

(18) To preserve a careful oversight of the conduct and habits of the pupils during school hours;

(19) To keep, in the prescribed form, a journal of the daily attendance, and to inquire into causes of tardiness and absence;

(20) To keep the visitors' register, and to allow visitors free access to the same, and to keep the permanent record;

(21) To make up all returns required by the Superintendent, the Inspector and the school board, as far as the information required can be supplied;

(22) To carry out the suggestions of the Inspector to the best of his ability;

(23) To preserve for reference the school register, the permanent record, the educational journal and other works, etc., furnished to the school, and on retiring from the school to leave them in order for his successor;

(24) To endeavor to improve his professional status by attending the teachers' meeting held in the county, and by professional reading.

CONCERNING PUPILS

150 It is the duty of every pupil to attend school punctually and regularly, to follow the authorized