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[1955

CHILDREN'S WELFARE ACT 1954.

At the Executive Council Chamber, Melbourne, the
thirtieth day of August, 1955.

PRESENT:

The Lieutenant-Governor, as Deputy for His Excellency the
Governor of Victoria.

Mr. Cameron	Mr. Mibus
Mr. Whately	Mr. Bloomfield.
Mr. McArthur	

IN pursuance of the powers conferred by the *Children's Welfare Act 1954* and all other powers in that behalf enabling, the Lieutenant-Governor, as Deputy for His Excellency the Governor of the State of Victoria, in the Commonwealth of Australia, by and with the advice of the Executive Council of the said State, hereby makes the Regulations following (that is to say):—

PART I.—INTRODUCTORY.

1. (1) These Regulations may be cited as the "Children's Welfare Regulations 1955" and shall come into operation on the day on which the *Children's Welfare Act 1954* comes into operation.

(2) These Regulations are divided into Parts as follows:—

- PART I.—Introductory.
- PART II.—Honorary Welfare Officers.
- PART III.—Visitors to approved children's homes, approved juvenile schools and approved juvenile hostels.
- PART IV.—Children's Welfare Advisory Council.
- PART V.—Established reception centres children's homes and juvenile schools.
- PART VI.—Approved children's homes juvenile schools and juvenile hostels.
- PART VII.—Boarding-out of wards.
- PART VIII.—Forms.

2. The following Regulations are hereby revoked.

- (a) All Regulations made under the *Children's Welfare Act 1928* or any corresponding previous enactment;

- (b) All Regulations made under section three hundred and sixty-eight of the *Crimes Act* 1928 or any corresponding previous enactment;
- (c) All Regulations made under Part III. of the *Maintenance Act* 1928 or any corresponding previous enactment.

3. Notwithstanding any such revocation all things and circumstances appointed created or regulated by or under any of the revoked Regulations or existing or continuing thereunder immediately before the commencement of these Regulations shall subject to the *Children's Welfare Act* 1954 and these Regulations continue to have the same operation and effect as they respectively would have had if such Regulations had not been so revoked.

4. In these Regulations—

- "the Act" means the *Children's Welfare Act* 1954.
- "the Director" means the Director of Children's Welfare.
- "Approved" in relation to a children's home, juvenile school or juvenile hostel means a home, school or hostel declared by the Minister as approved for the purposes of section 14 of the Act.
- "Established" in relation to a reception centre, children's home, juvenile school and juvenile hostel means a centre, home, school or hostel established pursuant to section 12 of the Act.
- "Foster mother" means a person with whom a ward is boarded-out pursuant to section 25 (e) of the Act.
- "Officer in charge" in relation to an established reception centre, children's home, juvenile school or juvenile hostel includes the Superintendent, Manager, Matron or other person in charge of such a centre, home, school or hostel.
- "Person in Charge" in relation to an approved children's home, juvenile school or juvenile hostel means the Superintendent, Matron, or other person in charge of such a home, school or hostel.

PART II.—HONORARY WELFARE OFFICERS.

5. Each honorary welfare officer appointed by the Minister shall confine his or her activities to the district specified in the instrument of appointment and to the cases assigned to him or her from time to time by the Director.

6. In relation to children or young persons dealt with pursuant to section twenty-five of the Act, the duties of an honorary welfare officer shall be to maintain, by home visitations and otherwise, such personal contact with the children or young persons and their custodians as is necessary to determine that the welfare and progress of the children and young persons is adequately safeguarded, and to advise the Director from time to time as to the suitability or otherwise of the placements.

7. In relation to children or young persons in respect of whom assistance is granted pursuant to Part V. of the Act, the duties of an honorary welfare officer shall be to maintain contact with the homes and children concerned to ascertain that the assistance provided is being expended for the benefit of the children, and to report to the Director any instance where it is considered that circumstances have arisen which would justify termination of or variation in the assistance provided or where by reason of the habits or misconduct of any person living therein the welfare of the children assisted might be adversely affected.

8. The Director may at any time withdraw the assignment of any case and upon notification in writing of such withdrawal the honorary welfare officer shall forthwith cease to exercise his or her duties in relation to such case.

9. An authority card bearing the signature of the Director shall be issued to each honorary welfare officer on appointment.

10. Without prejudice to the generality of any provision in the Act or in these Regulations the powers and authorities of the Director or of any other officer duly authorized in that behalf shall extend to the furnishing to an honorary welfare officer of such information with respect to children young persons or assisted

children as may be necessary to enable the honorary welfare officer to perform the duties imposed on him or her by the Act and these Regulations.

11. Any information coming to the knowledge of an honorary welfare officer in the course of his or her duties in relation to any child young person or assisted child or in relation to the custodian thereof shall be treated as strictly confidential as between the honorary welfare officer and the Director.

12. Honorary welfare officers shall be reimbursed by the Director in respect of any reasonable out-of-pocket expenses incurred by them in the performance of their duties.

PART III.—VISITORS TO APPROVED CHILDREN'S HOMES APPROVED JUVENILE SCHOOLS AND APPROVED JUVENILE HOSTELS.

13. A person appointed to act as a visitor to an approved children's home juvenile school or juvenile hostel shall, as far as is practicable and convenient, be a resident of the locality in which the home school or hostel is situated and shall not be associated in any direct way with the management or administration thereof.

14. Where an approved home school or hostel is under the management or control of a particular religious denomination, any visitor appointed thereto shall be of the same faith.

15. The duty of a duly appointed visitor shall be to visit the home school or hostel to which he is appointed at intervals of not less than six months and to furnish the Director with a report on his or her observations on the adequacy or otherwise of the facilities and amenities provided for the general care and welfare of the inmates.

16. A visitor so appointed shall have access at any reasonable and appropriate hour to all parts of the establishment used for the purpose of the care education training recreation or accommodation of the inmates.

17. A duly appointed visitor shall not be concerned to inquire into the circumstances relating to the admission to or retention in the home school or hostel of any inmate thereof.

18. If there comes under the notice of the visitor to a home school or hostel any instance of misconduct by or ill-treatment of an inmate thereof, the visitor shall report the matter forthwith to the Director for further investigation.

19. Any information concerning an inmate coming to the knowledge of a duly appointed visitor in the course of his or her duties shall be regarded as strictly confidential.

PART IV.—CHILDREN'S WELFARE ADVISORY COUNCIL.

20. Subject to the Act and these Regulations and any directions of the Minister the Children's Welfare Advisory Council may regulate its proceedings.

21. The Council shall furnish annually to the Minister a report of its activities.

22. Any member of the Council who fails to attend three consecutive meetings without leave may be removed by the Minister.

23. Every member of the Council shall be given seven days' notice of each meeting.

24. The Council shall have power to grant leave of absence to a member for not more than three meetings per year.

25. Extended leave of absence to a member may, on the recommendation of the Council, be granted by the Minister.

26. (1) The Chairman of the Council shall be entitled to an annual fee of Two hundred and fifty pounds.

(2) Every member of the Council, including the Chairman, shall be entitled to an attendance fee of Two pounds two shillings in respect of each meeting attended.

27. For the purposes of the foregoing clause a meeting shall be defined as—

- (a) a duly convened meeting of the members at the board room of the Council; or
- (b) an occasion for the purpose of inspection of a children's home juvenile school or juvenile hostel established or approved under the Act or for any other business of the Council which cannot be transacted at its board room and which inspection or transaction of business was by resolution agreed to at a previous duly convened meeting of the Council.

