

# Section 11

## OTHER SOURCES OF RECORDS AND ASSISTANCE

Apart from records related to each of the children's homes listed in FYOW, there are other sources of records which may provide some of the pieces of your story. This section gives brief information about other sorts of records held by State Records, the State and National Libraries and provides information about other agencies which may be of assistance in your search. A number of these agencies have signed Memoranda of Understanding [MOU] with SA Link-Up. MOU are agreements set up for the specific purpose of making records more accessible for Indigenous people seeking information about themselves and their families.

Adoption and Family Information Service

Australian Institute for Aboriginal and Torres Strait Islander Studies [AIATSIS]  
Library

Births, Deaths and Marriages

Care Leavers of Australia Network

Children in State Care Commission of Inquiry

National Archives

National Library of Australia

Salvation Army Family Tracing Service

ScreenSound Australia – National Screen and Sound Archive

South Australian Museum

State Library of SA

State Records of SA

## ADOPTION AND FAMILY INFORMATION SERVICE

### **Services**

The Adoption and Family Information Service [AFIS], part of the Department of Families Communities, deals with all issues relating to adoptions, past and present. The service assists people affected by past adoptions, Aboriginal people separated from family as a result of previous government policies and former wards of state who have reason to believe they may have been adopted. It provides information, advice, advocacy mediation and counselling. If you were adopted or believe there may be a Departmental file in your name, you can contact AFIS for assistance.

### **How to apply for information**

If you are a former ward of state, AFIS staff will access information about you through the *Freedom of Information Act 1991 – South Australia*, so you will need to fill out a Freedom of Information form and post it to AFIS. To obtain adoption information, you will need to fill in an Application for Adoption Information form. There are separate forms for adopted people, birth parents and adoptive parents. All of these forms are available electronically on the AFIS website or you can visit, ring or write to obtain one.

### **What happens after you apply?**

In the case of the Application for Adoption Information, once AFIS receives your form and the registration fee, your application will be registered on computer. Your case is given a number, a file is created and you will receive a letter acknowledging your application. AFIS staff then research the records. A number of types of records are researched. Prior to the passing of the *Adoption Act 1926*, limited or sometimes no documents were kept. However, after that date all details were noted on Master Cards, often referred to as AFIS cards. These provide basic information such as names and dates and in most cases, direct the researcher to a file. All original files are held at State Records of SA. AFIS has microfiche copies of many files.

If you were a ward of state other personal information about you may also exist, such as the kinds of records listed at the end of the Government Home section of this guide. AFIS will request any surviving records, such as State Ward Index Cards and Children's files, from State Records for review and copying.

Once records are retrieved AFIS staff conduct research on your behalf and photocopy all information to which you are entitled. You will not be allowed access to information that affects the privacy of another person, such as a sibling, or information that has been vetoed or restricted by another party to the adoption. A social worker reviews the records prior to their release to you. Once the information has been collated and authorised to be released, AFIS writes to inform you that the information is ready. The letter asks you how you wish to receive it. As with many records listed in FYOW, adoption information can be very sensitive and you may wish to have the information released to you in the presence of a counsellor or other support person. Caseworkers or counsellors from SA Link-Up are available to support you. Once the information has been supplied to you, the file that was created for you is closed.

### **How long does it take?**

With applications made through the *Freedom of Information Act*, AFIS, by law, only has 30 days in which to process your application and complete research required to answer your enquiry.

With regard to applications for adoption information, the process can take from a few weeks to several months depending on the number of other applications being processed at the time and on the complexity of the records. Applications are always processed in the order in which they are received.

The above information was drawn from the AFIS website which provides detailed and helpful information. Please see website address below.

**Contact :** Adoption and Family Information Service

GPO Box 292, Adelaide SA 5001

**Telephone:** (08) 8207 0060

**Email:** [adoptions@dfc.sa.gov.au](mailto:adoptions@dfc.sa.gov.au)

**Location:** 1st floor

45 Wakefield Street Adelaide

**Website:** [www.adoptions.sa.gov.au](http://www.adoptions.sa.gov.au)

**Fees:** \$50 administrative fee.

**AUSTRALIAN INSTITUTE FOR ABORIGINAL AND TORRES STRAIT ISLANDER  
STUDIES [AIATSIS] LIBRARY**

**Services**

The AIATSIS Library holds an internationally recognised collection of printed material, sound recordings and photographs relating to Australia's Indigenous people and their culture. The records held in the Library may include some that shed further light on the history and policies of the home(s) in which you were placed.

