

1. Governors of the School

Representatives of the Hemsworth Urban District Council:

Mrs. E. L. Dooley, J.P. (Vice-Chairman)

A. Richards, Esq.

I. Burns, Esq.

Representatives of the Hemsworth Rural District Council:

J. Potts, Esq., C.Cr.

J. Butterwood, Esq.

P. Henry, Esq.

B. A. Ellis, Esq.

W. Henry, Esq.

Mrs. W. K. Price

Mrs. S. A. Guest

F. Martin, Esq.

J. J. Granter, Esq.

Representatives of the West Riding County Council:

A. Flavell, Esq. J.P., C.Cr. (Chairman)

J. Davies, Esq., J.P., C.Cr.

Rev. A. E. Duckett

Representative of Leeds University:

C. W. Gilham, Esq.

Clerk to the Governors:

Charles L. Crossley, 8, St. John's North, Wakefield.

2. Staff

Head Master: R. W. Hamilton

Senior Mistress: Miss E. M. Shortridge (French)

Second Master: P. Crossland (History)

Assistant Staff

J. A. Storer (Geography and Physics).

W. L. Austin (Mathematics)

Rev. R. T. Shiells (Chemistry and Religious Knowledge)

L. N. Collette (English and Commercial Subjects).

T. Manning (Mathematics and Physics)

L. T. Hyde (Mathematics and Physics)

I. Scourfield (Latin)

Miss D. L. Prince (History and French)

Miss D. M. Kenward (Botany and Biology)

H. G. Augur (Engineering, Metalwork and Woodwork)

Miss J. C. Harrison (Physical Training)

Miss N. I. Clifford (English)

J. D. Hamilton (Art)

Miss E. M. Bromley (French)

Miss D. A. Euler (Housecraft and Needlework)

Miss E. Nicholson (English)

Miss E. W. Townsend (Music)

J. Nelson (Physical Training)

Miss R. F. Walker (French)

3. Organisation

The Hemsworth Grammar School provides a thorough education for boys and girls from the age of 10 to 19. The education is moral, intellectual and physical. Morally it trains the character and endeavours to inspire unselfishness, honesty and loyalty. Intellectually, it trains the mind and endeavours to give full scope for its development in any direction. Physically, it trains the body and provides for its healthy recreation and activity. There are at present 400 pupils in the School.

The School was inspected by the Board of Education in 1936, and its scheme of instruction has the Board's approval. The curriculum includes Scripture, English, French, Latin, History, Geography, Mathematics, Physics, Chemistry, Botany, Art, Music, Physical Training, Woodwork, Metalwork, Machine Drawing, Housecraft and Needlework. Three Courses - an Arts Course, A Science Course, and a Commercial Course - are provided for pupils in Forms 4 and 5, in order to give boys and girls a better chance of following up the subjects for which they have a natural aptitude or which may be more beneficial to them in the future. All these courses, in which general culture is not neglected, lead up to the School Certificate Examination, which is taken by Forms 5 in July each year; no boy or girl may take one of these courses except under the condition of taking the School Certificate

Examination. In Forms 6, three or four subjects are studied for the Higher School Certificate, which is taken two years after the School Certificate and a certain number of periods are allotted each week to private study and general reading.

4. Religious Instruction

The School Day begins with an assembly, when a short service is taken by the Head Master. All religious instruction is undenominational in character, and parents have the right to withdraw their children from the instruction by making written application to the Head Master.

5. Examinations

The Examinations taken are the School Certificate of the Northern Universities Board for Forms 5a, 5b, and 5s and the Higher School Certificate of the same Board for 6a and 6s. The School Certificate, intended to be taken at the age of 16 or 17, exempts from the Preliminary Examination in Accountancy, Law, Music, Medicine, Banking and other professions. It is also becoming increasingly recognised by business and commercial firms as evidence of a good education. Its importance therefore, will be readily appreciated.