28. Suitable board room accommodation for meetings of the Council shall be provided by the Director at the head office of the Children's Welfare Department. The official address of the Council shall be care of the Children's Welfare Department, Melbourne.

29. Where the Council is engaged on matters referred to in clause 8 (b) above the following conditions shall apply in relation to transport, travelling and personal expenses—

- (a) transport shall, on requisition by the Chairman, be as arranged by the Director;
- (b) the Director may, where he considers it expedient to do so, and on the recommendation of the Chairman, approve of the use by a member of his own car, in which event such member may claim car allowance at a mileage rate not in excess of that provided in Part VI. of the Regulations under the *Public Service Act* 1946 as in force at the commencement of these Regulations;
- (c) personal expenses actually incurred shall as far as the circumstances will allow be reimbursed to members in accordance with the conditions provided in Part VI. of the Regulations under the *Public Service Act* 1946 as in force at the commencement of these Regulations; but such reimbursement shall in no case exceed the scale specified in such Part for permanent heads.

30. The secretary of the Council shall record the minutes of all meetings of the Council and generally, under the direction of the Chairman, perform the secretarial work of the Council.

31. All expenditure connected with the activities of the Council shall be charged against the Vote of the Children's Welfare Department.

32. Any advice or report agreed to by the Council in the exercise of its functions under section 10 (10) of the Act shall be communicated in writing forthwith to the Minister by the Chairman.

33. In the absence of the Chairman from any meeting as defined in clause 8 above the members present shall elect from their number an acting chairman for the purpose of that meeting.

PART V.—ESTABLISHED RECEPTION CENTRES CHILDREN'S HOMES AND JUVENILE SCHOOLS.

34. Pursuant to section 12 (a), (b), and (c) of the Act, the premises specified hereunder are deemed to be established for the purposes indicated:—

- (a) As a reception centre children's home and juvenile school—

The buildings on the Crown land situated in Park-street, Oak-street and Poplar-road, Royal Park, reserved and occupied for Children's Welfare purposes which will henceforth be known as "Turana".

- (b) As a reception centre and juvenile school for female young persons and juvenile offenders—

The buildings on the Crown land known as "Winlaton" situated in Springvale-road, Nunawading.

35. The officer in charge of every reception centre children's home or juvenile school established under the Act shall be responsible to the Director for the effective management control and supervision of such centre home or school.

36. All officers and employes on the staff of an established reception centre children's home or juvenile school shall conform strictly to such local rules and instructions as may be issued from time to time by the officer in charge and shall regard as strictly confidential any information coming to their knowledge in the course of their duties concerning any inmate therein or the circumstances associated with the admission thereto of any inmate.

37. A Minister of Religion shall have the right of entry to an established reception centre children's home or juvenile school at all reasonable hours for the purpose of interviewing or ministering to a particular inmate.

38. The officer in charge of each centre home or school shall ensure that, as far as is practicable, all inmates are afforded religious training and instruction compatible with the denomination to which they belong, and for this purpose may permit inmates to attend adjacent churches or Sunday schools.

39. Subject to the prior approval of the Director, Ministers of the Protestant, Roman Catholic and Jewish denominations may conduct group devotional services or Sunday schools within a centre home or school for those of the inmates who do not attend such services elsewhere.

40. The Director shall determine regular visiting days and the times during which relatives and friends may visit any inmate of a reception centre children's home or juvenile school.

41. No person shall be permitted to visit an inmate of a centre home or school without the authority of the Director, who may give such authority subject to such special or general conditions as he thinks fit.

42. The officer in charge of any centre home or school, if of opinion that any person so authorized to visit is under the influence of liquor or is otherwise behaving or likely to behave in such a manner as to be detrimental to the inmate concerned, may refuse such person permission to enter the precincts of such centre home or school.

43. If any authorized visitor commits a breach of the conditions under which authority to visit has been granted, such authority shall be immediately revoked and such visitor shall be directed to leave the centre home or school forthwith.

44. The officer in charge of every reception centre children's home or juvenile school shall maintain in respect to the inmates thereof a separate register of those who have been admitted and a separate register of those who have been committed to the care of the Children's Welfare Department. Such registers shall be in such form and provide for the recording of such information as the Director determines and no person shall be given access thereto except for official purposes only.

45. The standard outfit to be possessed by a ward on transfer from a reception centre children's home or juvenile school to a foster home or employment shall be in accordance with the scale set forth in the Eleventh Schedule to these Regulations. Additions to or replacements of articles already possessed by a ward as are necessary to conform to such scale shall be issued from Departmental stocks.

46. Corporal punishment shall not be imposed on any inmate of reception centre children's home or juvenile school. Correction for acts of misbehaviour shall be determined by the Officer in Charge and shall be restricted to fatigue duties, deprivation of privileges, variation of diet, or temporary isolation. Any variation of diet or temporary isolation for a period of more than 24 hours shall be subject to approval of the medical officer of the centre home or school.

PART VI.—APPROVED CHILDREN'S HOMES JUVENILE SCHOOLS AND JUVENILE HOSTELS.

47. Application to have an existing or future orphanage children's home school hostel or such like establishment declared as approved as provided for in section 14 of the Act shall be in the form of the First Schedule to these Regulations.

48. On receipt of such an application the Director shall cause such enquiries to be made in relation thereto as he thinks necessary and shall submit the application to the Minister with appropriate comment.

49. The Minister may, by endorsement on the application, declare the establishment concerned to be an approved children's home juvenile school or juvenile hostel, as the case may be, and as soon as practicable thereafter notice of such declaration shall be published in the *Government Gazette*.

50. The Director shall maintain a register of all establishments so declared by the Minister as approved children's homes juvenile schools and juvenile hostels.

51. At any time after the declaration by the Minister of any place as an approved children's home juvenile school or juvenile hostel, the Director may cause an examination to be made for the purpose of determining—

- (a) the nature and suitability of the sleeping dining recreational educational and other facilities provided for the inmates;
- (b) the adequacy or otherwise of the bathroom kitchen laundry and other domestic provisions;
- (c) the staff arrangements, including the duties hours of duty and conditions of employment of each employee;
- (d) the method in operation for the provision of medical attention;
- (e) the procedure adopted for the correction of misbehaviour on the part of the inmates;
- (f) in respect to a children's home, the extent to which inmates are required to perform day to day duties in the establishment as distinct from any temporary tasks which could be regarded as of a training or disciplinary nature;
- (g) in respect to a juvenile school, the methods of training, education and general rehabilitation employed;
- (h) generally, the methods of organization and management operating in any approved children's home juvenile school or juvenile hostel and the adequacy or otherwise of the provisions existing for the care and welfare of the inmates.

52. On completion of such examination the Director shall report the result thereof to the Minister with any comment or recommendation considered appropriate, and the Minister may, if he considers such a course necessary, refer the Director's report and recommendation to the Children's Welfare Advisory Council for its consideration.

53. The person in charge of every approved children's home or approved juvenile school shall maintain a separate register of wards admitted thereto. Such register shall be in such form and provide for the recording of such information as the Director determines.

54. Where a ward is transferred from an approved children's home or approved juvenile school to one or other of the locations referred to in the Eleventh Schedule the person in charge of the home or school from which he is proceeding shall ensure that he possesses an outfit not less than that set out in the applicable scale in such Schedule.

55. Corporal punishment shall not be imposed on any ward placed in an approved children's home or juvenile school. Correction for acts of misbehaviour shall be at the direction of the person in charge and shall be restricted to fatigue duties, deprivation of privileges, variation of diet or temporary isolation provided that any variation in diet or temporary isolation shall not exceed a period of 24 hours.

