

THE
SCHOOL LOG BOOK,

Embo Public School

1st April 1873,

EDINBURGH: R. M. CAMERON,
PUBLISHER OF SCHOOL BOARD BOOKS AND FORMS.

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REF: Embo Log Book 1873-1874
CS S/5/136

DATE: 21/5/08

INSTRUCTIONS FOR KEEPING LOG BOOK.

Extracted from the New Scottish Education Code, May 1873.

Art. 34. "In every School receiving Annual Grants, the Managers must provide, out of the School Funds, besides Registers of Attendance,—

(a) A Diary or Log Book.

(b) A Portfolio to contain Official Letters, which should be numbered in the order of their receipt.

„ 35. "The Diary or Log Book must be stoutly bound, and contain not less than 500 ruled pages.

„ 36. "The Principal Teacher must make at least once a week in the Log Book an entry which will specify Ordinary Progress, and other facts concerning the School or its Teachers, such as the Dates of Withdrawals, Commencements of Duty, Cautions, Illness, &c., which may require to be referred to at a future time, or may otherwise deserve to be recorded.

„ 37. "No reflections or opinions of a general character are to be entered in the Log Book.

„ 38. "No Entry once made in the Log Book may be removed or altered otherwise than by a subsequent Entry.

„ 39. "The Summary of the Inspector's Report, and any remarks made upon it by the Department, when communicated by the Managers, must be copied *verbatim* into the Log Book, with the names and standing (*Certificated Teacher of the ——— Class, or Pupil Teacher of the ——— year, or Assistant Teacher*) of all Teachers to be continued on, or added to, or withdrawn from, the School Staff, according to the decision of the Department upon the Inspector's Report. The Correspondent of the Managers must sign this Entry, which settles the School Staff for the year.

„ 40. "The Inspector will call for the Log Book at every visit, and will report whether it appears to have been properly kept. He will specially refer to the Entry made pursuant to Article 39, and will require to see Entries accounting for any subsequent change in the School Staff. He will also note in the Log Book every Visit of Surprise (Art. 12), making an Entry of such particulars as require the attention of the Managers."

SPECIMENS OF SUCH WEEKLY ENTRIES.

As have been approved by H. M. Inspectors.

March 21. School opened on Monday morning with praise and prayer. The Rev. Mr Milne, and Messrs Thomson, Arnott and Brown, School Board Members, were present to introduce as Head Teacher to the School, Mr Andrew Brodie, Certificated Second Class, from Free St Peter's Schools, Edinburgh, employed seven years in teaching. The most of the week has been occupied in understanding the arrangement of Classes, &c. Attendance fair. School opened and closed with prayer at the usual hours.

March 28. Attendance irregular this week, chiefly owing to bad weather. On Wednesday afternoon the II. and III. Standards had special drill in Arithmetic. Other Lessons according to Time Tables. Ordinary progress made.

April 4. Easter Week. Holidays.

April 11. Charles Ross, Pupil Teacher, absent on Thursday from sickness. A Monitor employed in his place. Commenced the Shorter Catechism in the Fourth Class this week. Lessons according to Time Tables. School opened and closed with prayer at the usual hours.

April 18. Attendance much better this week. Extra drill has been given this week in preparing for the Government Examination. Progress good. Visit from Mr Duff of the School Board on Friday afternoon, who waited until dismissal. Nothing else worthy of remark.

SUGGESTIONS WORTHY OF NOTE.

The yearly date should be at the top of each page. The Log Book must be kept *in* School. One or two lines should be left as a space between each Entry. No special rule can be given as to the length of Entries, but three average Weekly Entries on a page have been accepted in England by Her Majesty's Inspectors. Personal opinions or reflections, such as "unpleasant visit from ———, who gave me much impertinence," are not permitted, and may cause forfeiture of Certificate. Epidemics, fairs, &c., having influence in the attendance,—and new subjects or Books introduced should be noted.

Managers would do well to observe particularly Art. 17, 4, of Scottish Code, which runs as follows —"Notice" should be immediately given to the Department of the date at which the Teacher enters on the charge of the "School, from which date the Grant is computed." By inattention to this the whole Grant, or portions thereof, have been frequently forfeited.

DIMENSION OF SCHOOL ROOMS.

