



THE UNIVERSITY OF MELBOURNE ARCHIVES

NAME OF COLLECTION	Lloyd, Gwenda
ACCESSION NO	1965.0008
CATEGORY	Other, individuals
ACTIVITY	Educationalists
DATE RANGE	1920-1962
SIZE OF COLLECTION	12 boxes
HISTORICAL NOTE	<p>Gwenda Lloyd (nee Kent Hughes) was born in 1900 and educated at Melbourne Church of England Girls' Grammar School and the University of Melbourne graduating B.A. in 1922 and Dip. Ed in 1923. After travelling overseas Mrs Lloyd returned in 1924 and accepted a teaching appointment at C.E.G.G.S., her old school, where except for a brief period in the 1930s she was to remain until her retirement in 1956. She was invited by the Headmistress, Miss D.J. Ross, who she was closely associated with in policy development, to return in 1940 to assist in the establishment of a non-academic course at the school. Miss Ross' attempts to foster a measure of self-government and self-discipline among the girls. Mrs Lloyd also lectured in the history of education and current affairs at Mercer House, Malvern and at the Kindergarten Training College, Kew, and was interested in the latest development in educational theory and practice.</p>
DATE OF TRANSFER	Dec 1965
ACCESS CONDITIONS	Access: Open
DESCRIPTION	<p>University lecture notes, 1920-1923; material relating to the M.C.E.G.G.S., including minutes of staff meetings, 1944-1945; lesson notes, work programmes, syllabus planning etc., assignments, projects; material relating to the recreational and television-watching habits etc. Of pupils, the history of the school and career of Dorothy Ross. News for Mercer House and the Kindergarten Training College courses, 19489-1962. Journals, newsletters, pamphlets and circulars relating to current affairs, human rights and the peace movement.</p>

NOTE ON COLLECTIONS	A second accession has been incorporated into this collection. It is listed separately however is an extension of 'group 2' of this accession and assigned series number 2/18.
LISTED BY	Cecily Close
DATE	3 Feb 1967

RECORDS RECEIVED INTO CUSTODY

NAME : LLOYD, Mrs. Gwen (nee Kent Hughes).
MAIN ACTIVITY : School Teacher.
ADDRESS : Deceased.
TRANSFEROR : Mrs. Jennifer Crewe, Armidale
N.S.W. (daughter).
DATE OF TRANSFER : Dec. 1965.
GENERAL NOTE : Born, c.1900. Educated Melbourne
Church of England Girls' Grammar School
and University of Melbourne. graduating
B.A. 1922 and Dip.Ed. 1925, then travelled overseas returning to Australia 1924.
She returned to teach at Melbourne
C.E.G.G.S., where except for a few years
during the 'thirties, she was to remain
until her retirement in 1956.

She was invited by the Headmistress, Miss
D.J.Ross, to return in 1940 to assist
in the establishment of a non-academic
course at the school, and was closely
associated with Miss Ross's attempts to
foster a measure of self-government and
self-discipline among the girls.

Mrs. Lloyd lectured in the history of
education and current affairs at Mercer
House, Malvern, (the teacher-training
institution which serves the Independent
Schools of Victoria), and at the Kindergarten
Training College, Kew, and was interested
in the latest developments in educational
theory and practice.

9th May, 1968.

Cecily Close,
Senior Assistant Archivist.

LIST OF RECORDS.

