

# BUREAU OF EDUCATION IN INDIA

PAMPHLET No. 36



## REPORT

OF THE

## COMMITTEE OF THE CENTRAL ADVISORY BOARD OF EDUCATION

Appointed to consider the Conditions of Service (other than the  
Remuneration) of Teachers

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## LIST OF PUBLICATIONS OF THE BUREAU OF EDUCATION IN INDIA.

Serial No.	Name of Publications.	Year of Publication.
1	Report on Vocational Education in India (Delhi, the Punjab and the United Provinces). (E. H. L.—34).	1937
*2	Report of the Women's education committee on primary education of girls in India—1936.	1937
*3	Report of the Women's education committee of Central Advisory Board of Education to consider curriculum of Girls' Primary Schools in India.	1937
*4	Report of the vernacular education committee of the Central Advisory Board of Education appointed to consider certain questions connected with the administration and control of Primary education.	1937
5	Report of the First committee of Central Advisory Board of Education appointed to consider the Wardha Education Scheme. (EHL 40).	1938
6	Report of the 2nd Wardha Education committee of the Central Advisory Board of Education. (App. IV of 5th meeting proceedings).	1940
7	Report of the Adult Education Committee of the Central Advisory Board of Education, 1939. (EHL 46) (App. III to 5th Meeting proceedings).	1940
8	Report of the Social Service and Public Administration Committee of the Central Advisory Board of Education in India, 1940 together with the decisions of the Board thereon. (EC. 6).	1941
†9	Report of the Joint Committee appointed by the Central Advisory Board of Health and Central Advisory Board of Education on the Medical Inspection of School Children.	1941
10	Report of the Scientific Terminology Committee of the Central Advisory Board of Education in India, 1940, together with the decisions of the Board thereon. (E.C.—5).	1941
11	Proceedings of the 6th Meeting of the Central Advisory Board of Education held at Madras on 11th and 12th January 1941. (E.C.—4 VI).	1941
12	Proceedings of the 7th Meeting of the Central Advisory Board of Education in India held at Hyderabad Deccan on 14th and 15th January, 1942. (E. C. 4 VII).	1942
13	Report of the School Building Committee. (E.C. 8) .. ..	1942
14	Report of the Uniform Braille Code Committee. (E.C. 7) .. ..	1942
15	Report of the Examination Committee, 1942. (E.C. 12) .. ..	1942
16	Report of the Expert Committee on a Uniform Braille Code for India with the Braille charts printed in India Alphabets 1942.	1942
17	Proceedings of the 8th Meeting of the Central Advisory Board of Education held at Lucknow (E. C. 4 VIII).	1943
18	Report of the Joint Committee of the Central Advisory Board of Education and the Inter-University Board appointed to investigate the question of the relation of the school leaving certificate Examination to the Matriculation Examination, 1942. (E.C. 9).	1943
19	Report of the Committee of the Central Advisory Board of Education on the Training, Recruitment and conditions of service of teachers. (E.C. 10).	1943

**LIST OF PUBLICATIONS OF THE BUREAU OF EDUCATION IN INDIA---contd.**

Serial No.	Name of Publications.	Year of Publication.
20	Report of the Committee of the Central Advisory Board of Education appointed to consider the question of the recruitment of the Education Officer, 1942 together with the decisions of the Board thereon. (E.C. 11).	1943
21	Report of the Examination Committee .. .. .	1943
22	Proceedings of the 9th and 10th Meetings of the Central Advisory Board of Education in India held in October 1943 and January 1944 respectively. (E. C. 4 IX & X).	1944
23	Report of the Technical Education Committee 1943. (E.C. 16).	
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26	Report of the Committee of Central Advisory Board of Education appointed to consider the question of Training, Recruitment and condition of service in Universities, etc. together with the decisions of the Board thereon. (E. C. 22).	1945
27	Report of the Central Advisory Board of Education on Post-War Educational Development in India, 1944. (E. C. 13).	1945
28	Volume containing reports of the Committees of Central Advisory Board of Education. (E. C. 14).	1945
29	Report of the Administration Committee of Central Advisory Board of Education.	1945
30	Proceedings of the 11th Meeting of the Central Advisory Board of Education. (E. C. 4 XI).	1945
31	Report of the Agricultural Education Committee of the Central Advisory Board of Education, 1944. (E. C. 20).	1945
32	Proceedings of the 12th Meeting of the Central Advisory Board of Education held at Mysore in January 1946.	1946
33	Report of the Religious Education Committee of the Central Advisory Board of Education.	1946
34	Development of Higher Technical Institutions in India (Interim Report of Sarkar's Committee).	1946
35	Report of the Committee of the Central Advisory Board of Education on selection of pupils for Higher Education.	1946
36	Report of the Central Advisory Board of Education on conditions of service of teachers.	1946

\* Not published previously, but proposed to be included in future reprints.

† Published by the Central Advisory Board of Health.

## PREFACE.

At their twelfth meeting held in Mysore in January 1946 the Central Advisory Board of Education considered the Report of the Committee appointed to examine certain matters affecting the conditions of service of teachers at all stages of education, e.g., size of classes, hours of work, etc. The report was adopted by the Board with minor amendments and it was decided that it should be forwarded to the Provincial and State Governments for necessary action.

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**Report of the Committee of the Central Advisory Board of Education appointed to consider the conditions of service (other than the remuneration) of teachers.**

At their eleventh meeting held at Karachi in January, 1945 the C. A. B. of Education considered further certain matters affecting the conditions of service of teachers at all stages of education, e.g., size of classes, hours of work, holidays, sick leave, etc., and appointed the following Committee to examine and report on the issue :—

Lt.-Col. Dr. J. C. Chatterjee, M.A., D.Litt., M.L.A., Vice-Chancellor, Agra University.

Sir Maurice Gwyer, K.C.B., K.C.S.I., D.C.L., LL.D., Vice-Chancellor, Delhi University.

Dr. V. S. Jha, Ph.D., Officer on Special Duty (Post War Reconstruction), Central Provinces & Berar.

A. S. Khan, Esquire, M.Sc., I.E.S., Director of Public Instruction, Bihar.

Dr. Mohan Sinha Mehta, M.A., Ph.D., LL.B., Bar.-at-Law, Diwan of Banswara.

S. N. Moos, Esquire, C.I.E., M.A., (Cantab.), I.E.S., Director of Public Instruction, Bombay Province.

Mrs. Renuka Ray, B.Sc., Econ. (Lond.), M.L.A.

Dr. John Sargent, C.I.E., M.A., D.Litt., Educational Adviser to the Government of India.

Dr. (Mrs.) Malini B. Sukthankar, M.B.B.S., J.P.

K. Zachariah, Esquire, M.A., I.E.S., Director of Public Instruction, Bengal.

2. The Chairman of the Board subsequently appointed the following additional members :—

Dr. Zakir Husain, M.A., Ph.D., Principal, Jamia Millia Islamia, Delhi.

R. P. Patwardhan, Esquire, B.A. (Oxon.), I.E.S., Director of Public Instruction, Bombay. (Vice Mr. S. N. Moos, retired).

Miss K. Ranga Rao.

Mrs. Hannah Sen, Principal, Lady Irwin College, New Delhi.

3. The Chairman also appointed Sir Maurice Gwyer as Chairman of the Committee.

4. The Committee met in the Secretariat, New Delhi, on the 12th and 13th December, 1945. The following members were present :—

1. Sir Maurice Gwyer. (Chairman).

2. Lt.-Col. Dr. J. C. Chatterjee.

3. Dr. Zakir Husain.

4. Dr. V. S. Jha.

5. A. S. Khan, Esquire.

6. Dr. Mohan Sinha Mehta.

7. R. P. Patwardhan, Esquire
8. Miss K. Ranga Rao.
9. Dr. John Sargent.
10. Mrs. Hannah Sen.
11. Dr. (Mrs.) Malini B. Sukthankar.
12. K. Zachariah, Esquire.

Mrs. Renuka Ray was unable to be present. Dr. D. M. Sen, Secretary, C.A.B. of Education, was Secretary of the Committee.

5. The agenda which the Committee considered and the papers circulated to the members are set out in the Annexures to this report.

