-40 p.m.
		Supper P.D.	... 6-15 p.m.
		Supper Sr. School	... 7-15 p.m.
		Performance by the Dramatic Club	8-00—9-00 p.m.
Sun.	8th	School Soccer XI vs. Sainik School Kunjpura (away)	
		Tea P.D.	... 3-20 p.m.
		Film P.D.	... 3-45 p.m.
		Tea Sr. School	... 4-40 p.m.
		Film Sr. School	... 5-45 p.m.
		School Soccer XI returns	... 6-00 p.m.
		Supper P.D.	... 6-15 p.m.
		Supper Sr. School	... 7-15 p.m.
Wed.	11th	Heads of Faculty meeting (MCR)	... 5-00 p.m.
		SUPW	4-40—6-10 p.m.
		B.D. baths	... 6-20 p.m.
		Supper P.D.	... 6-15 p.m.
		Supper Sr. School	... 7-15 p.m.
		G.K. Quiz competition (for LIVs & UIVs)	... 8-00 p.m.
Thu.	12th	Janam Ashtami—Holiday (Sunday timings)	
		RSIS (India) group returns from social service	
		Talk on computers (U-V—upwards will attend)	... 6-00 p.m.
		Sixth Form & RSIS group social	8-20—10-30 p.m.

Fri. 13th	B.C.S., Colts & Atoms arrive	... 6-00 p.m.
Sat. 14th	Morning Prep	6-40—7-40 a.m.
	M.I. GD	... 7-30 a.m.
	M.I. BD	... 7-40 a.m.
	School Atoms vs. B.C.S. Atoms	... 10-15 a.m.
	School Colts vs. B.C.S. Colts	... 11-15 a.m.
	(Subject to weather conditions Classes will end after the 3rd School The School will go down to watch the matches)	
	Tea P.D.	... 3-00 p.m.
	Film P.D.	... 3-30 p.m.
	3rd session of Soccer & Gym, cancelled	
	B.D. baths	... 4-40 p.m.
	Film Sr. School	... 5-30 p.m.
	Supper P.D.	... 6-20 p.m.
	Supper Sr. School	... 7-30 p.m.
	Independence Eve Staff Club dinner (Art room)	... 8-15 p.m.
Sun. 15th	Independence Day	
	Rouser	... 6-30 a.m.
	B.D. baths	... 6-45 p.m.
	Breakfast P.D.	... 7-30 a.m.
	Breakfast Sr. School	... 8-30 a.m.
	Flag hoisting followed by special Independence Day Assembly (Birdwood)	... 9-30 a.m.
	Independence Day community lunch	... 12-00 noon
	Class IV staff sports (weather permitting)	... 2-30 p.m.
	Tea P.D.	... 4-00 p.m.
	Tea Sr. School	... 4-30 p.m.
	Dry Supper	... 6-00 p.m.
	Hindi Film Show for staff & families	... 6-45 p.m.
	Lights out	... 9-30 p.m.

**No. 220. REPRESENTATION ON " BANNER OF PEACE " DELEGATION TO BULGARIA**

Manjot Purewal VBD has been selected from Sanawar to be a member of the Indian delegation at the "Banner of Peace" festival in Bulgaria from 10th August to 25th August, 1982.

**No. 221. INDEPENDENCE-DAY COMMUNITY LUNCH**

A Community Lunch will be held in the Central Dining Hall on Sunday, 15th August, 1982. Following details are given for necessary action for all concerned :—

(1) The entire community that is all employees of the School, their families and children, including daily wages employees, are invited for this lunch.

(2) Lunch will be served in CDH on tables with chairs as usual. The food will be served on 'patal'.

(3) The first shift will consist of P.D. children, and staff and families of Engg. Deptt., and Q.M. stores employees and their families, commencing at 12-00 noon. All P.D. staff are requested to kindly supervise the serving for this shift.

The next shift will be for classes L-IV to U-V, and the employees and their families working in hospital, all ayas, printing office staff and sanitary staff. GD teaching staff is requested to supervise for this second shift.

(4) I/c CDH is requested to hold a meeting with the Head Boy and Head Girl to fix up the batches of servers for each shift and all other details connected with the serving part of the lunch. Since it is envisaged that minimum number of cooks and bearers will be retained on duty on this day, it may be necessary that a separate batch of students will be required to clear the tables and clean them for laying down 'patals' for the next shift. This may kindly be discussed by Major Menon with the Head Boy and the Head Girl. Q.M. and Engineer are requested to provide six large size 'Use Me' tins in which used 'patals' will be thrown. They may kindly be kept at the bottom of the stairs from the CDH down to short-back side.

(5) The first shift will sit for lunch at 12-00 noon and the next would sit at intervals of 40 minutes. The servers, the CDH cooks and bearers (those who have been retained on duty) may have to sit in the fourth shift.

(6) The supper on 15-8-1982 will be in the form of supper packets, and will be served in the CDH at 6-00 p.m.

(7) Subordinate staff sports which are scheduled at 2-30 p.m. may get delayed by about 30 minutes, in case the community lunch is not over by 2-30 p.m.

(8) All Heads of Deptt. are requested to inform all staff working under them the details about community lunch given above.



(9) Co-operation from one and all is requested. There will be many inconveniences but the staff would kindly overlook the same and lend their helping hand to make the occasion a success.

**No. 222. ADMINISTRATIVE HOLIDAY**

Thursday, the 12th August, 1982, will be observed as a holiday by the Administrative Staff on account of Janam Ashtami.

**No. 223. CINEMA**

The film SAMURAI SWORDSMAN will be shown in Barne Hall at 3-45 p.m. for P.D. and at 5-45 p.m. for Senior School on Sunday, 8th August, 1982.

**S. R. Das**  
*Headmaster*

**LAWRENCE SCHOOL ORDERS****Sanawar Friday 13th August 1982****Part I**

224—226

**No. 224. PROGRAMME****August**

Fri. 13th	B.C.S., Soccer Colts & Atoms arrive	... 6-00 p.m.
Sat. 14th	Morning Prep	6-40—7-40 a.m.
	M.I. GD	... 7-30 a.m.
	M.I. BD	... 7-40 a.m.
	School Atoms vs. B.C.S. Atoms	... 10-15 a.m.
	School Colts vs. B.C.S. Colts	... 11-15 a.m.
	(Subject to weather conditions Classes will end after the 3rd School The School will go down to watch the matches)	
	Tea P.D.	... 3-00 p.m.
	Film P.D.	... 3-30 p.m.
	3rd session of Soccer & Gym. cancelled	
	Tea Sr. School	... 4-30 p.m.
	B.D. baths	... 4-40 p.m.
	Film Sr. School	... 5-30 p.m.
	Supper P.D.	... 6-20 p.m.
	Supper Sr. School	... 7-30 p.m.
	Independence Eve Staff Club dinner (Art room)	... 8-15 p.m.
	Note : Should the film not arrive, normal afternoon activities will be followed	
Sun. 15th	Independence Day	
	Rouser	... 6-30 a.m.
	B.D. baths	... 6-45 p.m.
	Breakfast P.D.	... 7-30 a.m.
	Breakfast Sr. School	... 8-30 a.m.
	Flag hoisting followed by special	
	Independence Day Assembly (Birdwood)	... 9-30 a.m.
	Independence Day community lunch	... 12-00 noon

Class IV staff sports (weather permitting) ...	2-30 p.m.
Tea P.D. ...	4-00 p.m.
Tea Sr. School ...	4-30 p.m.
Dry Supper ...	6-00 p.m.
Hindi Film Show for staff & families ...	6-45 p.m.
Lights out ...	9-30 p.m.

Note : Order of the Independence Day Assembly in Barne Hall will be as under :—

- |                     |                           |
|---------------------|---------------------------|
| (a) Song            | ... Bande Matram          |
| (b) Prayer          | ... H.M.                  |
| (c) Reading         | ... Head Girl             |
| (d) Song            | ... By the choir on stage |
| (e) Reading         | ... Head Boy              |
| (f) Talk            | ... H.M.                  |
| (g) Sanskrit Prayer |                           |
| (h) National Anthem |                           |

Mon. 16th	I—H Soccer (B.D.) commences	
	I—H Badminton/Tennis (G.D.) commences	
	Heads of Faculty meeting MCR	... 3-00 p.m.
Tue. 17th	Assessment meeting post-poned to Thu. 19th	
Wed. 18th	I—H Soccer concludes	
	SUPW field work cancelled	
	B.D. baths	... 5-45 p.m.
	Symposium on India (Barne Hall)	... 6-30 p.m.
	Supper P.D.	... 6-15 p.m.
	Supper Sr. School	... 7-30 p.m.
Thu. 19th	School to assemble in Barne Hall for 'body snatching'	... 2-00 p.m.
	Tea P.D.	... 3-30 p.m.
	Tea Sr. School	... 4-00 p.m.
	I—H badminton to commence	... 4-15 p.m.
	Assessment meeting (MCR)	... 5-30 p.m.
	Supper P.D.	... 6-30 p.m.
	Supper Sr. School	... 7-30 p.m.
Fri. 20th	Founders preparation programme comes into effect	
	School Soccer Colts & Atoms leave for PPS/YPS	... 2-30 p.m.
	PPS Soccer XI arrives	... 6-00 p.m.

- Sat. 21st School Soccer Colts & Atoms vs. PPS, Nabha (away)  
 School Soccer XI vs. PPS, Nabha (home) ... 10-25 a.m.  
 (Subject to weather conditions classes  
 will end after the 3rd school. The school  
 will go down to watch the match. There  
 will be normal project work commencing  
 at 12-00 noon)  
 Normal afternoon activities  
 PPS Soccer XI leaves ... 2-30 p.m.  
 YPS Soccer XI arrives ... 6-00 p.m.  
 Supper P.D. ... 6-15 p.m.  
 Supper Sr. School ... 7-15 p.m.
- Sun. 22nd School Soccer Colts & Atoms vs. YPS, Patiala (away)  
 School Soccer XI vs. YPS, Patiala (home) ... 10-15 a.m.  
 YPS Soccer XI leaves ... 2-30 p.m.  
 Tea P.D. ... 3-20 p.m.  
 Film P.D. ... 3-45 p.m.  
 Tea Sr. School ... 4-40 p.m.  
 Film Sr. School ... 5-45 p.m.  
 School Colts & Atoms arrive ... 6-00 p.m.  
 Supper P.D. ... 6-15 p.m.  
 Supper Sr. School ... 7-15 p.m.

#### No. 225. FOUNDER'S DUTIES

Founder's is drawing near and it is requested that all concerned staff members take timely action to avoid any last-minute rush. In this connection attention is invited to School order No. 214, dated the 30th July, 1982, wherein the details of the duties have been given.

#### No. 226. CINEMA

The film COUNTERFEIT PRISONER will be shown in Barne Hall at 3-30 p.m. for P.D. and at 5-30 p.m. for Senior School on Saturday, 14th August, 1982.

S. R. Das  
*Headmaster*

**LAWRENCE SCHOOL ORDERS****Sanawar Friday 20th August 1982****Part I**

227—231

**No. 227. PROGRAMME****August**

- Fri. 20th** Partial Founders preparation programme comes into effect  
 School Soccer Colts & Atoms leave for PPS/YPS ... 2-30 p.m.  
 PPS Soccer XI arrives ... 6-00 p.m.
- Sat. 21st** School Soccer Colts & Atoms vs. PPS, (away)  
 School Soccer XI vs. PPS, Nabha (home) ... 10-25 a.m.  
 (Subject to weather conditions classes will end after the 3rd school. The school will go down to watch the match. There will be normal project work commencing at 12-00 noon)  
 PPS Soccer XI leaves ... 2-30 p.m.  
 YPS Soccer XI arrives ... 6-00 p.m.  
 Supper P.D. ... 6-00 p.m.  
 'Magic Show' (Barne Hall) ... 6-30 p.m.  
 Supper Sr. School ... 7-30 p.m.
- Sun. 22nd** School Soccer Colts & Atoms vs. YPS, Patiala (away)  
 School Soccer XI vs. YPS, Patiala (home) ... 10-15 a.m.  
 Film P.D. ... 2-00 p.m.  
 YPS Soccer XI leaves ... 2-30 p.m.  
 Tea Sr. School ... 4-15 p.m.  
 Tea P.D. ... 4-30 p.m.  
 Film Sr. School ... 5-00 p.m.  
 School Colts & Atoms arrive ... 6-00 p.m.  
 Supper P.D. ... 6-15 p.m.  
 Supper Sr. School ... 7-40 p.m.
- Mon. 23rd** Full Founder's preparation programme comes into effect

Wed. 25th	SUPW	5-30—6-30 p.m.
	B.D. baths	... 6-35 p.m.
	Supper P.D.	... 6-15 p.m.
	Supper Sr. School	... 7-15 p.m.
Thu. 26th	School team leaves for IPS swimming meet	
Sat. 28th	Morning Prep	6-40—7-40 a.m.
	M.I. GD	... 7-30 a.m.
	M.I. BD	... 7-40 a.m.
	Tutorial meetings	6-00—7-00 p.m.
	Supper P.D.	... 6-15 p.m.
	Supper Sr. School	... 7-15 p.m.
	Tea P.D.	... 3-20 p.m.
	Film P.D.	... 3-45 p.m.
	Tea Sr. School	... 4-40 p.m.
	Film Sr. School	... 5-45 p.m.
	Supper P.D.	... 6-15 p.m.
	Supper Sr. School	... 7-15 p.m.