- Box 1 1. Exercise-books containing University Lecture Notes of lessons taken while working for Dip. Ed.
- 1/1. European History Pass Vol I. Contains, loose, typed notes headed "Students' Notes Society".
1920
- 1/2. European History Pass Vol II. Contains, loose, typed notes from "Students' Notes Society".
1920
- 1/3. European History, Medieval. Vol. III.
1921.
- 1/4. British History II Hons. Typed Students' Notes Society notes, & newsclipping 1926.
1920.
- 1/5. Notes of lessons (cover missing). March 1922 - May 1922 at Toorak Central School. June - July 1922 at C.E.G.G.S. July - August 1922. University High School.
- 1/6. Lesson notes with supervisors comments. lessons taken at the Melb C.E.G.G.S labelled "Notes of lessons D. Jul - Oct 1923".
- Box 2 2. Material relating to Mrs. Lloyd's work at the Melbourne Church of England Girls' Grammar School.
1. Minutes of Staff Meetings, in exercise books.
- 2/1/1 "Staff Notes" December 1944 - June 1947.
Inside, loose: Duties of Mistresses on Duty. 1 TS. Letter 29/6/50 from Queensland Government Tourist Bureau re. tour by schoolparty. 1 TS. Letter from Bursar's Office to Mrs. S. Martin, (Senior Mistress) re. increased cost of living allowance. Council wishes to meet representatives of staff to discuss. Also re. Superannuation. 29th November, 1944.
- 2/1/2 "Staff Notes", 8th October 1948 - 9th April 1951.
Inside, loose: Advertising brochure on Mackay, Bowen and Whitsunday.
- 2/1/3 August 1952 - November 1955.
Inside, loose: letter to Staff Secretary from Executive Council Secretary re. disappearance of sweets at tuckshop and bad conduct at assembly etc. 20th June (incompletely dated). Memorandum to Councillors, 1 sheet (2 copies), probably written by Miss Ross. Secretary of the Executive Council to Miss Pownall, Staff Secretary, re. suggestion that 6th year girls be allowed to go home after lessons finished for the day. Wants Staff to make final decision. Also, possibility of 3rd and 4th years having dramatic club. 14th August 1956. 2 MS. Secretary of the Executive Council to Miss Pownall, re. suggestions for 5th year social, and knitting. 18th June 1957. Ditto, making various suggestions. 2 pp. 26th March. Council recommends that Staff suggestion that Old Grammarians' ceremony be separate from Inauguration of new Council. Ditto, re. plan for keeping grounds tidy. Submits alternative plan. 5th March 1956. 2 MS. Ditto, re. school play. Agrees to recommend that Art, Craft and Dressmaking staff be given say in choosing school play. 25th April 1957. 1 MS. Ditto, 26th July 1956. A suggestion from girls. 1 sheet. One memorandum re. wearing bathing caps. 18th June. Uncompleted forms.

Box 2 2/2 Exercise Books containing Lesson notes and work programmes.

- 2/2/1 Greek and Roman History Honours. Notes. At back: examination questions 1935-36.
- 2/2/2 Unlabelled black exercise book containing notes of outline of events leading to European situation of March 1933, taken from Professor Sir Harrison Moore.
- 2/2/3 Current Affairs 1938-39, and Hon. VI European History.
- 2/2/4 English VA. 1940-41.
- 2/2/5 Book without cover. Social Studies. c. early 1940's?
- 2/2/6 Book without cover. Social Studies. Has syllabus 1940 at back.
- 2/2/7 Social Studies. First-Year Senior School. c. 1940.
- 2/2/8 Social Studies. St. Cecilia's III. 1947.
- 2/2/9 Social Studies. Leaving Pass. 1947 (D)
- 2/2/10 Modern History VI. 1948.
- 2/2/11 Social Studies. V.L. 1948-9.
- 2/2/12 Social Studies. V.L. 1950.
- 2/2/13 Social Studies. V.H. 1950. Also Social Studies V.L. 1951.
- 2/2/14 Social Studies. 1951. No Cover.
- 2/2/15 Social Studies. 1953. No cover.
- 2/2/16 Social Studies. VI.L. 195b.
- 2/2/17 Modern History. 195b.
- 2/2/18 Leaving Social Studies. 1955-56-57.
- 2/2/19 Unlabelled Black exercise book. Form III Syllabuses (8+ and 9+): book belonging to Miss Newman.
- 2/2/20 Containing Syllabuses of subjects in School Certificate year (6th year) - 1945 & later, but undated.

Box 3 2/3 Folders containing notes of assignments, syllabuses, letters etc.

- 2/3/1 - 2/3/1 Labelled "British History - 1948". British History, Leaving, 1948". Contains marks, assignments, tests.
- 2/3/8 2/3/2 Labelled "V.L.S.S. 1948" (Social Studies).
- 2/3/3/ Labelled "Leaving Certificate". Assignments in Modern History, and Social Studies. 1948-56.
- 2/3/4 Labelled "Social Studies" 1st and 2nd years". Assignments to date.
- 2/3/5 Labelled "Social Studies 3rd Year".
- 2/3/6 Social Studies 4th year.
- 2/3/7 "Leaving Social Studies". In addition to lesson notes etc., contains assignment by a girl "I married a man on the Basic Wage".