56. Notwithstanding anything contained in the foregoing clause the Minister may on the application of the person in charge of a juvenile school for boys and after recommendation by the Children's Welfare Advisory Council as to the nature and maximum extent thereof approve of the application of corporal punishment where such is considered to be desirable for the preservation of discipline or the correction of misbehaviour.

57. The person in charge of every approved children's home or approved juvenile school shall notify the Director immediately in the event of any serious illness of or accident to or death of any ward whilst an inmate thereof. In the event of death, the officer in charge of the nearest police station shall also be notified forthwith.

58. A ward shall not be permitted to leave an approved children's home or approved juvenile school without the approval of the Director. In the event of a ward absconding, the officer in charge of the nearest police station and the Director shall be advised forthwith.

59. The person in charge of every approved children's home or approved juvenile school shall furnish each week to the Director a return showing the names dates of birth and dates of admission or discharge of wards admitted thereto or discharged therefrom during the seven days up to and including the Saturday of the preceding week.

60. A record shall be kept by the person in charge of every approved children's home or approved juvenile school of the names and addresses of persons visiting each ward and the dates of such visits.

61. The person in charge of every approved home or approved juvenile school shall permit any officer or person authorized by the Director to enter such home or school at any time for the purposes of giving effect to the provisions of the Act.

PART VII.—BOARDING-OUT OF WARDS.

62. Every person desiring to accept a ward on boarding-out conditions shall make application to the Director in the form of the Twelfth Schedule to these Regulations.

63. Every person accepting a ward on boarding-out conditions shall sign an undertaking in the form of the Thirteenth Schedule to these Regulations.

64. In addition to the conditions specified in such form of agreement, the Director may insert such other conditions as he considers necessary to meet the circumstances of any particular case.

65. Every person accepting a ward on boarding-out conditions shall notify the Director immediately of any change of address.

66. A ward on being boarded-out shall not leave the custody of the person with whom the ward is placed without the approval of the Director.

67. Maintenance payments for a ward boarded-out may be continued, at the discretion of the Director, for the whole or part of any period the ward may be in hospital.

68. When a ward already boarded-out attains the age at which school attendance ceases to be compulsory the Director shall determine the matter of the continuance at school or otherwise of such ward.

69. When the earnings of a ward who is placed pursuant to section 25 (g) of the Act are in the opinion of the Director insufficient to enable such ward to be self supporting the Minister may direct that a subsidy not exceeding Twenty shillings per week be paid to the custodian during such period as the ward's earnings are insufficient to fully maintain the ward.

70. Every person with whom a ward is boarded-out shall permit his or her home and the ward to be visited from time to time by any person authorized by the Director.

PART VIII.—FORMS.

71. The forms set out in the Schedules to these Regulations or forms to the like effect shall be the forms to be used for the appropriate purposes under or for the purposes of the *Children's Welfare Act 1954* and (where so specified) of the *Children's Court Act 1928* or the *Crimes Act 1928*.

FIRST SCHEDULE.

Children's Welfare Act 1954 (Section 14).

APPLICATION FOR DECLARATION OF AN ESTABLISHMENT AS AN APPROVED CHILDREN'S HOME, JUVENILE SCHOOL OR JUVENILE HOSTEL.

PARTICULARS OF ESTABLISHMENT.

Name of Establishment.	Address.	Name of Controlling Organization.	Executive Officer Controlling Organization.	Name of Person in Charge.

Application should be made by the Executive Officer or the person in charge named above.

To the Director,
Children's Welfare Department.

I, _____ hereby make application that the above-named establishment be declared by the Minister as an approved children's home } approved juvenile school } approved juvenile hostel } Strike out which is inapplicable.

I furnish hereunder the additional information required.

Date _____ Signature _____ Executive Officer.
Person in Charge.

INFORMATION REQUIRED.

Inmates at Date of this Application.

—	Babies.	Toddlers.	Pre-school Age.	School Age.	Over School Age.	In Outside Employment.	Total.
Boys							
Girls							

Number of wards of the Department _____ Number of non-wards _____

Total bed accommodation	Nursing.	Teaching.	Attendant.	Domestic.	Artisan.
Particulars of staff Male					
Female					

Details of present arrangements for medical and dental attention and supply of medicines

What educational facilities are available—

- Pre-school.
- Primary.
- Secondary.
- Technical.

SECOND SCHEDULE.

Children's Welfare Act 1954 (Section 17).

Children's Court Act 1928 (Section 19).

PROTECTION APPLICATION.

In the Children's Court }
at _____ }
in the _____ Bailiwick }

I, _____ of _____ in Victoria

(1) Name of child. having this day apprehended (1) a boy aged _____ years, for that he (2) a girl aged _____ years, for that she (2) hereby apply to the Children's Court at _____ on the _____ day of _____ 19 _____, at _____ o'clock in the fore noon, that the said (1) _____ after _____ be deemed to be a child _____ in need of care and protection.

Dated at _____ this _____ day of _____ 19 _____

Member of Police Force at _____ or person authorized under section 17 (1) as _____ Applicant.

Applicant to send this portion immediately to the Clerk of the Children's Court named herein.

ORDER FOR SAFE CUSTODY.

A Protection Application having been made this day by

in respect of

(4) Name of (4)
child.

a boy
a girl

aged _____ years, I do hereby order that the within-named child
be kept in safe custody at the Reception Centre at
in Victoria until the hearing of the said application at the Children's
Court at _____ on the _____ day of
19 _____, at _____ o'clock in the _____ fore
after noon.

Dated at _____ this _____ day of _____ 19 _____

Ball allowed in the sum of £ _____ Justice of the Peace.
with one surety of £ _____

This portion to be retained at
Reception Centre.

THIRD SCHEDULE.

Children's Welfare Act 1954 and Children's Court Act 1928.

ORDER TO ADMIT TO THE CARE OF THE CHILDREN'S WELFARE DEPARTMENT.

In the Children's Court }
at _____ }
in the _____ Bailiwick }

Whereas upon the hearing this day of a protection application made
by _____ of

(1) Name of child or young person. in Victoria (1) _____ of (2) _____
in Victoria, a (3) _____ who was born at
(2) Address. in Victoria on the _____ day of _____ 19 _____, and whose
(3) Boy or girl. religion is _____ is proved to the satisfaction of the above
(4) State applicable paragraph of section 16 of C.W. Act. Court to be a child
young person in need of care and protection for that (4)

And the Court orders that the said
be admitted to the care of the Children's Welfare Department:

(5) Name of parent. And the Court further orders that (5)
of
the _____ of the said
pay the sum of _____ shillings and _____ pence every
week for or towards the maintenance of the said
the first payment to be made on _____ day next: and such payments
are to be made to the Director of Children's Welfare.

Dated at _____ in Victoria, the _____ day
of _____ 19 _____

Stipendiary Magistrate.
Special Magistrate.
Justices of the Peace.

FOURTH SCHEDULE.

Children's Welfare Act 1954 and Children's Court Act 1928.

ORDER TO ADMIT TO THE CARE OF THE CHILDREN'S WELFARE DEPARTMENT.

In the Children's Court }
at _____ }
in the _____ Bailiwick }

Whereas it has this day been proved to the satisfaction of the above

(1) Name. Court that (1) _____ of (2) _____
(2) Address. in Victoria, a (3) _____ who was born on the _____ day
(3) Insert boy or girl. of _____ 19 _____, at _____ in Victoria and whose
(4) Particulars of charge or offence. religion is _____ did (4)

the Court orders that the said
be admitted to the care of the Children's Welfare Department:

(5) Name of parent. And the Court further orders that (5)
of
the _____ of the said
pay the sum of _____ shillings _____ pence
every week for or towards the maintenance of the said
the first payment to be made on _____ day next:
and such payments are to be made to the Director of Children's Welfare.
Dated at _____ in Victoria, the _____ day
of _____ 19 _____

Stipendiary Magistrate.
Special Magistrate.
Justices of the Peace.

