

## **New York Juvenile Asylum records (Children's Village) 6909466**

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## Summary Information

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<b>Repository:</b>	Rare Book and Manuscript Library
<b>Creator:</b>	New York Juvenile Asylum
<b>Title:</b>	New York Juvenile Asylum records (Children's Village)
<b>ID:</b>	6909466
<b>ID:</b>	MS#1488
<b>Date [inclusive]:</b>	1853-1954
<b>Physical Description:</b>	117 linear feet 137 document boxes
<b>Language of the Material:</b>	English
<b>Abstract:</b>	The collection is composed primarily of ledgers used in the operation of the New York Juvenile Asylum, a reception center, home, and placement agency for orphaned, abandoned, and impoverished children. The Asylum operated in Manhattan from 1853 until 1905 when it moved to a rural campus in Dobbs Ferry, New York. In 1920 the Asylum was renamed Children's Village. The collection provides copious information about the experience of poor and orphaned children, children sent West on "orphan trains," social work, and the home life and living arrangements of poor and immigrant New Yorkers in the late nineteenth and early twentieth centuries.

### Preferred Citation

Identification of specific item; Date (if known); New York Juvenile Asylum records; Box and Folder; Rare Book and Manuscript Library, Columbia University Library.

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## Biographical / Historical

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The New York Juvenile Asylum (NYJA) was founded in 1851 by a group of prominent businessmen and professionals concerned about vagrancy among poor children in New York City. The Asylum was designed to house, educate, reform, and find placement for the

numerous homeless and runaway boys and girls found daily on the streets of New York. The founders conceived of the Asylum as a place for non-delinquent children--an alternative to the punitive House of Refuge for young criminals. After operating in Manhattan for over half a century, the NYJA moved to Dobbs Ferry, New York, where it became a boy's school. In 1920, the institution was renamed Children's Village, and it continues to operate under this name today.

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## Biographical / Historical

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From 1854 to 1905, NYJA occupied a large building in Washington Heights on 176th Street between Tenth and Eleventh Avenues. The building was the hub of a larger social services network that extended throughout New York City and into the towns of the West. Children reached the Asylum in several ways. Many were found vagrant or committing petty theft and were delivered to the NYJA by the police. Others were removed from homes that were deemed unfit, and quite a few were surrendered by parents or relatives too poor or too incapacitated to care for children. No matter their origin, children first arrived at the House of Reception on West Thirteenth Street where they were assigned a case number. After a few days assessment at the House of Reception, staff sent appropriate cases uptown to the Juvenile Asylum, where children received six hours of schooling a day as well as moral, religious, and vocational training.

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## Biographical / Historical

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Many of these children traveled to the West (on "orphan trains") where they were indentured to farmers. The NYJA had a permanent agent stationed in Illinois to assist in placing children with families. The Asylum kept track of the children until they reached adulthood, sometimes corresponding with orphans and the families with which they were placed for years. These materials provide abundant information about the experience of "orphan train" children apprenticed to Western states.

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## Biographical / Historical

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Not all children at the NYJA were truly orphans and many were released to parents or family members after periods of financial difficulty had passed. No records exist for these children after they were reunited with families.

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## Biographical / Historical

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At the dawn of the twentieth century, as new ideas about social work spread through the United States, the building in Washington Heights began to feel cramped and outdated. In 1901, the trustees of the NYJA held an architectural design competition for a suburban facility to be built on a farm in Dobbs Ferry, twenty miles north of Manhattan. The winning design featured a cluster of residential cottages that quickly earned the nickname "Children's Village." The new facility had space for less than a third of the youth who had lived in the Manhattan asylum. Before the 1905 move, female, African-American, Jewish, and Catholic children were sent home or to other institutions. In 1920, during a reorganization that promoted a therapeutic model of care, the institution's name was officially changed to "Children's Village." Children's Village still operates as a treatment center and residential facility for boys in Dobbs Ferry, New York.