6. The conditions of service of teachers in Universities and other institutions of similar status having been previously dealt with by another committee appointed by the Board, the present Committee have omitted this subject from their consideration. The agenda also excludes such matters, e.g., the remuneration of teachers, as have already been covered by the Report of the Committee appointed to consider the question of the Training, Recruitment and Conditions of Service of Teachers.

7. The Committee wish to stress the fact that many important problems which have a direct bearing on the efficiency or otherwise of the teaching profession have received inadequate attention hitherto and that their urgent and satisfactory solution will largely determine whether the profession is to attain the dignity which should belong to it, attract the right type of men and women and get the best out of them. It is a sad commentary on the existing state of affairs that in regard to basic issues such as methods of selection, terms of appointment, security of tenure, provision of leave, etc., there is no uniformity of practice in the country. It was the realisation of this urgent need, that brought this Committee into existence.

8. A study of the information set out in Annexure IV will reveal that different provinces follow different principles in regard to the selection and appointment of teachers. The conditions generally and particularly those which obtain in schools managed by District Boards, Municipalities and in private institutions leave much to be desired. In many cases the managers of recognised schools or the office-bearers of local Boards, do not possess the experience in educational matters which would enable them to select people of the right type and apart from this, their judgment is prone to be influenced by extraneous considerations. Hence, the quality of the teacher in the schools they control is often very poor. When, in addition, the selection, and appointment of teachers are in one man's hands, as is often the case, there is always a risk of corruption and favouritism, and the right type of qualified teacher often fails to get a fair deal.

The Committee feel strongly that the final say in selection should rest in the hands of educationists and that proper machinery should be devised so that the rights of the teaching profession as well as the claims of the schools are safeguarded. At the same time, it has to be recognised that an adequate number of qualified teachers is not available today because the facilities for training are lacking and the financial aspect of

the profession is not sufficiently attractive. Due allowance may have to be made for these difficulties ; but educational expansion cannot be allowed to stand still on this account and the very fact of the existing shortage increases the need for a careful and impartial selection. The Committee realise that no uniform machinery of selection can be prescribed which will suit the circumstances of all areas but they suggest that in the case of state schools it should be possible to put all appointments, subject of course to confirmation by the Education Department, in the hands of a selection committee consisting of an officer of the Education Department, a local educationist of standing if one is available, and a representative of the local Board or Municipality responsible for the control of the school. From the point of view of administrative convenience it may be desirable that such a selection committee should deal with all appointments to schools within a given area. In the case of school aided or recognised by the Education Department it should be made a condition of aid or recognition that an officer of the Department should be associated with the managing body when appointments are made.

The Committee are of opinion that teachers may be classified under the following main grades :—

- i. Graduates trained.
- ii. Graduates untrained.
- iii. Matriculates with two years' training.
- iv. Middle-School Certificate-holders with two years' training.
- v. Matriculates untrained.
- vi. Non-matriculates untrained.

Moreover, to ensure a reasonable amount of control by the Department over all appointments and to encourage a sense of solidarity to the teaching profession, the Committee feel that every province should constitute a register of teachers covering all the grades specified above. All teachers employed in schools maintained aided or recognised by Provincial Education Departments should be on the Provincial register and where an institution desire to employ a teacher who is not already on the Provincial register they should apply at once to the Education Department for his or her inclusion in it. The teacher should be removable from the register for misconduct, inefficiency or other good reason and thereafter should not be eligible for employment in any recognised school in the Province unless and until reinstated.

9. The Committee observed that even in such important matters as security of tenure and the period of probation, there are substantial differences of practice between one Province and another. Probationary periods vary from three to twelve months in Government Schools, while recognised schools make their own rules. The Committee see no reason, provided that a teacher has been selected by a proper agency, why there should be any undue delay in confirming him though they accept the need for a minimum period of probation which should be uniform for all schools, before a teacher is placed on the Provincial register. The Committee therefore consider that a young teacher should be put on probation normally for one year but under no circumstances for more



than two and that a teacher of ten years' experience should not be required to go on probation on a new appointment. Probation in the case of Head Teachers is also to be deprecated as it is calculated to weaken their authority at a critical stage.

It was agreed that all teachers, whether in Government or private institutions, should be appointed on a written contract which should provide for three months' notice by either party in the case of termination of appointments for reasons other than misconduct as well as for a right of appeal.

10. Leave rules for teachers need to be standardised as well as liberalised. It is essential to the peace of mind of a teacher that he should know the amount of leave, with or without pay, on which he can count both in the normal course and in the event of illness. Except when an engagement has been terminated summarily for misconduct a teacher who has completed a term's work should be regarded as entitled to the ensuing holiday with full pay. Sick leave should accumulate at the rate of 15 days for every six months' service up to a maximum of twelve months on full pay but to meet cases of hardship arising from sickness in the early years of service teachers should be allowed to draw sick pay in advance up to a maximum of six months, the amount so drawn to be debited against subsequent accumulation.

In the case of women teachers it was agreed that they should be allowed the same amount of leave as men teachers with the addition of a period of three months at a time in the way of maternity benefit up to a maximum of one year in all.

In view of the recommendation set out above the Committee do not regard any provision for so-called privilege or casual leave as necessary, especially as no other profession has the equivalent of the school vacations which every teacher enjoys as a matter of course. The Committee, however, consider that a teacher should be allowed emergency leave upto a limit of seven days in a year for special reasons. This leave should not be claimed as a matter of right.

11. The size of the class which he may be called upon to teach will obviously affect the extent and incidence of a teacher's work. Unfortunately what may be regarded as the ideal size from the point of view of efficient instruction and personal contact between teacher and taught will not be attainable until the available supply of teachers in all grades of school is much greater than it is at present or is likely to be for years to come. The Committee must therefore be content to express the view that no class in any school should have more than 40 children on the register, and that the number of pupils in a High School and a Primary School should not exceed 600 and 300 respectively.

12. In fixing the working hours for teachers the peculiar nature of the teacher's task must be kept in view. Teaching is an exacting business which makes great demands on the patience and imagination as well as the physical stamina. No good teacher's working day can be limited to the hours actually spent in the class room. The Committee recommend that a teacher should be required to be on the premises of the school for 32 hours per week. Out of this not more than 24 hours should be devoted to teaching and tutorial work, the remainder being given to

**extra-mural activities, supervision of games, excursions or such other work as may be allocated by the Head of the school.**

13. With regard to the question of working days and holidays it is evident that in a vast country like India, this matter will have to be largely determined by local custom and conditions. Uniformity is possible in fixing the minimum of working days ; but each Province will arrange the time both of school session and of holidays according to its convenience and requirements.

In fixing the proportion between the working days and the holidays, the Committee agreed that schools should remain open for 200 working days every year. Each working day should be divided into two sessions, each session consisting of not less than 2 and not more than 2½ hours. A working day will consist of not more than two sessions.

14. The Committee were divided in opinion on the question of permitting school teachers to undertake private tuition. Complaints are frequent that teachers devote so much time to outside tuition that they tire themselves out and so fail to give their best to the school. On the other hand, teachers hold that they have to supplement their present inadequate salaries if they are to make both ends meet. Moreover there is often a strong demand on the part of parents for extra tuition for their children. The Committee were of the opinion that while no arbitrary ban can be imposed some sort of check is necessary to ensure that the teacher was not undertaking this kind of work to the detriment of his main task. Therefore, the Committee suggested that before undertaking private tuition teachers should obtain permission from their Heads who should maintain a register of private tuitions for the scrutiny of the Inspector of Schools. Moreover a teacher should not be permitted to undertake private tuition of a pupil whom he is teaching in his own class.

15. There is very little provision in existing school codes either to encourage or allow the teachers to undertake further study and training. The Committee strongly felt that all teachers and particularly teachers in isolated rural schools should be given every opportunity and encouragement to undertake higher study and avail themselves of study leave for this purpose. They accordingly favour a wide extension of refresher courses and facilities for study leave though in the latter case they feel it necessary to differentiate between study leave which is mainly in the interest of the school and that which is mainly in the interest of the teacher. They also recommend the adoption as soon as circumstances permit of the principle of " grace terms " whereby a teacher after not less than seven years' approved service becomes entitled to a term's leave on full pay.