- 2/3/8 "Matriculation Social Studies". Contains exercise book of notes. Notes of A.B.C. Broadcasts 1955-56. Exam papers.
- Box 4 2/3/9 "Matriculation History - Renaissance". Undated.
- (2/3/9- 2/3/14) 2/3/10 "Syllabuses Forms 1-4". Contains also some assignments. Includes letter from A.B.C. (Frank Watts, Supervision, Youth Education) to Mrs. Lloyd concerning meeting to discuss 1st term programme in Social Studies. Encloses Programme for next year. Mrs. Coppel will do the scripting and would like advice from Mrs. Lloyd as to the most satisfactory approach to each of the topics. 17th November, 1952. (Programme attached).
- 2/3/11 Labelled Non-Academic Course. MS Material undated (post 1954? One memorandum suggests using figures of 1954. Table extends to 1955. Contains:- Notes on Social Studies. Work for Wednesday July 18th on Radio 1 MS. Assignment on Broadcasting. 2MS. Assignment on Influence of Broadcasting 2 MS. Post leaving Assignment on Radio 1 MS. M.C.E.C.G.S. Newsletter. 10th July 1956 dealing with Education for Leisure. University of Melbourne Circular to Schools 56. October, 1950. Social Studies Programme: Suggested course on Influence of the Social Environment. 15. Post-Leaving English P.12.1 ron. and Post-Leaving Social Studies. Post Leaving Project Planning an ideal home. 1 MS. References for Film Study and Radio. 1 MS. Questionnaire on television. 1 ron. Assignment on Films 1 MS. Assignment I - Leisure time Home. 1MS. Assignment II - Leisure time School 1 MS. Outline of Treatment of a Topic. Films. 1 MS. Assignment The Status of Women 1MS. Notes on Needs of a Family 1 MS. Comments on C.S. Memorandum. 1 MS of Certificates for (evidently concerning content of and status of 6th year courses) academic & non-academic. Would prefer to see both internal, with enlightened inspection 2 MS. Notes suggesting need to ascertain desire by public, University and other courses for non-academic work post-leaving, and considering difficulties 1 MS. Notes on Scottish Leaving Certificate. 1 MS. Notes headed "Way of giving a better general education to all secondary pupils 1 MS. Pencil notes on need for post-leaving General Certificate proposed subjects. 1 MS. Table giving nos. and various classes up to Matriculation since 1944 to 1955 except 1947 1 MS. Draft of note enclosing syllabuses for non-academic Vth year and the post-leaving course. To? Notes on courses accepting the Post-leaving certificate 1 MS. Notes on post-leaving certificate - history of the development of this course. (Non-academic 5th year course commenced 1941) 1MS. Draft of part of the above - says that post-leaving course arranged in 1948 1 MS. Notes (draft) recommending post-leaving certificate and University entrance to be covered by the same name, with provision as to subjects suitable for University Entrance. 1MS.
- 2/3/12 Labelled "Vth and VIth non-academic" Containing: Pre-Nursing Course Syllabus (2 years) 13 TS. Nos. of girls 1955 taking Matriculation, Post-leaving etc. and Nos. hoping to go to University. Fewer than 50% potential University Students 1 MS. Syllabus 5th year Social Studies 1957. Australia and the Outside World 3 MS. Biology Syllabus 1 TS. Biology for the Citizen EB. 1 TS. Leaving Certificate Biology for the Citizen 1 TS. Modern History 1 TS. Social Justice Leaving Certificate. Social Justice Matriculation Certificate. Suggestions for a 6th year certificate to mark the end of a satisfactory course suitable for all types 1 TS. Attached: letter from G. Lloyd to Mr. Dunn, enclosing the suggestions for discussion by the Council of Education sub-committee if suitable 1 MS. 21/9/61.

2/3/12 (Cont.) A Post-Leaving Certificate Course (a course organized and carried out by Miss D.J. Ross and staff at M.C.E.G.G.S. from 1948-57): disruption of organization of secondary school. Attempt to have 6th year Certificate recognized by Schools Board. Aims of the course. 2T.S. VI L. School Leaving English Course. 3T.S. Biology for the General Citizen. French for 2 years course to Leaving French (Internal). 3 ts. Modern History 2 TS. Honours School Certificate 9 TS. Social Studies Parts 1 and 2 1 TS. Art and Craft 2 TS. Poetry Syllabus. 1 TS. Plays 1 TS. School Certificate M.C.E.G.G.S. 9 TS. School Certificate first year French Course 2 MS. General Course - 3rd year Senior. 1 TS. Domestic Science and Arts 1 TS. English School Certificate I Examination paper Term II. English School Certificate I Examination paper Term III. Notes on content of non-academic course pp. 2 and 3 only. p 1 missing. History and Social Studies methods of testing. 2 TS. Biology for the Citizen: a two year course. 1 TS. Biology for the Citizen. Detailed Syllabus. 1 TS. Biology for the Citizen: Detailed Syllabus 1st year 1 TS. Biology for the Citizen. Leaving French (internal) Syllabus. 2 TS. French Reading Course 2 MS. Aesthetic appreciation and Leaving Domestic Science. 2 TS. Leaving certificate 1 TS. Post-Leaving Social Studies of varying types. 1 TS. Intermediate - Nos. of girls taking courses, with I.Q. range 1 TS. Leaving Certificate Biology for the Citizen. 1 TS. Post-Leaving Cookery. 1 TS. Syllabuses. A.M.A. Newsletter July 1958 with article on non-academic course and its success, signed by D.J. Ross, K.E. Hall, G.K. Lloyd, M.J. Nugent, A. Winfield. Typed drafts of article. Suggestions for HOB XI 1942 - Compulsory and optional subjects. 2 M.S. Suggestions re getting School Certificate recognised as School Leaving. 2 MS. List of avenues of employment open to girls taking the following courses: non-examination broad course, science, languages. 1 TS.