FIFTH SCHEDULE.
Children's Welfare Act 1954 (Section 19).
 PROTECTION APPLICATION.

In the Children's Court
 at
 in the }
 Bailiwick }

Name of
 custodian. I,
 of
 being the person having the custody of in Victoria

Full name of
 child. a boy aged years on the day
 of girl aged years on the day

Name of
 child. said last past hereby make application to have the
 deemed to be uncontrollable and admitted
 to the care of the Children's Welfare Department.

Dated at this day of 19

Signature of Custodian

SIXTH SCHEDULE.
Children's Welfare Act 1954 (Section 19).
 ORDER TO ADMIT AN UNCONTROLLABLE CHILD OR YOUNG PERSON TO THE
 CARE OF THE CHILDREN'S WELFARE DEPARTMENT.

In the Children's Court
 at
 in the }
 Bailiwick }

Whereas upon the hearing of an application by
 of
 in Victoria it has this day been proved to the satisfaction of the above
 Court that (1) of (2)

(1) Name of
 child or
 young person. in Victoria born on the day of 19

(2) Address. at in Victoria and whose religion is

is an uncontrollable child
 young person and the Court orders that the
 said be admitted to the care of
 the Children's Welfare Department: And the Court further orders
 that (3)

(3) Name of
 parent. the of the said of
 sum of shillings and pence every week
 for or towards the maintenance of the said
 the first payment to be made on day next; and such payments
 are to be made to the Director of Children's Welfare.

Dated at in the State of Victoria, the day
 of 19

Stipendiary Magistrate.
 Special Magistrate.
 Justices of the Peace.

SEVENTH SCHEDULE.
Crimes Act 1928 and Children's Court Act 1928.
 ORDER OF COMMITTAL TO THE CARE OF THE CHILDREN'S WELFARE
 DEPARTMENT.

In the Children's Court
 at
 in the }
 Bailiwick }

Whereas it has this day been proved to the satisfaction of the above
 Court that (1) of (2)

(1) Name.
 (2) Address.
 (3) Boy or
 girl. in Victoria, a (3) who was born on the day
 of 19, at in Victoria,

(4) Particu-
 lars of charge
 or offence. and whose religion is did (4)

the Court orders that the said
 be committed to the care of the Children's Welfare Department: And
 the Court further orders that (5)

(5) Name of
 parent. of the
 said the of the
 pay the sum of shillings
 and pence every week for or towards the maintenance of
 the said the first payment
 to be made on day next; and such payments are to be made to
 the Director of Children's Welfare.

Dated at the day of 19

Stipendiary Magistrate.
 Special Magistrate.
 Justices of the Peace.

EIGHTH SCHEDULE.

Crimes Act 1928 and Children's Court Act 1928.

ORDER OF COMMITTAL TO THE CARE OF A JUVENILE SCHOOL.

In the Children's Court
at
in the }
 Bailiwick }

Whereas it has this day been proved to the satisfaction of the above Court that (1) of (2) in Victoria a (3) who was born on the day and whose religion is 19 , at in Victoria day (4) and whose religion is 19 , at did on the day in the said Bailiwick (4)

(1) Name of child or young person.
(2) Address.
(3) Boy or girl.
(4) Particulars of charge or offence.

the Court orders the said to be committed to the Juvenile School at and the Court further orders that (4) of the said the of and pay the sum of shillings pence every week for or towards the maintenance of the said the first payment to be made on day next; and such payments are to be made to the Director of Children's Welfare.

(5) Name of parent.

Dated at the day of 19 Stipendiary Magistrate. Special Magistrate. Justices of the Peace.

NINTH SCHEDULE.

Children's Welfare Act 1954 (Section 20).

APPLICATION TO HAVE A CHILD ADMITTED TO THE CARE OF THE CHILDREN'S WELFARE DEPARTMENT.

To the Director,
Children's Welfare Department.

I, of in the State of Victoria having the care and custody of the child hereinafter named hereby apply to have such child admitted to the care of the Children's Welfare Department on the grounds that the child is without sufficient means of support and that there are no available legal proceedings that can be taken to obtain sufficient means of support for such child.

Full name of child
Date of Birth
Place of Birth
Religion

I furnish the following information in support of this application.

k. Signature of applicant.
Relationship, if any, to child.

Date

INFORMATION.

<i>In Relation to Father.</i>	<i>In Relation to Mother.</i>
Full Name	Full Name
Occupation	Occupation
Religion	Religion
If living—	If living—
(a) What is his present address or last known place of abode?	(a) What is her present address or last known place of abode?
(b) To what extent is he supporting the child?	(b) Whether single, married, divorced or widow. (State which.)
(c) If a deserter— (1) when and where did desertion take place? (2) have maintenance proceedings been taken against him? If so, when, where and with what result?	(c) To what extent is she supporting the child?
(d) What is his present weekly income and source thereof?	(d) What is her present weekly income and source thereof?
(e) Does he possess any assets such as money, property, investments, live stock, vehicles, plant or other items of value? If so, give details.	(e) Does she possess any assets such as money, property, investments, live stock, vehicles, plant or other items of value? If so, give details.
(f) Has he any interest as a beneficiary in an estate? If so, give details.	(f) Has she any interest as a beneficiary in any estate? If so, give details.
If father deceased—	If mother deceased—
(a) What was the date and place of death?	(a) What was the date and place of death?
(b) Was he possessed of any real or personal estate at date of death? If so, who is the executor or administrator thereof?	(b) Was she possessed of any real or personal estate at date of death? If so, who is the executor or administrator thereof.

NINTH SCHEDULE—*continued.*

Is the inability of either parent to support the child due to incapacity or death in circumstances which permit of a claim for workers' compensation or damages? If so, has such claim been made and by whom?

Is any pension or similar benefit other than child endowment payable with respect to the child? If so, state source and to whom paid.

Is the child entitled to any benefit, now or in the future, as a beneficiary in an estate, trust fund or the like?

Has the child a credit in any Bank account? If so, state Bank and amount thereof. If applicant is not a parent—

- (a) When and under what circumstances was care and custody of the child accepted or obtained?
- (b) Is it desired to retain custody?

DECLARATION.

I, _____ the applicant herein do hereby declare that the information furnished by me in this application is true and correct in every particular.

Declared at _____ in the State of Victoria the _____ day of _____ 19____

Signature of Applicant.

* Before me

†

* The declaration may be made before any of the following persons resident in Victoria:—A Stipendiary or Special Magistrate; a Justice of the Peace; a Commissioner for taking Declarations and Affidavits; a member of the Parliament of Victoria or of the Parliament of the Commonwealth; a Head Teacher of a State School; a Member of the Police Force; a Clerk of Petty Sessions; a Railway Station Master; a Councillor or the City Clerk Town Clerk or Secretary of any City, Town, Borough or Shire; a Barrister or Solicitor; a legally qualified Medical Practitioner; a Bank Manager; a Minister of Religion authorized to celebrate marriages; a Postmaster or Postmistress.

† The person before whom this declaration is made to sign here and add the title by which he takes this declaration such as "Stipendiary Magistrate".

TENTH SCHEDULE.

Children's Welfare Act 1954 (Section 20 (10)).

APPLICATION TO HAVE AN INMATE OF A CHILDREN'S HOME ADMITTED TO THE CARE OF THE CHILDREN'S WELFARE DEPARTMENT.