16. It is reasonable to require that teachers in their own interest and that of their pupils should be healthy in body and mind. More and more stress is now being laid on the need of introducing a high standard of hygiene in schools but if teachers are found to be medically unfit or careless in matter of personal hygiene much harm can be done to the health of the children. In the opinion of the Committee, every teacher should undergo a medical examination before his appointment and if at subsequent stage the Inspector of Schools or the Head is dissatisfied

with his physical condition, he may be required to undergo another medical examination. To ensure fairness in all such cases, the Committee advocate the appointment of a Medical Board to hear appeals. In all such cases the teacher should not be asked to pay the medical fee.

The Committee were of opinion that in view of the conditions generally obtaining in this country 55 should be retained as the age at which a teacher could either claim to retire or be required by his employer to do so. In view of the shortage of teachers, however, there would be an obvious argument in favour of granting extensions up to the age of 60 to all teachers still capable of rendering efficient service. Only in very exceptional circumstances should teachers be retained in service after the age of 60.

17. *Main conclusions.*—The following is a summary of the Committee's main conclusions.

I. Selection Committees should be established for the appointments of teachers in all types of school on the lines set out in the Report. All teachers of whatever grade where confirmed on their appointments should be placed on a Provincial cadre.

II. The period of probation should be one year in normal cases, and should not exceed two years under any circumstances.

III. Teachers should be appointed on a written contract basis.

IV. Teachers should become entitled to 15 days' sick leave on full pay for every 6 months' service and should be allowed to accumulate it up to a maximum of 12 months. Women teachers may avail themselves of three months leave in the way of maternity benefit upto a maximum of one year in addition to the usual sick leave. There is no necessity for privilege or Casual leave in addition to the above, but emergency leave upto seven days in a year may be granted under exceptional circumstances.

V. The size of a class should not exceed 40 students.

VI. Every teacher should be required to be on the premises of the school for 32 hours per week, out of which not more than 24 should be occupied by teaching, the remaining being devoted to extra-mural or other school activities not entailing actual teaching.

VII. Schools should be open for not less than 200 days or 400 sessions a year each session consisting of  $2\frac{1}{2}$  hours approximately. A working day will consist of only two sessions.

VIII. Teachers should obtain permission from the Head Teacher to undertake private tuition—and a register will be kept in this connection.

IX. Teachers should be given facilities for refresher courses or study leave on full pay a distinction being drawn between study leave which is in the interests of the school and that which is in the interests primarily of the teacher. A 'grace-term' on full pay after seven years' service should be given as of right.

X. Teachers should undergo compulsory medical examination before appointment and subsequently when required.

XI. The normal age of retirement should be fixed at 55, to be extended upto 60 when thought desirable in the interests of the School.

## ANNEXURE I.

## AGENDA.

1. To consider the suitable methods of selection and appointment of teachers in Basic (Primary and Middle) Schools and High Schools under each of the following categories :—

- (a) Schools owned and managed by Government ;
- (b) Schools recognised by Government.

2. To consider the question of probationary period and security of tenure of teachers in all recognised schools.

3. To consider the desirability of making a reasonable provision of leave for teachers generally, and on grounds of health in particular ; (a) for men (b) for women.

4. To consider, with due regard to efficiency, suitable limits to the sizes of classes in—

- (a) Basic (Primary) School ; Boys and Girls.
- (b) Basic (Middle) School ; Boys and Girls.
- (c) High School (Academic) ; Boys and Girls.
- (d) High School (Technical).

5. To consider the total number of working hours per week, to be assigned to a teacher at different stages of education mentioned in item 4 ;

- (a) in teaching ;
- (b) in tutorial, and
- (c) in extra-curricular work.

6. To consider the desirability of planning of school sessions on a regional basis with due regard to climatic and seasonal conditions.

7. To consider if the current system of holidays, particularly their number and distribution is conducive to the maximum educational efficiency.

8. To consider whether in the interest of efficient instruction, teachers should be permitted to undertake private tuition or other outside work.

9. To consider the desirability of granting study leave to teachers at reasonable intervals.

10. To consider such matters as medical examination, age of retirement, extensions of service, etc.

11. To examine if women, in teaching service, merit separate consideration under any items. mentioned above.

12. To consider any other matters relevant to the terms of reference.

## ANNEXURE II.

*A bibliography of recent articles in educational journals on Conditions of Service of Teachers.*

1. Status of Teachers. '*Times Educational Supplement*'—6th Feb. 43.

2. Teachers' Probationary Year : Memo. on conditions. '*Times Educational Supplement*'—13th Nov., 43.

3. Status of the teacher : Headmasters discuss emergency training. '*Times Educational Supplement*'—8th Jan., 44.
4. Extraneous duties of teachers : Questions in Parliament. '*Times Educational Supplement*'—25th Mar., 44.
5. Women Teachers : demand for equal pay. '*Times Educational Supplement*'—15th April, 44.
6. Teachers in U.S.S.R. : Salaries and Conditions of work. '*Times Educational Supplement*'—27th May, 44.
7. Teachers in U.S.A. : Training and Salaries. '*Times Educational Supplement*'—1st July, 44.
8. Duties of Teachers. '*Times Educational Supplement*'—7th Oct., 44.
9. Teachers' Salaries. '*Times Educational Supplement*'—18th Nov., 44.
10. Teachers' safeguards. '*Education*'—7th Jan., 44.
11. Education Bill amendments : Safeguarding the teachers. '*Education*'—4th Feb., 44.
12. Bill in Committee : Size of Classes. '*Education*'—25th Feb., 44.
13. National union of Teachers :—
  - (a) Remuneration and conditions of service. '*Education*'—28th April, 44.
  - (b) Retired teachers-suggested procedure. '*Education*'—28th April, 44.
  - (c) Parity of conditions. '*Education*'—28th April, 44.
  - (d) Size of classes. '*Education*'—28th April, 44.
14. Extraneous duties N. U. T. policy. '*Schoolmaster*'—19th Aug., 43.
15. Status of the teacher—F. E. Hansard. '*Schoolmaster*'—3rd Aug., 44.
16. Teachers for to-day and tomorrow. '*Schoolmaster*'—6th July, 44.
17. Pension grievances and the new bill. "*Teachers World*"—7th Feb., 45.
18. Probationary year. (Notes and comments). "*Journal of Education*"—Jan., 44.
19. Professional status by T. P. R. Laying. "*Journal of Education*"—Feb., 44.
20. Importance of providing cumulative sick leave for teachers—C. A. Weber "*Education Digest*"—March, 43.

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#### ANNEXURE III.

Report of the Committee of the Central Advisory Board of Education appointed to consider the question of the Training, Recruitment and conditions of Service of teachers, together with the decisions of the Board thereon. (1943).

(Not printed).

## ANNEXURE IV.

A STATEMENT SHOWING THE METHODS OF SELECTION AND APPOINTMENT OF  
TEACHERS ADOPTED IN THE PROVINCES, ETC.PROVINCE. *Type of School.**Assam—*

(a) Government . . . (a) *High Schools.*—Posts are filled by the Government on the recommendation of the Director of Public Instruction.

*Middle & Primary Schools.*—Posts are generally filled by the Divisional Inspectors of Schools with the approval of the Director of Public Instruction.

(b) Recognised . . . (b) In case of Board Schools posts are filled by the authorities of the Board concerned. In case of other Aided Schools these are filled by the Managing Committees of the Schools with the approval of the Department.

*Bengal—*

(a) Government . . . (a) *High Schools.*—Headmasters and Headmistresses are appointed either by promotion from lower Services or by direct recruitment from outside. Asstt. Masters and Asstt. Mistresses are appointed by direct recruitment.

*Middle and Primary Schools.*—Headmasters and Headmistresses of Middle Schools are appointed either by promotion or by direct recruitment. Other appointments are made by direct recruitment.

(b) Recognised . . . (b) *High & Middle Schools.*—The Managing Committees of an H. E. (Private recognised) School has the power of appointing teachers and there are no definite rules in the case of Private Middle Schools.

*Primary Schools.*—In case of Schools managed by District Board, Municipality and Calcutta Corporation, the teachers are recruited by the Board, Chairman of Municipality and Corporation Services Committee respectively. In case of schools aided by the Local Boards, the teachers are appointed by Managing Committees of the Schools.