2/3/13^a Labelled 'Social Studies' - Discussions etc. Notes on talk to parents concerning treatment of adolescents. 6 MS. 5 foolscap pp. Copy of letter to Professor Browne from Mrs. Lloyd on behalf of a number of teachers of Social Studies concerned about future of the subject under the new matriculation regulations unless it is accepted as a subject at the examination. Would like to get it included for 1952: only subject aiming at comprehensive training in citizenship. No date. 2 TS. Suggests that teachers draw up tentative syllabus for consideration. Notes on Refresher Course at Mercer House on Social Studies - Sub-Primary to Matriculation 1959.

2/3/14 Labelled "Miscellaneous". List of Senior School Staff 1953. List of Junior School Staff 1953. Education Department Secondary and Technical Schools Syllabus - Social Studies 1947. M.C.E.G.G.S. New Constitution adopted 17th November 1898. Letter of thanks from Secretary to the Council thanking Mrs. Lloyd for compiling Jubilee History of School, and enclosing cheque for 100 guineas 16th October, 1953. Letter from Old Grammarians' Society Hon. Sec. thanking her as above. Congratulates her for result of her efforts. 16th October, 1953. Ditto from Edith Irwin, North Adelaide. A.M.A. Newsletter. April 1962. Melbourne C.E.G.G.S. General Report on School Activities 1956. A.M.A. Newsletter May 1960. A.M.A. Newsletter December 1959, April 1960. Notes written by girls on their hopes for the future. Notes (for the book

Box 5

- 2/3/14 (Cont.) from old School Magazines?) Lecture notes - Lecture to Education Students, University. 1948 (on Social Studies) and other notes. School Uniform lists 1949. Notes for discussions, talks etc.
- 2/3/15 Folder labelled "Notes on School Film. Jubilee Exhibition School's birthday. Talks."
 Contains: Folder labelled Film Suggestions - Ross Hall. (Film "Learning and Living Together"). Folder - 3 sheets of suggestions concerning Ross hall only. The contents concerns the whole film. Inside: Letter Miss Ross to Mr. Thompson, Cine - Service Pty. Ltd., Melbourne, enclosing sketch of suggestions for the film, with commentary. Requests criticism and costs. 30 October 1955. Letter from Thompson at Films Advisory Bureau, T.V. Productions, Melbourne. Answers letter of 9th November, making suggestions as to setting up of 12 November 1955. Miss Ross's reply. 15 November 1955. Notes of suggested outlines of the film. Bundle of girls' papers: "Things I will remember when I leave school" (written as part of the preliminaries of making the film). Talk given by Mrs. Lloyd to the girls on the occasion of the School's 53rd Birthday. Grammar School innovations 1956 School's Birthday talk 1955 - emphasis on pioneering. ms. School's Birthday talk, 1957 re foundation of the school and early years, evacuation. (Fuller, with more personal reminiscence than book) ms. Social Services Report 2 ts. ("Zahrah's Speech Day Report") Executive Council of the School. Revised Constitution 1957 ts.
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 Reworded, with alterations in Mrs. Lloyd's handwriting. Jubilee Play. "The Building of the House 1903-53" - 24 - 26 August 1953. Printed Programme. Reworded programme for Jubilee Week. Questionnaire and Answers.
- 2/3/16 Folder labelled "School Council Etc."
 Letters written by class to Mrs. Lloyd on the first school day of the year (14 Feb. 1940) Age about 14 ~~and~~ 15 years. By same class, answers to questions concerning their tastes in recreation. Circular from Headmistress Miss Dorothy Ross to Parents re. School Field Day, 19 Oct. 7 October 1940. Undated Circular, sent for signature or comment to parents of 3rd years, suggesting subjects to be taken. Circular head "page 7a - Organisation and Sites of the School" No date. Minutes of Executive Committee, Form V.A. 1940-42 School Certificate Group 1941, & 1942 (1st year of the school Art). Business, mostly reports, of sub-committees: Red Cross, Collections, Excursions, Sports, Form Room, Information (for members of class who had been absent). 1942 spent at Marysville. 1 exercise book. Minutes of meeting of Form VI 1949. Contains also Bulletins of the School Executive Council Meetings. Minutes of meeting of VII, 1947, 48, 49, containing also Bulletins of the School Executive Council. Prefects' Executive Council Minutes 1942-47 - summary (in Mrs. Lloyd's hand). Notes on discipline problems and punishments 2ms. Advisory Council minutes 1939-48 (summary) 16ms. Mr. Lloyd's comments on her summaries. 1 ms. Staff Minutes. Examples of Discussion. 1943 - 1948. Examples of Discussions in the Council: on Relationship between Council and Staff; Discipline and other matters 7ts. General plan of forms. 1 ts. Syllabuses of 3rd and 4th years - 2 sheets ts. no date.