**Accessing the collection**

The Library has an on-line catalogue called *Mura* which allows researchers with access to the internet to search the collection easily. For example, a search under the name Colebrook Home, brought up 96 titles including books, articles and sound recordings. This included a series of oral history interviews titled 'Growing up in state and private homes and orphanages in Adelaide' recorded during the mid eighties.

Most items in the Library need to be researched on the premises, though some may be available for inter-library loan. AIATSIS also has a specialised family history unit which can assist anyone of Indigenous heritage with family history research. The Unit specifically assists Link-Up caseworkers in their family tracing services.

**Opening hours:** Monday, Wednesday, Thursday and Friday 9am-5pm. Tuesdays by appointment.

**Contact:** AIATSIS Library

GPO Box 553, Canberra ACT 2601

**Telephone:** (02) 6246 1182 Fax: (02) 6261 4287

**Email:** [library@aitsis.gov.au](mailto:library@aitsis.gov.au)

**Location:** Acton Peninsula

Lawson Crescent, Acton ACT 2601

**Website:** [www.aiatsis.gov.au](http://www.aiatsis.gov.au)

## **BIRTHS, DEATHS AND MARRIAGES**

### **Services**

The Births, Deaths and Marriages Registration Office, part of the Office of Consumer and Business Affairs [OCBA], maintains registers of births, deaths, marriages, changes of name and adoption of children in South Australia. It issues certificates confirming entries in these registers on application. It does not conduct family history searches for clients. The office holds records dating back to 1842.

### **Types of records**

The following records are open access for all researchers.

- Birth certificates 75 years or older
- Death certificates 25 years or older
- Marriage certificate 60 years or older
- Change of names records 75 years or older

Other records are only available to the registered person, their spouse, parent, child or legal guardian. If you don't know the date of an event, the office will conduct a ten-year search for the normal cost of a certificate. The OCBA website offers more information about access restrictions. Applications for certificates can be made on-line. This office has signed a Memorandum of Understanding [MOU] with SA Link-Up.

**Contact:** Office of Consumer and Business Affairs

Births, Deaths and Marriages Registration Office

GPO Box 1351, Adelaide SA 5001

**Telephone:** (08) 8204 9599

**Location:** Level 2, Chesser House

91-97 Grenfell Street, Adelaide SA 5000

**Opening hours:** Monday to Friday 8.30 am to 5 pm (closed public holidays)

**Fees:** \$33 for a standard certificate plus postage

## CARE LEAVERS OF AUSTRALIA NETWORK

### **Services**

Care Leavers of Australia Network [CLAN] was formed in 2001 as a support and advocacy group for people who were brought up in institutionalised or foster care. CLAN offers support and services for anyone who spent time in a home or in foster care during their childhood, including former wards of the state and/or people who were placed in an institution by other means. CLAN also provides advice and information to anyone who has a close family member who was placed in care. This organization recognises that, as a result of institutional upbringing and separation from family, numerous care leavers are coping with many unresolved issues. CLAN works to raise community awareness of their struggle and it campaigns for government assistance to provide support and make redress.

CLAN operates a very informative website which includes a national listing of homes with background information and photographs. With its own Library of over 470 titles, it provides up to date information about publications relating to institutions and many other issues affecting care leavers. The Library also collects audiovisual material and collates information from all media sources. The website also gives advice about accessing personal files.

CLAN encourages people to tell their own stories and offers support for this process. It also advertises reunions and holds its own quarterly social gatherings.

### **Contact: CLAN**

PO Box 164, Georges Hall NSW 2198

**Telephone:** (02) 9709 4520 Mobile: 0425 204 747

**Email:** support@clan.org.au

**Location:** Suite 2

17 Kitchener Parade, Bankstown NSW

**Website:** www.clan.org.au

**Hours:** The office is attended Monday to Friday, but please call first to make an appointment.

## CHILDREN IN STATE CARE COMMISSION OF INQUIRY

### **Services**

The Commission of Inquiry (Children in State Care) Act 2004 was proclaimed and came into operation on the 18th November 2004. The Honourable Edward P. Mullighan Q.C. was appointed the Commissioner of the Children in State Care Commission of Inquiry. The terms of reference for the inquiry are to inquire into any allegations of:

- (a) sexual abuse of a person who, at the time that the alleged abuse occurred, was a child in State care; or
- (b) criminal conduct which resulted in the death of a person who, at the time that the alleged conduct occurred, was a child in State care.