*Bihar—*

(a) Government . . . (a) *High Schools.*—Headmasters are appointed by promotion from among Asstt. Headmasters. Asstt. Masters and Asstt. Mistresses are appointed by advertisement in the gazette and newspapers.

*Middle Schools.*—Appointments are generally made by the Inspector of Schools through advertisement.

*Primary Schools.*—Appointments are made through advertisement by District Inspectors of Schools in case of boys' schools and by D. P. I. in case of girls' schools.

- (b) Recognised .. (b) Teachers are appointed by the Managing Committees of the schools in accordance with the minimum qualifications prescribed by the Deptt. The products of Patna, Benares and Aligarh Universities are given preference over those of other Universities, other things being equal.
- Bombay—*
- (a) Government .. (a) Appointments of Asstt. Masters and Asstt. Mistresses are made by nomination from among candidates who must be graduates.
- (b) Recognised .. (b) The discretion lies entirely with the Management of Schools so far as appointment of teachers are concerned. Teachers are generally selected by advertisement in local papers.
- C. P. & Berar—*
- (a) Government .. (a) Headmasters[Mistresses of High and Middle Schools are appointed by promotion from Asstt. Masters[Mistresses. Other teachers in all types of schools are appointed from the list of candidates maintained for the purpose.
- (b) Recognised .. (b) Appointments are made by the Managing Committee of the School concerned.
- Madras—*
- (a) Government .. (a) *High Schools.*—School Assistants are recruited by P. S. C. or by promotion of Secondary grade teachers. Secondary grade teachers and other teachers are recruited by District Educational Officers and Principals in case of men teachers and by Inspectresses of Girls' Schools in case of Women teachers.  
*Elementary Schools.*—Teachers are recruited by the Asstt. Agents in the Vizagapatam and East Godavari Agencies.
- (b) Recognised .. (b) *High & Middle Schools.*—Headmasters and Head-Mistresses are appointed by promotion of suitable teachers or by direct recruitment (without reference to communal rotation rules). Secondary grade teachers are generally appointed by direct recruitment (on the basis of communal representations) and other teachers and instructors[instructresses are directly recruited (without reference to communal representation rules).  
*Elementary Schools.*—Secondary grade teachers in schools of local Bodies are appointed by direct recruitment or by promotion, and other teachers are directly recruited.
- N. W. F. P.—*
- (a) Government .. (a) *High Schools.*—Headmasters are appointed by promotion on selection from among senior S. A. V. grade teachers; the 2nd masters and 3rd masters are appointed by selection, promotion or direct recruitment and the Asstt. Masters are appointed by direct recruitment.

(b) Recognised .. (b) Appointments are generally made either by promotion to higher grades or by direct recruitment.

*Orissa—*

(a) Government .. All vacancies in subordinate Educational Service are ordinarily advertised and filled by selection from among candidates who reply to the advertisement or are nominated by the Principals of the training colleges. In case of urgency Inspectors may select candidates from the list of registered candidates maintained by them.

*Sind—*

(a) Government .. (a) *High Schools.*—Headmasters are appointed by promotion of suitable teachers or by direct recruitment. Other teachers are appointed by nomination from among candidates who must be graduates.

(b) Recognised .. (b) *High Schools.*—(Non-Government)—Teachers are directly appointed by advertising the posts.

*Primary Schools.*—(Local Authority)—Teachers are directly recruited from among those successful candidates in Primary School Leaving Certificate Examination.

*U.P.—*

(a) Government .. (a) *High Schools.*—Trained Graduate teachers are appointed by advertisement through P.S.C. or by promotion from trained undergraduate teachers who have taken their degree. Lower grade teachers in Schools for Girls are appointed by promotion or direct recruitment. All other teachers are appointed by advertisement through P.S.C.

*Middle Schools.*—In boys' Schools Head Teachers are appointed by promotion of Asstt. Masters in consultation with P.S.C. and Asstt. Teachers are appointed by the D.P.I. for 5 years from among teachers working as Instructors in Basic Refresher Course. Appointments of Women teachers carrying an initial salary below Rs. 50 p.m. are made by the Chief Inspectors of Girls' Schools and for others by advertisement through P.S.C.

(b) Recognised .. (b) In Local Fund Schools appointments are made by promotion or direct recruitment by the Chairman, Education Committee. No method is prescribed for private recognised schools.

*Ajmer-Merwara—*

(a) Government .. (a) Teachers in Vernacular Schools are nominated from amongst V.T.Cs. from Normal Schools. Other posts are filled by Selection through advertisement, preference being given to local qualified men.

(b) Recognised .. (b) Selection is generally made after advertisement.



**Baluchistan—**

- (a) Government .. (a) Principals of Higher Grade Secondary Schools for boys are appointed through F. P. S. C. and teachers in other types of schools are appointed by application to the Superintendent of Education.
- (b) Recognised .. (b) Teachers are appointed by application to the School concerned.

**Bangalore—**

- (a) Government ..
  - (b) Recognised ..
- } Normally by advertisement in the local papers.

**Delhi—**

- (a) Government .. (a) *Middle Schools*.—Department recruit teachers after proper advertisement.
- (b) Recognised .. (b) *High and Middle Schools*.—Local Bodies/Managing Committees of Schools concerned recruit teachers by advertisement.  
*Primary Schools*.—Some local bodies recruit teachers after proper advertisement.

Extract from the Primary and secondary schools (Grant Conditions) Regulations, 1945, made by the Minister of Education, England.

*Primary and Secondary Schools*.—Teachers are employed in the following categories :—

- (1) *Temporary Teachers*.—Minister approves the appointment of such a teacher for a period not exceeding 5 years unless, having regard to the available supply of teachers and candidates, he thinks fit to extend the period from year to year.
- (2) *Occasional Teachers*.—A person who is not qualified for employment as a regular assistant teacher may be employed as an occasional teacher in substitution for a regular assistant teacher. In special circumstances a person not qualified for employment as a regular assistant teacher but is otherwise suitable may be employed for part-time instruction in approved subjects.
- (3) *Teachers (Regular Assistant or Qualified)*.—Trained teachers are employed as qualified teachers and the first year of their service is regarded as probationary period, during which time they must satisfy the Minister of their practical proficiency as teachers.

**ANNEXURE V.**

A STATEMENT SHOWING THE CONDITIONS OF SERVICE, PROBATIONARY PERIOD AND SECURITY OF TENURE OF TEACHERS IN SCHOOLS IN INDIA.  
(cf. ITEM 2 OF AGENDA).

PROVINCE.	Probationary	Security of Tenure.
	Period.	
	(1)	(2)
<i>Assam</i>	.. ..	In all Government and recognised schools 3 months' notice of discharge from service is given to permanent incumbent when the post is abolished. In other cases one month's notice is served. Teachers affected are allowed to appeal to an authority next above the one who inflicts punishment.

(1)	(2)
Bengal .. .. .	<p><i>Government Schools.</i>—(High &amp; Middle)—For dismissal 3 months' notice is necessary in case of permanent teachers. Provision for appeals has been made in the Civil Services Rules.</p>
6 months .. .. .	<p><i>Private recognised High Schools.</i>—The services of a permanent teacher (i.e., one who has rendered service at least for 2 years) may be terminated by one month's notice, on either side, on sufficient and satisfactory ground. The teacher may appeal to the Arbitration Board.</p>
	<p><i>Local Fund Schools (Primary).</i>—No teacher can be discharged from the Board without a previous report on his or her work from the Inspecting Agency in case of Aided schools. In case of schools managed by Local Boards the matter is left to the discretion of the Board. In case of Aided schools an appeal may be made to the D.P.I. within 60 days of the order of discharge. In case of schools managed by Local Boards appeal lies with the District Inspector of schools.</p>
Bihar—	
3—12 months .. .. .	<p><i>Government Schools.</i>—One month's notice in case of temporary teachers and reasonable notice of at least 3 months in case of those in permanent employ are necessary for discharge from service. In case of Headmaster and Lady Principals of High Schools appeals are decided by the Government in consultation with the P.S.C. In case of Subordinate Service Teachers appeals lie with the authority immediately superior to the authority inflicting the punishment.</p>
	<p><i>Recognised High Schools.</i>—One month's notice or a month's salary in lieu thereof is necessary for discharging teachers from services. An appeal against the dismissal is permissible.</p>
Bombay .. .. .	<p><i>Government Schools.</i>—When a post is abolished 3 months' notice for discharge from service is necessary. Provision for appeals has been provided in the B.C.S. Discipline and Appeal Rules.</p>
	<p><i>Recognised Schools.</i>—For discharge from Service permanent teachers are generally given notice for a school term and in case of reduction of establishment they are given 3 months' notice. Services can be dispensed with without notice after due inquiry in case of insubordination or misconduct. Temporary teachers are served one month's notice for their discharge from service. No specific provision exists in the matter of appeal. In case of dispute between teachers and the management question is sometimes referred to the Department.</p>
C. P. & Berar .. .. .	<p><i>Government Schools.</i>—Three months' notice is required for discharge from service. An appeal may be made to the authority immediately superior to the officer passing the order of punishment and, if rejected, an appeal may be made to the local Government.</p>

(1)

(2)

*Recognised Schools.*—One month's notice is required for discharge from service. There are no rules prescribed by Government for the purpose of appeal. The management of the school can dispose of the appeal.

