

CHAPTER 288.

FREETOWN TRAINING COLLEGE FOR TEACHERS.

ARRANGEMENT OF SECTIONS.

SECTION.

1. Short title.
2. Interpretation.

PART I.—ESTABLISHMENT OF THE COLLEGE.

3. Establishment of the College.
4. Student not to be excluded on grounds of religious belief.

PART II.—THE COUNCIL.

5. Establishment of the Council.
6. Incorporation of the Council.
7. Constitution of the Council.
8. Temporary members.
9. Vacancies.
10. Chairman.
11. Quorum.
12. Voting.
13. Secretary.
14. Meetings.
15. Regularity of proceedings.
16. Minutes.
17. Standing Orders.
18. Seal.
19. Standing Committee of the Council.

PART III.—THE PRINCIPAL.

20. Appointment of Principal.
21. Powers and duties of Principal.
22. Removal of Principal.

PART IV.—STAFF.

23. Appointment of staff.
24. Terms of service.

PART V.—FINANCE.

25. Capital expenditure.
26. Acceptance of gifts and grants.
27. Revenue of the Council.
28. Annual budget.
29. Fees.
30. Accounts.

PART VI.—MISCELLANEOUS.

31. Bye-laws.
32. Amendments to the Ordinance.

CHAPTER 288.

FREETOWN TRAINING COLLEGE FOR
TEACHERS.

An Ordinance to Provide for the Establishment, Control, Administration and Working of the Freetown Training College for Teachers. 44 of 1959.

[31ST DECEMBER, 1959.]

1. This Ordinance may be cited as the Freetown Training College for Teachers Short title. Ordinance.

2. In this Ordinance, unless the context otherwise requires— Interpreta-
tion.

“ Bursar ” means the person appointed as Bursar of the College under the provisions of section 13;

“ College ” means the Freetown Training College for Teachers established under section 3 of this Ordinance;

“ Council ” means the Council established under section 5 of this Ordinance;

“ Minister ” means the member of Executive Council charged for the time being with responsibility for the subject of education;

“ President ” means the President of the Council duly elected as such under the provisions of section 7;

“ Principal ” means the Principal of the College appointed under the provisions of section 20, and the person for the time being acting as Principal;

“ Secretary ” means the Secretary of the Council.

PART I.—ESTABLISHMENT OF THE COLLEGE.

3. (1) For the purpose of providing teacher training courses there shall be established in the Colony a training college to be known as the Freetown Training College for Teachers. Establish-
ment of the
College.

(2) The Teacher Training Department of Fourah Bay College shall be deemed to be transferred to and to be included in the College from the 1st day of January, 1960, but without prejudice to anything previously done.

Student not to be excluded on ground of religious belief.

4. (1) No student shall, on the ground of religious belief, be excluded from or placed in an inferior position in the College.

(2) The Principal shall, so far as is practicable, make arrangements for the religious instruction of each student in his own faith.

PART II.—THE COUNCIL.

Establishment of the Council.

5. There shall be established a Council to be styled "The Freetown Training College Council" which shall, subject to the provisions of this Ordinance, and the approval of the Minister, have control of, and superintendence over, the general policy and property of the College, and in all cases unprovided for by this Ordinance may act in such manner as appears to it to be calculated to promote the best interest of the College.

Incorporation of the Council.

6. (1) The Council shall be a body corporate having a perpetual succession and a common seal.

(2) The Council shall have power to sue and be sued and to acquire and hold property, both real and personal, whether situate in Sierra Leone or elsewhere, and to grant, sell, mortgage, alienate, lease, exchange or otherwise dispose of the said property and to enter into contracts and to do all other things incidental or appertaining to a body corporate:

Provided that the Council shall not grant, sell, mortgage, alienate, lease, exchange or otherwise dispose of any of its real property without the approval of the Minister.

Constitution of the Council.

7. (1) The Council shall consist of the following members, one of whom shall annually be elected by the Council to be the President—

- (a) six members appointed triennially by the Minister;
- (b) two members appointed triennially by the Board of Teacher Training;
- (c) two members, being members of the teaching staff, at least one of whom shall be a woman, to be elected triennially by the teaching staff of the College who are employed on terms requiring them to work exclusively for the College;
- (d) two members appointed triennially by the Amalgamated Teachers Organisations, one to represent primary school teachers and one to represent secondary school teachers;

- (e) one member appointed triennially by the United Christian Council;
- (f) one member appointed triennially by the Roman Catholic Mission;
- (g) one member appointed triennially by Sierra Leone Muslim Congress;
- (h) the head of the Sub-faculty of Education at Fourah Bay College;
- (i) the Principal.

(2) All members shall be eligible for re-appointment or re-election, as the case may be.

(3) No member of the staff of the College shall be eligible for membership of the Council other than the Principal and members of the teaching staff elected under the provisions of paragraph (d) of sub-section (1) of this section.