- Box 5 2/3/16 M.C.E.G.G.S. Newsletter (last before Miss Ross retired).
(Cont.) ms. Alterations to paragraph on "Physical Education".
3 sheets of Mrs. Lloyd's notes on school's history.
Training girls in responsibility. Not complete. An
address to the girls on the Council. 1956 (year after
Miss Ross left).
Note on how the school film was made. p. 4 only. (Finished
with reminder that school has changed completely since
1957 when film was made.
The H.R.I. Palm 1957-58. Opened at article on The Effects
of T.V. upon the Interest and the Initiative of Adult Viewers.
Letter to Mrs. Sylvia Meulin, Acting Head - of approach
of visit by students' of the Technical Teacher's College,
R.M. Teachers College. Tribute to Mrs. Lloyd's Social
Studies and other aspect of school. From J.D. McAulay,
Lecturer. 14 May 1957.
Confidential letter sent to Parents of Scholaré giving
reasons for resignations by staff. Note in ms. by Miss Ross.
The Armidale Express 14 September 1960. p. 13 (2 copies).
Report of address by Mrs. Lloyd, Fed. Secretary of the New
Education Fellowship.
Note of offices to be filled by girls of the school. 1 sheet.
Case for having, and for not having, special badges for
Councillors. 1 ms. Attached; note suggesting that points
be considered by 2 further school councils.
Exercise book labelled G. Lloyd. Council 1957. Contains
notes by Mrs. Lloyd on matters to be discussed with new
Councillors. Loose inside - Duties of Treasurer. 1 ms.
Memoranda re. council matters. 2ms. How the Council grew
up. 1 sheet. Councillors' Badges. 1 ts.
Social Studies in M.C.E.G.G.S. Junior School during
Evacuation to Marysville. Reasons for not taking more
advantage of the new environment as a centre of interest
Ways in which it did enrich their experience. (Junior girls).
4 page report by ?
Sport in the Community - notes on study of sport for
1st and 2nd, 4th and 5th years. 2ms. by Mrs. Lloyd.
Broadsheets (seems to be explanation of these at Field Day)
4 sheets of notes by Mrs. Lloyd on Girls' Executive Council
from pp. 129 & 135 of ? Value of Committee work in
education.
- Box 4 2/3/17 T.V. Questionnaire. Results of survey of girls' viewing habits and tastes 1957.
2/4 Records of pupils.
- 2/4/1 Exercise books containing time-tables and other information
concerning course being taken by each girl.
1. VI.L. 1946. I. Group A.
2. VI.L. Book II. 1946. A and B.
3. VI.L. III. 1946.
4. VI.L. 1947. A and B.
5. VI.L.A. 1947.
6. VI.L.B. 1947.
- 2/4/2 Book labelled "Girls at University, 1947-57". Contains
also lists of girls, with year of commencing course or
career, academic and non-academic. List of courses and
careers in order of popularity.
- Box 6 2/5 Pupils written assignments (bound).
- 2/5/1 Shirley Laver - Social Studies VI.L. 1946.
- 2/5/2 Val Bant 5L Social Studies. 1953.
- 2/5/3 B. Angliss - Social Studies, 1956.
- 2/5/4 Pat Light - Post Leaving Social Studies. 1956.