	Length.	Breadth.	Height.
School Room,.....	33 ^{feet}	15 ^{feet}	16 ^{feet}
Class Room,.....	27 ft. 8 in.	17 ft. 8 in.	14 ft. 6 in.
Infant Room,.....			

RECORD OF CHANGES in the SCHOOL STAFF.

NAME. <small>Whether Father and Teacher, T., or Aided.</small>	Name of Former Teacher.	Date of Leaving.	Name of New Teacher, and Where From.	Date of Appointment.	Class of Certificate.
			Donald Matheson	15 May 1877	
			Hugh Prof. P. J.	1 st April 1877	
			Donald McKean	27 Feb 1876	
			Alexander Sutherland	27 July 77	
			John Moyes	6 th Sept. 80	Third
			George Munro, Monitor	Oct. 24. 82.	—
			Do. Do. P. J.	1 st July 187	—
			Bessie McKenzie Ex. P. J.	16 th Jan. 190.	—
	Bessie McKenzie Ex. P. J.	19 th Dec. 1890.	May Ritchie Asst. Gen.	5 th Jan. 1891	—
			Jessie Skinner P. J.	1 st July 1891.	—
			George Munro Ex. P. J.	7 th Sep. 1891	—
	Ex. P. J. George Munro	31 st Oct. 1891	Mary Morrison Monitor	31 st Nov. 1891	—
	Monitor Margaret Morrison	1892	Arthur Gill Asst.	25 th Feb. 1892	—
	Ernest Ritchie		Jeannie J. MacVea Asst.	8/1/96	Cert. 2nd
			Alice Isabella Johnston	26/10/96/	Do. Do.
	Asst. J. J. MacVea	15/11/96/	Mary K. Matheson	20/10/96/	Do. Do.
	Alice Isabella Johnston	11/11/96/	John W. MacBeth	5/12/96/	2 nd
	Ernest Ritchie				

1873 LOG

1843

8th April

Several ordered to get more advanced reading books,
otherwise the usual progress made,

9. $\frac{14}{H}$

Organising the standards for the ensuing years, and ordinary progress made.

14

A holiday

11 25

Lessons according to time table, the usual progress made by the children, fewer in attendance on account of spring work.

16 $\frac{1}{10}$

Lessons according to time table, The usual progress made by the children,
Few in attendance,

1873.

Report of Examination 7th April

The discipline of this school is very fair, The present Teacher, who has had charge of the school since the month of November last only, is a young and active man; and, though the instruction is elementary, the results are very creditable,

Sewing and Knitting are taught with much care,
A. McKay, Pupil Teacher,

My Lords do not think that his continuance as a pupil teacher is for his own advantage, or that of the School

April

1874

6th The usual course gone through, and
the ordinary progress made by the children
fewer in attendance - potatoes planting.

7th Fewer in attendance owing to measles
breaking out in the district,

8th Otherwise the usual progress made
the same as yesterday
Monitors employed

9th The usual progress made
Lessons according to time table

10th The usual progress made
Lessons according to time table
Monitors employed

1874

Apr 11

School Examined

Present 45 B, 19 G under
Donald Matheson C.T.

Mrs Matheson S.M.

J. MacLeod H.M.I.

{ 13th
14
15

The school reorganised after inspection,
several children ordered to get more ad-
vanced books and standards con-
stituted for current year's work.

Lessons according to time table
and the usual progress made by
the children, a visit from the
Compulsory Officer, and from
the Clerk and Treasurer of the School
Board

April

1844

20th,

一 药

opened school during the whole week
with praise and prayer. On Tuesday
introduced Standard history, applica-
ble to standard four, other wise the us-
ual progress made by the children.
Lessons given according to time limits table,
fewer in attendance during this week
as the large boats are preparing for
the west coast fishing, a visit from the
treasurer, of the school board.

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27 $\frac{11}{11}$

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The usual progress made by the Children's
Lessons according to time Table.
Monitors employed during the whole
of this week. Attendance still improves.
The ordinary course gone through

School opened by Chairman of the Board with prayer, and a visit from Inspector of premises deputy of Board of Education together with members of School Board. Lessons according to time table and the usual progress made by the children.

