

School Records

ADMISSION										REGISTER.																									
No.	NAME IN FULL.	Exact Day of Birth.			Date of Admission.			Date of Re-admission.			Name of Parent or Guardian.	Residence.	Whether from the same or another school.	Last School Attended.	Reason for leaving previous school.	Successive Standards Presented in this School.					Date of Leaving.														
		Day.	Month.	Year.	Day.	Month.	Year.	Day.	Month.	Year.						II.	III.	IV.	V.	VI.	Day.	Month.	Year.												
156	Smolan Isaac	9	4	69	31	7	76				William Smolan	Brass & Green		Gartshore										11	11	80									
157	W. Hay James	13	12	67	31	7	76				James W. Hay	Water-side		Prestonpans												20	10	80							
158	W. Hay Chy	12	12	67	31	7	76				Do	Do		Do													19	9	81						
159	Smart Daniel	26	5	66	31	7	76				Mark Smart	Gartlesch		Gartshore														7	3	77					
160	Smart James	27	12	67	31	7	76				Do	Do		Do															4	5	77				
161	Smart Alex	18	11	69	31	7	76	2	8	80	Do	Do		Do															4	5	77				
162	Stirling Andrew	25	9	70	31	7	76				Robert Stirling	Water-side		-																21	11	77			
163	Near Catherine	25	9	69	7	8	76				Duncan Near	Water-side		-																	29	9	76		
164	Fardon Chy	12	9	64	16	8	76				John Fardon	Bridgema		Water-side																		26	8	76	
165	Wilson William	22	11	70	15	8	76				William Wilson	Goatside		-																		15	2	77	
166	Lang James	18	5	70	21	8	76				James Lang	Raxcow		-																			24	11	76
167	Graham David	7	9	67	29	8	70				James Graham	Bridgema		Near St.																			25	10	78

This is a guide for researchers and family historians on the types of school records most commonly held in archives. It describes the information held in the records and how to access them.

The key year to be aware of for school records is 1872. The Education (Scotland) Act 1872 marked a significant change in the management of schools in Scotland. Here is a summary of the differences before and after 1872:

Before 1872

- Schools were run by the church, the burgh council or by charitable organisations
- There were also private fee-paying schools and private tutors for the wealthy
- Few records of these schools survive and those that do are usually minute books relating to the running of the schools which don't mention individual pupils

After 1872

- Schools were run by School Boards and funded by local rates and by pupil fees
- School Boards had a statutory obligation to provide education for all children aged 5 to 13 (the leaving age was raised to 14 in 1901)
- More of these records survive and they are more likely to mention individual pupils

Types of school records

Admission registers

- Includes the pupil's name, date of birth, date of enrolment, and the name and address of their parent/guardian
- May list the previous school attended, or the reason for leaving this school such as 'gone to America', 'needed at home', or 'to Academy'

Log books

- Kept by the head teacher as a daily log of events, often mention disease epidemics, bad weather, or any local events which may affect school attendance
- Most don't mention individual pupils although occasionally they may list names such as school prize winners
- Record staff absences and life events such as family bereavements or weddings which can be useful if you are researching a teacher

School Board/Management Committee minutes

- Meetings about the building and maintenance of schools, staffing, and the attendance of pupils
- Helpful for identifying the names of all the schools in a local area
- Usually these are not indexed

Photographs and publications

- Official class photographs
- Handbooks
- School magazines

Some schools still hold their own archives, but most have transferred them into the care of the local council archives service. You can find out where the archives of a school are held by checking The National Archives 'Discovery' database on their website <http://discovery.nationalarchives.gov.uk/>

Access to school records

School records are essential for documenting the history of schools and their communities. However, they often include personal information about individuals who may still be alive. As a result, the Archive Service must take the Data Protection Act into account when managing these records.

Admission registers are closed to the public for 100 years, and log books for 30 to 75 years, depending on their contents. In certain situations, an archivist can access information from a closed record on your behalf. Please contact us for more information.

Help and advice

Not sure where to start, or never used archives before? Contact us for free, friendly advice, by email at archives@eastdunbarton.gov.uk or by phone on 0141 777 3142. Or visit our website <https://www.edlc.co.uk/heritage-arts/historical-records/archives/>

School records held by East Dunbartonshire Archives

New Kilpatrick area – Bearsden and Milngavie:

- SC12 Bearsden Primary School, 1874-1995
- SC29 Clober Primary School, Milngavie, 1965-1995
- SC24 Craigton Primary School, Milngavie, 1873-1989
- SC32 Craigdhu Primary School, Milngavie, 1976-1994
- SC17 Killermont Primary School, Bearsden, 1946-2004
- SC26 Milngavie Primary School, 1877-2003
- St Andrew's Primary School, Bearsden (not yet catalogued)
- SC16 St Joseph's Primary School, Milngavie, 1896-2002
- SC32 Westerton Primary School, 1961-1993

Kirkintilloch area – Kirkintilloch, Lenzie, and Twechar:

- SC8 Cowgate Subscription School, Kirkintilloch, 1806-1853
- SC2 Gartconner School, Kirkintilloch, 1875-1992
- SC7 Kerr Street School, Kirkintilloch, 1857-1882
- SC6 Kirkintilloch Industrial School, 1853-1874
- SC25 Hillhead Primary School, Kirkintilloch, 1956-1994
- SC23 Lairdsland Primary School, 1875-2006
- SC15 Langbrae School, Kirkintilloch, 1990-1995
- SC22 Lenzie Academy, 1886-2001
- SC30 Lenzie Moss Primary School, 1961-2016
- SC18 Oxgang Primary School, Kirkintilloch, 1968-1989
- SC31 St Ninian's High School, Kirkintilloch, 1874-1999
- SC14 Twechar Primary School, 1888-1994
- SC1 Townhead School and Oswald School, Kirkintilloch, 1851-1980s
- SC4 Waverley Park Special School, Kirkintilloch, 1907-1995

Campsie area – Lennoxtown, Baldernock, and Torrance:

SC3 Baldernock Primary School, c 1868-2002

SC21 Campsie Glen School, 1876-1978

SC13 Craighead Primary School, Milton of Campsie, 1913-1987

SC5 Lennoxtown Primary School, 1873-1997

SC10 St Machan's Primary School, Lennoxtown, 1907-1982

SC34 Torrance Primary School, 1904-2011

Cadder area – Bishopbriggs, Auchinairn, and Auchinloch:

SC9 Baird's School, Auchinloch, 1743-1853

SC11 Auchinairn Primary School, 1896-2015

SC35 Balmuildy Primary School, Bishopbriggs 1959-2000

SC27 Bishopbriggs High School, 1896-2005

SC19 Cadder Primary School, Bishopbriggs, 1892-1980

SC20 Meadowburn Primary School, Bishopbriggs, 1969-1980

SC28 St Matthew's Primary School, Bishopbriggs, 1960-1997

SC31 Woodhill Primary School, 1973-2001

History of school management

1873 to 1919 - Parish School Boards reporting to the Scottish Board of Education e.g. Campsie Parish School Board

1919 to 1930 - School Management Committees overseen by local Education Authorities e.g. Kirkintilloch School Management Committee

1930 to 1975 - Education Committees set up by county councils e.g. Dunbarton County Education Committee

1975 to 1996 - Regional councils e.g. Strathclyde Regional Council

1996 to date - Local authorities responsible for education and the management of schools e.g. East Dunbartonshire Council