- 2/5/5 Ruth Gooley 6L. 1956 Post leaving Social Studies.
- 2/5/6 Marion Cooper Social Studies - 4J. 1957.
- 2/5/7 Alexandra Horn - Social Studies - Non-academic Leaving 1957
- 2/5/8 Betty Laurence 5L. 1957.
- 2/5/9 Adrienne Paul IV, 195(?).
- Box 7 2/5/10 Philippa Leggett - Social Studies.
- 2/5/10 - 2/5/11 Ursula McKee VC. Modern History.
- 2/5/15 2/5/12 Pat Light 6L. Child Development. Loose: Child Development course for post leaving class. 1 TS. showing time allotted aim of course, methods, and sample assignments. Note: Book contains written assignments. Undated.
- 2/5/13 Ann Sewill 6L as above. Undated.
- 2/5/14 (Loose) Written assignments and answers to test questions by girls 1946, on Modern History, Social Studies. Form VI.L. With list of test questions. 2 envelopes.
- 2/5/15 VI.L. Answers to the question on desirability of legal adoption and how an adopted child should be told of his adoption.
- Box 7 2/6 Minutes of the "School Certificate Group". 7th May 1943 (during evacuation to Doncaster) - November 1946, on which Mrs. Lloyd appears to have been staff representative. Girls seem to have been chiefly interested in war-time charities. 1 exercise book.

- Box 8 2/7 M.C.E.G.G.S. Publications
- 2/7/1 History of the School 1893-1928 (bought by Church of England 1902) with Foreword by Alexander Leeper. No author's name. (2 copies) Mrs. Lloyd's name appears in list of School Captains: - September - December 1915; Graduates' list B.A. 1921; President of Old Grammarians Club 1928.
- Box 8 2/7/2 Jubilee History written by Mrs. Lloyd. 1953.
- Box 8 2/7/3 School Magazine.
1. Jubilee Magazine 1903-1953. Contains The Building of the House (play written and performed by girls, but for which Mrs. Lloyd was said to be largely responsible).
 2. December 1950.
 3. December 1954.
 4. December 1955. Contains appreciation of work of retiring Headmistress, Miss D.J. Ross.
 5. December 1957.
 6. December 1958.
 7. December 1959.
 8. December 1960.
 9. December 1961.
 10. December 1962.
 11. Diamond Jubilee 1903-1963. Contains reminiscences of Old Grammarians. Earliest 1893-1900.
- Box 8 2/7/4 Brick (M.C.E.G.G.S. Newspaper, brought out by girls).
1. 11 May 1955.
 2. 13 Oct. 1955.
 3. 20 Ap. 1956.
 4. 26 Nov. 1956.
 5. 12 Dec. 1956.
 6. 28 June 1957.
 7. 29 Nov. 1957. On page 2 an article on Mrs. Lloyd on the occasion of her retirement. Gives some details of her career at the School. (3 copies)
 8. 31 March 1958 (2 copies).
 9. 8 May 1958.
 10. 22 Aug. 1958.
 11. 13 Oct. 1958.
 12. 1 Nov. 1958.
- Box 8 2/7/5 General Report on School Activities (containing names of office-bearers, and results of examinations and sporting activities)
1. 1944 (inside, Senior School Speech Day programme - 16 Dec. 1944).
 2. 1949.
 3. 1950.
 4. 1953.
 5. 1954.
 6. 1956.
- Box 8 2/7/6 Newsletter (addressed to Parents).
- (1-22)
1. No.1. Undated.
 2. No.2. Undated.
 3. No.3. 15 July 1953.
 4. No.4. 26 Aug. 1953.
 5. No.5. 28 Oct. 1953.
 6. No.6. 9 Dec. 1953.
 7. No.7. 24 March 1954.
 8. No. 8. 12 May 1954.
 9. No.9. 15 July 1954.
 10. No.10. 24 Aug. 1954.
 11. 26 Oct. 1954. No.11.
 12. No.12. 7 Dec. 1954.
 13. No.13. 29 March 1955.
 14. No.14. 10 May 1955.
 15. No.15. 12 July 1955.
 16. No.16. 23 Aug. 1955.
 17. No.17. 21 Nov. 1955.
 18. No.18. 6 Dec. 1955.
 19. No.19. 22 March 1956.
 20. No.20. 14 May 1956.
 21. No. 21. 10 July 1956.
 22. No.23. 14 Nov. 1956. (Announces that Newsletter will be suspended. When new Headmistress is appointed, publication may resume).
- Box 12 \longrightarrow 23. Small pink slip announcing Newsletter
- duplicate in group 2/3/18 ~~2/7/7 Notes on the Film Learning and Living Together. Printed leaflet. 1955~~
- Box 12 2/7/8 Self-Government. Roneoed 7 pp. on school administration by girls. Written by Mrs. Lloyd (Miss Ross's information)
- 2/7/9 Jubilee Exhibition Questionnaire. 12 Ron. pp. to be answered by the girls.
- 2/7/10 Handbook for Parents of New Girls as at November 1956 Ron. 25pp
- 2/7/11 Prospectus - 1925. Undated, with photographs removed; Jan 1942. Undated 2 photographs removed; 1957.