Madras—

1 year

*Government Schools.*—If the posts are abolished, 3 months' notice for discharge from service in necessary in case of permanent teachers and one month's notice in case of acting men. No notice is necessary in case of teachers discharged for want of vacancy. Provision for appeals has been made in the classification and control and appeal rules.

*Recognised Schools.*—For discharge from service 3 months' notice in case of permanent teachers and reasonable notice in case of others are necessary. In case of Headmasters|Headmistresses of Secondary Schools (Local Bodies) appeals lie with the Government and in case of other teachers appeals lie with the D. P. I.

N. W. F. P.

*Government Schools.*—Rules for discharge from service and appeals have been provided in the N.W.F.P. Subordinate Service Punishment and Appeal Rules.

*Aided Schools.*—Each management has its own rules regarding the discharge from services of teachers. Usually one month's notice is served in such cases. Appeals are made to the D.P.I. against the action of the management.

*Local Fund Schools.*—The rules for discharge from service of teachers in the D. B. schools are the same as in Government schools. Appeal lies with the D.P.I. in case of E.T.S. teachers and with the Provincial Government in case of S. A. V., J. A. V., S. V., and other teachers. Municipal Board schools are guided in all such matters by their respective Municipal Acts.

Orissa—

3—12 months

*Government Schools.*—The teachers are entitled to appeal to the authority immediately superior to an authority passing order for removal, dismissal, suspension, etc.

*Recognised Schools.*—The services of a teacher may be terminated on either side, by one month's notice or on payment of a month's salary in lieu thereof. The service of the teacher may be dispensed with for gross misconduct after giving him an opportunity of making a defence. In the former case appeal lies with the management of the school and in the latter case it rests with the school Inspector.

(1)	(2)
<i>Punjab—</i>	
1 year	.. <i>Government Schools.</i> —No notice of discharge from service is given in case of temporary or officiating hands. Permanent teachers are governed by C. S. Rules (Punjab) and there is provision for appeal in cases of dismissal, etc.
	<i>Recognised Schools.</i> —No definite departmental rules exist in this matter.
<i>Sind</i>	.. <i>Government High Schools.</i> —3 months' notice is required for discharging any teacher from service. The teacher concerned can appeal to the authority higher than the appointing authority, <i>i.e.</i> Government.
	<i>Non-Government High and Middle Schools.</i> —Usually one month's notice is given for discharge from service. The staff apply to Managing Board for appeals.
	<i>Local Authority Schools—Primary Schools.</i> —3 months' notice for discharge from service is necessary. In case of dismissal appeal can be made to the local authority.
<i>U. P.—</i>	
1 year	.. <i>Government Schools.</i> —The teachers are guided by C. S. R. for their security of tenures.
	<i>Recognised Schools.</i> —Except in case of removal for misconduct or in absence of an agreement to the contrary, a permanent teacher's service may be terminated on one month's notice on either side when he is on probation and on two months' notice on either side if he has been confirmed.
<i>Ajmer-Merwara</i>	.. <i>Government Schools.</i> —Discharge from service in case of abolition of post requires 3 months' notice or three months pay in lieu thereof. There is provision for appeal to the next higher authority in case of any punishment being inflicted.
	<i>Recognised Schools.</i> —One month's notice in case of Municipal Schools is required for dismissal. In private recognised schools one month's notice for probationers and 2 months' notice for permanent teachers are required for discharge from service. In case of Municipal Schools appeal lies with the next higher authority and in case of private recognised schools appeal lies with the Head of the Department.
<i>Baluchistan</i>	.. <i>Government Schools.</i> —Three months' notice is generally required for discharge from service in case of permanent teachers and no notice is required in case of teachers on probation or found medically unfit, for discharge from duties. Provision for appeal exists under Civil Service Classification Control and Appeal Rules to the A.G.G. in Baluchistan.
1 year	.. <i>Recognised Schools.</i> —3 months' notice is ordinarily required for discharge from service. There is provision for appeal to the Superintendent of Education in Baluchistan

	(1)	(2)
<i>Bangalore—</i>	6 months	.. Three months' notice on either side (or as provided in the agreement between management and staff) is necessary in all types of institutions for discharging a teacher from service.
<i>Delhi</i>	..	.. <i>Government Schools—(Middle).—3 months' notice is required for discharging a teacher from service. Appeal lies with the Local Government.</i>  <i>Recognised Schools.—In case of schools of Local Bodies 3 months' notice for discharge from service is necessary in case of permanent employees. Appeals lie with the Local Body. In case of private recognised schools 3 months' notice is required from either side in case of permanent employees and appeals lie with the Department.</i>

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**Probationary Period.**
**Security of Tenure.**


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<b>Extract from Primary and Secondary schools (Grant Conditions) Regulations made by Minister of Education, England.</b>	This is one year in case of a qualified teacher. The Minister can waive this requirement, or reduce the period, or extend it in special cases.	A teacher, other than an occasional teacher, is employed under a written agreement defining the conditions of service. A teacher shall not be dismissed without an opportunity of appearing in person before the governors. If service of a teacher is terminated on account of criminal offence or grave misconduct or grave professional default, etc., the facts must be reported to the Minister of Education. The Minister will inform the teacher of the charges against him and give him an opportunity for explanation.
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**ANNEXURE VI.**

**A STATEMENT OF THE PRESENT PROVISION FOR LEAVE FOR TEACHERS AND THE DIRECTORS OF PUBLIC INSTRUCTION.**

Province.	Present position.		Suggestions.	
	Government Schools.	Recognised Schools.	Government Schools.	Recognised Schools.
1	2	3	4	5
Bengal ..	<p>1. Casual Leave—10 days ..</p> <p>2. Medical Leave—12 months during the entire period of service, on full pay 8 months and half pay for remaining period, if leave is due.</p> <p>3. Maternity leave ..</p>	<p><i>Local Bodies Schools—</i></p> <p>1. Casual leave—15 days ..</p> <p>2. Maternity leave—3 months (full pay).</p> <p>3. Other leave on half pay—15 days.</p> <p><i>Private Secondary Schools—</i></p> <p>1. Casual leave—15 days ..</p> <p>2. Medical leave on such allowances and for such period as the managing Committee may decide.</p>	..	<p>There should be a uniform set of medical leave rules for all institutions as follows :—</p> <p>1. Medical or maternity leave—during whole period of service—12 months with pay.</p> <p>2. Maternity leave—3 months at a time (full pay).</p> <p>3. Medical leave in a year—1 month (full pay).</p> <p>4. Medical leave during whole period of service—6 months full pay—Next 6 months half pay.</p> <p>5. Medical leave for period in excess of 1 year—Excess period without pay.</p>
Bihar ..	As for other Government Servants.	<p><i>High Schools—</i></p> <p>1. Medical leave on full Pay—1/30th of active service.</p>		<p><i>High Schools—</i></p> <p>The prescribed rules are quite liberal and do not require any improvement.</p>