#### No. 228. VISIT TO HOSPITAL WARDS

All children are requested 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. 229. 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 peons.

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

#### No. 230. STUDENTS IDENTITY CARDS

Students who wish to have an Identity Card should purchase the blank Identity Card (costing Re. 1/- only) from Tuck Shop, and send the same to the Bursar through their Housemaster/Housemistress, alongwith a passport size photograph, with his/her full name and House, written on the back of the photograph. House Staff are requested to take necessary action in this connection.

**No. 231. CINEMA**

The Hindi film YAADON KI BARAAT will be shown in Barne Hall at 2-00 p.m. for P.D. and at 5-00 p.m. for Senior School on Sunday, 22nd August, 1982.

S. R. Das  
*Headmaster*

**LAWRENCE SCHOOL ORDERS**

Sanawar Friday 27th August 1982

**Part I**

232—247

**No. 232. PROGRAMME****August**

Sat. 28th	Morning Prep	6-40—7-40 a.m.
	M.I. GD	... 7-30 a.m.
	M.I. BD	... 7-40 a.m.
	Tutorial meetings	6-00—7-00 p.m.
	Supper P.D.	... 6-15 p.m.
	Supper Sr. School	... 7-15 p.m.
Sun. 29th	Tea P.D.	... 3-20 p.m.
	Film P.D.	... 3-45 p.m.
	Tea Sr. School	... 4-40 p.m.
	Film Sr. School	... 5-45 p.m.
	Supper P.D.	... 6-15 p.m.
	Supper Sr. School	... 7-15 p.m.
<b>Sept.</b>		
Wed. 1st	SUPW	5-15—6-30 p.m.
	B.D. baths	... 6-35 p.m.
	Supper P.D.	... 6-15 p.m.
	Supper Sr. School	... 7-15 p.m.
Fri. 3rd	Eye Inspection commences	
Sat. 4th	Morning Prep	6-40—7-40 a.m.
	M.I., G.D.	... 7-30 a.m.
	M.I., B.D.	... 7-40 a.m.
	Tutorial meetings	6-00—7-00 p.m.
	Supper P.D.	... 6-15 p.m.
	Supper Sr. School	... 7-15 p.m.
	Teachers' Day eve party hosted by Upper Sixth (Barne Hall)	... 8-15 p.m.
Sun. 5th	Tea P.D.	... 3-20 p.m.
	Film P.D.	... 3-45 p.m.
	Tea Sr. School	... 4-40 p.m.
	Film Sr. School	... 5-45 p.m.
	Supper P.D.	... 6-15 p.m.
	Supper Sr. School	... 7-15 p.m.



**No. 233. SUNDAY REHEARSALS (BARNE HALL)**

The following allocations are made for Sunday rehearsals :-

P.D.	...	...	9-00—10-30 a.m.
A.D.S.	...	...	10-30—12-00 noon
Hindi Play	...	...	12-00— 1-30 p.m.

**No. 234. CHILDREN VISITING SCHOOL OFFICE**

It has come to my notice that very often school children, on one excuse or the other come to school office. This is not permissible. Will all Housemasters and Housemistresses please announce to the children in their Houses, that school office is out of bounds for all children.

**No. 235. FOUNDER'S—STAFF GUESTS**

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

While extending any invitations or accepting the requests of guests, staff may, if it helps them, plead school policy in refusing requests for accommodation.

**No. 236. POST-FOUNDER'S WOPs, SOPs**

WOPs and SOPs may be granted by the Housemasters/ Housemistresses at their own discretion from 12-00 noon on Tuesday 5th October, to 6-00 p.m. on Sunday, 10th October, 1982, including the Chief Guests holiday. Children should inform parents of these dates.

**No. 237. TRESSPASSING**

It has been noticed that some of the staff and their families use hospital as a thoroughfare for going over to the Moti Corner side, which is not permissible. It is therefore brought to the notice of all concerned that those desirous of going towards Moti Corner should go along the circular cemented path and should not use the passage through the hospital for this purpose.

**No. 238. MEDICAL TREATMENT—SCHOOL HOSPITAL**

It appears that some staff members do not have a clear idea as to which members of their families are entitled to treatment at school hospital. Through this school order it is clarified that medical treatment at the school hospital will be available to staff and their families (wife and children) and those dependants who are

living with them on permanent basis. It is regretted that the school is unable to extend this facility, to other relatives of school employees.

**No. 239. LOSS OF LIBRARY BOOKS**

All concerned are hereby informed again that an extra charge of 10% in addition to the cost of the library book lost from the School Library will be charged from the person who borrows the book from the library and loses it.

**No. 240. ICE-CREAM SALE**

The sale of ice-cream will start fairly soon. The cost of the ice-cream cup and ice-cream brick will be the same as earlier, i.e. Rs. 1/50 and Rs. 10/- respectively.

Coupons for these items are on sale in Tuck Shop. The items can be had from CDH, on Sundays, on presentation of the coupon that can be purchased from Tuck Shop on Saturdays or Sundays. The CDH will cater for sale of ice-cream on Sundays only, from 10-00 a.m. to 12-00 noon.

**No. 241. PROVIDENT FUND**

The staff members subscribing towards Provident Fund account are requested to confirm the balances in their P. F. account as on 31st December, 1981 and sign the P.F. register on 30th August, 1982 in the School Office. Those members who are unable to come on that day, for any reason may come on 31st August, 1982 for this purpose. After these dates it may not be possible for the School Office to extend the date, except for staff on leave.

Heads of the departments are requested to inform staff working under them.

**No. 242. MERIT SCHOLARS GOVT. OF INDIA**

The under mentioned students are Merit Scholars of the Govt. of India, Ministry of Education. They are entitled to get jerseys from the school (which are to be taken back at the end of the term) without any cost. This is for information and necessary action by the staff concerned :—

Masa Chuba	...	HBS	Dinesh Bhardwaj	...	SBD
Gunjan Singh	...	NGD	Natasha Nanda	...	SGD
Savita Kumari	...	VGD	Navjot Arora	...	HBD
Sanjiv Singhal	...	NBD	Rajiv Ranjan	...	VBD

Basant Kumar	...	SBD	Sanjay K. Sahu	...	VBD
Mrityunjay Kumar	...	SBD	Lalremuati	...	SGD
Manoj K. Upmanyu	...	SBD	Sanjay Kumar	...	VBD
Arun K. Kaushal	...	SBD	Hia Vandana Verma	...	VGD
Dalip Sharma	...	NBD	Dijant Rabba	...	HBD
Sanjiv Sharma	...	VBD	Devesh Agarwal	...	VBD
Vishav Bhushan Sud	...	VBD	Abdul Moin	...	VBD
Mayank Kumar	...	VBD	Sarad Bajpai	...	NBD
Adarsh K. Butail	...	VBD	Balmukand Kumar	...	NBD
Vineet Khanna	...	HBD	Dhirender K. Vidyarthi	...	NBD

**No. 243. INTER-HOUSE BOXING TOURNAMENT 1982**

The results of the I—H boxing tournament are published below for record :—

1st	Nilagiri	...	...	53 pts.
2nd	Vindhya	...	...	32 „
3rd	Siwalik	...	...	27 „
4th	Himalaya	...	...	23 „

The following were awarded with merit certificate :—

Satinder S. Garcha	Dhiraj Sapru
Mukhraj Singh	Harsh Lambah
Vipul Agarwal	Jurme Wangchuk
J.S. Dosanj	Abhay Mehta
Adeshpal S. Randhawa	Ajeet Bajaj
Mrityunjay Kumar	Dhyan Mayadas
Best loser	... V. Kanwarpal

**No. 244. INTER-HOUSE SOCCER**

The results of the Inter - House Soccer tournament—1982 are published below for record :—

1st	Nilagiri	...	...	14 pts.
2nd	Siwalik	...	...	12 „
3rd	Himalaya	...	...	9 „
4th	Vindhya	...	...	1 „

**No. 245. PORTERAGE FOR PRIVATE TRIPS OF STORES MAZDOORS**

Cartage for private purchases of coal and wood fuel is payable by the staff concerned. The revised rate fixed for this purpose is 75 paise per trip from QM stores to residence for a maximum load of 50 kg. This will be effective from 1-9-1982.

**No. 246. ISSUE OF DRY RATIONS AND FUEL FROM QM STORES**

All staff concerned are requested to note the following details regarding issue of dry rations and fuel, which will take effect from 1st September, 1982 :—

1. For Staff drawing pay through Jr. Staff Pay Register
  - (a) 1st & 2nd of each month (1-00 p.m. to 5-00 p.m.) } K. oil, Soft coke, Steam coal, fuel wood.
  - (b) 3rd, 4th & 5th of each month (1-00 p.m. to 5-00 p.m.) } Dry Rations.
2. For Staff drawing pay through Sr. Staff Pay Register
  - (a) 6th, 7th & 8th, of each month (1-00 p.m. to 5-00 p.m.) } Dry Rations
  - (b) 9th & 10th of each month (1-00 to 5-00 p.m.) } K. oil, Soft coke, Steam coal, fuel wood.

As usual, staff should send the list of items to be purchased, to Q.M., by 10-00 a.m. on the due dates, given above. The Q.M.'s office will remain open on these dates even if it be a holiday.

It is regretted that the Q. M. Stores will not be able to cater for issue of any items after the 10th of the month.

Junior Staff who have recently drawn the rations, are advised to draw ration/fuel on the dates cited above, to cover the period from say, 25th September, to 3rd October 1982 only, since they would be able to draw ration items from 3rd to 5th October, 1982.

Heads of Deptts. are requested to kindly explain full details of this School Order to all staff working under them, to whom School Orders do not go, or those who cannot read them.

Staff permitted to purchase rations/fuel on cash payment will also kindly do so, as per programme given above.

**No. 247. CINEMA**

The film MARY QUEEN OF SCOTS will be shown in Barne Hall at 3-45 p.m. for P.D. and at 5-45 p.m. for Senior School on Sunday, 29th August, 1982.

S. R. Das  
Headmaster

**LAWRENCE SCHOOL ORDERS**

Sanawar Friday 3rd September 1982

**Part I**

248—255

**No. 248. PROGRAMME****Sept.**

Fri.	3rd	Eye Inspection commences	
Sat.	4th	Morning Prep	6-40—7-40 a.m.
		M.I., GD	... 7-30 a.m.
		M.I., BD	... 7-40 a.m.
		Classes will be supervised by Upper VI	
		There will be normal Project work commencing	... 12-00 noon
		Normal afternoon activities	
		Tutorial meetings	6-00—7-00 p.m.
		Supper P.D.	... 6-15 p.m.
		Supper Sr. School	... 7-15 p.m.
		Teachers' Day eve party hosted by Upper VI (Barne Hall)	... 8-15 p.m.
Sun.	5th	Tea P.D.	... 3-20 p.m.
		Film P.D.	... 3-45 p.m.
		Tea Sr. School	... 4-40 p.m.
		Film Sr. School	... 5-45 p.m.
		Supper P.D.	... 6-15 p.m.
		Supper Sr. School	... 7-15 p.m.
Wed.	8th	SUPW	5-15—6-30 p.m.
		B.D. baths	... 6-35 p.m.
		Supper P.D.	... 6-15 p.m.
		Supper Sr. School	... 7-15 p.m.
Thu.	9th	Trooping of colours practice commences on Peacestead	
		Prep to commence (till further orders)	... 6-30 p.m.
Sat.	11th	Morning Prep	6-40—7-40 a.m.
		M.I. GD	... 7-30 a.m.
		M.I. BD	... 7-40 a.m.
		Tutorial meeting cancelled	

	Performance by the dramatic club	...	6-30 p.m.
	Supper P.D.	...	6-15 p.m.
	Supper Sr. School	...	7-15 p.m.
Sun. 12th	Tea P.D.	...	3-20 p.m.
	Film P.D.	...	3-45 p.m.
	Tea Sr. School	...	4-40 p.m.
	Film Sr. School	...	5-45 p.m.
	Supper P.D.	...	6-15 p.m.
	Supper Sr. School	...	7-15 p.m.

