

All correspondence should be addressed to:

THE UNDER SECRETARY

BOX 18, G.P.O., SYDNEY

Telegraphic: WONNAI, SYDNEY

St 1895-3



DEPARTMENT OF CHILD WELFARE
AND SOCIAL WELFARE

CNR. WILLIAM AND YURONG STS
SYDNEY

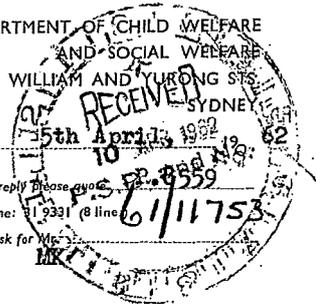
15th April, 1962

In your reply please quote

Telephone: 19321 (8 line)

Please ask for Mr. ...

The Secretary,
PUBLIC SERVICE BOARD



SUBJECT: Appointment as Deputy Superintendent - Mr. R.C. Ward

REFERENCE: P.S.B. Papers 61/11753

On the papers under reference, the Board approved of the appointment of Mr. R. Ward as Acting ^{Deputy} Superintendent with effect from 29th September, 1961 subject to review in February, 1962.

Initially, Mr. Ward experienced difficulty in adjusting to the Institution situation at the Training School for Girls, Parramatta and indicated his intention of seeking return to field duties; this no doubt stemmed from the great difference in approach required in dealing with wards at the Training Farm for Boys and School of Husbandry, Berry. However, after a short period of indecision Mr. Ward intimated that he would remain at Parramatta. Since then he has proved a capable officer and has shown common-sense and intelligence in dealing with matters entrusted to him. Although conditions were relatively settled at the time he commenced duty there was still a great deal to be done at the constructive level in such matters as the building up of school tone, the self-esteem of inmates and the achieving of sound attitudes to discipline. He cooperated wholeheartedly in all these matters and has assisted greatly in the considerable progress which is being made toward the gaining of such goals. He has shown initiative, proved positive and firm in dealing with disciplinary matters and has experienced little difficulty in group control. He is respected by both inmates and staff and maintains a satisfactory relationship with members of the public.

Whilst still limited by a comparative brevity of experience considerable development has been noticeable and it is felt that he possesses the potential of a sound and competent administrative officer. In the circumstances his appointment to the position of Deputy Superintendent is recommended.

If his appointment is approved it will affect the seniority of the officers shown on the attached list. Of these only Mr. Linton has indicated his willingness to transfer to an Institution. He is a single officer who was absent for a period during 1949 suffering from tuberculosis and he still has to report to the Repatriation Department for medical checks at regular intervals. In addition, he has rather an abrupt manner and has not had any Institutional experience, except as a clerk.

Mr. Meaxns is Deputy Principal at the Anglewood Special School. He has been given an opportunity previously to apply for training as a Deputy Superintendent but has elected not to do so.

Contd.

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The Secretary

5th April, 1962

It is recommended that the Board approve of the appointment of Mr. Ward as Deputy Superintendent with salary at the rate of £1,958 + £78 per annum (£15. 2. 0 wage base) with effect from 29th September, 1961.

(A. C. THOMAS)
Under Secretary

<u>Date of Birth:</u>	21/2/29
<u>First Apptd.</u>	16/4/51
<u>Salary:</u>	£1763 + £190 + £78
<u>Dating from:</u>	9/2/62
<u>Permanent</u>	
<u>Serial No.</u>	511769

M/S 1/5/62

SA
9/4/62

2013.