

5. Any teacher who neglects the posting up of the Register promptly from quarter to quarter, as indicated in the Register itself; or who at the end of his or her service does not complete the Register as indicated definitely at the bottom of page *nine*; and then makes the prescribed oath containing the words "the prescribed Register has been *faithfully* and *correctly* kept by me," is liable to have his or her license cancelled by the Council of Public Instruction. Before the oath is taken to the Annual Return both the Teacher and Secretary of the Trustees must have signed the certificate at the bottom of said page *nine*,—excepting in the City of Halifax, where a different though equivalent arrangement is authorized as being more convenient under the circumstances.

6. On page 3, "grade at beginning," while necessarily filled in as soon as the teacher can provisionally estimate the pupil's "grade," is not to be copied into the *return*. "Pupil's standing" in the *return* is simply the sum of the number under "Conduct and Progress" in the Register.

NOTES ON THE FILLING OF PAGE 9 OF REGISTER.

7. Where the degree of accuracy is not specified the blank space left for the figures indicate the degree required. Thus under the heading 13, "cubic feet of space," and heading 65 to 90, "minutes on an average taken," only the approximate whole numbers are required. There is no room for fractions, vulgar or decimal. In other cases the degree is specified, namely, the age to days. In all cases of averages, &c., the decimal is to be carried out to two places as specified in the paragraph on the last page of the Register. For accurate statistical purposes it is most necessary that every individual should follow the same exact rule. Any one who will neglect this rule because *he* does not think it necessary to be so exact, cannot complete his return, as required by law. This fact is here emphasized so that even the appearance of evil may be avoided.

8. The total numbers of pupils on the Register at the end of each quarter can never grow less by the simple withdrawal of the pupils from the school. Only when a pupil is transferred to another department in the same school section and is enrolled there with the attendance made in the first room, can he be marked as "not on the Register" of the first department. The directions on the last page of the Register will make this point clear if studied carefully. "The Total Pupils on the Register" at the end of the Fourth Quarter in every section with only one school, will be the total number who attended school at any time during the year.

9. The teacher should see that the secretary takes great pains to have entered as accurately as possible all the facts required to be entered at the opening of the school, the headings, Nos. 53, 55, 56, 57, 58 and 59,