8. Whenever any member of the Council, appointed or elected under the provisions of section 7 of this Ordinance, is temporarily absent from Sierra Leone, a temporary member may be appointed or elected, as therein provided to replace the absent member during his absence. Temporary members.

9. Whenever a vacancy occurs in the Council by reason of the death or resignation of a member appointed or elected under the provisions of section 7 of this Ordinance, such vacancy may be filled by the appointment or election, as therein provided, of a member who shall hold office for the remainder of the term of office of the member who has died or resigned. Vacancies.

10. At every meeting of the Council, the President, if present, shall preside as Chairman, and in his absence the members present shall elect a chairman for the meeting from among their number. Chairman.

11. Eight members of the Council shall form a quorum. Quorum.

12. (1) Every question coming before the Council at a meeting shall be decided by a majority of the votes of the members present and voting. Voting.

(2) The Chairman of the meeting shall have an original vote and where there is an equality of votes he shall also have a casting vote.

Secretary.

13. (1) The Council shall appoint a Bursar of the College who shall be the Secretary of the Council and who shall attend all meetings of the Council, unless excused for good cause by the Chairman.

(2) In the absence of the Bursar, the Chairman may appoint a suitable person to act as Secretary for a particular meeting.

(3) The Secretary shall not have a vote.

Meetings.

14. (1) The Council shall meet for the despatch of business at such times and places as the President may from time to time appoint, but not less than twice a year.

(2) The President may at any time, and shall, on the request in writing of the Principal or of three other members of the Council, call a special meeting of the Council.

(3) If the President is absent from Sierra Leone or ill or otherwise incapacitated, the Secretary shall, on the request in writing of the Principal or of three other members of the Council, call a special meeting of the Council.

Regularity of proceedings.

15. No act or proceeding of the Council shall be questioned on account of any vacancy in its body and no defect in the qualification or appointment of any person acting as a member of the Council shall vitiate any proceedings of the Council.

Minutes.

16. (1) The Secretary shall keep a minute book and shall enter regularly therein minutes of the proceedings of every meeting of the Council.

(2) The minutes of each meeting of the Council if passed as correct by the Council, shall be signed by the Chairman at the next ensuing meeting.

Standing Orders.

17. (1) The Council may make Standing Orders for regulating the procedure therein, for preventing the holding of meetings without convenient notice to members, for maintaining order and method in the despatch of business and for securing due deliberation upon all matters coming before it for consideration.

(2) The Council may, at any time, suspend, revoke, vary or amend any Standing Order.

(3) Standing Orders made under this section shall have effect, notwithstanding that they have not been published in the *Gazette*.

18. The Common Seal of the Council shall not be used or Seal. affixed to any document except in pursuance of a resolution passed at a duly constituted meeting of the Council and recorded in the minutes.

19. The Council shall have the power to appoint a Standing Committee consisting of the President, the Principal and three other members. The Standing Committee shall deal with such routine business as in the opinion of the President and the Principal does not necessitate a meeting of the Council. Its actions shall, so far as is practicable, be subject to review by the Council, and its minutes shall be sent to all members of the Council and when duly approved, confirmed at the next meeting of the Council.

Standing Committee of the Council.

PART III.—THE PRINCIPAL.

20. The Principal shall be appointed by the Governor on the recommendation of the Council.

Appointment of Principal.

21. The Principal shall be the Chief Administrative and Academic officer of the College and be responsible for the internal administration of the College subject to the general policy declared by the Council. In particular—

Powers and duties of the Principal.

(a) he shall be personally responsible to the Council for the academic, social and domestic organisation and conduct of the College;

(b) he shall arrange the curriculum and syllabus of the College, having regard to such requirements as the Minister may from time to time make;

(c) (i) he shall be responsible for the maintenance of discipline in the College;

(ii) he shall have power to dismiss a student on grounds of misconduct, in which case he shall report his action to the Council at its next meeting;

(d) he shall be responsible for fostering and maintaining a high tone and ideal of service in the College, and shall arrange for religious instruction and observance in conformity with section 4 of this Ordinance;

(e) he shall, for the purpose of discipline, have authority over members of the staff, who shall have a right of appeal to the Council:

Provided that the power to dismiss a member of the teaching or administrative staff shall lie solely with the Council:

Provided further that a motion for dismissal shall be by the vote of not less than three-fourths of the members present and voting;

(f) he shall, for the purpose of discipline, have sole authority over and shall have power to dismiss college servants;

(g) (i) he shall arrange the admission of students to the College and be responsible for the collection of fees;

(ii) he shall report to the Council all cases of failure to pay fees, and all suspensions of students which he may have ordered on account of such failure;

(h) he shall arrange the withdrawal from the College of students who are unlikely to profit from the course;

(i) he shall be responsible to the Council for the expenditure of College funds, and shall present the account of such expenditure to the Council as and when it may direct;

(j) he shall at the end of each College year submit to the Council a report on the conduct of the College including such information as the Council and the Minister may require.

