

and the windows shut and fastened every day after the close of school.

23. Teachers are required, both by precept and example, to instruct the pupils in good manners, and to pay strict attention to their morals, habits, and cleanliness.

24. The Principal will be held responsible for the preservation of the school-house furniture, apparatus, yards, and appurtenances, and for maintaining them in clean, neat, and proper condition.

25. A General Register shall be kept by each Principal. Monthly reports of the attendance, punctuality, conduct and class-standing of the pupils above the first book, shall be sent to the parents. No Reports shall be made up by the teachers during the regular school hours.

26. The teachers shall co-operate with the Inspector in conducting Examinations.

27. The teachers may dismiss, at half-past three o'clock, the pupils who have given satisfaction during the day in conduct, recitation, and study, except, however, not less than five pupils of each class, who shall be kept till four o'clock each day, for instruction in subjects in which their education is especially defective, owing to absence from school or other causes.