**No. 249. MORNING HOUSE INSPECTION G.D.**

Morning Inspection for GD will be conducted as under :—

- (1) On fair days — outside the matron's quarters of the lower dormitory.
- (2) On rainy days — In the dormitory verandahs.
- (3) Time — 7-30 a.m. onwards.

**No. 250. ASSESSMENT MEETING**

The second Assessment meeting of the Founder's term will be held in MCR at 5-30 p.m. on Monday 27th September 1982.

**No. 251. SCHOOL STUDENTS VISIT TO SCHOOL VEG. AND FRUIT SHOP**

School Students may visit on Sundays only, School Veg. and Fruit Shop in the Bakery, to purchase on cash payment Fruit only from 1-00 p.m. to 3-00 p.m., with verbal sanction from the House Staff concerned.

**No. 252. CLOSING OF ACCOUNTS OF STUDENTS WITHDRAWN FROM SCHOOL**

Through this order all concerned are hereby requested to forward to the Bursar any Debit Note, Loss Slips, Credit Tuck Shop Slips, etc., latest by Friday 10th September, 1982 connected with all students who have been withdrawn from the school, as per lists that have been published in the school orders from time to time. The accounts of these children will be closed by 15-9-1982 whereafter no further adjustments will be possible.

**No. 253. MISUSE OF SCHOOL STATIONERY ITEMS**

It has been brought to my notice that staff are issuing exercise books and other stationery items to school children without exercising a check whether or not a student genuinely needs it.

In future unless a child produces the previously issued exercise book for inspection by the staff concerned, no new exercise books or stationery items will be issued to any student.

**No. 254. MEDICAL CATEGOY**

The under-mentioned childrens' medical categories are as per following details :—

Bhupinderjeet Waraich	...	SGD	Cat C	No P.T.
Sanjay Aggarwal	...	HBD	Cat C	No P.T.
Debjani Mukherjee	...	NGD	Cat C	No P.T.
Amit Dutt	...	NBD	Cat C	No P.T.

**No. 255. CINEMA**

The film THE STING will be shown in Barne Hall at 3-45 p.m. for P.D. and at 5-45 p.m. for Senior School on Sunday, 5th September, 1982.

S. R. Das  
*Headmaster*

**LAWRENCE SCHOOL ORDERS****Sanawar Friday 10th September 1982****Part I**

256—269

**No. 256. PROGRAMME****Sept.**

Sat. 11th	Morning Prep	6-40—7-40 a.m.
	M.I. GD	... 7-30 a.m.
	M.I. BD	... 7-40 a.m.
	Tutorial meeting cancelled	
	Performance by the dramatic club	... 6-30 p.m.
	Supper P.D.	... 6-15 p.m.
	Supper Sr. School	... 7-15 p.m.
Sun. 12th	Tea P.D.	... 3-20 p.m.
	Film P.D.	... 3-45 p.m.
	Tea Sr. School	... 4-40 p.m.
	Film Sr. School	... 5-45 p.m.
	Supper P.D.	... 6-15 p.m.
	Supper Sr. School	... 7-15 p.m.
Wed. 15th	SUPW	5-15—6-30 p.m.
	B.D. baths	... 6-35 p.m.
	Supper P.D.	... 6-15 p.m.
	Supper Sr. School	... 7-15 p.m.
Sat. 18th	Morning Prep	6-40—7-40 a.m.
	M.I., GD	... 7-30 a.m.
	M.I., BD	... 7-40 a.m.
	Tutorial meetings	6-00—7-00 p.m.
	Supper P.D.	... 6-15 p.m.
	Supper Sr. School	... 7-15 p.m.
Sun. 19th	Tea P.D.	... 3-20 p.m.
	Film P.D.	... 3-45 p.m.
	Tea Sr. School	... 4-40 p.m.
	Film Sr. School	... 5-45 p.m.
	Supper P.D.	... 6-15 p.m.
	Supper Sr. School	... 7-15 p.m.

**No. 257. FOUNDER'S—ATTENDANCE AT PERFORMANCE**

Lower VI and downwards will attend the 1st performances in Barne Hall.



**No. 258. FOUNDER'S EXHIBITIONS**

The Arts, Crafts, Carpentry, Needlework, Science and Camp exhibitions will be open from 2-15 p.m. to 4-00 p.m. on 2nd, 3rd and 4th October, 1982.

**No. 259. O.S. DINNER**

All Staff who are members of the Staff Club and their wives and husbands are cordially invited to O.S. Dinner on 4th October, 1982. Staff will please notify the Bursar in writing latest by Wednesday, 22nd September, 1982 giving the number of dinners required and whether vegetarian or non-vegetarian.

**No. 260. ACCOMMODATION—BARNE HALL**

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 various indoor functions, to School guests and invitees.

**No. 261. SPECIAL POCKET MONEY FOUNDER'S & DIWALI**

Special Pocket money for Founder's and Diwali at the rate of Rs. 10/- each, will be issued to House Staff through the bank to B.D. & G.D., and direct to P.D., in the 4th week of Sept., '82.

**No. 262. TRANSPORT FOR FOUNDER'S .**

It is likely that the school bus may be available as transport from Kasauli (near SSO's Office) to the school and back, for the functions given below, for those parents/guests who do not have their own transport with them. The bus timings will be as follows :--

		<i>Departure from Kasauli</i>	<i>Departure from Sanawar</i>
<b>Saturday, 2nd Oct.</b>			
Athletics	9-30 a.m.	8-30 a.m.	—
Staff Play	5-30 p.m.	4-00 p.m.	8-30 p.m.
<b>Sunday, 3rd Oct.</b>			
P.D. Concert	4-30 p.m.	3-00 p.m.	—
Tattoo	7-15 p.m.	—	9-15 p.m.
<b>Monday, 4th Oct.</b>			
School Colour Parade	10-00 a.m.	8-45 a.m.	—
Speeches	10-55 a.m.	—	—
Sr. School Concert	5-00 p.m.	3-30 p.m.	7-30 p.m.

School children CANNOT be allowed in the school bus even with their parents/guardians.

**No. 263. NON-ATTENDANCE OF SUBORDINATE STAFF AT FOUNDER'S EVENTS**

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

Athletics	Tattoo (final performance)
Fete	Parade —do—

Subordinate staff and their family members may, however, attend both, the dress rehearsal of the Tattoo at 7-15 p.m. on peacestead on 27th September, and the first performance on 30th September, 1982.

Subordinate 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 such 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. 264. FOUNDER'S SPECIAL LUNCH**

Founder's lunch will be on 4th October, 1982 at 1-30 p.m. Husbands/wives of staff are cordially invited. Staff will please inform I/c CDH, latest by 22nd September, 1982, if they are joining for Lunch.

**No. 265. BOOKING OF TELEGRAMS BY STUDENTS**

In order to avoid complications that cause deep concern, arising as a result of telegraphic messages dispatched by students, it would now be necessary for the student to get the telegram form duly countersigned by his/her Housemaster/Housemistress, before the message is presented to the Post Office. The Post Master, Sana-war Post Office has been informed accordingly.

Students will not, therefore, send any telegrams from any Post Office, without the countersignature of the House Staff on the Telegram Form, with immediate effect.

All House Staff are requested to kindly explain the contents of this school order to all children in their Houses.

**No. 266. SALE OF CHICKEN AND EGGS**

Staff concerned are hereby informed that eggs are on sale in Tuck Shop, and chicken in Veg. and Fruit Shop, subject to their availability. It is regretted that these items are not available for sale in School Poultry Farm.

**No. 267. SCHOOL STUDENTS VISIT TO SCHOOL VEG. & FRUIT SHOP**

Reference is made to School Order No. 251, dated 3-9-'82.

In partial modification to the above order, the timing for visit for G.D. will be from 11-30 a.m. to 12-30 p.m. only.

**No. 268. WOPs & SOPs—DAY SCHOLARS**

All concerned may kindly note that the DAY SCHOLARS are also required to observe the rules governing WOPs and SOPs as applicable to BOARDERS; in particular that they MUST wear **School Uniform**, whenever going out on WOPs and SOPs.

**No. 269. CINEMA**

The film ANNE OF A THOUSAND DAYS (if arrives in time) will be shown in Barne Hall at 3-45 p. m. for P. D. and at 5-45 p.m. for Senior School on Sunday, 12th September, 1982.

S. R. Das  
*Headmaster*

## LAWRENCE SCHOOL ORDERS

Sanawar Friday 17th September 1982

**Part I**  
270—275

**No. 270. PROGRAMME**

**Sept.**

Sat. 18th	Morning Prep	6-40—7-40 a.m.
	M.I., GD	... 7-30 a.m.
	M.I., BD	... 7-40 a.m.
	Tutorial meetings	6-00—7-00 p.m.
	Supper P.D.	... 6-15 p.m.
	Supper Sr. School	... 7-15 p.m.
Sun. 19th	Tea P.D.	... 3-20 p.m.
	Film P.D.	... 3-45 p.m.
	Tea Sr. School	... 4-40 p.m.
	Film Sr. School	... 5-45 p.m.
	Supper P.D.	... 6-15 p.m.
	Supper Sr. School	... 7-15 p.m.
Mon. 20th	For Mon. 20th, Tue. 21st and Thu. 23rd	
	Sept. the undermentioned changes in the morning routine will be observed :	
	P.T.	6-30—7-15 a.m.
	1st School	8-05—8-35 a.m.
	Breakfast	... 8-40 a.m.
	Assembly	... 9-25 a.m.
	2nd School	9-35-10-15 a.m.
	3rd School	10-15-10-55 a.m.
	(The remainder of the routine will remain as scheduled)	
Wed. 22nd	P.T.,	6-30—7-15 a.m.
	1st School	8-05—8-35 a.m.
	Breakfast	... 8-40 a.m.
	Singing practice	9-15—9-25 a.m.
	2nd School	9-30-10-05 a.m.
	(The remainder of the teaching timings will remain as scheduled for Wednesdays)	
	SUPW cancelled	
	Parade practice	... 5-20 p.m.

	Prep	6-30—7-40 p.m.
	Supper Sr. School	... 7-45 p.m.
Fri. 24th	P.T.,	6-30—7-15 a.m.
	1st School	8-05—8-35 a.m.
	Breakfast	... 8-40 a.m.
	Assembly	... 9-25 a.m.
	2nd School	9-25—9-55 a.m.
	3rd School	9-55—10-25 a.m.
	4th School	10-25—10-55 a.m.
	Break	10-55—11-15 a.m.
	5th School	11-15—11-45 a.m.
	6th School	11-45—12-15 p.m.
	Prep	12-20—1-30 p.m.
	Partial tattoo practice	6-40—7-40 p.m.
	Supper Sr. School	... 7-45 p.m.
Sat. 25th	Morning Prep cancelled	
	P.T.,	6-30—7-15 a.m.
	1st School	8-05—8-35 a.m.
	Breakfast	... 8-40 a.m.
	2nd School	9-15—9-45 a.m.
	3rd School	9-45—10-20 a.m.
	(The remainder of the teaching timings will remain as scheduled for Saturdays)	
	Tutorial meeting cancelled	
	Tattoo practice	6-30—7-40 p.m.
	Supper Sr. School	... 7-45 p.m.
Sun. 26th	Film Sr. School & P.D.	... 2-45 p.m.
	Tea Sr. School & P.D.	... 4-30 p.m.
	Parade practice	... 5-15 p.m.
	Supper P.D.	... 6-15 p.m.
	Tattoo practice	6-15—7-45 p.m.
	Supper Sr. School	... 7-50 p.m.

**No. 271. WINTER KIT**

Winter kit will be brought into use from Saturday, 2nd October, 1982.

**No. 272. ADMINISTRATIVE STAFF—HOLIDAYS**

In view of the Founder's rush of work, Sat. 2nd October; Sunday 3rd October, 1982, will be full working days. To compensate this, administrative staff will observe the following as holidays :—

Thursday	...	7th October, 1982 [Founder's holiday]
Friday	...	8th October, 1982
Saturday	...	9th October, 1982

Heads of Departments are requested to kindly take necessary action in this connection.

The Tuck-Shop will remain open on Wednesday, 29th September, and will close for this weekly off, on 7th October, 1982. It will also remain closed on Saturday, 9th October 1982, as post Founder's holiday.

**No. 273. STAFF FAMILIES RATIONS**

In view of Founder's rush of work, fuel and dry rations will be issued from 11th Oct. to 20th Oct. 1982, instead of from 1st Oct. to 10th Oct. 1982, following the same schedule laid down earlier.

