

(No. 5.)

(CIRCULAR.)

EDUCATION OFFICE,

Toronto, 15th December, 1846.

SIR,—I herewith transmit to you, for distribution, copies of the Common School Act, and the Forms, Regulations, and Instructions for the better organization and government of Common Schools in Upper Canada, and for conducting the proceedings authorized and required by the said Common School Act, 9th Vic. Cap. xx. To the several Forms, I have added brief explanations and remarks, in illustration of both their use and importance.

You will perceive, by these Forms and Regulations, that I have rather proposed to supply *defects* than to make *changes*—to undo nothing, but to improve and perfect, as far as practicable, what has been begun—to endeavour to simplify what has been thought to be too complex, and to adapt the whole to the circumstances and feelings of a large rural community, who are immediately interested in the operation of the Common School Act, and to whom its administration is chiefly intrusted.

The first act of the people, under the new Law, will be holding the Annual School Meetings on the second Tuesday in January next. These Meetings are to be called by the present Trustees of Schools. With a view of rendering this new duty easy, on the part of Trustees, I have caused Blank Forms of School Notices to be printed, and herewith enclose them to you. As three notices are required to be posted up in each School Section, I have had three copies of the Blank Form printed on each half sheet of foolscap. By transmitting one copy of the School Act, and one of the Forms and Regulations, and one half sheet of the Blank Notices, to the Trustees of each School Section, you will supply them with the requisites for performing their duties under the new Law. This should be done at your earliest convenience.

As the care of shillings and pence is necessary in the accumulation of pounds, so *attention to details* is essential to the success and efficiency of a system of instruction. Vague generalities will be of little practical use. It is the fitting of the minute and less conspicuous parts which constitutes the real strength of a structure. This remark applies not merely to teaching, and classification, and the whole furniture and management of a School, but to every kind of useful information respecting it. In the accompanying Statistical Table of Common Schools in Upper Canada, recently prepared at this Office, in the preparation of which no labour was spared, the information available