- Box 8 2/8 Taped speech by Miss D. Ross - Old Grammarians' Social, 51st . . .
Anniversary, 19th Nov 1955.
Miscellaneous
Photograph of school taken from Anderson Street undated.
- Box 9 3. Material relating to courses taken by Mrs. Lloyd at the Kindergarten
Training College, Kew.
- 3/1 Folder labelled "History of Education". Lecture notes on History
of Australian Education given to 1st years; Includes notes from
Bachelor of Education course, University of Melbourne, 2nd year.
- 3/2 Folder Labelled "History of Education -Comparative Education
K.T.C." Notes for lectures in History of Education to 2nd
year students 1961 and in Comparative Education for 3rd years
1959. Also lectures in Soviet Education for Special Diploma
Course 1961.
- 3/3 Folder labelled "Geography": a 2nd year course.
- 3/4 Folder labelled "Newspapers cuttings and current affairs" -
Groups I and II Material 1950's, 1960. Some earlier.
- Box 9 4. Material relating to courses taken at Mercer House.
- 4/1 Exercise Book: (History) "Method A.T.T.I." 1948?
- 4/2 Folder "Method" Lecture notes on general method, Social Studies
refresher courses. Roneoed notes for distribution to Mercer
House Students. Roneoed material from Bachelor of Education
course, University of Melbourne. Material ranges 1948-1960.
Evidently used in 1960.
- 4/3 Folder "Methods and Syllabuses": lecture notes, conference notes
etc. on Social Studies 1948-53.
- 4/4 Exercise book "Current Affairs" Mercer House 1952.
- Box 10 5. Folder containing Australian College of Education - Victorian
Chapter - Matriculation Sub-Committee Minutes etc. 1960-62.
- Box 10 6. Miscellaneous Printed Material
- 6/1 Harrow Historical Pageant: Book of Words June 28th - July 5th, 1923.
London County Council Education Committee.
- 6/2 School Children and the Cinema. 1932.
- 6/3 Course of Study in Social Studies Ninth Grade. Board of Education,
Rochester N.Y. 1936.
- 6/4 International Bureau of Geneva. Bibliographical service. Supplement
to Bulletin No. 38, 1st Quarter 1926.
- 6/5 Australian College of Education. Proceedings of the 1st Annual
Meeting 13th - 16th May 1960. Australian College of Education:
A Third University in Victoria; report to the Victorian Chapter
July 1961.
- 6/6 Australian College of Education: Report of Primary and Pre-Primary
Study Group. October 1961.
- 6/7 Commonwealth Office of Education: Draft handbook for Australian
Teachers on the United Nations. Roneoed. December 1948.
- 6/8 Commonwealth Office of Education: Annual Report 1959.

- Box 10 6/9 Departmental Committee on Children and the Cinema: Report presented to Parliament May 1950. H.M. Stationary Office. Loose inside; Films and Comics - a talk broadcast 3DB, Melbourne, 19th June 1950 by Newman Rosenthal. Published by Victorian Council for Children's Films and Television.
- 6/10 New South Wales Department of Education: Report to Parliament of Committee appointed to Survey Secondary Education in New South Wales. November 1957.
- 6/11 Victorian Institute of Educational Research. Educational Pamphlet No. 1. Western Australian Education Department, Secondary Schools committee Interim Report of Committee appointed to investigate the Secondary School Curriculum in Western Australia.
- 6/12 The Place of Science in the Primary School Curriculum. Roneoed booklet.
- 6/13 A.M.A. Newsletter. May 1959. Nov. 1961
Dec. 1960
Mar. 1961 Ap. 1963
Dec. 1963
- 6/14 Booklet of Newspaper cuttings Labelled "3. Germany. 1935".
- Box 11 6/15 Folder labelled "Newscuttings - Communist Referendum etc". 1950, 51, 1961 - 1964.
Also, "The Internment of Horace Ratcliff and Max Thomas", by Professor R.M. Crawford, June 1941. (Vice-President of Australian Council for
1 sheet, printed.
Also "Declaration on academic freedom" by Teachers' Peace Committee, Victoria, 11 May 1950.
Statement reprinted from Argus Saturday 15 September 1951. 1 printed sheet on Communist Referendum.
The Case for and Against. Pamphlet printed by the Herald and Weekly Times Ltd. Torn.
Aboriginal School Committee - Melbourne. 20 February 1956.
The Rationalist. November - December 1961.
Bulletin of the World Council of Peace. January 1962.
- Box 11 6/16 Folder labelled "Hobart". May 1959.
Contains newspaper cuttings on Vietnam War, Africa, Education Mid 1965 and other current affairs.
Also South Africa: A Survey by South Africans in Australia.
Reprinted from December 1962 Outlook.