**No. 274. STRENGTH**

Decrease with effect from 12-6-1982 :—

Varun Verma ... SBJ

Decrease with effect from 15-6-1982 :—

Nimish Puri	...	NBS	Nilanjan Gupta	...	NBD
Sumit Attri	...	HPD	Bikramjit S. Rishi	...	NBD
Gagandeep S. Bedi	...	NBD			

Decrease with effect from 21-6-1982 :—

Sanjay Dasgupta	...	SBD	Monisha Dhami	...	NPG
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Decrease with effect from 1-7-1982 :—

Indraj Gill	...	VBD	Mridu Munjal	...	HGD
Arti Chand	...	SGD			

Decrease with effect from 3-7-1982 :—

Preetinder Singh	...	VBD	Mandeep Purewal	...	NGD
Balinder S. Dhillon	...	NBD			

## Decrease with effect from 5-7-1982 :—

Inderdeep K. Mann	...	NGD	Himmat S. Guron	...	SBD
Rahul Parkash	...	VBD	Maninder S. Sekhon	...	SBD
Chander M. Bishnoi	...	SBD	Randeep Singh	...	NBD
Kuldeep Bishnoi	...	SBD			

## Decrease with effect from 6-7-1982 :—

Vishal Verma	...	VBD			
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## Decrease with effect from 10-7-1982 :—

Satinder S. Purewal	...	VBD			
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## Decrease with effect from 15-7-1982 :—

Rohini Vij	...	SGD			
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## Increase with effect from 15-7-1982 :—

Manbir S. Kochhar	...	NPD	Gunjan Dasgupta	...	NBD
Vivek Bhatia	...	VBD	R. Robinson (DS)	...	HGD
Mallika Kumar	...	SGD	Dev Robinson (DS)	...	HPD
Amritapal Singh	...	NGD	Rahul Robinson (DS)	...	HPD

## Increase with effect from 16-7-1982 :—

Abhinav Saigal	...	SBD	Anuj Bhatnagar	...	SBD
Tejpreet S. Chopra	...	NBD	Manoj Bhatnagar	...	SBD
Kabir Viridi	...	HPD	Samraat Manchanda	...	NBD
Ashim Aggarwal	...	NBD	Romila Bedi	...	VPG
Arun Poplai	...	SBD	Brijesh Chopra	...	HPD
Parambir S. Mann	...	NPD	Mohd. Omar B. Jung	...	VBD
Harmeet S. Bedi	...	HBD	Shonali Bose	...	SGD

## Increase with effect from 17-7-1982 :—

Sumant Bharat Ram	...	SBD			
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## Increase with effect from 19-7-1982 :—

Nitin Beri	...	HBD	Bikramjit Kanwarpal	...	NBD
Shailesh Tripathi	...	HBD			

## Increase with effect from 20-7-1982 :—

Deshbir S. Bhandari	...	NBD	Ashish Chadha	...	SBD
Jaideep S. Khurana	...	SBD			

## Increase with effect from 22-7-1982 :—

Bundeep S. Rangar	...	VBD			
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## Increase with effect from 24-7-1982 :—

Anjali Sahai	...	VGD			
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Increase with effect from 26-7-1982 :—  
 Sanjay Prasad ... NBD Sanjay Dhawan ... VBD

Decrease with effect from 26-7-1982 :—  
 Randeep S. Grewal ... SBD

Decrease with effect from 27-7-1982 :—  
 V. S. Kanwarpal ... NBD

Decrease with effect from 29-7-1982 :—  
 Amit Kamra ... HBD Anuja Kamra ... HGD

Decrease with effect from 2-8-1982 :—  
 Rahul Singh Kandal ... SBD

Increase with effect from 2-8-1982 :—  
 Kainaz Marfatia ... VGD

Decrease with effect from 3-8-1982 :—  
 Sunil Sadarangani ... SPD

Decrease with effect from 9-8-1982 :—  
 Harkishan K. Hattar ... VGD

Increase with effect from 9-8-1982 :—  
 Avantika Mitra ... VGD

Decrease with effect from 18-8-1982 :—  
 Vivek Chatrath ... VBD

Decrease with effect from 27-8-1982 :—  
 Sameer Shah ... VPD

**No. 275. CINEMA**

The film FRENZY (if arrives in time) will be shown in Barne Hall at 3-45 p.m. for P.D. and 5-45 p.m. for Senior School on Sunday, 19th September, 1982.

**S. R. Das**  
*Headmaster*



**LAWRENCE SCHOOL ORDERS**

Sanawar Friday 24th September 1982

**Part I**

276—281

**No. 276. PROGRAMME****Sept.**

<b>Fri. 24th</b>	<b>P.T.,</b>	6-30—7-15 a.m.
	1st School	8-05—8-35 a.m.
	Breakfast	... 8-40 a.m.
	Assembly	... 9-25 a.m.
	2nd School	9-25—9-55 a.m.
	3rd School	9-55—10-25 a.m.
	4th School	10-25—10-55 a.m.
	Break	10-55—11-15 a.m.
	5th School	11-15—11-45 a.m.
	6th School	11-45—12-15 p.m.
	Prep	12-20—1-30 p.m.
	Partial tattoo practice	6-40—7-40 p.m.
	Supper Sr. School	... 7-45 p.m.
<b>Sat. 25th</b>	<b>Morning Prep cancelled</b>	
	<b>P.T.,</b>	6-30—7-15 a.m.
	1st School	8-05—8-35 a.m.
	Breakfast	... 8-40 a.m.
	2nd School	9-15—9-45 a.m.
	3rd School	9-45—10-20 a.m.
	(The remainder of the teaching timings will remain as scheduled for Saturdays)	
	Tutorial meeting cancelled	
	Tattoo practice	6-30—7-40 p.m.
	Supper Sr. School	... 7-45 p.m.
<b>Sun. 26th</b>	<b>Film Sr. School &amp; P.D.</b>	... 2-45 p.m.
	<b>Tea Sr. School &amp; P.D.</b>	... 4-30 p.m.
	<b>Parade practice</b>	... 5-15 p.m.
	<b>Supper P.D.</b>	... 6-15 p.m.
	<b>Tattoo practice</b>	6-15—7-45 p.m.
	<b>Supper Sr. School</b>	... 7-50 p.m.

Mon. 27th	Founder's preparation programme comes into effect	
	Assessment meeting MCR	... 5-30 p.m.
Wed. 29th	Sr. School concert dress rehearsal	... 10-30 a.m.
	Prep. School dress rehearsal	... 12-40 p.m.
Thu. 30th	Prep. School concert 1st performance	... 10-30 a.m.
	Sr. School concert 1st performance	... 4-00 p.m.
	Tattoo 1st performance	... 7-25 p.m.
<b>Oct.</b>		
Fri. 1st	A.D.S. (staff) play 1st performance	... 5-00 p.m.
	Note : L VI & downwards will attend the 1st performances	
Sat. 2nd	Rouser	... 6-00 a.m.
	Breakfast Sr. School	... 6-45 a.m.
	Breakfast P.D.	... 7-20 a.m.
	Flag hoisting followed by	
	Gandhi Jayanti Assembly	... 8-00 a.m.
	Athletics (Barnes)	... 9-30 a.m.
	Parents' coffee (Gaskel Hall)	... 12-00 noon
	Lunch L-VI & downwards (incl. Prep)	... 12-30 p.m.
	Lunch U-VI and guests	... 1-30 p.m.
	Tea (L-VI and downwards)	... 3-30 p.m.
	Tea (U-VI and guests)	... 4-00 p.m.
	ADS (staff) play	... 5-30 p.m.
	Supper (L-VI & downwards)	... 6-45 p.m.
	Supper (U-VI & guests)	... 8-00 p.m.
	Baths (L-VI downwards)	... 7-30 p.m.
	Lights out	... 9-30 p.m.
Sun. 3rd	Rouser	... 6-45 a.m.
	Baths	... 7-00 a.m.
	Breakfast (L-VI & downwards)	... 7-45 a.m.
	Breakfast (U-VI & guests)	... 8-30 a.m.
	Trooping practice	... 9-00 a.m.
	O.S. matches	... 10-00 a.m.
	Board of Governors' meeting (HM's House)	
	Tea (U-VI & guests)	... 3-00 p.m.
	Tea (L-VI & downwards)	... 3-30 p.m.
	P.D. Concert	... 4-00 p.m.
	Supper (L-VI & downwards)	... 5-45 p.m.

		Supper (U-VI & guests)	... 6-20 p.m.
		Tattoo	... 7-30 p.m.
		Cocoa & snacks for the school	... 9-15 p.m.
		Lights out	... 9-45 p.m.
Mon.	4th	Founder's Day	
		Rouser	... 6-00 a.m.
		Breakfast Sr. School	... 7-30 a.m.
		Breakfast (P.D. incl. guests)	... 8-30 a.m.
		Assembly (Chapel)	... 8-30 a.m.
		Trooping of Colours	... 10-00 a.m.
		Speeches	... 10-55 a.m.
		Founder's Lunch (L-VI & downwards)	... 12-30 p.m.
		Founder's Lunch (U-VI & guests)	... 1-30 p.m.
		Tea (U-VI & guests)	... 3-30 p.m.
		Tea (L-VI & downwards)	... 4-00 p.m.
		Sr. School Concert	... 5-00 p.m.
		Supper (L-VI & downwards)	... 6-30 p.m.
		Supper (U-VI & guests)	... 7-20 p.m.
		O.S. Dinner (CDH)	... 9-00 p.m.
		O.S. Dance (Barne Hall)	... 10-30 p.m.
		Baths	... 8-00 p.m.
		Lights out for children	... 9-30 p.m.
Tue.	5th	Rouser	... 7-00 a.m.
		Breakfast (L-VI & downwards)	... 8-00 a.m.
		Breakfast (U-VI & guests)	... 8-45 a.m.
		Fete	... 9-30 a.m.
		S.O.Ps. issued	... 12-30 p.m.
		Packet lunch	... 1-00 p.m.
		O.S. meeting (Gaskel Hall)—Tentative	... 2-30 p.m.
		Tea Sr. School & P.D.	... 4-00 p.m.
		Baths	... 5-00 p.m.
		Supper P.D.	... 7-00 p.m.
		Supper Sr. School	... 7-45 p.m.
		Lights out	... 9-00 p.m.
Wed.	6th	Founder's holiday	
Thu.	7th	Founder's holiday	
Fri.	8th	Founder's holiday	
Sat.	9th	Founder's holiday	
Sun.	10th	Children on SOP's to return	... 6-00 p.m.

**No. 277. ASSESSMENTS MEETING**

The second Assessment meeting of the Founder's term will be held in MCR at 5-30 p.m. on Monday 27th September 1982.

**No. 278. FOUNDER'S FETE—STALLS IN BARNE HALL**

Following distribution has been made, with regard to looking after of various Stalls in Barne Hall, to be organised, during Fete, to be held on 5-10-1982. I/c's of various stalls are requested to kindly put in their indentments to Quartermaster, very early :—

Cakes & Cookies	...	I/c Mrs. Das—Mrs. Dhillon, Mrs. Wal, Miss Dhaliwal, Mrs. Robinson.
Kabab & Alu Tikki	...	I/c Mrs. Mukherji—Mrs. Joshi, Mrs. Parel, Mrs. Malaviya.
Tea & Coffee Stall	...	I/c Mrs. Rampal—Mrs. Gore, Mrs. Joesph, Mrs. Kohli, Miss Randhawa.
Cold Drink Stall	...	I/c Mrs. Khan—Mrs. Gurdev, Mrs. Batish, Miss Chopra, various senior children.
Ice - Cream Stall	...	I/c Mrs. B. Singh and QM Staff.
Chat Stall	...	I/c Mrs. Sidhu—Mrs. Kumar, Mrs. Sequeira, Mrs. Ram Singh, Mrs. Harkirat Kaur.
Sand-wich Stall	...	I/c Miss Bakshi—Miss Anjana Aurora, Miss Raksha Aurora, Miss Varsha Gore.

**No. 279. PRINTING OF SCHOOL ORDER**

The next issue of School Order will be published on Tuesday, 12th October, 1982.

**No. 280. MEDICAL CATEGORY**

The under-mentioned childrens' medical categories are as per following details :—

Sabina Kaintal	SGD	...	Cat. 'C'
Imtiaz Anees	SPD	...	Cat. 'C' (No P.T.)
Mehul Jhonson	SPD	...	Cat. 'C' (No P.T.)
Manjot Purewal	VBD	...	Cat. 'C' (No P.T.)
Rohit Bajaj	SBD	...	Cat. 'C'

**No. 281. CINEMA**

The English film GREAT GATSBY (if it arrives in time), will be shown in Barne Hall at 2-45 p.m. for P.D. and Senior School on Sunday, 26th September, 1982.