The purposes of the Inquiry are:

- (a) to examine the allegations referred to in clauses (a) and (b) above; and to report on whether there was a failure on the part of the State to deal appropriately or adequately with matters that gave rise to the allegations referred to in clauses (a) and (b) above; and
- (b) to determine and report on whether appropriate and adequate records were kept in relation to allegations of the kind referred to in clauses (a) and (b) above; and, if relevant, on whether any records relating to such allegations have been destroyed or otherwise disposed of; and
- (c) to report on any measures that should be implemented to provide assistance and support for the victims of sexual abuse (to the extent that these matters are not being addressed through existing programs or initiatives).

You may wish to tell your story to the Commission. For information about how to do this please contact the Commission or visit the website for further guidance.

**Contact :** Children in State Care Commission of Inquiry

GPO Box 858 , Adelaide SA 5001

**Freecall:** 1800 258 668 Fax: (08) 8204 9835

**Email:** [cisc@statecareinquiry.sa.gov.au](mailto:cisc@statecareinquiry.sa.gov.au)

**Location:** Level 1

33 Franklin Street, Adelaide SA 5000

**Website:** [www.statecareinquiry.sa.gov.au](http://www.statecareinquiry.sa.gov.au)

## NATIONAL ARCHIVES

### Services

The National Archives has a head office in Canberra and offices in each state. Its role is the preservation of records of the Commonwealth Government. Its focus is on records created after 1901 when Australia became a Commonwealth, although it does hold some earlier material. Most records are files, but the archives also holds photographs, maps, sound recordings and a number of other forms of records.

The National Archives operates an informative website which provides information about accessing records for different kinds of research including family history and World War I and II service information. The site also provides a number of on-line fact sheets which may be useful to Aboriginal people seeking records. These include:

- Bringing Them Home indexing project
- Bringing Them Home name index
- Aboriginal Deaths in Custody

The website has a two on-line catalogues, called *RecordSearch* and *PhotoSearch*. The National Archives has signed a Memorandum of Understanding [MOU] with SA Link-Up.

**Contact:** *National Reference Service*

PO Box 7425, Canberra BC, ACT 2601

**Telephone:** 1300 886 881 **Fax:** 1300 886 882

**Email:** [ref@naa.gov.au](mailto:ref@naa.gov.au)

**Location:** Queens Park Terrace, Parkes ACT

**Hours:** Monday to Saturday, 9 am to 5 pm (excluding public holidays)

**Contact:** *Adelaide Reading room*

National Archives of Australia

PO Box 6536 Halifax Street, Adelaide SA 5000

**Telephone:** (08) 8409 8401 **Fax:** (08) 8409 8499

**Email:** [ref@naa.gov.au](mailto:ref@naa.gov.au)

**Location:** 78 Angas Street, Adelaide SA

**Hours:** Monday to Friday 9 am to 4.30 pm, Six Saturdays per year 10 am to 4 pm. Contact Archives or visit website for dates.

**Website:** [www.naa.gov.au](http://www.naa.gov.au)



## NATIONAL LIBRARY OF AUSTRALIA

### **Services**

The National Library is Australia's largest reference library. Apart from the records listed in *FYOW* relating to specific homes, the library holds many other records which may be relevant to your search. Records of potential use may be held in its general reference collection as well as in the manuscripts, oral history, photographic, map and other collections. On-line catalogues provide a very useful search tool.

