

# Metropolitan Girls' Shelter records, State Archives NSW

1968 – 1979

URL: <https://search.records.nsw.gov.au/permalink/f/1e5kcq1/ORGANISATIONS1006013>

**To access these records:**

Please contact the Care Leaver Records Access Unit, Community Services:

Postal Address: Care Leaver Records Access Unit, Community Services,  
Department of Communities and Justice, Locked Bag 5000, Parramatta NSW 2150

Phone: 1300 137 160 or (02) 9716 2500

Email: [CareLeaverRecordsAccessUnit@facs.nsw.gov.au](mailto:CareLeaverRecordsAccessUnit@facs.nsw.gov.au)

Website: <https://www.facs.nsw.gov.au/families/out-of-home-care/about-out-of-home-care/were-you-in-out-of-home-care>

**Reference Number**

Quote this number to access your records: State Records Authority of New South Wales Series Numbers, NRS-20467; NRS-20468; NRS-21119; NRS-21120; NRS-21121

**Records Location**

These records are held by [State Archives and Records Authority of New South Wales \(June 1961 - current\)](#)

## Details

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These are records created by the Metropolitan Girls' Shelter, Glebe, and held by Museums of History NSW (State Archives). The records contain information about children that spent time at the Shelter, and include admission and discharge registers and medical history cards.

## Access conditions

Access to these records is currently restricted. In New South Wales, records relating to individuals, such as case files and correspondence are closed to public access for 100 years. Records such as registers and indexes are closed to public access for 80 years.

Care Leavers wishing to access records about themselves will need to complete a Care Leaver Records Access Application Form (downloadable from the Care Leaver Records Access Unit website or available at a Community Services Centre). Completed application forms with proof of identity can be sent to the Care Leaver Records Access Unit, or lodged with a Community Services Centre. For further information please contact the Care Leaver Records Access Unit.

## Records

The following information about these records has been published in the State Archives catalogue:

- [Admission Cards](#), 1968-1978. Reference Number: NRS-20467.  
These cards contain information about the admission of children to the Metropolitan Girls' Shelter. The cards include information such as child's name, admission date, date and place of birth, religion, I.Q, parents' names, address, and phone number, occupation of father, child's occupation, from whom the child was received, reason for admission or "offence", how discharged and date of discharge. The cards also include physical descriptions of children admitted to the Shelter, as well as notes on health, condition, and any legal action the child is facing. If the child is a state ward this is written at the top of the card.
- [Admission and Discharge Register](#), 1971-1978. Reference Number: NRS-21121.  
These registers record details of children admitted to and discharged from the Metropolitan Girls' Shelter. The registers include information such as date of admission, child's name, date of birth, religion, from whom received, their address, date of discharge, to whom discharged, their address, how they were placed on discharge, and additional remarks.
- [Inmate medical history cards](#), 1972-1976. Reference Number: NRS-20468.  
These cards record the medical history of girls at the Metropolitan Girls' Shelter. The cards include information such as name, admission date, date of birth, I.Q, medical history, and medical complaints and treatments given while at the Shelter.
- [Admission Register](#) 1976-1979. Reference Number: NRS-21119.  
This register records details of children admitted to the Metropolitan Girls' Shelter. The register includes information such as date of admission, child's name, date of birth, age, SC 107 number [child endowment form], type of admission (e.g. transfer or leave), from whom received (name and relationship), and address. Other details are sometimes also recorded, such as if a resident was at the Shelter only for an overnight stay. The last date in the register is 7 January 1979, but no children were admitted in that week.
- [Discharge Register](#), 1976-1978. Reference Number: NRS-21120.  
These registers record details of children discharged from the Metropolitan Girls' Shelter. The register includes information such as date of discharge, name, date of birth, age, SC 108 number [child endowment form], type of discharge (e.g. transfer, hospital stay, leave), to whom discharged (name and relationship), and address.
- [Residential Care Division records \(Bidura and Metropolitan Girls Shelter\)](#), undated. Reference Number: RNCG-5084.  
These records have not yet been fully processed, and so no further description is available.

## More info

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### Organisations in these records

#### Related Organisations

- [Metropolitan Girls' Shelter, Glebe \(c. 1923 - 1978\)](#)

## Records

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### Related Contact Details

- [Care Leaver Records Access Unit - Contact Details](#)

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You can view this page online by visiting <https://findconnect.efront.digital/entity/metropolitan-girls-shelter-records-state-archives-nsw/>