

Headmaster;
J.R.I. Sharp, M.A.
Tel: Wilhelmshaven 6121 Ext 14

Prince Rupert School,
Wilhelmshaven,
B.F.P.O. 25.

Ref.: PRS/1/10

July, 1959.

Dear Parents,

1. Next term begins on Friday, 18th September. We look forward to seeing your child arrive on the special train about 1800 hours that day or, if travelling by road, not earlier, please, than tea time.

2. We hope that he/she will bring:

- (i) Medical and other documents completed.
- (ii) No items of WD property, since these have led to confusion with school property.
- (iii) All clothing suitably marked and in good repair. This applies particularly to shoes. Labels should be sewn not stuck on. Please try to ensure that your child has the complete uniform, with spares as necessary. For instance, to allow for pressing, two blazers are desirable. If your child hopes for the chance of bathing again on return to school, a costume must be included.

Please note particularly as regards clothing:

- (a) All clothing should allow for growth during the term.
- (b) All children should bring plimsolls together with football or hockey boots if at all possible.
- (c) Because we have a great deal of rain, all girls should have at least one pair of strong shoes, either dark brown or black.
- (d) Before the term ends the weather will be cold and you are reminded to provide warm clothing, including a pair of gloves and a scarf. Boys must bring back their pyjama tops. Girls must bring long stockings or three-quarter hose for wear on cooler days. If hot water bottles are brought, they must be in good condition and provided with a cover.
- (e) It is undesirable for children to do their own washing. Items damaged by the laundry can be replaced.

3. POCKET MONEY AND TUCK

- (a) Pocket money should go to the Housemaster or mistress for safe keeping. Postal orders should be made out to him or her by name. BAFSV should be sent by registered post. If possible, send a sum for the term rather than a series of small ones. Allow 3/6d per week for seniors, 2/6d for juniors, plus a reserve in every case to cover emergencies and e.g. buying of articles made in craft classes.
- (b) Tuck parcels are NOT allowed.

4. GENERAL SURVEY

In April we welcomed four new members of the staff in Miss Glanton, Miss Peck, Miss Pratt and Miss Thomson.

The term has broken all records for numbers on roll and most records for sunshine. It has been healthy and eventful. No occasion of importance was interfered with by rain and in fact the Whitsuntide Fete, the Foundation Sunday parade and Speech Day were held in brilliant weather. A very large crowd attended Speech Day; our Chairman, Air Vice Marshal H.J. Kirkpatrick, C.B., C.B.E., D.F.C., and our Guest of Honour, the Right Reverend The Lord Bishop of Maidstone combined to give us a delightful afternoon and a very fine performance of "Carmen" rounded off the day. During the term we had presented 95 candidates for GCE and 495 for RSA examinations. In sport we were defeated by King Alfred School but in turn beat Windsor (who had beaten King Alfred) at athletics, tennis and swimming, though not at cricket.

5. DISCIPLINE

I am extremely sorry

6. FINANCE

Your generosity and that of other friends of the school produced handsome sums of money at the Fete and through our Midsummer Draw. We are most grateful. The school's private accounts are published at the end of this letter. As you will see, we show an unusual surplus. This is being held as the start of an ambitious project, which I announced on Speech Day: we hope to make our own indoor swimming bath by adapting the old gymnasium. I hope that further details will soon be available. Meantime, may I commend the Amenities Fund to your generosity?

7. VALETE

This term we said goodbye to more pupils than usual, partly owing to transfer to the newly enlarged Queen's School, and to some particularly old friends and faithful servants of the school in Mr. and Mrs. Monger and Miss Mollet. With them there departed, also with our thanks and good wishes, Miss Garfield, Miss Holt, Mrs. Jones, Miss McMichael, Miss Poole, Miss Roberts and Mr. and Mrs. Good, as well as our Quartermaster, Mr. Burgess. We particularly thank Mrs. Davies who has given us splendid help by filling a vacancy for two terms.

8. NEXT TERM

We shall welcome with other children new to BFES nearly fifty former pupils of King Alfred School which has just closed. With Miss Braimbridge and Mr. Lowe, who accompany them to join our staff, we hope to show that BFES is a united family.

9. CALENDAR 1959-60

Autumn term :	18th September	to 18th December
Spring term :	9th January	to 1st April
Summer term :	29th April	to 26th July.

10. PARENTS' VISITS

"Easy" weekends will be October 24th-25th and November 15th-16th. These are the only ones on which children are allowed out on Saturday mornings. Please:

- (a) Confine your visits to a maximum of three in the term.
- (b) Notify us, if at all possible, that you are coming.
- (c) Contact the housemaster or mistress when you arrive.