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## Summary

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This collection consists primarily of ledgers used for record keeping at the New York Juvenile Asylum and Children's Village. The collection of ledgers, while large, is also fragmentary and represents a minority of the total volume of records NYJA produced. The majority of the ledgers document the movement of children through the asylum system, from arrival at the House of Reception to discharge to family or apprenticeship in the West. The ledgers also concern financial operations, committee minutes, and daily operations at the Asylum in Manhattan as well as the Dobbs Ferry Children's Village campus. Correspondence copybooks contain onionskin paper impressions of letters regarding institutional operations. Several of the ledgers contain papers and correspondence interleaved with the bound pages. Many are in fragile condition. A small number of reports and papers from a 1931 institutional survey are also included.

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## Arrangement

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This collection is arranged in four series.

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## Administrative Information

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### Publication Statement

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535 W. 114th St.  
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URL: <http://www.columbia.edu/cu/lweb/indiv/rbml/index.html>

### Revision Description

File created. xml document instance created by Lea Osborne. Additions Integrated; Finding aid edited by Lea Osborne. EAD was imported spring 2019 as part of the ArchivesSpace Phase II migration. Added links to digitized ledgers 2010-07-10 2010-07-13 2010-08-04 2019-05-20 2025-11-14

### Restrictions on Access

The Medical Logs (Box 85, Folder 3 and Box 95, folder 1) are restricted. Researchers wishing to use the Medical Logs first must sign a nondisclosure form certifying that they will not publish, or in any way disseminate, names or personally-identifiable information from the Medical Logs. This collection has no other restrictions.

This collection is located on-site.

As of October 2024, access to the New York Juvenile Asylum records (Children's Village) will be mediated by staff, while the index ledgers (volumes 26, 27, 61 and 62) are

conserved and prepared for digitization. Please email [rbml@columbia.edu](mailto:rbml@columbia.edu) for more information. [unprocessed -- for flag only]

### **Terms Governing Use and Reproduction**

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### **Immediate Source of Acquisition**

Method of acquisition--Transferred from Teacher's College Archives; Date of acquisition--2006.

### **Processing Information**

Papers processed April Holm (GSAS 2010) 2009. Papers cataloged Lea Osborne 2010.

Pages from volumes 26, 27, 61, and 62 (digitized in 2025) were rehoused into five flat boxes. These are labelled with their originating volume number, and stored with the NYJA records.

### **Accruals**

Materials may have been added to the collection since this finding aid was prepared. Contact [rbml@columbia.edu](mailto:rbml@columbia.edu) for more information.

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## **Related Materials**

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### **Selected Related Material at Other Repositories**

[Records of the Children's Aid Society](#) New-York Historical Society. New York, New York.

### **Selected Related Material at Other Repositories**

[Papers of Charles Dewey Hilles, 1902-1909](#) Yale University.

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## Controlled Access Headings

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- Charities -- New York (State) -- New York
- Children -- Middle West
- Children -- Institutional care -- New York (State)
- Correctional institutions -- New York (State)
- Indentured servants -- Middle West
- Juvenile detention homes -- New York (State)
- Orphans
- Orphanages
- Orphan trains
- Poverty -- New York (State) -- New York
- Runaway children
- Social service
- New York (N.Y.) -- Social conditions
- Registers (Lists)
- Children's Village (Dobbs Ferry, N.Y.)

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## Using the Collection

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This collection is not a complete set of all the records produced by the NYJA. Information on specific individuals may be very limited or entirely missing. The most complete information is available for children who lived at the asylum between 1880 and 1920. This collection can provide basic biographical information about children in the asylum including parents' names and nativity, local addresses, sibling names and ages, religion, behavior, and general circumstances. Very little of the correspondence about children placed out in the West has survived; the vast majority of information is in official ledgers and does not include personal narratives. The collection does not contain any photographs.

When researching a specific child, first consult the register indexes in boxes [26 \(1858- 1888\)](#), [27 \(1888-1923\)](#), and 39 (1926-1950). Please use the digitized versions of the ledgers for boxes 26 and 27.

These basic indexes are arranged alphabetically by last name, but each segment of the alphabet was filled in chronologically as children arrived at the asylum. If you do not know the year the child was admitted, you must scan the entire section for the desired name. The index will give you the following information: the child's case number, her age at time of admission, the dates she was admitted and discharged, and very brief remarks about how she left the NYJA. Each child received a unique case number upon admittance that was used throughout her stay in the Asylum. This number is very helpful for use in locating further information.

