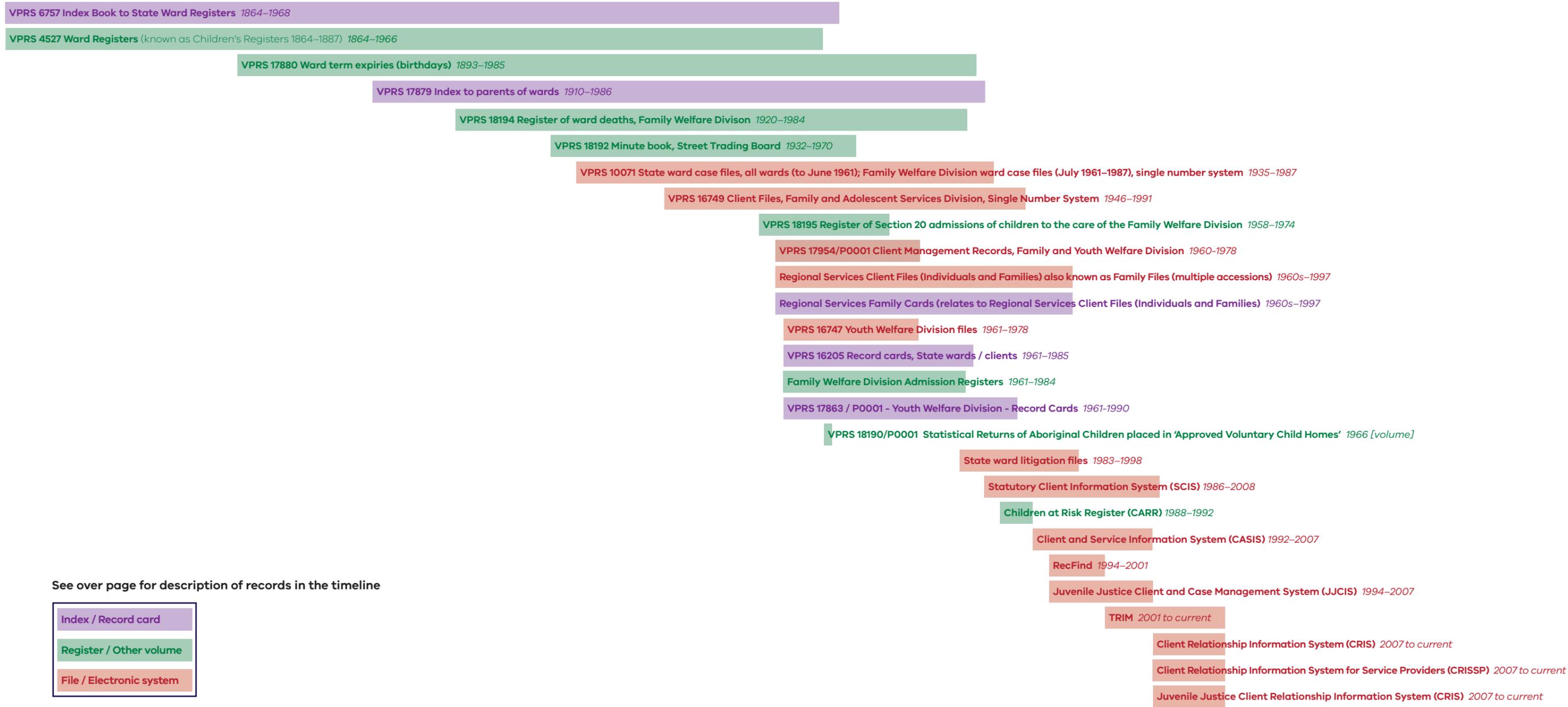
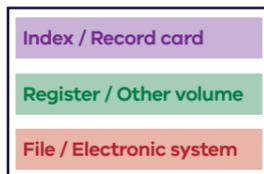


# Timeline of Victorian government records that document wardship

Compiled by former Manager of Archival Services Carl Temple, and updated by the Records Management Unit 2016



See over page for description of records in the timeline



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## Description of records in the timeline

### VPRS 6757 Index Book to State Ward Registers 1864–1968

Three indexes in volume format retained over these years: alphabetical index to children's surnames of parents and the 'term of expiry' book which records when children turned 18 (based on their date of birth).

### VPRS 4527 Ward Registers (known as Children's Registers 1864–1887) 1864–1966

Commencement of the Children's Registers (also known as Ward Registers). Starting with child number 1 in 1864 ending with child c.96,000 in 1978. Children over 15 years excluded from 1960. Early registers are from institutions, initially alongside a central system, later only the central system survives as an active sequence. Registers are arranged chronologically by date of admission, and later editions have an alpha index in the front.

### VPRS 17880 Ward term expiries (birthdays) 1893–1985

Documents the dates on which the terms of wardship for wards of the State would expire. The date equalled the 18th birthday of the wards. Entries are recorded chronologically with dates for boys and girls recorded separately.

### VPRS 17879 Index to parents of wards 1910–1986

Alphabetical by the names of parents of wards of the State. Children's names are not included but the ward numbers allocated to children are recorded. This index provides a means of accessing State ward case files.

### VPRS 18194 Register of ward deaths, Family Welfare Division 1920–1984

A register of deaths of children who were wards of the State in residential care at the time of their death.