S. R. Das  
Headmaster

**LAWRENCE SCHOOL ORDERS**

Sanawar Tuesday 12th October 1982

Part I  
282—292

## • No. 282. PROGRAMME

## Oct.

Mon. 11th	P.T. cancelled Normal teaching routine resumed Hockey sets made ... 2-15 p.m. Dormitories re-set Tea Sr. School ... 4-00 p.m. B.D. baths ... 5-00 p.m. Prep 6-15—7-35 p.m.
Tue. 12th	P.T. resumed Afternoon activities cancelled Festival hockey match ... 3-00 p.m. Tea P.D. ... 4-15 p.m. Tea Sr. School ... 4-30 p.m.
Wed. 13th	Hockey programme comes into effect SUPW 4-15—5-30 p.m. B.D. baths ... 5-40 p.m. Supper P.D. ... 6-15 p.m. Supper Sr. School ... 7-15 p.m.
Thu. 14th	Weighing B.D. : Himalaya 2-00—2-40 p.m. Nilagiri 2-40—3-20 p.m. Siwalik 3-20—4-00 p.m. Vindhya 4-10—4-50 p.m.
Fri. 15th	Weighing G.D. : Himalaya 2-00—2-30 p.m. Nilagiri 2-30—3-00 p.m. Siwalik 3-00—3-30 p.m. Vindhya 3-30—4-00 p.m.
Sat. 16th	Morning Prep 6-40—7-40 a.m. M.I., G.D. ... 7-30 a.m. M.I. B.D. ... 7-40 a.m. Tutorial meetings 6-00—7-00 p.m.

	Supper P.D.	...	6-15 p.m.
	Supper Sr. School	...	7-15 p.m.
Sun. 17th	Tea P.D.	...	3-20 p.m.
	Film P.D.	...	3-45 p.m.
	Tea Sr. School	...	4-40 p.m.
	Film Sr. School	...	5-45 p.m.
	Supper P.D.	...	6-15 p.m.
	Supper Sr. School	...	7-15 p.m.

**No. 283. DIWALI HOLIDAY**

Sat. 16th Oct. '82 will not be a holiday on account of Diwali as previously published. The official date for Diwali has now been declared as Monday, Nov. 15th '82, and therefore, will be observed as Diwali Holiday.

**No. 284. DASHEHRA HOLIDAY**

Wed. the 27th October, 1982 will be observed as Dashehra Holiday, by the Administrative Staff. The dinner on this day will take the form of supper packets.

**No. 285. 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. 286. ARTICLES LOANED BY STORES**

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

**No. 287. FETE MONEY**

All cash takings at the Fete should be deposited with the Cashier immediately. Would all concerned please take immediate action.

**No. 288. SCHOOL VEHICLES**

It is repeated that all those who ask for the booking of the School vehicles for private purposes should do so in writing well in advance, and at least 24 hrs. before the date on which the vehicle is required.

**No. 289. LIVESTOCK**

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, pigs, 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 far outside the school premises and should never be found let loose grazing on the school lands.

**No. 290. TEA MUGS IN TUCK SHOP**

All Senior School Children are expected to purchase plastic tea mugs from Tuck Shop, and use these for taking tea at chotta hazari time. With effect from Monday, 18th Oct. 1982, Chotta Hazari will be served in the dormitory, duly collected from CDH by the Prefects and House Kitchen Helper(s), under their supervision. The empty kettles/utensils will be sent back to CDH, as soon as the Chotta Hazari is over.

**No. 291. MEDICAL CATEGORY**

The under-mentioned childrens' medical categories are as per following details :—

Natasha Nanda	...	SGD	C No P.T.
Rohit Aggarwal	...	VPD	C No P.T.
Dev Prasad	...	VBD	C No P.T.

**No. 292. CINEMA**

The English film **BLACK WINDMILL** (if it arrives in time), will be shown in Barne Hall at 3-45 p.m. for P.D. and at 5-45 p.m. for Senior School on Sunday, 17th October, 1982.

S. R. Das  
Headmaster

**LAWRENCE SCHOOL ORDERS**

Sanawar Friday 15th October 1982

**Part I**  
293—300**No. 293. PROGRAMME****Oct.**

Fri. 15th	Weighing G.D. :	
	Himalaya	2-00—2-30 p.m.
	Nilagiri	2-30—3-00 p.m.
	Siwalik	3-00—3-30 p.m.
	Vindhya	3-30—4-00 p.m.
Sat. 16th	Morning Prep	6-40—7-40 a.m.
	M.I., G.D.	... 7-30 a.m.
	M.I. B.D.	... 7-40 a.m.
	Tutorial meetings	6-00—7-00 p.m.
	Supper P.D.	... 6-15 p.m.
	Supper Sr. School	... 7-15 p.m.
Sun. 17th	Tea P.D.	... 3-20 p.m.
	Film P.D.	... 3-45 p.m.
	Tea Sr. School	... 4-40 p.m.
	Film Sr. School	... 5-45 p.m.
	Supper P.D.	... 6-15 p.m.
	Supper Sr. School	... 7-15 p.m.
Wed. 20th	SUPW	4-20—6-00 p.m.
	English debate Srs.	6-30—7-20 p.m.
	Supper P.D.	... 6-15 p.m.
	Supper Sr. School	... 7-15 p.m.
	B.D. baths	... 8-00 p.m.
Sat. 23rd	Morning Prep	6-40—7-40 a.m.
	M.I., GD	... 7-30 a.m.
	M.I., BD	... 7-40 a.m.
	Tutorial meetings	6-00—7-00 p.m.
	Supper P.D.	... 6-15 p.m.
	Supper Sr. School	... 7-15 p.m.
Sun. 24th	Tea P.D.	... 3-20 p.m.
	Film P.D.	... 3-45 p.m.
	Tea Sr. School	... 4-40 p.m.



Film Sr. School	...	5-45 p.m.
Supper P.D.	...	6-15 p.m.
Supper Sr. School	...	7-15 p.m.

**No. 294. AMENDMENT—SCHOOL CALENDAR**

The revised dates are published below :—

**Oct.**

Sun. 24th	Inter-House shooting finals (subjects to availability of ammunition)
Fri. 29th	Inter-House P.T. & Gym competition
Sat. 30th	
Sun. 31st	House & teams photographs Tennis vs. Solan

**Nov.**

Mon. 1st	Guru Nanak's Birthday—Holiday
Mon. 1st	Hockey vs. PPP/YPS
Tue. 2nd	
Wed. 3rd	Exams. commence
Mon. 8th	Subject reports handed in to Form staff
Tue. 9th	Exams. conclude I—H hockey tournament commences
Thu. 11th	I—H hockey tournament conclude Marks handed in to Form staff
Fri. 12th	Reports handed in to House staff End of term Assembly Escorts meeting
Sat. 13th	Home Day Reports handed in to HM

**No. 295. DISCIPLINE**

Following is again brought to the notice of all employees of the School, especially to the subordinate staff for strict compliance :—

1. It is not permissible to open any fund or ask for subscription/contribution to any fund or collection, or send or circulate notice to this effect, without prior written sanction from the Headmaster.
  2. Lending and borrowing money between the employees of the school is prohibited.
- Contravention of these orders will lead to disciplinary action against the employee concerned.

Heads of departments are requested to explain the above details once again, to all those, working under them soon after the issue of this order.

**No. 296. INTERNATIONAL HEALTH CERTIFICATES**

School children who are likely to go abroad during vacation are required to have International Health Certificates brought uptodate and in this connection Housemasters/Housemistresses are requested to kindly forward to the R.M.O. lists of such children of their Houses so that the R.M.O. could get necessary inoculations/vaccinations done well in time.

These lists must reach the RMO latest by 20th October, 1982, failing which it will not be possible for the RMO to arrange for International Health Certificates. This advance information is needed by the RMO for the reason that International Health Certificates now have to be brought uptodate by the Distt. Medical authorities as per Ministry of Health, Govt of India regulations.

Some children may be having I.H. Certificates with them ; House Staff may please arrange to send these to the RMO.

All concerned are requested to take prompt action.

**No. 297. STAFF PROCEEDING ON LEAVE**

All staff are hereby informed that they must obtain proper sanction of leave, before they proceed on such leave. This also includes station leave.

**No. 298. STAFF SUPPER TIMINGS IN CDH**

For administrative reasons it is necessary that all staff taking supper in CDH come in for supper from 8-20 p.m. (and not earlier), and they must leave the CDH latest by 9-00 p.m. It is regretted that no supper will be served thereafter.

**No. 299. STAFF—GUEST MEALS IN CDH**

Staff inviting their personal guests or parents in CDH for any meal(s), must inform the Catering Officer, in writing, well in advance. A requisition slip for this purpose is available with the Catering Officer.

**No. 300. CINEMA**

The English film BLACK WINDMILL (if it arrives in time), will be shown in Barne Hall at 3-45 p.m. for P.D. and at 5-45 p.m. for Senior School on Sunday, 17th October, 1982.

S. R. Das  
Headmaster

**LAWRENCE SCHOOL ORDERS**

Sanawar Friday 22nd October 1982

**Part I**  
301—327**No. 301. PROGRAMME****Oct.**

Sat. 23rd	Morning Prep	6-40—7-40 a.m.
	M.I., G.D.	... 7-30 a.m.
	M.I. B.D.	... 7-40 a.m.
	Tutorial meetings	6-00—7-00 p.m.
	Supper P.D.	... 6-15 p.m.
	Supper Sr. School	... 7-15 p.m.
Sun. 24th	Inter-House Shooting finals post-poned	
	Tea P.D.	... 3-20 p.m.
	Film P.D.	... 3-45 p.m.
	Tea Sr. School	... 4-40 p.m.
	Film Sr. School	... 5-45 p.m.
	Supper P.D.	... 6-15 p.m.
	Supper Sr. School	... 7-15 p.m.
Tue. 26th	Eye inspection for LV & downwards commences	
Wed. 27th	Dashehra—Holiday for Administrative Staff only	
	SUPW	4-20—6-00 p.m.
	Hindi debate Srs.	6-30—7-20 p.m.
	Supper P.D.	... 6-15 p.m.
	Supper Sr. School	... 7-25 p.m.
	B.D. baths	... 8-00 p.m.
Fri. 29th	Inter-House Gym. competition	... 2-30 p.m.
	Afternoon activities cancelled	
	Tea P.D.	... 4-00 p.m.
	Tea Sr. School	... 4-30 p.m.
Sat. 30th	Morning Prep	6-40—7-40 a.m.
	M.I., GD	... 7-30 a.m.
	M.I., BD	... 7-40 a.m.
	Afternoon activities and tutorial meetings cancelled	
	I—H P.T., & best gymnast competition	... 2-30 p.m.
	Tea P.D.	... 4-00 p.m.
	Tea Sr. School	... 4-45 p.m.

(Staff and OS cordially invited to stay on for tea with the gymnasts after the competition)

Sun. 31st	House photographs B.D :	
	Himalaya	... 7-00 a.m.
	Nilagiri	... 7-20 a.m.
	Siwalik	... 7-40 a.m.
	Vindhya	... 8-00 a.m.
	Teams photographs	... 8-20 a.m.
	G.D., photographs	... 10-00 a.m.
	P.D., photographs	... 11-00 a.m.
	Tennis vs. Solan	... 10-30 a.m.
	Tea P.D.	... 3-20 p.m.
	Film P.D.	... 3-45 p.m.
	Tea Sr. School	... 4-40 p.m.
	Film Sr. School	... 5-45 p.m.
	Supper P.D.	... 6-15 p.m.
	Supper Sr. School	... 7-15 p.m.

#### No. 302. DISCIPLINE BD

Children are once again reminded that no one is permitted to visit the residence area of subordinate staff or buy anything from unauthorised vendors. Strict disciplinary action will be taken against all offenders.

#### No. 303. LEAVE ENTITLEMENTS TO VACATION DEPARTMENT STAFF

Vacation Department staff if necessary, may consult School Rules Book with regard to vacations should anyone decide to give notice of resignation.

#### No. 304. IMPROVEMENTS, ALTERATIONS, SPECIAL REPAIRS TO SCHOOL BUILDINGS DURING THE WINTER VACATION

Would anyone, including House Staff, I/c CDH, House Matrons, Heads of Departments etc., wishing to suggest any improvements alterations, additions or special (as opposed to routine) repairs to School buildings during the forthcoming winter vacation, please send in their suggestions in writing to reach the Bursar not later than 1st Nov. 1982. 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 5th November, 1982.

✓ **No. 306 SCHOOL MAGAZINE 1982**

Will all House Staff and Staff I/c games and other activities, please ensure that full reports are submitted to Mrs. M. Khan, at the earliest, to enable the Printing Office to proceed with the preparation of material for the Magazine.

**No. 307. CHILDREN DISCHARGED FROM HOSPITAL**

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

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

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 RMO.

**No. 308. STOCK REQUIREMENTS FOR 1983**

All stock-holders will send in their requirements for the **First Term of 1983** (10th Feb. to 14th June, 1983), by filling in their expendable and non-expendable indent books and send these indent books to the Bursar latest by 4th November, 1982. They are requested to please give the details of proper sizes, weight, etc., along with their indent books.