May

1874

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ff

18th Feb

18th

18th

18th

18th

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18th

18th

18th

18th

Monitors employed for four days
only of this week, an extra drill
in rotation and nomenclature on Thurs-
day afternoon, as also a written exercise
upon the course gone over in history on
Friday afternoon,

a holiday - Kashmiri Market.
School opened with praise and prayer
during the whole week. The usual course
gone through. Lessons according to Table
Table, Monitors employed.

Opened School with praise and prayer during the whole week, Lessons given according to Line Table, and the usual progress made by the children. On Friday an exceptional drill in Notation and Numeration as also a written exercise in the Course gone over in History.

Summary of Inspector's Report, 1874

1874

"The Schoolroom is too small for the present average attendance. There are 160 children in the village between the ages of 5 and 13, and it is obviously impracticable to put the compulsory clause in force with the scanty accommodation now provided. A classroom of proper dimensions ought therefore to be added to the premises without delay.

The order of the School continues to be very fair and the results are decidedly better than those of the previous year. Writing of the first Standard pretty fair - Arithmetic good, Reading very good, Writing of the second should be better, copying correct, Arithmetic good, Reading pretty good, Dictation of the third good, Arithmetic good, Reading pretty fair in the fourth Reading of one good, of two moderate, Reading of the fifth pretty good, Dictation of the fourth moderate, of the fifth fair, of the Arithmetic of higher Standards weak, Geography and Grammar very fair"

The recommendations of A.M. Inspector should be attended to (particularly (c) Scotch Code) H. Prop is admitted but must improve J. MacKinnon Failure Improves he does not fulfil the conditions of Act.

1874

70 B. Scotch Code,

A. MacKinnon's name has been removed from the Register of Pupil Teachers.

Signed on behalf of School Board of Dornoch

22nd May 1874

A. Leslie Clerk of Board.

May 25th School opened with praise and prayer during the whole week. Hugh Prop has been admitted as pupil Teacher

The usual course has been gone through and Lessons given according to Time Table On Friday after noon Standards 2, 3, 4, and 5 had been exercised in the Arithmetic of their respective Standards

June 1st

School opened with praise and prayer during the whole week. The usual course gone through Attendance on the decrease in the course of the week especially in the girls department (otherwise nothing worthy of note)

The following is a copy of the Report of Her Majesty's Inspector on this school for the year ending 31st March 1877.

"The school is conducted with earnestness and energy, but from a variety of causes the results are low. The district has been visited by an epidemic; the teachers health has not been good; the attendance (I am informed) is very irregular; and the children seem neglected at home. In such circumstances, good results are almost impossible, and the teacher seems to have done as much as one can reasonably look for. The fittings and appliances might be much improved. The desks have neither shelves nor slate-racks. Books are very scarce and those used by the third Standard are far beyond the children's comprehension.

A new set of maps is much wanted. The windows should be repaired and the ventilating apparatus improved. The Offices should be regularly and frequently cleaned, and means should be taken to prevent their being used by persons other than pupils attending the school."

My Lords hope that H. M. Inspector's remarks may be attended to otherwise next year's Grant may suffer a reduction (Article

32 (b)). He. Ross must take papers for the fourth year at the next examination.

The following is a ^{copy} of Her Majesty's Inspector Report on a visit to this school without notice.

Scottish Education Department
22nd March 1877.

Embs Public School
H. B. S. County of Sutherland. 7298.

Sir,

I am directed to forward the annexed copy of notice sent to the Education Department of the result of a visit without notice ~~paid~~ paid to the above-named School, on the ninth day of March 1877, by Mr. James H. M. Inspector under Article 12 of the Act.

"I found the school closed, the teacher being unwell."
"The offices were in an extremely filthy condition; the managers ought instantly to provide means of having them frequently and regularly cleaned."
Alex. Leslie Esq. I have the honour to be.

School Board, Dornoch
Sutherland H. B. S. Your obedient servant
W. J. Cairns

W. J. Cairns
Agent for the Board

W. J. Cairns
Agent for the Board
Agent for the Board

1877

April 9th

The average attendance for this week does not exceed 17. Most of those who have put in their attendance are absent so that it will be difficult to make any sort of an appearance at the examination. P.T. always is attendance.

May 4th 1877

Examined School
Present 28 Boys 15 Girls

John Stott { Don. Maclean, P.A. Master
Hugh Ross, P.T. 2nd year
Margt. Munro, Sewing M.
V. Jones, H.P.B.