**Contact:** National Library of Australia

Canberra ACT 2600

**Telephone:** (02) 6262 1111 **Fax:** (02) 6257 1703

**Email:** An on-line enquiry form is available

**Location:** Parkes Place, Canberra ACT

### **Hours\***

Monday to Friday 9 am to 9 pm

Friday and Saturday 9 am to 5 pm

Sunday 1.30 pm to 5 pm

*\*For Main and Petherick reading rooms. Other reading rooms, such as the Oral history and Manuscripts collections, have their own hours – contact Library for information.*

**Website:** [www.nla.gov.au](http://www.nla.gov.au)

## SALVATION ARMY FAMILY TRACING SERVICE

### **Services**

The Salvation Army operates a Family Tracing Service for the primary purpose of re-uniting families. Aboriginal people separated from family by past policies of government may be assisted in their search for family members. The service also helps with reunions, particularly with helping family members to reconcile past differences in order to bring them back together. You can apply for assistance via letter or email. You will be required to fill in an application form and if accepted, you will be issued with a registration number and the service will begin the search. No formal fees are charged but a donation is requested.

**Contact:** Salvation Army Family Tracing - South Australia

39 Florence Street Fullarton, SA 5063

**Telephone:** (08) 8408 6950 or (08) 8379 9388

**Email:** [Kathy.Smith@aus.salvationarmy.org](mailto:Kathy.Smith@aus.salvationarmy.org)

**Website:** [www.salvationarmy.org.au/sa/familytracing.asp](http://www.salvationarmy.org.au/sa/familytracing.asp)

## SOUTH AUSTRALIAN MUSEUM

### **Services**

The South Australian Museum operates an Indigenous Information Centre and also has its own Archives.

Staff in the Indigenous Information Centre provide research assistance for Aboriginal people doing family history research. Centre staff mainly draw upon the records collections held in the Museum Archives. This Archive holds many documents relating to South Australia's cultural and natural heritage. Of particular value to Indigenous researchers are expedition journals, maps, papers, photographs, genealogies and sound recordings created by SA Museum scientists and collectors, including anthropologists, Norman B Tindale, Joseph Birdsell, and Daisy M Bates. Other records have also been donated to or acquired by the archives, including documents relating to missionary, medical and police work. Records date back to 1856. To use the Archives you need to contact the Archives Access Officer. Once your request has been received, the Officer will contact you to discuss access procedures. Records are viewed by appointment in the Archives Reading Room. All enquiries relating to Indigenous family history should be made through the Indigenous Information Centre.

**Contact:** *Indigenous Information Centre*

South Australian Museum, North Terrace, Adelaide SA 5000

**Telephone:** (08) 8207 7410 **Fax:** (08) 8207 7560

**Email:** sam.iic@saugov.sa.gov.au

**Location:** Level 1

Australian Aboriginal Cultures Gallery

South Australian Museum, North Terrace, Adelaide SA

**Hours:** Monday to Friday 10am to 4pm (excluding public holidays)

**Contact:** *For Museum Archives*

Archives Access Officer, Science Centre

South Australian Museum, North Terrace, Adelaide SA 5000

**Phone:** (08) 82077375 **Fax:** (08) 82077222

**Email:** sam.archives@saugov.sa.gov.au

**Location:** Science Centre

South Australian Museum, North Terrace, Adelaide SA 5000

**Website:** [www.samuseum.sa.gov.au](http://www.samuseum.sa.gov.au)

**Hours:** By appointment.

## **SCREENSOUND AUSTRALIA – NATIONAL SCREEN AND SOUND ARCHIVE**

### **Services**

ScreenSound Australia, the National Screen and Sound Archive, is the national audiovisual archive. The institution collects, preserves and makes available screen and sound material related to the culture and heritage of Australia. This archive may hold audiovisual material which could provide background to your story. You can search the collection on the ScreenSound website. A search conducted for 'St Francis House', brought up details (Item Number 16998) for the 1957 film, *The Live Heart*, listed among private records held relating to that home in Section 1: Anglican/Church of England Homes. Further searching located more films produced by the Australian Board of Missions.

**Contact:** ScreenSound Australia

GPO Box 2002, Canberra ACT 2601

**Telephone:** (02) 6248 2000 **Toll Free:** 1800 067 274 **Fax:** (02) 6248 2222

**Email:** [enquiries@screensound.gov.au](mailto:enquiries@screensound.gov.au)

**Location:** McCoy Circuit, Acton ACT 2601

**Website:** [www.screensound.gov.au](http://www.screensound.gov.au)

## STATE LIBRARY OF SA

### **Services**

In addition to the archival records, oral history interviews and photographs listed in *FYOW* in relation to particular homes, the State Library holds many other records related to Aboriginal people. Two fact sheets, *Aboriginal Australia* and *Aboriginal Family History*, provide valuable information about using the services and collections of the Library to conduct research into Aboriginal Australia and/or Family History research. These fact sheets are available in the Library and on-line. You can use the Library's three on-line catalogues (Library catalogue, South Australiana database and Archival database) to search each of the Library's collections. The Aboriginal Family History fact sheet suggests search topics which would bring up useful records relating to Aboriginal child welfare and children's homes in South Australia. The Library has also produced a useful bibliography titled, *Guide to publications held in the Mortlock Library of South Australiana relating to Aboriginal people*, 1990. This is available in the Library.

