Good morning children! As you will remember my name is Miss Acheson. I hope that you will also remember how to seat yourselves properly – make your way quietly; sit in your given seat; fold your hands upon your desk in front of you. These are your seats by age but remember that some of you will change seats when we start our lessons – I always hope that some of you will work hard and move up but I do not wish to see any of you move down.

Shortly I will begin the roll call for the day – I would remind all of you that you must come to school and have 75 complete days in each half of the school year. Those of you who are coming up to 14 years of age will remember that this is your last year in school, but that is no excuse not to work. For the 'halftime' children here – you MUST make sure that you keep up with your different days between school and work, otherwise your parents will be fined. You youngest children – although you are only five and six years of age, you are also expected to keep up with all of your work, and to work hard.

The Attendance Board is filled in every day, and it is very important as a record is kept by the school Inspector. Because of such excellent attendance last school year, we were able to bring in a Junior Assistant Mistress to help with teaching. Keep your attendance up boys and girls, for if we fall below 35 pupils then we will lose her. Remember also that excellent attendance can reward you with a fine Attendance Medal such as this.

Here is the Attendance Board – you will see that the classes are down the side; there are separate columns for boys and girls just as you are separated here in class: spaces for absent or present.

Now. Let us say our morning prayer - repeat after me

Dear Lord, Grant us the Grace to do your work today.

May we obey you in all things,

Amen.

Our prayers will be said every morning, and you will attend Sunday School to help you learn whatever else must be learnt.

Before we continue with our school day let me remind you of our classroom rules, as some of you seem to be having great difficulty in remembering them!

Do not run into school but walk; remove your hat and walk straight to your seat. Coats must be left outside. Do not speak unless you have been spoken to first. If I speak to you, you will stand, answer your question loudly and clearly before being seated once again. When moving out of your standards you will do so quietly. Do not stare, look around or otherwise not concentrate on your work. If a visitor enters the room, you will stand and greet them — manners cost nothing and are worth everything. Be respectful and polite — obey the rules or you will find yourselves punished.

Remember that I am allowed to punish you with however many of these that I see fit. A note will also be made in my Daily Report Book which is also viewed by the District Inspector when he visits.