To the Director,

Children's Welfare Department.

I, _____ being the person in charge of the Children's Home known as _____ situated at _____ hereby make application that the child hereinafter named be admitted to the care of the Children's Welfare Department. The grounds of application are that on _____ an agreement in writing was entered into by _____ of _____ to contribute _____ per week towards the maintenance of the said child and the said _____ has for the past six months failed to contribute towards such maintenance.

CHILD REFERRED TO.

Full Name.	Age.	Sex.	Religion.	Date admitted to Home.

I attach the agreement referred to and furnish hereunder the additional information required.

Date _____ Signature _____ Person in Charge.

ADDITIONAL INFORMATION.

Particulars of Parents	Father Mother	Full Name.	Occupation.	Address.	Religion.
Full name and address of person placing child (if not a parent).					
Reason for child's placement.					
Total amount contributed to date under agreement and date of last payment.					
What action, legal or otherwise, has been taken to require payment and with what result?					
Do you know of any circumstance which precludes observance of agreement?					
Did parents or other relative or person visit or correspond with the child subsequent to placement? If so, who and to what extent?					
Have parents and the person placing the child been informed of this application? If so, have they indicated their attitude thereto?					
In the event of this application being granted are you agreeable to continue to care for the child as a ward of the Department?					

TENTH SCHEDULE—continued.

DECLARATION.

I, _____ the applicant herein do hereby declare that the information furnished by me in this application is true and correct in every particular.

Signature of Applicant.

Declared at _____ in the State of Victoria the _____ day of _____ 19____

* Before me
†

* The declaration may be made before any of the following persons resident in Victoria:—A Stipendiary or Special Magistrate; a Justice of the Peace; a Commissioner for taking Declarations and Affidavits; a member of the Parliament of Victoria or of the Parliament of the Commonwealth; a Head Teacher of a State School; a Member of the Police Force; a Clerk of Petty Sessions; a Railway Station Master; a Councillor or the City Clerk, Town Clerk or Secretary of any City, Town, Borough or Shire; a Barrister or Solicitor; a legally qualified Medical Practitioner; a Bank Manager; a Minister of Religion authorized to celebrate marriages; a Postmaster or Postmistress.

† The person before whom this declaration is made to sign here and add the title by which he takes this declaration such as "Stipendiary Magistrate".

TWELFTH SCHEDULE.

Children's Welfare Act 1954 (Section 25 (e)).

PARTICULARS TO BE FURNISHED BY PERSONS DESIRING TO UNDERTAKE THE CARE AND CUSTODY OF A WARD ON BOARDING-OUT CONDITIONS.

Name of Applicant
 Marital Status (whether married, widow, divorced)
 Age of Applicant Occupation Religion
 Age of Applicant's Husband Occupation Religion
 Date and place of Marriage
 Issue, if any, of marriage, stating age and sex of each and whether or not residing with applicant.

Are there in the home any boarders, lodgers or other inmates apart from the members of applicant's own household? If so, give particulars.

Are you, your husband, and each other member of your household in sound physical and mental health? If not, give particulars.

State (a) Number of rooms in home (b) Number of bedrooms
 Will separate bedrooms be available for ward? If not, describe the proposed sleeping arrangements

Indicate number of wards desired. Number Ages Sex
 If a particular ward is desired, state name and where located.

Are all the following health and educational facilities available? If not, state which is unavailable. Baby Health Centre Kindergarten Primary School Technical School Secondary School

What arrangements are proposed for religious instruction?
 If your home is not within convenient call of a medical practitioner, state where nearest doctor is located

Date Signature of Applicant

CONCURRENCE OF APPLICANT'S HUSBAND.

I concur in the above application.

Date Signature of Husband

Certificate to be Signed by Justice of the Peace or other Reputable Person and Clergyman.

I am of opinion that the above applicant and her family are of sober habits and kindly character, and that they are fit persons to have the care and custody of a ward of the Children's Welfare Department.

Signed { 1. J.P. or other reputable person.
 Address
 2. Address Clergyman.

To the Director,
 Children's Welfare Department,
 Box 2765 Y, G.P.O.,
 Melbourne.

THIRTEENTH SCHEDULE.

Children's Welfare Act 1954 (Section 25 (e)).

UNDERTAKING TO BE SIGNED BY FOSTER MOTHER.

I, (full name) of (address) (occupation)

hereby acknowledge to have received into my care and custody on the child named hereunder, who is a ward of the Children's Welfare Department.

Name of child Date of birth Religion

I agree to observe the Boarding-out conditions specified hereunder.

Signature of Foster Mother

Date

BOARDING-OUT CONDITIONS.

1. The Foster Mother shall at all times provide the child with adequate and proper food clothing and sleeping accommodation and, generally, shall treat the child as an integral member of her family.
2. The Foster Mother shall maintain the child's outfit of clothing in accordance with the scale specified in the Regulations (copy attached) and if and when the child is transferred from her care she may be required to make such outfit available to the Department.
3. When necessary, medical attention for the child must be promptly obtained by the Foster Mother and the instructions of the Medical Practitioner must be strictly complied with by her. Should death occur, the local Police and the Children's Welfare Department must be immediately advised.
4. Where hospitalization of the child is necessary, admission to the nearest public hospital should be arranged if practicable.
5. The Foster Mother shall exercise the utmost care and understanding in training the child in good habits and, generally, shall at all times have due regard for the development of the child's personality and physical and moral welfare.

- 6. The Foster Mother shall ensure the child's satisfactory school attendance and also attendance at Church or Sunday School.
- 7. The Foster Mother shall immediately notify the Children's Welfare Department of any accident to or serious illness of the child.
- 8. The Foster Mother shall immediately notify the Children's Welfare Department of any change of her address.
- 9. The Foster Mother shall not take the child out of the State of Victoria without the approval of the Director.
- 10. The Foster Mother shall not permit the child to leave her custody without the approval of the Director.
- 11. The Foster Mother shall immediately notify the Children's Welfare Department and the Officer in Charge of the local Police Station if the child becomes missing from her home.
- 12. The Foster Mother shall permit any authorized representative of the Children's Welfare Department to inspect her home and the child at any time.
- 13. The Foster Mother shall deliver up the child when required so to do by the Children's Welfare Department.

FOURTEENTH SCHEDULE.

Children's Welfare Act 1954 (Section 26 (1)).

AGREEMENT FOR EMPLOYMENT OF YOUNG PERSON.

I, _____ of _____ (full name) _____ (address) _____ (occupation) hereby acknowledge to have taken into my employment on the Young Person named hereunder, who is a ward of the Children's Welfare Department.

Name of Young Person	Age	Religion
----------------------	-----	----------

I agree to employ such person subject to the conditions specified hereunder and at a commencing wage at the rate of _____ per week. I further agree to forward quarterly to the Director portion of such wage at the rate of _____ per week to be banked for such person.

Signature of Employer _____
Date _____

CONDITIONS OF EMPLOYMENT.