May 9th

Resperence School today after the holidays. Attendance very meagre. Cant do much this week except to reorganise after the suspension in P.T. I think his examination in Monday and the appointment of Rev. Mr. McGregor. Hope to have all the classes arranged and complete. They got on working on the 10th of May.

May 18th

Attendance very small during this week. Shut up school 4 days - Teacher leaving.

July 28th

The school was opened and closed. And taught; two days this week. Friday and Saturday, according to the approved timetable of the school. Very few children attended school; they are away with their parents at Glenside and Wick at the herring fishing. Hugh Ross, Pupil Teacher was absent. He is not yet come home from the Wick herring fishing. This school by the present teacher for the first time, in the first time. Four pupils entered this school for the first time.

July Aug. 4

The school was opened and closed during the week. In the usual manner and at the appointed time. The lessons were given according to the Time-Table. The children were attentive to their lessons and made reasonable progress. Five pupils were admitted to this school for the first time. Hugh Ross, Pupil Teacher. He has not yet come home from the Wick herring fishing.

The following is a copy of the Report after Majesty's
Inspection on this School for the year ending 31st March 1879

"The attendance here is very bad.
and the home circumstances of the children
-are are anything but helpful to their
-education. The Teacher, too, has been indis-
-posed during part of the year.
From all these causes the percentage of
-passes is, in spite of the Teacher's great
-zeal and energy very low. Slateracks,
-a block, and a better supply of books,
-should be provided. The offices are
-still in an unsatisfactory condition."
As the offices are still in an unsatisfactory
-condition my Lords have ordered a de-
-duction of two tenths to be made from the
-grant (Article 32 (b))

"H. Ross' name has been re-
-moved from the Register of Pupil Teachers
-serving in this School"

Signed on behalf of School Board by
A. Scott,

Clerk to the School Board

9th February 1880

1888

Dec 14th

Average attendance 98. School open as usual. Work progressing slowly. Singing and Sewing as usual, all the other work as per Time Table. P. T. in regular attendance.

Dec 21st

School open as usual this week. Work progressing favourably. Average 106.5. No Sewing to-day (Friday), Sewing Mistress not having put in an appearance. P. T. in regular attendance.

Dec 26th

Compulsory Officer visited the School this forenoon for irregular attendance form.

Dec 28th

School open as usual this week. Average 102.3. Work progressing slowly. Singing and Sewing at usual time. P. T. in regular attendance.

1888

26/11/88

Summary of H. M. Inspector's Report on the School and remarks (if any) to be made.

"The School is in pretty fair general Condition, but not a little ~~dis~~ of the work is disappointing. The Arithmetic of the first and second Standards, and particularly the notation of the latter, are shamefully defective. Only twenty-two of the eighty-seven sums were correctly worked by the first Standard, and only two of the sixteen scholars in the second could put down correctly from notation the number 4,869. The headmaster is undoubtedly responsible for this state of matters, and it is with the greatest hesitation that the large grant for the classes below the third Standard is recommended. This year again, History and Geography are not professed; and the little attempted in the class subject of English falls far below a passable standard. Reading is generally indistinct; but the children in form the third Standard are better.

889.

ember 29th School open as usual this week. Average 116.7. Work progressing very slowly, we only await an addition to Staff granted by the School Board. No sewing on Tuesday or Wednesday as Sewing Mistress did not come at all. P. I. in regular attendance.

ecr. 2nd Monthly visit of Compulsory Officer this afternoon.

ecr. 6th School open as usual this week. Average 123.3. Work progressing very slowly. Singing and Sewing at usual times. P. I. in regular attendance.

ecr. 10th & 11th P. I. absent these 3 days on account of sickness.

ecr. 13th School open as usual. Average 112.2. Work progressing slowly. Singing and Sewing at usual times.

1889.

17th
2992.

9. 12. 89.

"Summary of H. M. Inspector's Report on the School and remarks (if any) to be made."

"The lower division made a fair appearance in the circumstances. Reading is pretty good throughout in the upper division. Arithmetic is pretty good in the third Standard; pretty fair in the fourth; very good in the fifth, and good in the sixth.