3rd February, 1967.

Cecily Close,
Senior Assistant Archivist.

GWENDA LLOYD - SUPPLEMENTARY LIST

Box 5 2/3/18

Folder received from Miss Ross. 8 February 1967.

Folder labelled inside "Re D.J. Ross". Most of its contents (if not all) collected by Mrs. Lloyd when writing an article for New Horizons on Miss Ross and her application of New Education Fellowship ideas to the Melbourne Church of England Grammar School.

Letters to Mrs. Lloyd from Donald McLean, Department of Education, N.S.W.

1. Condolence on death of husband. Would like to publish article on Dorothy Ross, Autumn edition 1965 of New Horizons.
23 September 1964.
2. Replies to letter from Mrs. Lloyd in which she asked how much material he would require for the article. Refers to thesis on Miss Ross by Mrs. Alston.
3. Concerning article.
27 October 1964.
4. ditto.
22 February 1965.

Letter to Mrs. Lloyd from Miss Lesly Cunningham, Kew.

Answering Mrs. Lloyd's question about tape-recorders and Miss Ross's film.
6 September 196(4?). 3 ms.

To Mrs. Lloyd from "Steve" (Miss Stephens?)

Answering her questions about what happened to third years at the School who failed in French or Maths: stay down, drop subject, or go on to fourth year. Difficulty in keeping children in same form for two years.
No date. Approximately the same as the above. 2 ms.

To Mrs. Lloyd: memorandum from Olive Russell concerning courses taken by 1st and 2nd years. 1 ms.

Headmistress's Reports (printed).

1944, 1948 (2 copies), 1949, 1953.

Circulars to Staff.

"For Form-Mistresses from 1st to 5th Years: 'Fitting-in' to School".
Undated. 2 roneoed sheets.

"Resident Staff Duties". 1 roneoed sheet.

"Suggestions to Staff". 1 ron. (3 copies).

"Standards and Marks". 2 sheets.

Staff Handbook. Undated (c. 1950).

Staff Handbook. No cover. Different edition from above.

Circulars to parents.

"Evacuation" (Instructions for School Certificate Group leaving for Marysville. 14 March 1942. 2 ts.

"Recommendations to Parents of Fourth Year Girls". Undated. 2 Ron.

"School Dances and other Social Activities". Undated.

Handbook for Parents of New Girls as at November 1956.

School Magazine, December 1950. (Boxed with other issues).

School Diary, 1954.

Notes on the film "Learning and Living Together". (printed leaflet) 1955.

Newsletter 24 August 1954.

29 March 1955. (contains ms notes by Miss Ross).

"Memorandum for Councillors" (addressed to girls elected to the School Executive Council. 4 sheets.

The Trend Towards the Comprehensive School. The John Smyth Memorial Lecture delivered at the University on 17th August 1954 by Miss Dorothy Ross. Reprinted from Circular to Schools No. 85. 5 copies. 1 contains ms. notes by Miss Ross.

Notes by Mrs. Lloyd from the minutes of the Executive Council 1948 - 58.

Notes made by Mrs. Lloyd for article.

On Miss Ross's contribution. Her method of introducing new ideas. 2 ms.

On John Smyth Memorial. 2 ms.

"General".

On the Plan.

"Her own words". (List of addresses etc.) 1 ms.

A reference to article in New Era, January 1965.

Relations with parents. 1 ms.

List of "Appreciations".

Relations with Staff.

During Evacuation.

General policy.

Relations with girls.

Attitude to work.

Self-discipline.

Training teachers.

Managing own affairs.

Tolerance.

Health and Education Conference.

Principles from Staff Handbook.

Two small pages of notes on Miss Ross.

Summaries of girls' recollections of school life - things remembered with pleasure. 15 ms.