- (1) In addition to the payment of wages, the employer shall provide the Young Person with full and proper board and quarters, including the laundering and mending of clothing.
- (2) The sleeping accommodation provided must be located within or be contiguous to the employer's dwelling and afford privacy and comfort. Ample and clean bedding must be provided.
- (3) The employer shall see that the Young Person is afforded reasonable facilities for the regular observance of religious duties.
- (4) The employer shall immediately notify the local Police and the Director of Children's Welfare in the event of the Young Person leaving the employment without authority and upon request by the Director shall return to the Department any clothing, personal effects, money, tax instalment stamps, the property of the Young Person.
- (5) The employer shall give the Director seven days' notice when desiring to terminate the services of the Young Person.
- (6) The employer shall, in the event of accident to or the serious illness of a Young Person in his employment, procure prompt medical attention and also notify the Director. Should death occur, the local Police and the Director must be immediately advised.
- (7) Where hospitalization of the Young Person is necessary, admission to the nearest public hospital should be arranged if practicable.
- (8) Accounts for medical fees incurred which cannot be met at the time by the Young Person should be referred to the Director.
- (9) Should the employer's industry be covered by a Wages Board Determination Arbitration Court Award or Award of Conciliation Commissioner the terms and conditions thereof must be observed by the employer with respect to the Young Person in his employ.
- (10) The employer must effect insurance under the Worker's Compensation Act with respect to the Young Person in his employ.
- (11) Wages must be paid to the Young Person weekly, and the details of the application thereof entered correctly in the Wages Book provided. The Wages Book must be produced for inspection on demand by the Director or any person authorized by him. The signature of the Young Person for wages received must be entered opposite each weekly entry in the Wages Book. Tax Instalment Deductions must be made weekly by the employer.
- 12. The employer shall exercise understanding and consideration in the supervision and instruction of the Young Person and shall at all times have due regard for such person's material and moral welfare.
- 13. The employer shall permit his or her home and the Young Person to be visited from time to time by any person authorized by the Director.

FIFTEENTH SCHEDULE.

State of Victoria.—Children's Welfare Act 1954, Part V.

APPLICATION FOR ASSISTANCE FOR A CHILD OR CHILDREN.

To the Director,
Children's Welfare Department,
Melbourne.

(a) Name of applicant in full. I (a) _____ of (b) _____
(c) _____ hereby make application that a weekly sum be paid to me for or towards the maintenance of the child named hereunder, who is in my care and who is without sufficient means of support, and for whom I am unable by any available legal proceedings to obtain sufficient means of support.

FIFTEENTH SCHEDULE—continued.

Child or Children referred to and Particulars of Parentage.

Full Names of Child or Children Applied for.	Date of Birth.	Place of Birth.	Religion.	Relationship to Applicant.	Particulars of Parentage.	
					Father (Full Name and Address).	Mother (Full Name and Address).
1.						
2.						
3.						
4.						
5.						
6.						
7.						
8.						
9.						

* Show whether own child (if by legal adoption insert letter "L"), step child or foster child. If a relative, actual relationship should be shown. FOR OFFICE USE.
Date received.

I furnish herein the additional information required.
Signature of Applicant _____
Date _____

INFORMATION REQUIRED.

This Section to be Completed only when Applicant is Parent.

Age of Applicant
Whether married, widow, widower, divorced, or single (state which)
Date and place of marriage
Maiden name (where applicant is mother)

Present weekly income of applicant and, if known, that of other parent.

	Father. £ s. d.	Mother. £ s. d.
Social Service Benefits—		
Invalid Pension		
Age Pension		
Wife and Child Allowance		
Widow's Pension		
Special Benefit		
Sickness Benefit		
Unemployment Benefit		
Repatriation Benefits—		
War Pension (including children's)		
Service Pension		
Salary, wages, commission or other remuneration in respect of full or casual employment		
Gross contributions from boarders—		
(a) Working children		
(b) Other boarders		
Rooms let		
Friendly Society sick pay		
Superannuation		
Other income (give details)		
Total		

Particulars of any consideration such as meals, accommodation, &c., received in addition to or in lieu of wages.

Where either or both parents have been in employment during the past three months state:—

Father. Mother.

Nature of employment _____
Name and address of employer _____
Total amount earned during such period _____

Particulars of ALL parent applicant's own children (not including those the subject of this application).

Name.	Age.	Whether Living at Home.	If Living at Home—			
			Weekly Earnings.	Fares, School Fees, &c., per Week.	Weekly Contribution to Board and Lodging.	If Over 14 and not Employed state why?

FIFTEENTH SCHEDULE—*continued.*

Particulars of parent applicant's step-children and foster children living with applicant (not including those the subject of this application).

Name.	Age.	Weekly Earnings.	Fares, School Fees, &c., per Week.	Weekly Contribution to Board and Lodging.	If Over 14 and not Employed state Why?

INFORMATION REQUIRED.

This Section to be Completed only when Applicant is Parent.

Particulars of expenditure incurred by parent applicant or by both parents where other parent is residing with applicant.

Rent of House or Rooms per Week.	Periodical House Purchase or Mortgage Payments.	Municipal and Water Rates per Annum.	Weekly Board Paid.	Fares to Employment per Week.	Medical Benefits Friendly Society Dues, &c.	Hire Purchase Payments (give details).	Any Other Items (give details).

NOTE.—Expenditure on maintenance of the household (food, clothing and personal necessities) not to be included above.

Where other parent is living but not residing with parent applicant state—

- (1) Reason for other parent living elsewhere.
- (2) To what extent he or she is supporting applicant or children.

Where other parent has deserted parent applicant or children state—

- (1) When and where desertion took place.
- (2) His or her present or last known address.
- (3) Where applicant is mother, whether any maintenance proceedings have been taken to obtain support.
- (4) If so, when, at what Court and with what result.
- (5) If no Court action has been taken, why not?

Where other parent is deceased state—

- (1) Date and place of death.
- (2) Details of amounts due, and names of persons entitled thereto, under any insurance policies payable consequent on such death.

Particulars of interest of parent applicant, other parent or subject child or children in a deceased estate, trust or other fund, public subscription, &c.

Name of Deceased Estate, Trust Fund, &c.	Name and Address of Executor, Trustee Administrator, &c.	Value of Estate, Trust or Fund.	Names of Beneficiaries.	Share of Each.

Particulars of house and land property (including applicant's residence) owned or being purchased by parent applicant or other parent jointly or severally.

Location of Property.	Value.	If Mortgaged or Being Purchased, Amount Owed and to Whom.	If Being Purchased, by Whom.	If Freehold, in Whose Name is Title.

Particulars of money and value of other assets of parent applicant, other parent or children the subject of the application.

Bank Credits.		Government Loans.	Other Investments, Shares, &c.	Live Stock, Vehicles, Plant, Produce, &c.	Money Due or Payable.	Money in Hand.	Any Other Money or Assets.
Amount.	Bank.						
<i>Parent Applicant.</i>							
<i>Other Parent.</i>							
<i>Children.</i>							

FIFTEENTH SCHEDULE—continued.

INFORMATION REQUIRED.

This Section to be Completed only when Applicant is Parent.

- Is the inability of either parent to support the subject child or children due to incapacity or death in circumstances which permit of a claim for workers compensation or damages? If so, has claim been made?
- Is parent applicant, other parent or the subject child or children assured? If so, state name of company, amount insured, maturing age and premium payable under each policy.
- If father of the subject child or children is or has been a member of the Australian Defence Forces state regimental number, rank and unit.
- If the subject child or children are not entitled to medical attention and medicine under the Commonwealth Pensioners' Scheme, or a medical benefit society, friendly society, &c., state whether the following Departmental services are required:—
(a) Doctor.
(b) Chemist.
- State names (and relationship if any to applicant) of other persons (exclusive of other parent and own children) residing with applicant.
- Has applicant or other parent previously applied for or received State assistance for any of their children? If so, when?

INFORMATION REQUIRED.

This Section to be Completed only when Applicant is Non-parent.