ANNEXURE VI—*contd.*

1	2	3	4	5
<p>Madras ..</p>	<p>As for other Government Servants.</p>	<p>2. Medical leave on full pay at a time—6 months.            3. Medical leave in continuation of 2—Upto 6 months (half pay).            4. Medical leave in continuation of 3—Upto 1 year more (without pay).  <i>Middle &amp; Primary Schools—</i>            District Board Schools have their own leave rules.</p> <p><i>Aided Elementary Schools—</i></p> <p>1. Leave due after one year of service—15 days (with pay).            2. Maximum period of leave in (1) which can be accumulated—45 days.</p> <p><i>Secondary Schools—Aided—</i></p> <p>1. Leave admissible after every 5 years of service in case of persons domiciled out of India—6 months.            2. Maximum period of leave in (1) which can be accumulated in the service—2 years.</p>	<p>....</p>	<p><i>Middle &amp; Primary Schools—</i>            As rules applicable to District Board School teachers are applicable to all employees of the Board. It does not seem necessary to interfere with it.</p> <p><i>Aided Elementary Schools—</i></p> <p>1. Leave with full pay in a year—15 days.            2. Further leave on half pay—15 days.</p> <p><i>Secondary Schools—Aided—</i></p> <p>1. Leave with full pay—3 weeks.            2. Further leave [including leave in (1)]—4 months (half pay).            3. Period of leave in (2) admissible in the course of whole service—1 year.</p>

N.W.F.P. ..	Ditto.	<p><i>Local Fund Schools—</i> Same as Government Rules <i>Private Schools—</i> They have their own rules.</p>	....	No improvement is suggested as the present provision is considered satisfactory, excepting for new entrants who should be brought under the old leave rules.
Orissa ..	Ditto.	<p>1. Medical leave on full pay— 1/30th of active service.</p> <p>2. Medical leave on full pay at a time—6 months.</p> <p>3. Medical leave in continuation of (2) on fresh M. C.—6 months (half pay).</p>	....	The present provision seems to be satisfactory.
Punjab ..	<p><i>For old entrants (before 1931)—</i> 1. Leave on full pay after every 11 months—1 month.</p> <p>2. Medical leave on full pay during period of service—1 year.</p> <p>3. In case of illness extending over a year leave is admissible on half pay to the extent of leave covered under rule (1) and (2) earned.</p>	<p><i>Local Bodies Schools—</i> Generally governed by same rules as in Government schools.</p> <p><i>Private recognised Schools—</i> They have their own rules.</p>	Rules applicable to old entrants are quite liberal rules; those applicable to new entrants are not so satisfactory.	



**ANNEXURE VI—concl'd.**

1	2	3	4	5
<p><b>Punjab</b> ..</p>	<p>4. In case of protracted illness unearned leave on half pay is also permissible for a fairly long period.</p> <p><i>New entrants (1931 &amp; after)—</i></p> <p>1. Medical leave on half pay during the course of service—18 months.</p> <p>2. Further leave without pay may be sanctioned in case of protracted illness.</p>			
<p><b>Ajmer-Merwara.</b></p>	<p>As for other Government servants.</p>	<p>Medical leave for every 3 years of completed service—1 month (full pay)</p>	<p>Present provision is quite satisfactory.</p>	<p>Provision should be made for grant of medical leave on full pay as in the case of Government institutions. The increased grant necessary in this behalf should be managed by the Government and Management equally.</p>
<p><b>Sind</b> ..</p>	<p>Ditto.</p>	<p>No prescribed leave rules ..</p>	<p>..</p>	<p>In aided schools some rules should apply as in case of Government Schools.</p>

## ANNEXURE VII.

## A STATEMENT OF THE PRESENT POSITION AND VIEWS OF DIRECTORS OF PUBLIC INSTRUCTION ON THE SIZE OF CLASSES.

Province.	Prescribed Limits.			Proposed Limits.		
	High.	Middle.	Primary.	High.	Middle.	Primary.
1	2	3	4	5	6	7
Bengal ..	VII & VIII : 40 IX & X : 50	V & VI : 40	I : 40 II : 35 III & IV : 30	40	40	30
Bihar ..	50	50	40	40 Class Room : 10-12 sq. ft. min. Space per pupil : 100-120 cu. ft. min.	40 Class Room : 10-12 sq. ft. min. Space per pupil : 100-120 cu. ft. min.	30 Class Room : 8-10 sq. ft. min. Space per pupil : 80-100 cu. ft. min.
Madras ..	40	40	40	30 (per teacher).	30 (per teacher).	1-25 Others-30
N. W. F. P. ..	Ordinarily 40 Special case 45	Ordinarily 40 Special case 45	Ordinarily 40 Special case 45	35	35	35
Orissa ..	40	40	30	40 Class Room : 26' x 20'.	40 Class Room 26' x 20'.	30 Class Room 20' x 15'.
Punjab ..	45	30	Infant : 25 Other classes : 30	40	A.V.M : 40 V.M : 30	Infant : 20 Other Classes : 30

## ANNEXURE VII—concl'd.

1	2	3	4	5	6	7
Sind .. ..	10 sq. ft. per pupil.	10 sq. ft. per pupil.	8 sq. ft. per pupil.	As at present.	As at present.	As at present.
Ajmer-Merwara	..	..	..	30—35	30—35	20
Coorg .. ..	..	..	..	30	30	30
Extract from Minister of Education's Grant Regulation No. 20.	30	30	Class of pupil under 3 years : 15 Class of pupil between 3 and 5 years : 30. Class of senior pupils—10.			

ANNEXURE IX.

A STATEMENT OF THE PRIMARY POSITION AND VIEWS OF DIRECTORS OF PUBLIC INSTRUCTION ON TEACHERS' HOURS OF WORK. Cf. ITEM 5 (a) OF AGENDA.

Province. 1	Present hours of work.		Proposed hours of work.	
	Primary. 2	Middle and High. 3	Primary. 4	Middle and High. 5
Pengal ..	24 hours .. ..	23 hours (30 periods) ..	24 hours .. .. In residential schools where the teacher has other and exacting duties outside the class room, his class-work should be less.	23 hours (30 periods).
Bihar ..	Government Schools 25 hrs. Non-Government Schools— Lower Primary—24 hours. Upper Primary—26½ hours.	Government Schools— Headmaster : 17 periods of 40-45 minutes each.  Assistant Headmaster—29 periods of 40-45 minutes each. Asstt. Master—34 periods of 40-45 minutes each.  Non-Government Schools— Headmaster—18 periods of 40-45 minutes each. Other teachers—29-34 periods of 40-45 minutes each.	1. Ordinarily 28 periods. 2. This limit may be exceeded in case of a single teacher primary school.	Asstt. Teachers—28 periods (5 periods each day from Monday to Friday and 3 periods on Saturday).

**ANNEXURE IX—contd.**

1	2	3	4	5
Madras ..	Not known .. ..	25 periods or 18 hours ..	Headmasters—20 periods. Other teachers—28 periods.	Headmasters—12-15 periods. Other teachers—25 periods.
N. W. F. P.	27 hours (36 periods) ..	27 hours (36 periods) ..	33 periods of 30 minutes each.	33 periods of 45 minutes each.
Orissa ..	.. ..	....	15 hours .. ..	20 hours.
Punjab ..	Infant class .. 15 hrs. Class I .. 17 hrs. Class III & IV.. 25 hrs.	Headmasters—10-16 hrs. Science masters—16-18 hrs. Other teachers—20 hrs.	As at present .. ..	1. As at present. 2. No teacher in A.V. School should be given work for more than 30 periods a week.
Sind ..	1—18-24 hrs. Other classes—24-36 hrs.	Head teachers—8-12 hrs. Science teachers—18 hrs. Other teachers—23 hrs.	No change .. ..	No change.
Ajmer-Merwara.	.. ..	30 hrs. .. ..	24 hrs. .. .. (including games and crea- tive activities).	30 hrs.
Coorg ..	.. ..	....	25 periods .. ..	Middle—25 periods. High—20 periods.

## ANNEXURE X.

## THE VIEWS OF CERTAIN EXPERTS AND ORGANISATIONS ON THE PLANNING OF SCHOOL HOURS.

1. Dr. A. C. Ukil, All-India Institute of Hygiene and Public Health, Calcutta.

Sir Leonard Hill (England) had found during his investigation that the output of energy is at its maximum when the temperature as well as relative humidity of the atmospheric environment is comparatively low, that it diminishes with the rise of temperature and more particularly of relative humidity and that the optimum results are obtained with a temperature of 75°F and a relative humidity of 60 per cent. Basing his observations on this finding, the D.P.H., Bengal in 1946 came to the conclusion that in Bengal School hours should be between 7 A.M. to 12 noon during winter and 6-30 A.M. to 11-30 A.M. during summer. He further found out that maximum uncomfortable conditions were between 12 noon to 3 p.m. Dr. Ukil entirely agrees with this observation.