### VPRS 18192 Minute book, Street Trading Board 1932–1970

The Street Trading Board's role included controlling street trading activities of children in public places, specifically in the City of Melbourne. The board issued licenses to sell newspapers and monitored child street trading.

### VPRS 10071 State ward case files, all wards (to June 1961); Family Welfare Division ward case files (July 1961–1987), single number system 1935–1987

Children's files (also known as Ward files) for every child who was a ward of the State in this period. Files commence c1920 but only survive for active cases post WW2.

### VPRS 16749 Client Files, Family and Adolescent Services Division, Single Number System 1946–1991

Non-Ward YTC files, for children committed by the courts to a youth training centre but were not already on a protective order. These utilise a number system starting at 50,000 and going to 55,000.

### VPRS 18195 Register of Section 20 admissions of children to the care of the Family Welfare Division 1958–1974

A central, summary record that documented the admission of children to the care of the department under Section 20 of the Social Welfare Act 1958.

### VPRS 17954/P0001 Client Management Records, Family and Youth Welfare Division 1960–1978

This series consists of a selection of remnant files from the Social Welfare Department, comprising: Trainee Intake and Assessment Files; Trainee Information Files; Youth Division Case History Files. Most of these records document the case management of clients at Departmental level.

### Regional Services Client Files (Individuals and Families) also known as 'Family Files' (multiple accessions) 1960s–1997

With onset of regionalisation, Regional Family files created in each office and encompass all of the departments then programs (that is, adult and children). Files are family, not individual centric and provide detailed picture into local regional issues. These records are highly valuable for aboriginal families. This collection represents all the regions that transferred their records into the central department's archives in the early 1990s. But most of these records were not transferred onto head office and were not retained.

### Regional Services Family Cards (relates to Regional Services Client Files (Individuals and Families) 1960s–1997

Some of the regional filing systems include the social worker's Family Cards which were compiled to chart the 'constellation' of the family unit or extended family. They are large cards though these were often placed into the files when the system ceased. Generally they are alphabetically arranged in archives and are held in the Regional Services Client Files.

### VPRS 16747 Youth Welfare Division files 1961–1978

Youth Welfare Division for children over 15 years of age. Files use annual single number with A-B prefix to identify the first or second 6 months of the year. For example, A78.0001 was created in July–December 1977. Blocks of 1000 issued from within the sequence for specific types of clients.

### VPRS 16205 Record cards, State wards / clients, alphabetical 1961–1985

Index cards were created for each of the discrete client file systems and later merged into a single collection, often with individual clients' cards stapled together.

### Family Welfare Division Admission Registers 1961–1984

A central summary record documenting the admission of children to the care of the Family Welfare Division of the Department, for the period of time covered by the registers.

### VPRS 17863/P0001 Youth Welfare Division - Record Cards 1961–1990

These record cards were used to provide a summary history of all Juvenile Justice clients who passed through, or were admitted to, Turana between 1961 and 1990. Since all people sentenced under the Juvenile Justice Program were received at the Turana Youth Training Centre.

### VPRS 18190/P0001 Statistical Returns of Aboriginal Children placed in 'Approved Voluntary Child Homes' 1966

A copy of a statistical return of Aboriginal ward and non-ward children resident in approved children's homes as at 30 September 1966. It includes names, ages and other information about the children.

### State ward litigation files, general correspondence files, annual–single number system, Department of Community Services Date range 1983–1998

These files document litigation matters relating to state wards.

### Statutory Client Information System (SCIS) 1986–2008

Computerised system for all child protection and criminal cases: Statutory Client Information System (SCIS). All children registered were given a sequential number from 100-0-001 to 103/8/829.

### Children at Risk Register (CARR) 1988–1992

An early prototype of child protection 'alert' system – since overtaken by other systems.

### Client and Service Information System (CASIS) 1992–2007

A workflow-intensive, child protection/client management system that superseded both the Children at Risk Register (CARR) and the Statutory Client Information System (SCIS). Case workers entered data and material live into the system, which was a cross between a database and a document management system.

### RecFind 1994–2001

RecFind was the corporate system used to record the location of all Department of Health and Community Services paper registry files. Keyclient-related information – name, date of birth, location – was captured in the client file.

### Juvenile Justice Client and Case Management System (JJCIS) 1994–2007

JJCIS was implemented to record information about young people and key events occurring while they were clients of Juvenile Justice. Client Records no longer had to register Juvenile Justice orders. The information provided management with workload data and statistics, and demographics of the Juvenile Justice population. These records replaced the Youth Training Centre Trainee Files.

### TRIM 2001 to current

The TRIM electronic document and records management system adopted for managing the Department's electronic data and hard copy records.

### Client Relationship Information System (CRIS) 2007 to current

CRIS replaced CASIS as the primary electronic file system used to document client support information. All people who are eligible for services and request support must have a CRIS file created.

### Client Relationship Information System for Service Providers (CRISSP) 2007 to current

CRISSP is a web-based client information and case management system offered to community service organisations that are funded to provide Child Protection Placement and Support, Disability Services, Juvenile Justice and Early Childhood Intervention Services.

### Juvenile Justice Client Relationship Information System (CRIS) 2007 to current

JJCIS replaced JJCIS to record information about young people and key events occurring while they were clients of Juvenile Justice.

Index / Record card

Register / Other volume

File / Electronic system