**No. 309. SCHOOL HALWAI**

It has come to my notice that school children are going to School Halwai Shop for making purchases. This is not permissible.

Will all House Staff kindly note that School Halwai Shop is out of bounds for all school children including Day Scholars at all times, except when they are on SOP or WOP with their parents. Children may please be told that they are allowed to make purchases from the School Halwai only on days and timings and at the

place fixed for this purpose in different departments. Strict disciplinary action will be taken against any defaulters.

The School Halwai contractor has also been warned not to entertain any school children at his shop at the School Bakery.

**No. 310. CATAPULTS**

House staff are requested to inform all children in their Houses, that they are forbidden to keep Catapults or use them anywhere in the school.

**No. 311. ELECTRIC CONSUMPTION**

During the last week electric consumption has gone very high and unless precautionary measures are taken, damage to the transformer may occur any time. Following measures will therefore, be taken by all concerned :—

- (1) Street lights will be switched off at 9-30 p.m. by Head Chowkidar.
- (2) Immediately after Prep., class room lights will be switched off.
- (3) Dormitory lights where not required may kindly be switched off, in particular when children have gone out for supper and when there is nobody in the dormitory.
- (4) All members of staff are requested to switch off electric lights and appliances in rooms not being used.

**No. 312. STOCK CONDEMNATION—NOV. 1982**

1. All condemnations will be completed by the Bursar latest by 30th October, 1982.

2. Stock-holders other than I/c CDH and House Matrons/Warden, such as I/c BD Games gear, I/c GD Games gear, RMO, Printing Office, etc., etc., will kindly inform the Bursar the date and timing at which they would like him to do condemnation of their stock. He will be available for this purpose from 28th October to 29th October 1982, from 10-00 a.m. to 12-00 noon.

3. Condemnation of items considered by I/c CDH and House Matrons to be beyond repair, will commence on Monday, 25th Oct., 1982. They are requested to go through their stock and stores in hand, and prepare in advance, in their condemnation Books, list 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.

## 4. The condemnation programme is as follows :—

Mon. 25th Oct. '82 9-15 a.m. P.D.U. (boys)  
 9-35 a.m. P.D.L. (boys)  
 9-55 a.m. P.D. (Girls)  
 10-20 a.m. G.D. U. Dorm.  
 10-45 a.m. G.D. L. Dorm.  
 11-10 a.m. HBD  
 11-35 a.m. SBD  
 12-00 noon VBD  
 12-25 p.m. NBD  
 12-50 p.m. BD Sixth Form Dorm.

Tue. 26th Oct. '82 10-00 a.m. CDH

5. Quartermaster will please arrange to have condemned articles duly stamped at the time of condemnation, and will also depute three mazdoors to be present at each of the above places at timings and date specified above.

**No. 313. DISCIPLINE**

It has come to my notice that children of Subordinate Staff are seen roaming/playing about around the residential area of school children, and also, on BD pavement BD Quarndangle, Peacestead, Swimming pool area etc. This is not permissible. Employees concerned are therefore, hereby advised in their own interest, to ensure that their children do not go anywhere at such places. Consequences flowing from disobedience of this order will result in disciplinary measures against the parents of such children.

Will all Heads of Departments, under whom subordinate Staff work kindly explain the contents of this order, so that they are made aware of the implications and thus realise the urgent need to observe the instructions given in this order.

**No. 314. LIBRARY BOOKS**

All Staff must return all library books, borrowed by them from the library, latest by 8-11-'82. Books not returned by this date, will be considered as having been lost by the borrower, and the cost will be debited to his/her account.

**No. 315 SCHOOL STOCK BOOKS**

Form Staff should see that all books, teaching aids, etc. are returned to the Librarian. If anything is left in the class-room

cupboards, the cupboards must be locked and the keys labelled and handed over to the Librarian by 11th November, 1982.

**No. 316. STOCK LEDGERS, ETC.**

All Staff members must send their Stock Ledgers, Condemnation Books, etc., 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. 317. WHITE-WASHING OF STAFF QUARTERS**

The annual white-washing 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 white-washed 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 first term in 1983.

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. 318. LONG VACATION ARRANGEMENTS**

(1) Children going with their parents/guardians will be allowed to leave Sanawar after 8-00 a.m. on Saturday, 13th November, 1982. They may write to parents accordingly.

(2) Children travelling in the school parties will leave Sanawar on the morning/afternoon/evening of Saturday, 13th November, 1982. A Special School Order giving details of all departure arrangements etc. will be issued in due course.

**No. 319. GRATUITIES : CLASS IV STAFF**

Staff members, Houses & Departments are reminded that gratuities should **not** be paid direct to class IV staff.

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 distribution and **not** make any payments direct to class IV staff.

Small gifts, not monetary, given at a Christmas Tree are not affected by this School Order.

✓ **No. 320. HOUSE FUND ACCOUNTS**

Will all Housemasters and Housemistresses please note that complete accounts of their House Funds for the term ending 13th November, 1982 should be prepared and submitted to the Bursar to reach him not later than 11th November, 1982.

**No. 321. CDH PANTRY**

The CDH Pantry is **Out of Bounds** for all children except the CDH Helpers serving behind the counter.

Staff are requested not to enter the pantry area during meals.

The Catering Officer [in his capacity as I/c CDH is solely in charge of service and meals and all problems regarding shortages, non-availability of items etc., should be brought to his notice for necessary action.

**No. 322. RETURN OF EMPTY BOTTLES TO TUCK SHOP.**

It has been brought to my notice that staff seem to be rather casual with regard to return of empty bottles of soft drink soda/juice to tuckshop, which is causing considerable difficulty in the tuckshop.

All concerned are requested to kindly arrange to return empty bottles immediately to tuckshop, failing which Rs. 1/50 per bottle will be debited to the account of the staff concerned.

**No. 323. INTERNAL TELEPHONES**

The Telephone number for the RMO's residence, is now 34 [instead of 20] with effect from 19-10-'82. This is for information of all concerned.

✓ **No. 324. USE OF SCHOOL TELEPHONE**

It is regretted that children cannot be permitted to use school P. & T. telephones. All concerned are requested to take necessary action in this connection.

**No. 325. MEDICAL CATEGORY**

The under-mentioned childrens' medical categories are as per following details :—

Riju Jamwal	HBD	...	Cat. C No PT
Arun Khurana	HBD	...	Cat. C No PT
M.S. Bala	VBD	...	Cat. C No Gym.

**No. 326. ADMINISTRATIVE STAFF HOLIDAYS**

The Administrative Staff will observe the following as holidays :—

Wed.	27th	Oct. '82	—on account of Dushehra
Mon.	1st	Nov. '82	—on account of Guru Nanak's Birthday.
Mon.	15th	Nov. '82	—on account of Diwali—except the Engg. Deptt. which will, instead, observe Tue. 16th Nov. '82 as a holiday on account of Vishwakarma.

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

**No. 327. CINEMA**

The English film **G U N P O I N T** (if it arrives in time), will be shown in Barne Hall at 3-45 p.m. for P.D. and at 5-45 p.m. for Senior School on Sunday, 24th October, 1982.

S. R. Das  
*Headmaster*

**LAWRENCE SCHOOL ORDERS****Sanawar Friday 29th October 1982****Part I**

328—332

**No. 328. PROGRAMME****Oct.**

Fri.	29th	Afternoon activities cancelled	
		Inter-House Gym. competition	
		Tea P.D.	... 4-00 p.m.
		Tea Sr. School	... 4-30 p.m.
Sat.	30th	Morning Prep	6-40—7-40 a.m.
		M.I., GD	... 7-30 a.m.
		M.I., BD	... 7-40 a.m.
		Afternoon activities and tutorial meetings cancelled	
		I—H P.T., & best gymnast competition	... 2-30 p.m.
		Tea P.D.	... 4-15 p.m.
		Tea Sr. School	... 4-45 p.m.
		(Staff and O.S. cordially invited to stay on for tea with the gymnasts after the competition)	
Sun.	31st	House photographs B.D :	
		Himalaya	... 7-00 a.m.
		Nilagiri	... 7-20 a.m.
		Siwalik	... 7-40 a.m.
		Vindhya	... 8-00 a.m.
		Teams photographs	... 8-20 a.m.
		G.D., photographs	... 10-00 a.m.
		P.D., photographs	... 11-00 a.m.
		Tennis vs. Solan	... 10-30 a.m.
		School hockey Colts & Atoms leave for YPS, Patiala	... 2-00 p.m.
		Tea P.D.	... 3-20 p.m.
		Film P.D.	... 3-45 p.m.
		Tea Sr. School	... 4-40 p.m.
		Film Sr. School	... 5-45 p.m.
		YPS 1st XI (hockey) arrives	... 6-00 p.m.
		Supper P.D.	... 6-15 p.m.
		Supper Sr. School	... 7-15 p.m.

Nov.

Mon.	1st	Guru Nanak's birthday—Holiday	
		Sunday timings	
		B.D. baths	... 8-00 a.m.
		School hockey Colts & Atoms vs. YPS (away)	
		School 1st XI (hockey) vs. YPS (home)	... 11-00 a.m.
		Lunch P.D.	... 12-15 p.m.
		Lunch Sr. School	... 1-15 p.m.
		YPS 1st XI leaves	... 2-00 p.m.
		Tea P.D.	... 3-00 p.m.
		Tea Sr. School	... 3-30 p.m.
		Film—PD & Sr. School (Courtesy Russian Embassy)	... 4-00 p.m.
		School Colts & Atoms arrive	... 6-00 p.m.
		Supper P.D.	... 6-15 p.m.
		Supper Sr. School	... 7-15 p.m.
Tue.	2nd	Morning Prep	7-40—8-40 a.m.
		M.I., as for Saturdays	
Wed.	3rd	Exams. Commence	
Sat.	6th	I—H G.D. hockey tournament commences	
Sun.	7th	Rouser	... 7-00 a.m.
		B.D. baths	... 7-20 a.m.
		Breakfast P.D.	... 8-30 a.m.
		Breakfast Sr. School	... 9-15 a.m.
		Exams. as scheduled	
		No Upper VI teaching	
		Tea P.D.	... 3-20 p.m.
		Film P.D.	... 3-45 p.m.
		Tea Sr. School	... 4-40 p.m.
		Tea Upper Fives	... 5-05 p.m.
		Film Sr. School	... 5-45 p.m.
		Supper P.D.	... 6-15 p.m.
		Supper Sr. School	... 7-15 p.m.

**No. 329. EXAMINATION PERIOD DAILY ROUTINE**

The entire Sr. School except the Upper Sixers for whom separate routine is published will observe the following routine :—

Rouser	... 6-45 a.m.
Prep (Birdwood)	7-30—8-30 a.m.
M.I., G.D.	... 8-20 a.m.

M.I., B.D.	... 8-30 a.m.
Breakfast	... 8-40 a.m.
Assembly	... 9-25 a.m.
1st Session of Exams.	10-00—1-00 p.m.
Lunch Sr. School	... 1-05 p.m.
(Lunch for P.D. will be at 12-00 noon)	
2nd Session of Exams.	2-00—4-30 p.m.
Tea	... 4-45 p.m.
B.D. baths	... 5-00 p.m.
Prep	6-00—7-20 p.m.
Sr. School Supper	... 7-25 p.m.
(Supper for P.D. will be at 6-15 p.m.)	
House Inspection	... 8-30 p.m.
Study bell	... 8-40 p.m.
Lights out	... 10-00 a.m.

- Note : (i) Upper Vs. will have exams. in Barne Hall. Others will be allocated Form rooms.
- (ii) No one will be permitted to leave during the first session of Exam. Children, if they finish ahead of time, will revise for the next exam. Silence will be maintained in Birdwood School during exams.
- (iii) During the second session of exams. children may be permitted to leave if they finish the paper ahead of schedule.
- (iv) B.D. Games will be conducted House-wise from 2-30—4-30 p.m. Allocation of fields will be announced daily.

#### No. 330. SIXTH FORM TEACHING ROUTINE

The following routine will be observed during the course of the Exams. :—

Rouser	... 6-45 a.m.
1st School	7-50—8-30 a.m.
Breakfast	... 8-45 a.m.
Assembly	... 9-25 a.m.
2nd School	9-35—10-15 a.m.
3rd School	10-15—10-55 a.m.
Tea break (CDH)	10-55—11-15 a.m.
4th School	11-15—11-50 a.m.
5th School	11-50—12-25 p.m.
6th School	12-25—1-00 p.m.

- Note : (i) The 7th School of Wed. 3rd Nov. will be transferred to Saturday 6th Nov.
- (ii) The post lunch routine will remain the same as for the rest of the School inclusive of House games from 2-30—4-30 p.m.