2. Mr. A. N. Basu, Department of Teachers Training, Calcutta Univ.

Suggests that school hours should as a rule concur with the normal hours of business and the length of the school day should be extended so that there may be provision in the school time-table for games and other activities.

Also suggests that the school year should begin in July and the seasonal terms of working days should be as follows:—

- (1) Autumn term—  
First week of July to middle of September  
10 weeks.
- (2) Winter term—  
3rd week of October to 3rd week of December  
10 weeks.
- (3) Spring term—  
2nd week of Jan. to 3rd week of February  
7 weeks.
- (4) Summer term—  
1st week of March to Middle of May with exam. in the 1st week. 10 weeks.

Although the above suggestions have been made with particular reference to Bengal, the principles may equally apply to other parts of India.

3. Indian Psychological Association, Calcutta.

Recommends the following hours of work for children of different age-groups.

- (i) Children between 3-6 years—  
Not more than 3 hours of work, within short periods not exceeding 20 minutes. A mid-day rest period is essential.
- (ii) Children between 6-11 years—  
Not more than 4 hours of work. Each period should normally be of half-an hour duration. A midday rest period must be granted for children up to 8 years.

## (iii) Children between 11-16 years—

The school hours should be from 11 a.m. till 5-30 p.m. with provision for school tiffin and facilities for games in the afternoon.

## 4. The Editor, Teachers' Journal, Calcutta.

Suggests that :

- (i) As the output of energy is maximum when the temperature as well as the relative humidity is comparatively low, there should be a cessation of all work in India between 12 noon and 3 p.m.
- (ii) The schools should be held in two shifts—Morning and afternoon—with the following timings :—
- Morning—7 a.m. to 10 a.m. (Summer) or 8 to 11 a.m. (winter).
- Afternoon—3 p.m. to 5 p.m. (summer) or 2 to 4 p.m. (winter).

Elementary Schools and the lower forms of Secondary Schools need not be held in the afternoon.

In order to be able to effect these changes it is further suggested that the Government should, (i) place before the schools and the public the ideal working hours for the schools as a recommendation and constantly insist on a change over for the better, (ii) rouse popular feeling in support of the recommendation, after this stage, the schools may be asked to adopt two different timings—one for Summer (April-September) having two shifts, morning and afternoon, as noted above, the other for winter (October-March), having one midday shift, as at present, as an experimental measure.

## 5. Board of Education, London.

The Board's Code of Regulations for *Elementary Schools* requires only that each school must normally be open for at least 400 "meetings" a year, and that the minimum period of secular instruction per meeting must be 1½ hours for infants and 2 hours for older children. A meeting comprises an afternoon or a morning session. In practice the schools are generally open during both the morning and the afternoon from Monday to Friday but are closed on Saturdays and Sundays. Apart from these requirements, the length of the three or four terms into which the school year is normally divided, the dates of the school holidays and the actual hours of meeting are matters for the local Education Authority or the Managers concerned. The normal number of "meetings" in a school is about 410-420, i.e., the Elementary Schools are open for periods amounting in the aggregate to between 41 and 42 weeks. The hours of instruction, including time given to religious instruction—normally about three quarters of

an hour a day—are, for older children about 3 hours in the morning and 2½ hours in the afternoon normally from 9-0 a.m. to 12-0 noon and either 2-0 p.m. to 4-30 p.m. or 1-30 p.m. to 4-0 p.m.; occasionally the morning meeting may be extended to 12-30 p.m. For infants these periods are generally half an hour less for both morning and afternoon sessions. There is a short break of about 10 minutes during both the morning and afternoon sessions.

With regard to *secondary* Schools, the normal school year is at present 37-38 weeks long. The length of the term also depends on the district in which the school is situated, and may vary from 6-7 weeks. The number of hours of instruction in grant-earning Secondary Schools may vary from 24-27 a week, these figures being exclusive of times for morning assembly and recess. The division of this time into periods varies from school according to the length of the period, which may be from 40-45 minutes or an hour. The following dates give a concrete example of a school year under the London County Council :—

*Vacations.*

*Elementary Schools*—Christmas—December 22nd—January 8th.

Easter—April 6—17th.

Summer—July 27th—August 28th.

Autumn break.—October 30-31st.

*Secondary Schools*—

Christmas—Dec. 20th—Jan. 14th.

Easter—March 25th—April 28th.

Summer—June 24th—Sept. 16th.

These vacations give a total holiday period for Elementary Schools of about 9 weeks, and for Secondary Schools, which may have in addition Whit Monday and one or two special holidays, about 14-15 weeks.



## ANNEXURE XI.

## EXISTING SCHOOL SESSIONS.

Bengal	..	..	School year--January to December. Three terms :-- 1. January to middle of May. 2. Middle of June to end of September. 3. End of November to end of December.
Bihar	..	..	School year--January to December.
C. P. & Berar	..	..	June 3rd week to March 3rd week (Mid-day classes). March 4th week to April 2nd week (Morning classes). April 3rd week to June 2nd week (Summer vacation).
N. W. F. P.	..	..	School year--1st April to 31st March.
Orissa	..	..	School year--January to December.
Punjab	..	..	School year--1st April to 31st March. Summer term--April to September. Winter term--October to March.
U. P.	..	..	1st April to 31st July (morning classes). 1st August to 31st March (mid-day classes).

## ANNEXURE XII.

## THE VIEWS OF CERTAIN EXPERTS AND ORGANISATIONS ON THE PLANNING OF HOLIDAYS.

(cf., ITEM 7 OF AGENDA).

1. Dr. N. N. Sen Gupta, M.A., Ph.D., Prof. & Head of the Dept. of Philosophy, Lucknow University. Suggests two alternatives :—
- (i) That the plan of work in the school may be re-shuffled every year so that they may fit in with the timing of the holidays, so that the stress on the student population may be evenly distributed over the whole year.
  - (ii) That holidays may be fitted into the plan of school work rather than fitting school work into a scheme of pre-arranged holidays. Religious and social holidays may not be altogether ignored but their length may be reduced.
- He, however, prefers alternative (ii). Also suggests that the last day of each month may be regarded as a holiday.
2. Mr. A. N. Basu, Dept. of Teachers' Training, Calcutta University. Suggests that holidays should be recast as follows :
- (1) Autumn Holidays—  
Middle of September to 2nd week of October .. .. 3 weeks.
  - (2) Winter Holidays—  
Last week of Dec. and 1st week of January .. .. 1½ weeks.
  - (3) Spring Holidays—  
Last week of Feb. to 1st week of March .. .. 1½ weeks
  - (4) Summer Holidays—  
Middle of May to end of June with admission in last half of June .. 6 weeks.
- Although the above suggestions have been made with particular reference to Bengal, the principles may equally apply to other parts of India.
3. Indian Psychological Association, Calcutta. The existing practice may be followed subject to the following recommendations :
- (i) The working terms should be three in a year.
  - (ii) The terms should as far as possible be equal in length.
  - (iii) Instead of granting within the term unimportant local holidays which cause frequent interruption of work, short mid-term breaks might be allowed when necessary.
  - (iv) Terms should be so planned that actual working days are spread over somewhat on the following plan viz.,

January 3rd to May 2nd.  
June 16th to September 15th.  
October 25th to December 23rd.

} Approximate dates  
of working  
terms suitable  
as for Bengal.

4. The Editor, Teachers' Journal, Calcutta.

The stray Holidays on minor religious grounds may easily be done away with, thus adding about 25 days to regular school session. But in that case, a set of leave rules for the teachers will have to be framed and they should be entitled to such leave as is allowed to Government servants.

5. The Editor, The Journal of Education.

*Secondary and Higher Institution (Urban Area).*

- (a) Maximum number of holidays to be reduced from 165 to 135.
- (b) No. of religious holidays to be reduced to minimum and the saving thus made be used to increase the length of the winter vacation round the New Year.