With the information obtained from the register indexes, next consult the appropriate Case Register. These ledgers are arranged chronologically and contain biographical information for

each child. This collection contains Case Registers for the years 1861-1862, 1864-1865, 1878-1886, 1890-1904, and 1906-1923. Locate the correct register and look up the child by the date he was admitted. The Register contains information about why the child was admitted, his parentage, parents' residence, occupation, and social habits, religion, ethnicity, and how and to whom the child was discharged. Children marked as sent to the Children's Aid Society or CSA were sent West through that agency. More information can be found using the Children's Aid Society Records at the New-York Historical Society. The NYJA/CV also maintained a yearly "Asylum Current Register" cataloging the names of all children currently in residence for a specific year. These can be used to confirm when children lived at the NYJA but do not contain further biographical information.

If the child was "placed out" in the West, more information may be available in the Apprenticeship Records. The most extensive apprenticeship records can be found in boxes [61 \(1854-1888\)](#) and [62 \(1888-1906\)](#). These indexes are arranged roughly by date the child was sent West, but they are not in precise chronological order. To find a particular child, you will have to scan the ledgers in the approximate date range for the child's name and case number. The entries in the ledger give information about what happened to the child after she was placed in the West—sometimes children moved from place to place and sometimes they quickly settled down. The numbers in the entries appear to refer to correspondence files that are now missing. Other information can be found elsewhere in the collection. When parents turned a child over to the NYJA, they signed a "Parent Surrender Form." These forms are in ledgers arranged by date and case number. They contain very little information but can reveal if parents were literate or if the child suffered from disability or disease. When parents sought to retrieve their children from the NYJA, they applied and submitted references. These petitions can be found in the "Applications for Discharge" ledgers and are also arranged chronologically and by case number. They give information about parental occupations and social conditions. Social workers also visited parents and guardians at home to assess their ability to care for minors. The observations made in these visits are recorded in the Home Visit Records and give a great deal of information about family life. These records are arranged by date of first visit, but also contain case numbers.

When researching a specific child in this collection, be sure to scan the finding aid for all ledgers dating from the years when the child was institutionalized. There are many types of records for which only a few ledgers survive and these may contain further information about the child.

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## General

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*Commonly Used Abbreviations and Terms*

**Asylum:** New York Juvenile Asylum. Refers to the main institution building located in Washington Heights on 176 th Street between Tenth and Eleventh Avenues and used between 1854 and 1905.

**CAS:** Children's Aid Society. This New York institution was unrelated to the NJYA but also placed Children in the West. Some NYJA children traveled West through the CAS—records of the Children's Aid Society can be found at the New-York Historical Society.

**Cath.:** Catholic

**Col.:** Colored

**Com.:** Committed. Refers to children who were sent to the Asylum by a judge or city agency.

**Company:** Group of children sent West together to be placed with families.

**Cottages:** Refers to the Dobbs Ferry campus used after 1905. (Renamed Children's Village in 1920.)

**H.O.R.:** House of Reception. Downtown receiving house for children found homeless or surrendered by parents located on West Thirteenth Street. Children stayed here before they were sent to the Asylum.

**Int. (or I):** Intemperate. Used to describe parents who were not steadily employed or who were considered immoral--possibly inclined to drink and keep irregular hours.

**No Prop. Guard. (or N.P.G.):** No Proper Guardian. Used to denote children whose parents were missing or unable to care for them.

**Prot.:** Protestant

**S.P.C.C.:** Society for the Prevention of Cruelty to Children

**Sur.:** Surrendered. Refers to children who were voluntarily surrendered to the Asylum by a parent or guardian.

**Temp. (or T):** Temperate. Used to describe parents who were regularly employed and not inclined to drink or keep irregular hours.

**West:** Sent west on an "Orphan Train."

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## Collection Inventory

### Series I: Administrative Records, 1853-1954

#### Scope and Contents

This series contains ledgers pertaining to the overall operation of the New York Juvenile Asylum and Children's Village. The ledgers comprise minutes, correspondence, and financial records. The minutes do not provide a complete record of institutional operation. The correspondence is recorded in copybooks on onionskin and primarily dates to the early twentieth century. The ledger of Admissions, Indentures, and Discharge correspondence contains many original letters interleaved with copies. The financial records also largely consist of copies on onionskin. The Reports of Costs to City and State list the numbers of children housed at the institution each month and were used to collect public funds from the city and state.