To qualify for entry upon a degree Course at any one of the Northern Universities of Manchester, Liverpool, Leeds, Sheffield and Birmingham a pupil must attain a prescribed standard in the School Certificate and Higher School Certificate Examinations. Qualification for entry upon a degree course at any other University may still be obtained on the results of the School Certificate alone but a special standard is always demanded.

The Higher School Certificate taken normally at the age of 18 or 19, partly qualifies a candidate to take an Honours Course at a University.

County Major Scholarships as well as State Scholarships and Open Scholarships at particular Universities are awarded on the results of this Examination.

The whole of the School below the Fifth Form has an Annual Examination in June. Promotions are decided on the results of this Examination and the record of the year's work.

An Examination is also held once a year in General Information and Examinations are held in the Commercial Forms for Certificates of the Royal Society of Arts.

6. Admission Of Pupils

Application for admission to the School must be made upon a form which may be obtained from the Head Master or the Clerk to the Governors. Before a pupil can be admitted an Entrance Examination in English and Arithmetic which is graded according to age, must be taken, except in the case of holders of County Minor Scholarships. Examinations will be held in July and September and the exact dates will be advertised from time to time. Candidates will be accepted for admission only if they possess the ability and attainments appropriate to their age. A pupil cannot be admitted before the beginning of the term in which the age of 10 is reached and he will ordinarily be required to remain in attendance at least until the end of the term in which the age of 16 is reached. An agreement to that effect must be signed by the parent or guardian before a pupil is admitted. Special cases may be considered by the Governors as they arise.

7. Withdrawal Of Pupils

In the case of the withdrawal of a pupil, a full term's notice in writing, given before the commencement of the School Term, must be sent to the Headmaster, otherwise the Governors may require the fee for the term following the withdrawal to be paid. The most suitable time for a pupil to leave School is at the end of the summer term. The Governors may require the withdrawal of a pupil whose presence is regarded as detrimental to the School or who is not, in the opinion of the Head Master, making satisfactory progress.

8. School Year and Holidays

The School Year is divided into three terms. The School holidays consist of about a fortnight at Christmas, 3 weeks at Easter, and 7 weeks in the Summer. There are also midterm holidays of one or two days, and three days at Whit-suntide. No absence is allowed for holidays at any other time during the School terms, and regular attendance is required up to the last day of each term. The hours of daily session are as follows : Mornings 9 to 12-30 . Afternoons 2 to 4. There is no session on Saturdays.

9. Health Certificates

On the first attendance at the beginning of a term each pupil must bring a certificate on the form provided, signed by the parent or guardian, that there has been no contact with infectious or contagious disease during the holidays. When there has been such contact a doctor's statement must be furnished certifying that the pupil is in a fit condition to return to School. A pupil who is suffering from or living with any person suffering from an infectious or contagious disease must cease attendance at once and not return until a medical certificate can be furnished to the effect that attendance involves no risk to others.

10. Absence

No pupil may be absent from School, except in the case of illness, unless the permission of the Head Master has been obtained beforehand. Leave of absence is never given for the purpose of attending social functions, School treats, shows, or anything of a similar nature. Only in a case of real urgency will leave of absence be granted. Parents should arrange their holidays to conform with the School holidays, if they wish to take their children with them. If it is impossible to do this, they should make arrangements for their children to continue to attend School even when they themselves will be away on holiday. In the case of illness a letter of explanation, written and signed by one of the parents, should be brought on the first day of return to School, and a Doctor's

Certificate is required if there has been any risk of infection. After an absence of one week or more a pupil is required to submit a Doctor's Certificate.

11. Games

The games played are Football, Cricket and Fives for boys; Hockey, Tennis, Netball and Rounders for girls. All pupils are expected to join in the School Games, unless they are certified as unfit by a doctor. Athletic Sports are held on Parents' Day in the Summer Term, and a Folk Dancing Display is held at the end of the Summer Term. Swimming is taken during the Summer Term by boys and girls in Form 3 and by senior pupils at the South Elmsall Baths.

12. Other Receptions

These include occasional lectures and plays, a School concert, a Literary and Debating Society, choral competitions, wireless and gramophone music, dramatic performances by pupils and staff, and cinematograph shows during the Winter Terms. A School Magazine is published each Term, which not only publishes records of School activities, but also encourages original creative work. There is also an excellent School Library.