I am pleased to see parents myself at almost any time but it helps if an appointment is made in advance.

May I remind you that your children may not visit the homes of other children without your written permission?

11. THRIFT SHOP

Progress is still slow. Plenty of people ask to buy but very few offer items for sale. We have at present a small stock of blazers and skirts and a collection of other items.

12. "GERMAN CIRCLE"

I hope to re-start this with our other clubs early next term. The aim is to give a chance to talk German out of school and meet German boys and girls brought to us by their teachers. Please discuss this with your children.

13. MUSIC LESSONS

Piano and other instrumental music lessons will be arranged as required. The necessary deposit is £3.

14. SAILING CLUB

Sailing will be continued while the weather allows it next term. New members (who must be swimmers) will be accepted for a fee of 5/-.

15. RIDING CLUB

The fee is DM 3 for a lesson of one hour's duration. Advance payment of the sum of £3 will cover a weekly lesson and transport costs for the term. This sum, like the payment for music lessons, should be deposited with the Bursar together with the messing and mending fees.

16. RECORDS

Please notify me as soon as possible if either
(i) Your child will shortly leave us, or
(ii) You are changing your address.

With all good wishes from the school and staff,

Yours sincerely,

John Sharp
Headmaster.

<u>INCOME</u>	<u>III SAILING CLUB ACCOUNT</u>		<u>EXPENDITURE</u>
	£	s. d.	s. d.
Subscriptions	142.	- -	
			Debit bal. b/f from Spring Term
			Boatman's wages & insurance
			Refund of subscription
			Purchase of lock
			Credit bal. c/f to Autumn Term (earmarked for wages during close season)
			88.16. 6.
	£142.	- -	£142. - -

<u>IV ROMAN CATHOLIC CHURCH ACCOUNT</u>			
Credit bal. b/f from Spring Term	3.14.	7.	
Donations	2.	1.11.	
	£5.16.	6.	
			Purchase of candles
			5.16. 6.
	£5.16.	6.	£5.16. 6.

<u>V MENDING ACCOUNT</u>			
Credit bal. b/f from Spring term	7.	6.	
Received from parents	34.2.	- -	
	£34.	9. 6.	
			Issued to Houses
			Credit Bal. c/f to Autumn Term
			34. 3. 4.
			6. 2.
	£34.	9. 6.	£34. 9. 6.

<u>VI SHOE REPAIRS</u>			
Recoveries from parents	148.	4. 6.	
Debit bal. c/f (being total bills unpaid by parents)	94.10.	8.	
	£242.	15. 2.	
			Debit Bal. b/f (outstanding bills from parents)
			Paid to contractor
			100. 2. -.
			142.13. 2.
	£242.	15. 2.	£242.15. 2.

<u>VII CINEMA ACCOUNT</u>			
Receipts from children and staff	134.	6. 4.	
			Hire of films
			Operator's wages
			Hire of cinemascope lenses
			Cost of adaptors
			Credit bal. c/f
	£134.	6. 4.	80. - -
			12. 8. 3.
			1.15. -.
			4. 7. 4.
			35.15. 9.
	£134.	6. 4.	£134. 6. 4.

<u>VIII TRAVEL FUND</u>			
Sports Teams' contributions	10.	- -	
Receipts from Drake House "Gang Show"	13.14.	6.	
Collingwood Jnr Girls' contribution	12.	8.	
Transferred from Amenities	37.	2.10.	
	£61.	10. -.	
			Cost of coach to Plön
			61.10. -.
	£61.	10. -.	£61.10. -.

IX TUCK SHOP ACCOUNT

	£	s.	d.		£	s.	d.
Sales to Houses	627.	9.	6.	Purchases	645.	17.	1.
Stock at valuation	148.	13.	6.	Stock c/f to Autumn Term	148.	13.	6.
Excess of expenditure over income c/f	18.	7.	7.				
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	£794.	10.	7.		£794.	10.	7.
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X CATERING ACCOUNT

Credit bal. b/f from Spring Term	100.	18.	4.	Extra messing purchases from NAAFI	43.	11.	10.
Messing fees	171.	10.	-.	Extra messing purchases from German sources and transport	322.	7.	4.
Repayment of Matrons' meals	41.	5.	1.	Credit bal. c/f to Autumn Term (earmarked for St. Nicholas Dinners)	92.	3.	2.
Sale of swill	68.	10.	7.				
Sale of empty tins	4.	8.	6.				
Kitchen sales (birthday cakes, etc)	71.	9.	10.				
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	£458.	2.	4.		£458.	2.	4.
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