



THE SOCIETY FOR PROVIDING SERVICES FOR NEGLECTED OR NEEDY CHILDREN INC.

ABN 65 208 496 606

RECORDS POLICY

[August 2020]

1. OBJECTS AND PRINCIPLES

The Society recognises that it has legal, ethical and prudential reasons to have a fair and workable policy governing access to its historical records. The privacy interests of former residents and their families also need close attention. This Policy will be kept under review.

2. RECORDS

The Society holds records relating to the affairs of Ardill House at North Strathfield when it was the site of "Our Children's Home". This activity was conducted between 1918 and 1982. In 1983 the Supreme Court of New South Wales authorised a change in the activities at the site under a cy pres scheme. The Society was incorporated in 1988 and subsequently became the registered owner of the land. Previously, the land was vested in trustees and the affairs conducted on it were under the oversight of an unincorporated committee.

Between 1988 and 2019 some records relating to the Home were held by Integricare (formerly called Communicare) this being the organisation originally called Sydney Rescue Work Society. Integricare provided accounting and other services for the Society for a number of years up to 2019. It is currently the licensee of that part of the land at North Strathfield that is used for the Integricare Child Care Centre, North Strathfield.

The principal historical records held by the Society are a Register, some Minute Books and a collection of photos. The Register contains information about 1697 children with the earliest entry being 1890 [from the start of the Sydney Rescue Work Society at another Sydney site] and the latest entry being 1982. The names and birth dates of children placed in care, the dates of their entry and departure, information about their parents and the brief circumstances of their placement and departure are set out. An Index is being prepared to facilitate digital searching.

Many of the photographs are digitised and several of them are group photos.

3. CONTACTING THE SOCIETY

The Society's postal address is:

Management Committee
Society for Providing Services for Neglected or Needy Children
P.O. Box 3350,
North Strathfield, NSW 2137

The email address is: ardillhousespsnnc@gmail.com.

4. OBTAINING INFORMATION

Any duly authorised enquiry for information about a particular person's stay at the Home will be met (free of charge) with the provision of all of the information in the above Register except to the extent that it also discloses private information about a third person. Unless special cause is shown, this will be provided only to the person involved (or his or her duly authorised agent); or, if the person is deceased, to a close member of his or her family. A hypothetical but unlikely example of the exception stated above would be if the record stated that the child had been placed in the home "because his/her mother had a drug addiction": Disclosure of an un-redacted version that included the words quoted may depend on the particular circumstances.

If photos can be located, copies can be provided on a similar basis subject to the consent of all persons in any photo. Additional enquiries will be responded to ad hoc. Applicants should state clearly their purpose and their authority.

THE MANAGEMENT COMMITTEE

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