

## EXPLANATION OF THE

## MODE OF MARKING IN THE ROLL BOOK.

The daily register must be neatly kept, and marked in the morning and afternoon.

When there is but one session of the school a day, the register must be marked in the same manner as it would be if there were two sessions, treating the first half of the session as the morning, and the latter as the afternoon.

The system of marking shall be that indicated in the annexed diagram and explanations, the blank squares denoting present all day and correct deportment :

□	Correct deportment.
□	Present all day.
/	Inattentive.
⊗	Present, but tardy in the morning and afternoon.
2	Idle.
/	Present, but tardy in the morning.
3	Disorderly.
/	Present, but tardy in the afternoon.
4	Disrespectful.
/	Absent in the morning.
5	General misconduct.
/	Absent in the afternoon.
6	Vicious conduct or profanity.
⊗	Absent all day.

Particular attention is directed to the manner of combining the characters used in marking the register. The character denoting "Absence," is the most simple, being a single slanting stroke downwards from right to left for "Absent in the Morning," and a similar one from left to right for "Absent in the Afternoon." These two combined form the oblique cross, and denote "Absent all day." When a pupil comes in after being marked "Absent in the Morning," a horizontal line is made from left to right across the top of the square connecting with the slanting stroke, and converting it into the character for "Present, but tardy in the Morning." The character for "Absent in the Afternoon," is converted into the character for "Present, but tardy in the afternoon," by a horizontal stroke from left to right across the bottom of the square. These two combined form the character for "Present but tardy in the Morning and Afternoon." The combination of the characters for "Absent" during one session, and