**No. 331. MEDICAL CATEGORY**

The under-mentioned childrens' medical categories are as per following details :—

Lakshmi Mahey	SGD	...	Cat. C No PT
Vibhu Sabharwal	VBD	...	Cat. C No PT
Rajbir Singh	NBD	...	Cat. C No PT
J.S. Dhanoa	VBD	...	Cat. C No PT

**No. 332. CINEMA**

The English film HE RIDES TALL ( if it arrives in time ), will be shown in Barne Hall at 3-45 p.m. for P.D. and at 5-45 p.m. for Senior School on Sunday, 31st October, 1982.

S. R. Das  
*Headmaster*

# LAWRENCE SCHOOL SANAWAR

SANAWAR, FRIDAY, 5TH NOVEMBER, 1982

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## Part I

333—344

### SPECIAL ORDER

#### Winter Vacation Arrangements—1982.

##### No. 333. 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 from 8-00 a.m. on Saturday, 13th November, 1982. (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) All children travelling in school parties will also leave on Saturday 13th November 1982, 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 except school books, if necessary, 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) All Housemasters/Housemistresses are requested to instruct children in their Houses not to lock-up/leave their personal belongings in the dormitory lockers.

(vi) House Staff will please note that all demands in respect of individual children requiring travel money (subject to parents permission to be obtained, in writing, by the children concerned) must be put in to the Bursar well in advance, and **in no case later than Tuesday, 9th November, 1982.** 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, 11th November, 1982 by the School Office.

(vii) 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' journey.**

(viii) 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.

(ix) **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.**

#### No. 334. ESCORTS' MEETING.

A meeting of all staff members escorting school parties will be held in the M.C.R. on Friday, 12th November, 1982, at 10-00 a.m. All such staff members are required to attend.

#### No. 335. 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 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.

**No. 336. TRAVELLING DRESS.**

Children travelling in school parties will dress respectably.

**No. 337. 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
3	† Bombay V.T.
4	* Dehra Dun
5	Ferozpur
6	‡ Pathankot
8	Jammu Tawi
10	Calcutta (via Delhi & Kanpur)
11	Delhi 'A'
12	Delhi 'B'
13	Delhi 'C'
14	Chandigarh/Patiala

**Special note :**

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

† (includes Kurukshetra, Karnal and Panipat.)

\* (includes Ambala Cantt, Saharanpur.)

‡ (includes Ludhiana, Jullundur city, Amritsar and Pathankot)

(ii) Party labels will be available in the School Office fairly soon. House Matrons should personally collect these from there as per their requirement.

**Special note :** Stick-on labels must be pasted *on the sides or fronts* of tin trunks and NOT @N 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 Wednesday, 10th November, 1982, 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.** They (inparticular P.D. & G.D.) will ensure that luggage is kept ready, at least half an hour in advance, in their dormitory or in the dormitory varandah, so that the mazdoors are able to transport it to Gaskell Hall well in time.

(v) Luggage of all children going in **Dehra Dun party** must be ready at B.D. Quad at 5-00 a.m. on 13-11-1982. The same will be loaded on to the **School Bus** and the entire party will move for Kalka at 5-30 a.m.

(vi) Luggage of all children going to **Simla & Chandigarh/Patiala** must be ready at the **B.D. Quadrangle by 7-00 a.m.** on home day. The Quartermaster will arrange for this luggage to be transported there from departments by the mazdoors and loaded on to the School Jeep (or tractor) which will take the luggage (and if possible, the children), to Garkhal to catch Jagjit Nagar—Solan bus. At Solan bus stand the Party will catch another bus going to Simla. Chandigarh/Patiala Party will travel by Kasauli—Patiala bus leaving Garkhal at 8-45 a.m.

(vii) Luggage of children going in **Bombay V.T. party** must be ready at the B.D. Quad. by 7-30 a.m. sharp on 13-11-1982. The Q.M. will arrange for luggage to be transported from deptts. by the mazdoors and loaded on the **H. Roadways** bus so that it is ready to move at 9-00 a.m. All members of **Bombay V.T. party**, will get into this bus, which will leave for Ambala Cantt Rly. Station at 9-00 a.m.

(viii) Luggage of all other children travelling in the remaining school parties must be ready by 7-00 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. 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.

(ix) **Light luggage such as hold-alls suit cases etc., will travel with school parties on the party buses.** The Quartermaster will arrange for the loading of such luggage onto the buses at the B.D. Quad. immediately they arrive. Luggage should be loaded according to the order of departure of parties as given under the heading "Sanawar/Kalka Departure Arrangements." 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 Q.M. will, if necessary, engage one or two trucks, to cart all heavy luggage in one trip. The trucks may leave B.D. Quad. at **12-00 noon**. 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. J. K. Kohli. Mr. J. K. Kohli 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. J. K. Kohli 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 him. *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. J. K. Kohli.

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

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

**No. 338. ALLOTMENT OF ACCOMMODATION IN TRAINS.**

Mr. Satpal Verma 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.

**No. 339. BREAKFAST, LUNCH, TEA, SUPPER PACKETS.**

(i) **Breakfast:**—Dehra Dun party will have their breakfast at

Kalka or at Chandigarh. P.D., Simla, Chandigarh/Patiala and Bombay V.T. parties will have breakfast at 7-00 a.m., and the Senior School at 8-00 a.m.

(ii) **Lunch:**—(a) Bombay V.T. party will have **Lunch** at Ambala Cantt Rly. Station refreshment room, between 12-00 noon and 1-00 p.m. on 13-11-82.

(b) Lunch for the P.D. will be at 12-00 noon and the Senior School, at 12-45 p.m. on **home day**.

(iii) **Tea:**—Bread/Sandwiches and tea will be served in the C.D.H. at 4-30 p.m. for all members of the Delhi 'A', Jammu Tawi, and Pathankot parties, except those who will have walked down.

(iv) **Supper Packets:**—Supper packets (all vegetarian) will be arranged by the school for all children going to Ferozpur, Calcutta, Jammu Tawi Delhi A, Delhi B, Delhi C, Pathankot parties. These will be issued in Gaskell Hall half an hour before parties leave Sanawar for Kalka, 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. J.K. Kohli after having distributed the supper packets and before the train leaves:—

School Party	Escort	No. of Supper packets
Ferozpur	... Mr. S. R. Sharma	15
Jammu Tawi	... Mr. S. K. Behl	15
Pathankot	... Mrs. K. Rampal	35
Calcutta	... Mr. Samik Ghosh	65
Delhi 'A'	... Mr. B.K. Bhardwaj	85
Delhi 'B'	... Mr. Dhani Ram	82
Delhi 'C'	... Mr. K.K. Batish	82

The Quartermaster will arrange for the issue of necessary number of clean baskets of appropriate size to the I/c C.D.H. at 9-30 a.m. on home day.

The I/c C.D.H. will please 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.

Quartermasters' representative 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 baskets to the escorts concerned.

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

Mr. Subhash Gupta will kindly arrange for sufficient number of "surahis", for drinking water purposes during rail journey for Bombay V.T. party, and Mr. Satpal Verma will do so for all other parties.

**No. 340. ROLL - CALL AT KALKA.**

Staff I/c 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.

**No. 341. WALKING DOWN TO KALKA [BOYS]**

(i) None will be permitted to walk down from Dehra Dun, Simla, Bombay V.T. and Chandigarh/Patiala parties.

(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) Those who have been permitted to walk down to Kalka, will not leave B. D. before 1-00 p.m. Housemasters will take a roll-call of all such boys, at 1-00 p.m. The names of any boys not present will be reported immediately to the Bursar in writing.

(iv) Housemasters will only permit those boys to walk down whose names have already been 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.

(v) 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. 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.

**No. 342. RAIL TICKETS FOR SCHOOL PARTIES.**

Tickets for the school parties will be collected by the escorts from the School office on Friday, 12th November, 1982, after the escorts meeting.

**No. 343. SANAWAR/KALKA DEPARTURE ARRANGEMENTS**

1. Attached with this Order are detailed lists of all School Parties, a copy of the party programme, and, for escorts only, a copy of the instructions for escorts.

2. The School parties will leave from B. D. Quadrangle, in the following order, on Saturday, 13th November, 1982. Boys who have been permitted to walk down to Kalka are not included in the programme given below :—

<i>School party</i>	<i>Assemble at B.D. Quad.</i>	<i>Departure from B.D. Quad.</i>	<i>Size of party (including escorts &amp; families)</i>	<i>Transport</i>
Dehra Dun	5-00 a.m.	5-30 a.m.	17	School Bus
Simla	7-15 a.m.	7-30 a.m.	7	By Jeep/Matador
Chandigarh/Patiala	8-00 a.m.	8-15 a.m.	37	„ Jeep/Tractor
Bombay V.T.	8-30 a.m.	9-00 a.m.	53	„ HR Bus
Kalka	1-30 p.m.	2-00 p.m.	—	„
Ferozpur	—do—	—do—	7	„
Delhi B	—do—	—do—	68	„
Delhi C	—do—	—do—	41	„
Calcutta	—do—	—do—	37	„
Pathankot	6-00 p.m.	6-30 p.m.	21	„
Jammu Tawi	—do—	—do—	5	„
Delhi A	—do—	—do—	73	„

3. **Dehra Dun party** will travel by School Bus leaving B.D. Quad. at 5-30 a.m. At Kalka it will catch Kalka—Dehra Dun Haryana Roadways Bus leaving Kalka Bus Stand at 7-15 a.m.

4. **Simla party** will travel from Garkhal by HGT Jagjitnagar—Solan Bus, leaving from B.D. Quadrangle at 7-30 a.m., in School Matador upto Garkhal. The luggage will go by Jeep/Tractor.
5. Chandigarh/Patiala party will travel by Pepsu Road Transport Corp. Bus leaving Garkhal at 09-00 a.m. The party will walk down upto Garkhal to catch the P. R. T. C. Bus. The luggage will go to Kasauli, by Bus/Jeep/ Tractor.
6. **Bombay V.T. party** will travel by H.R. Bus from B.D. Quad. at 9-00 a.m. upto Ambala Cantt. From Ambala Cantt, the party will travel in one extra second Class/Train Service sleeper coach, by 58 Dn, Amritsar—Dadar express leaving Ambala Cantt at 15-25 hours.
7. **Kalka, Ferozpur, Delhi B, Delhi C**, parties will travel by H.R. buses from B.D. Quad. up to Kalka. From Kalka all these parties (except Kalka party) will travel in train service/extra coaches attached to 87 Dn. Chandigarh Express, leaving Kalka at 1920 hours.
8. **Jammu Tawi party** will travel in H.R. bus from B.D. Quad. upto Kalka. From Kalka, the party will travel in First Class train service coach by 35 Dn. Simla Mail, leaving Kalka at 2120 hours.
9. **Pathankot party** will travel in H.R. Bus from B.D. Quad. upto Kalka. From Kalka, the party will travel in 2nd class sleeper coach in train service by 35 Dn. Simla Mail, leaving Kalka at 2120 hours.
10. **Delhi A & Calcutta** parties will travel in H.R. bus, and if necessary in School bus from B.D. Quad. upto Kalka. From Kalka, the Delhi A will travel in one extra 2nd class three-tier sleeper coach, and Calcutta party in through Kalka—Howrah three-tier sleeper coach, in train service, respectively, by 2 Dn. Kalka—Delhi—Howrah Mail, leaving Kalka at 2345 hours.
11. The School Bus, after leaving Dehra Dun party at Kalka, will return to Sanawar, by 8-00 a.m. If it arrives by 8-00 a.m., then it will go to Kasauli with Chandigarh/Patiala party luggage, do transhipment of the luggage on to the P. R. T. C. Kasauli-Patiala Bus. and return immediately. If necessary, it may have to go to Ambala Cantt

with Bombay V.T. party luggage, otherwise the bus will proceed to Kalka, with part of Delhi A party, leaving B.D. Quad. at 6-30 p.m. There at Kalka, it will await for further instructions from Mr. J.K. Kohli.

12. 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.

13. 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.

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

#### No. 344. NEXT TERM

The next term will begin on Thursday, 10th February, 1983; all children must be back by 5-00 p.m. on that day. There will be a meeting of Housemasters/Housemistresses at 6-00 p.m. in HM's residence.

S. R. Das  
Headmaster.



**LAWRENCE SCHOOL ORDERS****Sanawar Friday 5th November 1982****Part I**

345—360

**No. 345. PROGRAMME**

Nov.