Removal of Principal.

22. The Principal may, for good cause, be removed from his office by the Governor in consultation with the Council.

PART IV.—STAFF.

Appointment of staff.

23. Members of the staff other than the Principal shall be appointed by the Council on the recommendation of the Principal:

Provided that the Principal may appoint temporarily a member of the staff, but any such appointment shall be subject to confirmation by the Council at its next meeting.

Terms of service.

24. (1) The terms of service for members of the staff, including the Principal, shall be settled by agreement between the Council and the Minister.

(2) Any contract of service subsisting immediately prior to the date of the commencement of this Ordinance between any person on the full-time teaching staff of the Teaching Training Department of Fourah Bay College and Fourah Bay College Council shall, at the option of such person, be deemed to have been made between such person and the Freetown Training College Council except that the Council shall not be liable to such person for the payment of any sum of money accrued due

prior to such date or for damages in respect of any breach of contract committed by the Fourah Bay College Council.

(3) An option under sub-section (2) of this section shall be exercised in writing within one month of the date of the commencement of this Ordinance and shall be forwarded to the Principal of the College.

(4) Sections 28 and 29 of the Fourah Bay College Ordinance, 1950, shall continue to apply to any member of the teaching staff of the College who was immediately before the commencement of this Ordinance a member of the teaching staff of Fourah Bay College and who has exercised an option under sub-section (2) of this section. No. 1 of 1950. *

PART V.—FINANCE.

25. Any capital expenditure upon buildings, equipment and other developments recommended by the Council to be financed from public funds, shall be subject to the approval of the Minister. Capital expenditure.

26. (1) The Council shall be at liberty to accept on behalf of the College gifts and grants towards the erection or equipment of buildings, the provision of playing fields and other purposes connected with the College: Acceptance of gifts and grants.

Provided that if the acceptance of any gift or grant would involve the expenditure of public funds the Council shall first obtain the approval of the Minister.

(2) The Council shall not be obliged to accept any donation for a particular purpose unless it approves of the terms or conditions attaching to such donation.

27. The revenue of the Council shall be deemed to include— Revenue of the Council.

- (a) all fees charged by the Council in respect of students;
- (b) all other fees, charges, dues, or amounts recoverable by the Council;
- (c) all proceeds of the sale of any property of the College;
- (d) all revenue accruing to the Council from the Government either by way of grant-in-aid or endowment or otherwise;
- (e) all interest on moneys invested by the Council;

* No. 1 of 1950 was repealed by No. 23 of 1959, now Cap. 106, subject to the saving of these and other rights (see section 10 of Cap. 106).

(f) all income from any endowment or bequest that may be made to the Council;

(g) all donations accruing to the Council from sources other than the Government for the general purposes of the Council;

(h) any receipts or proceeds lawfully derived by the Council from any other sources whatever not in this section specifically mentioned.

Annual budget.

28. (1) The Council shall cause to be prepared annually a budget showing the estimates of revenue and expenditure of the Council for the ensuing financial year.

(2) The budget shall be subject to the approval of the Minister and shall be in such form as may be approved by the Minister.

Fees.

29. The rates of fees shall be fixed by the Council subject to the approval of the Minister.

Accounts.

30. The Council shall cause accounts to be kept and presented in such form as may be approved by the Minister. Such accounts shall be audited at intervals of not more than twelve months by auditors approved by the Minister. The report of the auditors shall be forwarded to the Minister.

PART VI.—MISCELLANEOUS.

Bye-laws.

31. (1) The Council within the scope of its authority under this Ordinance may make bye-laws relating to any matters placed by the said Ordinance under its control and superintendence.

(2) All such bye-laws shall be reduced to writing and shall come into force when signed by the President and sealed with the seal of the Council unless some other date for commencement be therein prescribed. It shall not be obligatory to publish any such bye-laws in the *Gazette*.

(3) Any such bye-laws may be proved in any Court by the production of a certified copy under the seal of the Council.

(4) The President shall cause a copy of every bye-law made by the Council to be certified under the seal of the Council and sent to the Minister within seven days of such bye-law being signed and sealed as required by sub-section 2 of this section.

(5) The Minister may at any time disallow any bye-law made by the Council whereupon such bye-law shall cease to have effect, but without prejudice to any act or default done or committed prior to such disallowance.

(6) (a) It shall be the duty of the Secretary of the Council to notify such persons as are affected of the provisions of such bye-laws;

(b) It shall be the responsibility of the Principal to ensure that such bye-laws are observed.

32. (1) The Council may by vote of not less than three-fourths of the members present make recommendations to the Minister for the alteration, amendment, variation or repeal of any of the provisions of this Ordinance.

Amendments
to the
Ordinance.

(2) Not less than three months' notice of the proposed alteration, amendment, variation or repeal shall be given in writing to every member of the Council.