*Basic and Middle Schools (Rural Area).*

- (a) Number of holidays to be reduced to 100 or thereabouts.
- (b) There should be no winter or summer vacation and no Sunday; the schools should be closed only for local festivals, or rainy days and during weeks when hands will be needed for sowing and harvesting.

ANNEXURE XIII,  
 INFORMATION COLLECTED FROM PROVINCIAL EDUCATION CODES.  
 (cf. ITEM 7 AGENDA.)

Province. 1	Type of Institutions. 2	No. of Holidays. 3	Hours of work. 4	Remarks. 5
Assam ..	Primary .. .. .	45 days excluding Sundays	....	Village school may grant upto 66 days if children are required to work in fields.
	Middle .. .. .	66 days excluding Sundays.		
	High .. .. .	76 days excluding Sundays.		
Bengal ..	Primary, Middle and High	83 days excluding Sundays	....	7 Hindu festivals and 12 Muhammadan festivals.
Bihar ..	Recognized High Schools ..	87 days excluding Sundays		
	Aided Schools .. .. .	Prescribed from time to time as the Department prescribes.		
Bombay ..	High .. .. .	42 days in Summer and 21 days during Diwali.	5 hours for 5 days in the week and 3 hours for one day in the week.	

ANNEXURE XIII—contd.

1	2	3	4	5
C.P. & Berar	Vernacular and A. V. Schools	60 days in Summer and 10 days during Diwali.	5 hours of study.	Special periods for Vacation among hill tribes.
N. W. F. P.	High and Middle .. ..	42 days in Summer and 10 days in March or April.	High—30 hours per week.	
	Primary .. ..	2 vacations not exceeding 42 days.	I Class—18 hrs. II & III Class—21 hrs. IV Class—24 hrs. per week.	
Punjab ..	Primary .. ..	2 vacations not exceeding 49 days.	I Class—19 hrs. II & III Class—19 hrs. IV Class—24 hrs. per week.	
	High .. ..	60 days from end of July	30 hours per week.	
Lower Sind	High .. ..	42 days in Summer and 28 days in winter, and Sundays.		
Upper Sind	High .. ..	56 days in Summer and 21 days in winter, and Sundays.		
U. P. ..	Primary .. ..	....	4 hours a day.	
	Middle & High .. ..	49 days in Summer and 7 days in Christmas.	5 hours for 6 days in the week & 4 hours in April, May and July.	
Baluchistan	Primary .. ..	In Winter areas 56 days in Winter and 7 days in Summer.	I Class—16 hours. II & III Class—19 hours. IV Class—24 hours per week.	
	High .. ..	In Summer areas 56 days in Summer.	30 hours weekly.	

Note.—The figures given are approximate.

## ANNEXURE XIV.

TEACHERS—PRIVATE TUITION (INFORMATION COLLECTED FROM EDUCATION CODES).  
(*cf.*, ITEM 8 OF AGENDA).

Province and Type of School.	Admissibility of Private Tuition.
<i>Assam</i> —	
Government ..	One hour a day if the authority is satisfied that it is not detrimental to the teacher's ordinary duties and the rate of remuneration proposed is reasonable.
<i>Bengal</i> —	
Recognised ..	Not permitted if it interferes with proper execution of school duties.
<i>Bihar</i> —	
Ditto.	Ditto.
Government ..	Special sanction of the Inspector or recommendation of the Headmaster is necessary.
<i>Bombay</i> —	Two hours with the sanction of the Deputy Inspector.
<i>C. P. &amp; Berar</i> —	
Government ..	Not permitted without the sanction of the Inspector.
<i>N. W. F. P.</i> —	
Government ..	Permitted only with written sanction of D. P. I. if it does not interfere with regular duties.
Board ..	Permitted only with written sanction of Local Body if it does not interfere with school duties.
Aided ..	Permitted with previous sanction of the Managing Committee provided it does not interfere with regular duties.
<i>Orissa</i> —	Same as in Bihar.
<i>Punjab</i> —	
Govt. & Board ..	Allowed only in accordance with the Departmental rules in force.
<i>U. P.</i> —	
Recognised English Schools.	Permission of the manager is necessary.
Municipal and District Boards.	Sanction of the Board and approval of the Inspector are necessary.

## ANNEXURE XV.

TEACHERS—STUDY LEAVE—VIEWS EXPRESSED BY THE D. P. IS., ETC.  
(*cf.*, ITEM 9 OF AGENDA).

Province.			
Bengal	..	..	As things are at present, no useful purpose will be served by an obligatory provision for study leave. Teachers should attend refresher courses; and should then be regarded as on duty; and others, wishing for study leave, should have the right of getting it under specific conditions—say, a year after seven years, at least once in their service.
Bihar	..	..	Study leave is not ordinarily granted to Government servants of less than 5 years' service. The study leave should be granted once at about the end of 5 years' service and again at about the end of 15 years of service, and no more.
Madras	..	..	Study leave should be granted to teachers under various managements at an interval of at least 10 years.
N.W.F.P.	..	..	Study leave should be granted to teachers of real worth and merit who are likely to benefit by further study and such leave should be granted between the ages of 30 and 40.
Orissa	..	..	Study leave should be granted at least once in the course of the whole service.
Punjab	..	..	The Local Bodies and private managements are hardly in a position to grant study leave to their employees. The Government have agreed to the principle of granting study leave to teachers who, by virtue of their qualifications, experience and potential ability, are likely to make good use of it.
Ajmer-Merwara	..	..	The grant of study leave at an interval of 5 years is considered to be most necessary for improving knowledge and refreshing technical qualification. Teachers in Government schools should get full salary during study leave and travelling allowance. Teachers in aided schools may also be given such concessions by their Managements and half the cost may be contributed by Government.

## ANNEXURE XVI.

TEACHERS—AGE OF RETIREMENT, EXTENSION OF SERVICE, ETC.—VIEWS EXPRESSED BY D. P. IS., ETC.

(*cf.* ITEM 9 OF AGENDA).

Province.

*Bengal—*

Age limit for retirement (present position).

Primary Schools—no age limit prescribed.

Secondary Schools—60.

Extensions may be given in case of secondary school teachers, a year at a time, to 65.

Suggests the age of retirement should be 55, with extension as a rule up to 60 when the teachers' mental and physical vigour justifies it.

*Bihar—*

(a) *Govt. Schools*.—Age of retirement is 55. Extension requires the sanction of the Provincial Govt. on public grounds and cannot exceed 60 years except in very special circumstances.

(b) *Non-Government Schools*.—Local Board Schools 55.

Recognised High Schools—55 and an extension beyond the age of 60 years is not, as a general rule, entertained.

Suggests the age of retirement to be 55 and extension of service to be granted on public grounds up to 60 years of age, a year at a time, and not more.

*Madras—*

(a) *Govt. Schools*.—Age of retirement is 55 and extension of service are very rarely given.

(b) *Aided Schools*.—Age of retirement is 55 and extension of service may be sanctioned up to 60 years by the Head of department provided the teachers keep good health.

Suggests age of retirement to be strictly followed in all schools as 55.

*N. W. F. P.—*

Suggests age of retirement to be 55 in all Schools and recommends extension up to age of 60 in exceptional cases on production of medical certificate of sound health.

*Orissa—*

Suggests 55 years should be age of retirement and adds that an extension is justifiable in case of those who in addition to their work as teachers have also engaged themselves in literary activities and have meritorious publications to their credit.



ANNEXURE XVI—*contd.*


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 Province.
 

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Punjab—

- (a) *Govt. Schools.*—Age of retirement is 55 and, as a rule, no teachers are granted extension.
- (b) *District Board Schools.*—Age of retirement is 55 although in case of scarcity of experienced teachers extension may be granted up to the age of 60 years, one year at a time, provided the teacher is in good health.
- (c) *Private Schools (Recognised).*—For grant-in-aid these schools are to observe the same rules as in (b) above.

Sind—

Prescribed age of retirement—55.

Suggests Government should consider the grant of extension of service according to the merits of each case.

Ajmer-Merwara—

*Government Schools.*—Age of retirement is 55 and extension for 2 or 3 years is granted if the teacher is physically fit and capable of doing good work.

Suggests the age of retirement to be 50, particularly in case of lady teachers who are generally of tender constitution. Extensions may be granted in deserving cases up to 55.

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