Sat.	6th	Singing practice to replace Assembly	...	9-25 a.m.
		I—H G.D. hockey tournament commences	..	2-20 p.m.
		Tea P.D.	...	4-00 p.m.
		Tea Sr. School	...	4-15 p.m.
		Evening Prep cancelled		
		B.D. baths	...	5-15 p.m.
		Supper P.D.	...	6-00 p.m.
		Supper Sr. School	...	7-00 p.m.
		House Inspection	...	8-00 p.m.
		Study bell	...	8-15 p.m.
		Lights out	...	10-00 p.m.
Sun.	7th	Rouser	...	7-00 a.m.
		B.D. baths	...	7-20 a.m.
		Breakfast P.D.	...	8-30 a.m.
		Breakfast Sr. School	...	9-15 a.m.
		Exams. as scheduled		
		No Upper VI teaching		
		Tea P.D.	...	3-20 p.m.
		Film P.D.	...	3-45 p.m.
		Tea Sr. School	...	4-40 p.m.
		Film Sr. School	...	5-45 p.m.
		Supper P.D.	...	6-15 p.m.
		Supper Sr. School	...	7-15 p.m.
Mon.	8th	Subject reports handed in to Form Staff		
Tue.	9th	Exams. conclude		
		I—H B.D. hockey tournament commences	...	2-20 p.m.
		Tea Sr. School	...	4-45 p.m.
		B.D. baths	...	5-15 p.m.
		Supper P.D.	...	6-15 p.m.
		Supper Sr. School	...	7-15 p.m.
		Lights out	...	10-00 p.m.

Wed. 10th	Rouser	...	7-15 a.m.
	B.D. baths	...	7-45 a.m.
	Breakfast P.D.	...	8-30 a.m.
	Breakfast Sr. School	...	9-15 a.m.
	Weighing & measuring GD :		
	Himalaya		10-00—10-40 a.m.
	Nilagiri		10-40—11-20 a.m.
	Siwalik		11-20—12-00 noon
	Vindhya		12-00—12-40 p.m.
	Lunch P.D.	...	12-00 noon
	Lunch Sr. School	...	1-00 p.m.
	I—H hockey	...	2-20 p.m.
	Tea Sr. School	...	4-45 p.m.
	Staff & U-VI photographs	...	5-00 p.m.
	B.D. baths	...	5-30 p.m.
	Supper P.D.	...	6-00 p.m.
	Supper Sr. School	...	7-00 p.m.
	Staff Club meeting followed by dinner (Art Room)		
		...	7-30 p.m.
	Lights out	...	10-00 p.m.
Thu. 11th	Rouser	...	7-15 a.m.
	B.D. baths	...	7-45 a.m.
	Breakfast P.D.	...	8-30 a.m.
	Breakfast Sr. School	...	9-15 a.m.
	Weighing & measuring B.D. :		
	Himalaya		10-00—10-50 a.m.
	Nilagiri		10-50—11-40 a.m.
	Siwalik		11-40—12-30 p.m.
	Vindhya		12-30— 1-15 p.m.
	Lunch P.D.	...	12-15 p.m.
	Lunch Sr. School	...	1-15 p.m.
	Marks handed in to Form Staff		
	Inter-House hockey	...	2-20 p.m.
	Tea Sr. School	...	4-45 p.m.
	B.D. baths	...	5-00 p.m.
	Diwali Eve dinner :		
	P.D.	...	6-15 p.m.
	Sr. School	...	7-30 p.m.
	Sr. School Social (Barne Hall)		8-30—11-00 p.m.

Fri. 12th	Rouser	...	7-30 a.m.
	Breakfast Sr. School	...	8-30 a.m.
	Breakfast P.D.	...	9-15 a.m.
	End of term Assembly	...	9-30 a.m.
	Escorts' meeting (MCR)	...	10-00 a.m.
	Reports handed in to House Staff		
	Lunch P.D.	...	12-15 p.m.
	Lunch Sr. School	...	1-15 p.m.
	Tea P.D.	...	4-00 p.m.
	Tea Sr. School	...	4-30 p.m.
	B.D. baths	...	5-00 p.m.
	Supper P.D.	...	6-15 p.m.
	Supper Sr. School	...	7-15 p.m.
Sat. 13th	Home Day		
	(Meal timings & dispersal as per special school orders)		
	Mark Registers handed in to Sr. Mistress		
	Reports handed in to HM.		

Note : School order pertaining to VI Form routine and timings from 14th Nov.—5th Dec. will be published on Fri. 12th Nov. 1982.

#### No. 346. 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, 11th November, 1982.

When returning cups and trophies, House Staff will kindly ensure that a label of 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. 347. WINTER VACATION

The School will close on Saturday, 13th November, 1982, for the winter vacation, and will reopen on Thursday, 10th February, 1983 on which date all children must be back in the School by 5-00 p.m.

A detailed Special Order in connection with the winter vacation School parties arrangements has been issued separately.

**No. 348. STAFF—VACATION ADDRESSES AND QUARTERS' KEYS**

Before leaving Sanawar all members of the staff must enter their names and their vacation address 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 may be **labelled and handed over to QM**. All Keys of residences and department, 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 QM.

**No. 349. HANDING IN OF SCHOOL CLOTHING**

Children of all Departments including Day Scholars will hand in their school clothes, etc., to the House Matrons/Warden incharge of their dormitories immediately after lunch on Friday, 12th November, 1982. 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. 350. SEALING OF CLOTHING ROOMS**

House Matrons/Warden 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. 351. 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. 352. HOUSE 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. 353. CHILDREN'S BLUE JERSEYS**

Children and House Staff are reminded that *all* children (except *Merit* scholars, in whose case the House matrons/House Warden

must take back from them) must take home with them their privately owned school uniform pattern long-sleeved navy blue jerseys in order to enable them to be repaired and washed or dry-cleaned 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, 1983, failing which new ones will be issued to them, at their parents' cost.

**No. 354. SCHOOL PURCHASES BY STAFF MEMBERS**

Staff members are reminded that in order to exercise a proper control and regulation of the school finances, no purchases of whatever nature may be made against 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. 355. STAFF—VACATION ADDRESSES**

All staff going on Vacation, are also requested to leave their addresses with Post-Master Sanawar, so that their in-coming mail, could be re-directed to them, by the Post Office itself.

**No. 356. DORMITORY LOCKERS**

House Staff are requested to impress upon all House Children in their respective Houses that they must empty their lockers, and leave them open, for repairs, polishing, etc.

**No. 357. WEEKLY OFF—ADMINISTRATIVE STAFF**

In view of end of term rush of work, Saturday 13th Nov. and Sunday, 14th Nov. 1982 will be full working days.

In lieu thereof, Thursday, 18th November, 1982 will be observed as weekly off.

**No. 358. UNAUTHORISED VENDORS IN SANAWAR**

This is to bring to the notice of all concerned that no outside vendors are permitted to go round from house to house for sale of various items unless they have specific permission to do so from the Headmaster. This also applies to hawkers who go round purchasing empty bottles, old newspapers, etc.

Heads of Departments are requested to kindly explain the details of this order to all subordinate staff working under them, for strict compliance.

**No. 359. INTER HOUSE PT/GYM COMPETITION—1982**

The results of Inter House PT/Gym Competition held on 29th and 30th Oct., 1982 are published below for record :—

**Cock House Boys and Girls**

B.D.			G.D.		
	<i>Points</i>	<i>Position</i>		<i>Points</i>	<i>Position</i>
Nilagiri	173.33	1st	Himalaya	128.9	1st
Himalaya	167.47	2nd	Siwalik	121.00	2nd
Vindhya	164.98	3rd	Nilagiri	117.62	3rd
Siwalik	161.93	4th	Vindhya	115.62	4th

**Best Gymnast Boys (Seniors)**

	<i>Points</i>	<i>Position</i>
Ravi Suba	63.6	1st
Ranjit Rawlley	62.5	2nd
Mohit Khanna	60.83	3rd

**Best Gymnast Boys (Juniors)**

	<i>Points</i>	<i>Position</i>
Rajeev Mehta	41.83	1st
Manek Contractor	39.33	2nd
Andleeb Sehgal	38.5	3rd

**Best Gymnast Girls**

	<i>Points</i>	<i>Position</i>
Hamina Khatra	46.66	1st
Rohini Prakash	45.83	2nd
Reena Singh	45.00	3rd

Proficiency certificate for P.T.—Ravi Suba

Merit certificates for Gymnastics :—

Seema Jamwal	Udayant Malhotra
Rameshwar S. Jamwal	Gurinder S. Mann
Deepinder S. Rathore	Surendra K. Sharma
Ravi Suba	Ranjit Rawlley
Ajay Maira	

**No. 360. CINEMA**

The English film ANNE OF THE THOUSAND DAYS (if it arrives in time), will be shown in Barne Hall at 3-45 p.m. for P.D. and at 5-45 p.m. for Senior School on Sunday, 7th November, 1982.

S. R. Das  
Headmaster

**LAWRENCE SCHOOL ORDERS****Sanawar Friday 12th November 1982****Part I****361—366****No. 361. PROGRAMME****Nov.**

Fri. 12th	Rouser	...	7-30 a.m.
	Breakfast Sr. School	...	8-30 a.m.
	Breakfast P.D.	...	9-15 a.m.
	End of term Assembly	...	9-30 a.m.
	Escorts' meeting (MCR)	...	10-00 a.m.
	P.D. vs. Atoms—Hockey (Peacestead)	...	10-00 a.m.
	Reports handed in to House Staff		
	Lunch P.D.	...	12-15 p.m.
	Lunch Sr. School	...	1-15 p.m.
	Tea P.D.	...	4-00 p.m.
	Tea Sr. School	...	4-30 p.m.
	B.D. baths	...	5-00 p.m.
	Supper P.D.	...	6-15 p.m.
	Supper Sr. School	...	7-15 p.m.
Sat. 13th	Home Day		
	(Meal timings & dispersal as per special School orders)		
	Mark Registers handed in to Sr. Mistress		
	Reports handed in to HM		
Sun. 14th	Sunday timings for Upper VI		
	Baths	...	8-00 a.m.
	Lunch	...	1-00 p.m.
	Tea	...	4-00 p.m.
	Supper	...	7-15 p.m.
<b>No. 362.</b>	<b>IMPORTANT DATES—Mon. 15th—Sun. 5th Dec. 1982</b>		
Mon. 15th	Diwali—Holiday (Sunday Timings)		
	Special Diwali Lunch	...	1-00 p.m.
	Tea	...	4-00 p.m.
	Dry Supper	...	6-30 p.m.
Tue. 16th	Sixth Form Classes commence		

Sun. 21st	Sunday timings	
	Lunch	... 1-00 p.m.
	Tea	... 4-30 p.m.
	Film	... 5-00 p.m.
	Supper	... 7-00 p.m.
Sun. 28th	Sunday timings	
	Lunch	... 1-00 p.m.
	Tea	... 3-30 p.m.
	Hindi Film (if arranged)	... 4-00 p.m.
	Supper	... 7-00 p.m.
Mon. 29th	Exams. commence	

**Dec.**

Fri. 3rd	Exams. conclude	
Sat. 4th	Break-up dinner	... 7-30 p.m.
Sun. 5th	Dispersal (onwards)	... 6-00 a.m.

**No. 363. DAILY ROUTINE—Tue. 16th Nov.—Sat. 4th Dec.**

Rouser	... 7-00 a.m.
1st School	8-00—8-40 a.m.
Breakfast	... 8-45 a.m.
2nd School	9-15-10-00 a.m.
3rd School	10-00-10-45 a.m.
4th School	10-45-11-30 a.m.
Tea break	11-30-12-00 noon
5th School	12-00-12-45 p.m.
6th School	12-45—1-30 p.m.
Lunch	... 1-35 p.m.
Games and recreation	2-30—3-50 p.m.
Tea	... 4-00 p.m.
Baths	... 4-30 p.m.
Study period (dormitories)	5-15—7-00 p.m.
Supper	... 7-15 p.m.
Study period (onwards)	... 8-30 p.m.

Note : Library will remain open during class timings and from 2-30—3-50 p.m. in the afternoons on all week days. On Sundays the Library will remain open from 10-30 a.m. to 12-00 noon.



**No. 364. STAFF FAMILIES' RATIONS ETC., DURING VACATION**

With effect from Sunday, 14th November, 1982, the following arrangements have been made to meet the requirements of eggs, vegetables, fruit, dry rations and fuel for 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 from 10-00 a.m. to 2-00 p.m. on Monday, Wednesday and Saturday.

**Eggs**

Eggs will be on sale at the Tuck Shop as usual.

**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.

**No. 365. TUCKSHOP HOURS DURING VACATION**

The Tuckshop will remain open from 2-00 to 5-00 p.m. daily except on Sundays, from 15-11-'82 to 5-12-'82, and thereafter for the same timings, on Mondays, Wednesdays and Saturdays, throughout the vacation.

**No. 366. CINEMA**

The English film **T H E S T I N G** (if it arrives in time), will be shown in Barne Hall at 5-00 p.m. on Sunday, 21st November, 1982.

S. R. Das  
*Headmaster*