- When and under what circumstances did the subject child or children come into custody and care of applicant?
- If either or both parents are living—
(a) To what extent is he or she contributing or supporting?
(b) Give details, as known, of the present income of either or both. If either is in employment, state occupation.
(c) Give details, as known, of the assets, such as bank credits, other money, property, investments, live stock, vehicles, plant, &c., of either or both.
- If either or both parents are deceased—State date and place of death.
- If father is living has legal action for maintenance been taken against him? If so, by whom, when, where and with what result.
- If mother is living state whether married, widow, divorced or single.
- Is the subject child or children entitled under the will or estate of any deceased person, or as a beneficiary in any trust fund, public subscription or the like? If so, give details.
- Has child or children a credit in any Bank account? If so, state Bank and amount.
- Is any pension or similar benefit payable on account of the child or children? If so, state source thereof and to whom paid.
- Is the inability of either parent to support the child or children due to incapacity or death in circumstances which permit of a claim for workers compensation or damages? If so, has claim been made and by whom?

DECLARATION.

I, _____ the applicant herein do hereby declare that the information furnished by me in this application is true and correct in every particular and that such information is submitted in support of this application without reservation or exception whatsoever.

Declared at _____ Signature of Declarant
of 19 _____ in the State of Victoria the _____ day

* Before me
†

* The declaration may be made before any of the following persons resident in Victoria:—A Stipendiary or Special Magistrate; a Justice of the Peace; a Commissioner for taking Declarations and Affidavits; a member of the Parliament of Victoria or of the Parliament of the Commonwealth; a Head Teacher of a State School; a member of the Police Force; a Clerk of Petty Sessions; a Railway Station Master; a Councillor or the City Clerk, Town Clerk or Secretary of any City, Town, Borough or Shire; a Barrister or Solicitor; a legally qualified Medical Practitioner; a Bank Manager; a Minister of Religion authorized to celebrate marriages; a Postmaster or Postmistress.

† The person before whom this declaration is made to sign here and add the title by which he takes this declaration, such as "Stipendiary Magistrate".

Warning.—Any person wilfully making any untrue statement in relation to any application, either orally or in writing, or obtaining assistance under Part V. of the *Children's Welfare Act 1954* by false representation is liable to a penalty of £50 or imprisonment for six months. (Sec. 41.)

SIXTEENTH SCHEDULE.

Children's Welfare Act 1954.—Part V.

INVESTIGATION AFTER GRANT OF ASSISTANCE TO CHILD OR CHILDREN.

From Children's Welfare Department,
Flinders-street,
Melbourne, C.1.

To
Sir or Madam,

For the purposes of a review of the circumstances of your case it is requested that you will furnish the information required in this form without reservation or exception whatsoever and make the declaration at the foot thereof. The form should be completed and returned to this Department within fourteen days of this date otherwise payment of the assistance now being received by you may be suspended.

Date Director.

INFORMATION REQUIRED.

Are you married, a widow, a widower, divorced or single (state which)?
Has there been any change in your marital status since assistance was granted to you or since the last review of your case? If so, state what change.

Present weekly income of parent applicant and, if known, that of other parent.

	Father.		Mother.	
	£	s. d.	£	s. d.
Social Service Benefits—				
Invalid Pension				
Age Pension				
Wife and child allowance				
Widows Pension				
Special Benefit				
Sickness Benefit				
Unemployment Benefit				
Repatriation Benefits—				
Service Pension				
War Pension (including children)				
Salary, wages, commission or other remuneration in respect of full or casual employment				
Gross contributions from boarders—				
(a) Working children				
(b) Other boarders				
Rooms let				
Friendly Society sick pay				
Superannuation				
Other income (give details)				
Total ..				

Particulars of any consideration such as meals accommodation, &c., received in addition to or in lieu of wages.

INFORMATION REQUIRED.

Where either or both parents have been in employment during the past three months state:—

Father. Mother.

(a) Nature of employment
(b) Name and address of employer
(c) Total amount earned during such period

Particulars of all parent applicant's own children (including those for whom assistance is being received).

Name.	Age.	Whether Living at Home.	If Living at Home.			
			Weekly Earnings.	Fares, School Fees, &c., per Week.	Weekly Contribution to Board and Lodging.	If over 14 Years and not Employed state why.

SIXTEENTH SCHEDULE—*continued.*

Particulars of parent applicant's step-children and foster children living with applicant (including those for whom assistance is being received).

Name.	Age.	Weekly Earnings.	Fares, School Fees, &c., per Week.	Weekly Contribution to Board and Lodging.	If Over 14 and not Employed state Why.

Particulars of expenditure incurred by parent applicant or both parents where residing together.

Rent of House or Rooms per Week.	Periodical House Purchase or Mortgage Payments.	Municipal and Water Rates per Annum.	Weekly Board Paid.	Fares to and from Employment per Week.	Medical Benefits Friendly Society Dues, &c.	Hire Purchase Payments (Give Details).	Any Other Items (Give Details).

NOTE.—Expenditure on maintenance of the household (food, clothing and personal necessities) not to be included above.

Particulars of house and land property (including parent applicant's residence) owned or being purchased by parent applicant or other parent jointly or severally.

Location of Property.	Value.	If Mortgaged or being Purchased Amount Owing and to Whom.	If being Purchased, by Whom.	If Freehold, in Whose Name is Title.

Particulars of money and value of other assets of parent applicant, other parent or children for whom assistance is being received.

Bank Credits.		Government Loans.	Other Investments, Shares, &c.	Live Stock, Vehicles, Plant, Produce, &c.	Money Due or Payable.	Money in Hand.	Any other Money or Assets.
Amount.	Bank.						

Particulars of any house and land property or other assets disposed of by parent applicant or other parent since assistance was granted.

Property or other Asset Disposed of.	Date of Disposal.	Name and Address of Person Transacting the Business.	Net Amount Received by Parent Applicant or other Parent.

Where assistance has been granted for a child or children on the grounds of desertion on the part of the father of such child or children furnish:—

- (a) Any information that has become known to you relating to his movements or whereabouts.
- (b) His last known address and occupation.

State names (and relationship if any to applicant) of other persons (exclusive of other parent and own children) residing with you.

DECLARATION.

I, _____ of _____ (name) _____ (address) do hereby declare that the information furnished by me in this form is true and correct in every particular and that such information is submitted without reservation or exception whatsoever.

Declared at _____ 19 _____ day _____ of _____

Signature of Declarant

in the State of Victoria the

* Before me

†

* The declaration may be made before any of the following persons resident in Victoria:—A Stipendiary or Special Magistrate; a Justice of the Peace; a Commissioner for taking Declarations and Affidavits; a member of the Parliament of Victoria or of

SIXTEENTH SCHEDULE—continued.

the Parliament of the Commonwealth; a Head Teacher of a State School; a member of the Police Force; a Clerk of Petty Sessions; a Railway Station Master; a Councillor or the City Clerk, Town Clerk or Secretary of any City, Town, Borough or Shire; a Barrister or Solicitor; a legally qualified Medical Practitioner; a Bank Manager; a Minister of Religion authorized to celebrate marriages; a Postmaster or Postmistress.

† The person before whom this declaration is made to sign here and add the title by which he takes this declaration, such as "Stipendiary Magistrate".

Warning.—Any person wilfully making any untrue statement in relation to any application, either orally or in writing, or obtaining assistance under Part V. of the *Children's Welfare Act 1954* by false representation is liable to a penalty of £50 or imprisonment for six months. (Sec. 41.)

SEVENTEENTH SCHEDULE.

Children's Welfare Act 1954.—Part VII.

Application for registration—

- (a) as occupier of a house, of a person receiving into her charge in such house for payment or reward any infant under five years of age for the purpose of rearing nursing or maintaining such infant apart from its parents;
- (b) of the house into which any such infant is to be received.