13. Houses

The School is divided into 4 Houses, which have distinctive colours and coats of arms and compete each year in all branches of School work and recreation.

14. School Dress

Boys.

The School Uniform consists of a cap and tie for boys, which is supplied through the School or through Southcott's, of Wakefield. The use of a dark blue raincoat is recommended. No badges other than those of the School Offices and Societies are allowed. For football and physical training a boy requires a House Shirt, a strong white shirt, blue shorts, School stockings, rubber shoes, and football boots for cricket, white or grey flannels, open neck white or grey flannel shirt, white cricket boots or rubber shoes. A sweater would be a useful addition. A shoe bag in which to keep gymnasium kit is also necessary. All property should be clearly marked with the owner's name.

Girls.

The uniform for girls consists of a navy blue gym. tunic (three pleats back and front), tussore blouses, navy felt hat (in summer a Panama hat) and the School band and badge. These can be obtained through the School. The use of a dark blue raincoat is recommended; if desired girls may also wear a navy blue blazer and a navy or red cardigan. Girls are not allowed to wear jewellery. For physical training and games a girl will need a blue blouse, black shorts, black or brown gym shoes, hockey shoes or boots. A shoe bag in which to keep gymnasium kit is necessary.

All property should be clearly marked with the owner's name. To achieve uniformity it is recommended that articles should be purchased from Southcott's of Wakefield.

15. Homework

A time-table of homework is issued to each pupil and a copy of this time-table is sent to the parents. This time-table should be kept and checked from time to time. Homework is set to occupy the normal boy or girl during the following regulation times. Should any pupil take considerably more or less time over homework, the Head Master should be informed.

Maximum Time Every Night.

Form - Minutes during week - Minutes at week-end.

First - 3 of 20 mins. - none

Second - 3 of 20 mins. - 1 of 20 mins.

Third - 3 of 30 mins. - 1 of 30 mins.

Fourth - 3 of 30 mins. - 3 of 30 mins.

Fifth - 3 of 30 mins. - 4 of 30 mins.

Sixth - Maximum of 10 hours per week.

Much of the success of the School depends upon the co-operation of parents, who are earnestly asked to help the School by seeing that their children's work is done under the best conditions available at home.

16. Reports

At the end of each term every pupil takes home a written report of the term's work. Parents are asked to read these reports carefully, sign them, and see that they are returned on the first day of the next term.

17. Careers

The School has a Careers Master and a Careers Mistress, and everything possible is done to help pupils in the choice of a career. When a pupil has reached 14 years of age, parents should consider carefully a future career for their child. The Head Master is always pleased to advise parents, and it is better to seek advice early and thus prevent regrets for missed opportunities.

18. Dinner Arrangements

Mid-day Meal.

A hot two-course mid-day meal of good quality and generous quantity is served in the School Dining Room. The cost is 3/- per week, or 8d. per single dinner.

Pupils may bring their own lunch from home, but they must eat it in the rooms provided and will be required to pay a small weekly sum for the use of the crockery.

19. Bicycles

Sheds are provided where pupils may leave their bicycles, but the Governors do not accept responsibility for the loss of or damage to bicycles or other property of the pupils which may be stored at School.

20. Discipline

Regular attendance, punctuality, orderly conduct inside and outside the School and observance of the School Rules are required of all pupils. Power to suspend or expel pupils for contraventions of discipline is vested in the Head Master

21. Fees

The terminal fee of £3 3s. 0d. must be paid to the Clerk to the Governors before the term begins. The Clerk attends at the School to receive fees on the Monday before the re-opening of the School, at 10 a.m.

22. Interviews

The Head Master will be pleased to interview parents between 2 p.m. and 4 p.m. on Thursday, or to arrange for mothers of girls to interview the Senior Mistress. Interviews can be granted at other times only by special appointment. Parents seeking an appointment are asked to indicate the nature of their business, in order that the Head Master may have ready for them any required particulars.