Dictation moderate in the third; very good in the fourth, fifth, and sixth; and Composition pretty good in the fifth and sixth. Meanings behind in the third, fourth, and fifth, and fair in the sixth. Writing good in the third and fourth, and very good in the fifth and sixth. Repetition of Poetry pretty good in the third and fourth, good in the fifth and sixth, knowledge of meanings pretty fair only except in the sixth, and from one boy in the fourth who answered very well.

"There were 56 children in the Infant and first Standard classes qualified, and several other children present

* Should be 65

522

1889

H. M. J's Report (Continued).

on the day of inspection, belonging to the same classes, who were not qualified by attendances for presentation, and when it is considered that most, or all of these, are habitual Gaelic speakers, the conclusion forces itself upon me, that the lower division of the school should be conducted by a certificated female assistant. The Board have wisely covered the walls of the ^{new} class room with suitable pictures for illustrating Object Lessons; but good results cannot be expected until these pictures are utilised by the right kind of teacher. It is evident that the Headmaster can have but little time for instructing the younger children, and the whole school will be handicapped until the right means are used to give the Junior Division the proper start.

"I regret being unable to recommend a grant for Industrial Work as the Sewing does not meet the present requirements."

The Staff is insufficient.

1889.

(Article 32(C)) G. Munro has passed well, but should attend to Map-Drawing.

Staff.

John Mays. C. I. Second Class.

George Munro P. I. Third Year.

Margaret Munro Sewing Mistress.

McKintosh.

Correspondent of School
for Donoch Sch. Board.

Dec^r. 20th

M^r. McLeay. Chasmore. member of School Board visited school during the dinner hour interval this day.

Dec^r. 20th

School open as usual this week
Average 111.8. Work progressing very slowly. P. I. in regular attendance to Sewing to-day, Friday owing to Sewing Mistress not coming.

1890

2nd Sept.

School open as usual this week. Most of the scholars have now got new books. Have been getting new classes definitely arranged this week. P. T. in regular attendance.

7th Sept.

School open as usual this week. Work progressing slowly. Average 119.7. P. T. in regular attendance.

6th Sept.

School open as usual this week. Work progressing very slowly. Singing and sewing at usual times. P. T. in regular attendance.

1st Oct.

School open as usual this week. Work progressing favourably. Average 122. Singing and sewing and all work done according to Time Table. P. T. in regular attendance.

1st Sept.

Visit of Compulsory Officer this morning.

1890.

7th
2992.

12.8.90.

Summary of H. M's Inspector's Reports and remarks (if any) to be made.

"The conditions of work are very trying here. The bilingual difficulty is felt to a very considerable extent, and the general circumstances of the Community add largely to the teacher's responsibility in the training of the children. The main-room is rather inconveniently crowded. The supply of books in the upper division and of slates in the junior department is insufficient. In spite of all these obstacles to effective work, the attendance is very regular, owing in great measure to the exertions of the teacher. It says much for his zeal and diligence that the presentation is now so very much larger than it was a few years ago. The Board have wisely increased the staff. A female assistant has been put in charge of the junior and industrial departments. She has not had time to make her influence fully felt; but it may be hoped

1890.

that she will help to raise the efficiency of the school. There is ample room for improvement. Until a better foundation is laid, not more than one class subject should be attempted. The Board should see that the higher standards are provided with suitable books, and the teachers should make a serious effort to get the children to understand more fully what they read."

The scholars numbered 74, 99, and 107, on the Examination Schedule are disqualified under Article 19. B. 1(a).

B. McKenzie has been entered in Their Lordships' register as an assistant teacher in this school.

G. Munro has passed well.

Staff:- J. Moyes. Head Master.
B. McKenzie Assistant Mistress
and G. Munro P.T. Fourth year.

For the School Correspondent for
Botnoch School Board.

1890.

Oct. 8th

P.T. absent to-day, assisting Mr. Angus. Teacher, Botnoch, as he is sick and confined to the house.

" 9th

P.T. absent to-day again same cause, employed two monitors for both days.

October 10th

School open as usual this week. Work progressing very slowly. Average attendance smaller this week (108) owing to most of the village people lifting their potatoes. P.T. in regular attendance except as above.

October 14th

Visited this afternoon by Rev. John McTaggart Army Chaplain, Aldershot, and Miss McTaggart.