To the Director,
Children's Welfare Department.

Pursuant to the requirements of section 59 of the *Children's Welfare Act 1954* I hereby make application to be registered as the occupier of the house situated at _____ and I also request that such house be so registered.

In support of this application I furnish hereunder the information required.

Date _____ Signature _____

INFORMATION REQUIRED.

(1) Where the applicant is acting on behalf of an establishment conducted by a religious, philanthropic, municipal or similar organization—

- (1) Name of establishment.
- (2) By what organization conducted.
- (3) Applicant's status on the staff and qualifications.
- (4) Total number of beds available for infants under five years.
- (5) Number of such infants for which registration desired.
- (6) Current fee charged for infants aged under five privately admitted.
- (7) Number of infants aged under five years at present accommodated.

	Babies.		Toddlers.		Pre-School.	
	For Payment.	Gratuitously.	For Payment.	Gratuitously.	For Payment.	Gratuitously.
Private admissions						
Wards of the Department ..						

- (8) Number, categories and qualifications of staff.
- (9) What arrangements exist for medical attention?
- (10) What facilities exist for pre-school or kindergarten training?
- (11) What provision exists for isolating children affected with contagious diseases?
- (12) Whether, if the applicant proposes to provide day and night care for more than five children aged under six years, the necessary approval of the Commission of Public Health has been granted or applied for.

Signature of Applicant.

- (2) In the case of an applicant other than as described in (1)—
 - (1) Location of house for which registration is sought.
 - (2) Number and description of rooms in house.
 - (3) Particulars of applicant's family and other inmates of the house, excluding infants under the age of five received for maintenance (give names, ages and sexes).
 - (4) Qualifications or experience of applicant to rear and maintain infants under five years of age.
 - (5) Number, categories and qualifications of any employees assisting applicant.
 - (6) Age range and maximum number of infants aged under five years for which registration of house is desired.
 - (7) Number and ages of infants aged under five years at present in residence.
 - (8) Number and ages of children aged over five years at present in residence and for whom payment is received.
 - (9) Particulars of fees charged for infants aged under five years.
 - (10) What facilities exist for Baby Health Centre advice, kindergarten training, playing space and equipment?
 - (11) Are persons placing infants required to make individual arrangements for medical attention, &c.? If not, how is such provided for?

TWENTIETH SCHEDULE.
Children's Welfare Act 1954.—Part VII.
 INFANT LIFE PROTECTION.
 APPLICATION TO BOARD-OUT AN INFANT.

To the Director of the
 Children's Welfare Department.

I, _____ of
 in the State of Victoria, hereby apply to board-out the infant, hereunder described,
 in the care of _____ of
 a person registered under the provisions of Part VII. of the above Act.

Particulars of Infant.

Full name
 Date of birth
 Place of birth
 Religion

Particulars of Infant's Parents.

	Father.		Mother.
Name	Name		Name
Address	Address		Address
Occupation	Occupation		Occupation

I hereby agree to pay through the Director of the Children's Welfare Department
 the sum of _____ a week for the maintenance of such infant.

Dated at _____ this _____ day of _____ 19

Signature of Applicant
 Witness

TWENTY-FIRST SCHEDULE.
Children's Welfare Act 1954.—Part VII.
 INFANT LIFE PROTECTION.

APPROVAL OF APPLICATION TO BOARD-OUT AN INFANT.

I hereby approve the application dated _____ by _____
 of _____ to board-out the infant _____
 born _____ in the care of _____ of _____
 a person registered pursuant to Section 60 of the *Children's Welfare Act 1954*, the
 said _____ having agreed to pay the sum of _____
 per week for the maintenance of the said infant.

Director, Children's Welfare Department.

NOTE.—If the above maintenance payment falls into arrear for four weeks, the said
 infant shall become a Ward of the Children's Welfare Department (Section 66 (d)).

TWENTY-SECOND SCHEDULE.
Children's Welfare Act 1954.—Part VII.

NOTICE TO BE GIVEN BY ANY PERSON TAKING OVER THE ENTIRE CARE
 AND CHARGE OF ANY INFANT UNDER THE AGE OF FIVE YEARS.

To
 The Director,
 Children's Welfare Department,
 Melbourne.

Sir,

I hereby notify you that I have taken over the entire care and charge of the
 following infant from its parents or guardians:—

Name of infant
 Date of birth of infant
 Date infant entered my care
 Name and address of person from whom infant received

My name, address, and occupation are as follow:—

Surname
 First Names
 Address
 Occupation

Signed this _____ day of _____ 19
 Signature

TWENTY-THIRD SCHEDULE.

Children's Welfare Act 1954.—Part VIII.

APPLICATION FOR PERMIT FOR EMPLOYMENT OF A CHILD.

I, _____ of _____ (full name) _____ (address) _____ (occupation) hereby apply for a permit authorizing the child named hereunder to be employed in the place or premises indicated in the appended statement.
 I undertake to perform and observe whatever conditions may be stipulated upon the grant of the permit applied for.

CHILD REFERRED TO.

Full Name.	Date of Birth.	Place of Birth.	School Attending.	Grade or Form.	Residing at.

Signature of Applicant
 Relationship to child
 or capacity in which
 application is made

Date

INFORMATION REQUIRED.

Child's father's name Occupation
 Address
 Child's mother's name Occupation
 Address
 Child's custodian's name Occupation
 (If child not living with a parent) Address
 Is the child in sound bodily and mental health?
 Proposed place of employment
 Nature of child's employment
 Period or dates of the occasion for which permit desired
 Daily hours on which child will (a) commence (b) finish
 Remuneration to be paid
 By whom will payment be made?
 At what intervals will payment be made?
 To whom will payment be made?
 If child is not attending a State or registered school, state arrangements for education

Certificate from the State or Registered School at which Child is Enrolled.

I, _____ the Principal Head Teacher of the _____ school, (full name) certify that the above-named _____ (name of child) is enrolled at this school.

I submit the following report on the child referred to.

Attendance	Conduct	Progress

Date

Signed

Head Teacher or Principal.

TWENTY-FOURTH SCHEDULE.

Children's Welfare Act 1954.—Part VIII.

EMPLOYMENT PERMIT UNDER SECTION 68.

of _____, whose signature appears in the margin hereof, is by this Permit authorized to be employed as _____ at _____ subject to the under-mentioned conditions, viz:—

- (1) That the said Permit holder shall, during the currency of the Permit—
 - (a) attend a State or registered school or other approved educational course regularly;
 - (b) not be employed in any stadium, sports arena, or similar place whilst boxing or wrestling contests are being conducted therein;
 - (c) not be employed in any night club or similar place;
 - (d) not be employed as an acrobat or contortionist;
 - (e) not be employed in any place or premises unless suitable dressing, toilet, and (where the employment is of a continuing nature and the child is required to partake of meals whilst so employed) dining room accommodation are available;
 - (f) not be employed in any place or premises between the hours of 10 p.m. and 6 a.m. or on Sundays;
 - (g) be accompanied by his parent, guardian or other responsible adult person to and from his place of employment.
- (2) That this Permit shall be carried to each place or premises at which the child will be employed and shall be produced on demand to any person duly authorized by the Director.
- (3) That this Permit may at any time be cancelled or varied.

Signature of Permit holder.....

Date

Signed

Director of Children's Welfare.

NOTE.—This Permit is not transferable.

And the Honorable Arthur Gordon Rylah, Her Majesty's Chief Secretary for the State of Victoria, shall give the necessary directions herein accordingly.

A. MAHLSTEDT,

Clerk of the Executive Council.

