

All correspondence should be addressed to:

THE SUPERINTENDENT

76 065



TRAINING SCHOOL FOR GIRLS
PARRAMATTA.

9th March, 1962

JH:VJ

In your reply please quote MI 6279

The Under Secretary.

SUBJECT: Conduct and Services - Mr. R. C. Ward,
Acting Deputy Superintendent.

Mr. Ward commenced duty at this School as Acting Deputy Superintendent, on 29th September, 1961.

Initially he experienced difficulty in adjusting to the Institution situation and indicated his intention of seeking return to field duties. This no doubt stemmed from the great difference in approach required (temperamentally as well as in technique) in dealing with wards at Berry and the handling of delinquents in the closed situation at this School. After a short period of indecision, Mr. Ward intimated that he would remain.

Mr. Ward 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 when 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 achievement of sound attitudes to discipline. Mr. Ward has co-operated 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 always dressed in good taste, 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. His conduct and services are highly satisfactory, and his appointment as Deputy Superintendent is accordingly recommended.

13 MAR 1962

A/Superintendent.

Referred for comment
C.E.D.

14/3/62

Sub. 3 APR 1962

Re: Ward has shown very considerable progress at Parramatta and reveals a good potential. Appointment is recommended.