October 16th

Female Assistant absent this morning, complaining of neuralgia and toothache.

October 17th

Work proceeding this week as usual. Average 111.7. Some of the children are still employed lifting potatoes. Assistant resumed work this morning. P.T. in regular attendance.

Oct. 17th

Visit of Compulsory Officer to-day.

1898.

June 20th School closed. Sacramental Fast.
Holidays (Continued).

June 24th School only open 8 times this week. Average
101.5. Attendance very bad, parents being
busy at potato cleaning. Staff in
regular attendance.

June 30th visited the School in the forenoon and found
Attendance Registers correctly marked.
Present 107 pupils.
Dm. Frank Ch. of Sch. B.

July 1st School open usual number of times
this week. Fair progress made.
Staff in regular attendance.

July 6th Visit of Compulsory Officer.

1898.

July 8th Annual Inspection held by D.
Munro Fraser Esq. H. M. I.

July 8th School open as usual this week.
Average attendance 119.6.

Sept. 9th School re-opened this day after
Annual Vacation.

172
2992

Dornoch, Combe Public School.
Summary of H. M. Inspector's Report.

The School has in some respects
risen in efficiency, but there is still
room for improvement. In the upper
division the outstanding weak points
are the Arithmetic and Composition
of the fifth Standard. The latter
subject is no doubt injuriously
affected by the fact that most of the
pupils think and speak in Gaelic,
but inaccuracy in Arithmetic does
not depend on this condition.

Writing
6

1898.

Writing and sumsetting are good in the Fourth, and the Arithmetic of the Class deserves Commendation. Spelling is fairly good. The girls of the fifth and the pupils of the Ex. sixth read well.

"Reading is not a strong subject in the third. Arithmetic and spelling, however, especially the latter are of very creditable quality, and sumsetting is satisfactory. The infant classes and the first and second standards are in good order, and the instruction, which is imparted in a kindly and interesting manner, is attended with satisfactory success. The number of children in this department is so large and the energies of the female teacher are so fully employed that the appointment of a female pupil teacher is strongly recommended. Musical Drill is exceptionally good. Singing (by note) is tolerably satisfactory, and

1898.

Average attendance 121.
Amount of grant saved £129-0/-6.
50 to allowed £117-5/-10

and sewing receives careful attention. The grant for class subjects is awarded with great hesitation. The inadequacy of the teaching in Geography is brought specially under the notice of the teacher. Torn books and broken slates should be replaced.

My Lords have had difficulty in allowing an unreduced grant, as the school appears to have been ^{considerably} overcrowded, the weekly average attendance having risen as high as 132. They have, however, allowed payment as on an average attendance of 110, and they trust that steps will be at once taken to prevent any necessity for overcrowding in future, as in that case a reduction of grant under Article 32 (c) will fall to be made.

Miss Johnstone will shortly receive her Certificate. Staff John Mayes N. Martin
Miss J. Johnstone Assistant
W. Martin
to receive

460

"The schoolroom requires to be whitewashed.
The supply of Reading Books ought to receive attention. The attendance of the pupils is in several cases unsatisfactory."

The payment of the special grant under Article 19A is made with great hesitation in view of the grave irregularity of attendance in the case of several pupils.

The Board are reminded that it is their duty to maintain a high standard of regular attendance in the schools under their charge, and prosecutions under the compulsory clauses of the Education Act should be resorted to without hesitation in cases of proved necessity.

Amount of grant earned on
Average attendance of 114.

£121 " 12/- " 6" = £114-6 per scholar.

Staff - John Mayer Head Master

Mary K. Matheson Assistant.
J. M. Matheson
Correspondent.

1890.

Nov. 1st Visit of Compulsory Officers.

Nov. 2nd School closed. Thanksgiving Day for Harvest in the Free Church.

Nov. 3rd School only open 8 times this week.
Average 119.5. Staff in regular attendance.

Nov. 10th School ~~only~~ open usual number of times this week. Average 121.4.
Staff in regular attendance.

Nov. 15th Visit of Compulsory Officers.

Nov. 17th School only open 6 times this week.
Closed on Thursday and Friday.
Average 113. Staff in regular attendance.

Nov. 20th School closed. Sacramental Fast Day
Holidays. School visited to-day
by Genl. Capt. H. M. J. of
Schools.