The Library is constantly working towards making information more accessible for Aboriginal people. More information about particular initiatives can be found on the Library website. The State Library has signed a Memorandum of Understanding [MOU] with SA Link-Up.

**Contact:** Research Services, State Library of SA

GPO Box 419, Adelaide SA 5001

**Telephone:** (08) 8207 7200 **Country callers:** 1800 182 013 **Fax:** (08) 8207 7247

**Location:** North Terrace, Adelaide SA 5000

**Website:** [www.slsa.sa.gov.au](http://www.slsa.sa.gov.au)

### **Hours: Spence Wing**

Monday to Wednesday and Friday 9.30 am to 8 pm, Thursday 9.30 am to 6 pm

Saturday and Sunday 12 noon to 5 pm

### **Mortlock Wing**

Monday to Friday 9.30 am to 5 pm

Saturday and Sunday 12 noon to 5 pm

(Closed Christmas Day, Boxing Day, New Year's Day and Good Friday.)

## STATE RECORDS OF SA

### Services

As well as the many State Children's Council and Children's Welfare Department records listed in *FYOW* relating particularly to homes run by the Government, State Records also holds many other series of records which may be of great value in bringing the pieces of your story together. State Records has signed a Memorandum of Understanding [MOU] with SA Link-Up. Members of the State Records Aboriginal Access Team can assist you with your research. Their email address is: [srsaAboriginalServices@saugov.sa.gov.au](mailto:srsaAboriginalServices@saugov.sa.gov.au)

### Research guides

State Records has produced two extremely valuable research guides. These guides are indispensable and have been used constantly for locating and understanding some of the records listed in *FYOW*.

Cameron Raynes, *A little flour and a few blankets: An administrative history of Aboriginal Affairs in South Australia, 1834-2000*, (State Records of SA, 2002)

*Ancestors in Archives: a guide for family historians to South Australia's government archives* (State Records of SA, 2000) – compiled by Archivist, Alison Hoyle.

### Other useful record groups

*GRG 52 – The Aborigines Office*

The records created by this office will be invaluable in your research. The following records contain many references to homes into which Aboriginal children were placed and many references to named Aboriginal children. Access to these records is completely restricted. Researchers must apply for access through the Department of Aboriginal Affairs and Reconciliation.

- *GRG 51/1 Correspondence files of the Aborigines Office and successor agencies, 1866-1968*
- *GRG 52/16 Minutes of the Aborigines Protection Board, 1940-1963 (with gaps)*

Many other documents in this record group may also provide information related to your story. Please see *A little flour and a few blankets* for further information.

Other potentially useful record groups are:

GRG 5 – Police Department

GRG 18 – The Education Department

GRG 24 – Colonial Secretary's Office

GRG 78 – Hospitals Department

GRG 90 – Adelaide Children's Hospital

Please see *Ancestors in Archives* for further information on these record groups or visit the State Records website. You can now search the archives collections on-line using *ArchivesSearch*.

**Contact:** GPO Box 1072 Adelaide SA 5001

**Telephone:** (08) 8226 7750

**Email:** [srsageneralenquiries@saugov.sa.gov.au](mailto:srsageneralenquiries@saugov.sa.gov.au)

**Location:** *Gepps Cross Research Centre*

115 Cavan Road Gepps Cross SA 5094

*City Research Centre,*

Bickford North Building

26-28 Leigh Street Adelaide SA 5000

**Website:** [www.archives.sa.gov.au](http://www.archives.sa.gov.au)

**Hours:** Closed on public holidays.

Gepps Cross: Tuesday to Friday 9.30 am to 3.30 pm, 1st Sunday each month 11 am to 5 pm.

City: Tuesday to Friday 9.30 am to 3.30 pm.