Title/Description	Instances	
Minutes--Committees		
Indenturing, 1853-1861	box 1	folder 1
Admissions, Indentures, and Discharges, 1862-1872	box 1	folder 2
Admissions, Indentures, and Discharges, 1889- 1901	box 1	folder 3
Admissions, Indentures, and Discharges, 1920- 1937	box 2	folder 1
Applications, House of Reception, Visiting, 1854- 1863	box 2	folder 2
Visiting, 1864-1871	box 2	folder 3
Visiting, Books, 1897- 1887	box 3	
Supply, 1879-1894	box 2	folder 4
Minutes--Board of Directors		
1905-1918 (volume 4), 1905-1918	box 128	
1918-1925 (volume 5), 1918-1925	box 129	
1925- 1935	box 4	
1936- 1952	box 5	
1953- 1954	box 6	
Correspondence		
Indentures--Outgoing, 1868-1870	box 7	folder 1
Admissions, Indentures, and Discharge, with Invoices-- Incoming and Outgoing,, 1873-1880	box 8	
Indentures--Regarding Schwartz and Billotti, 1898	box 7	folder 2
General, 1897-1903	box 7	folder 3

General, 1903	box 9	
General, 1904- 1908	box 10	
General, 1905 March-May	box 7	folder 4
General, 1905 September-October	box 11	folder 1
General, 1906	box 11	folder 2
General, 1907 April-June	box 12	folder 1
General, 1907 July-October	box 12	folder 2
General, 1908 February-March	box 13	folder 1
General, 1908 March-June	box 13	folder 2
General, 1908 July-September	box 14	folder 1
General, 1911- 1912	box 15	
General, 1914 April-August	box 14	folder 2
General, 1917 June-December	box 16	folder 1
General, 1919 June-November	box 16	folder 2
General, 1920-1921	box 17	folder 1
General, 1921-1922	box 17	folder 2
General, 1922-1923	box 18	folder 1
General, 1923-1924	box 18	folder 2
<b>Financial</b>		
Report of Costs to City and State-- Billing		
1868-1870 (Cover Only), 1868-1870	box 96	folder 4
1872-1876	box 19	folder 1
1895-1898	box 19	folder 2
1898-1899	box 19	folder 3
Children Receiving Private Financial Support, 1894- 1898	box 20	folder 1
Receipts and Payments--"Cash Book", 1941-1944	box 21	

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## Series II: General Operation Records, 1853- 1950

## Scope and Contents

The General Operation Records form the heart of this collection and pertain to the movement of children through the asylum system. Many of these records contain unique case numbers that were assigned to each child.

The Registers of Children list the age and important characteristics of new arrivals at the House of Reception, such as race, religion, language spoken, and name and address of parents. These records reveal that NYJA housed Catholic and Jewish, as well as Protestant children, and admitted African-American and immigrant youth. Most of these registers contain case numbers and information about the eventual fate of the child: if she was sent to the Asylum, home to family, or out West as an apprentice. Some unusual cases are marked with additional notes.

Social workers created Home Visit Records when they visited the families of children living in the Asylum to determine whether those families could provide a fit home for children. These visits were conducted for children living in the Asylum who had families with a known address. These ledgers do not all follow the same format. Some contain an Admission form and Discharge form on facing pages. A social worker filled out the first of these forms when a child was removed from his home. The facing, Discharge, form was filled out when a child returned home, sometimes years later. Where noted, some ledgers contain only Admission or only Discharge forms. In these cases, each individual page was dedicated to a single child and only contains information about the condition of that child's home, either when she was admitted to NJYA, or when she was released to her family. The ledgers provide a wealth of detail about home life and living arrangements among poor and immigrant New Yorkers in the latter half of the nineteenth century.

Parent Surrender Forms were used when parents or family members relinquished control of their children to the institution. These are brief forms and contain little more than children's names and the names and signatures (or marks) of the parents.

Apprentice Records kept track of older children indentured to homes in the West. The records contain information about the lives and experiences of these children and the families who took them in. Indentured children and the families who housed them reported their progress and satisfaction with placement regularly. The NYJA maintained contact with these children until they reached adulthood, and sometimes afterward, if formerly indentured children remained in contact. The Apprentice Records therefore give an excellent overview of the experience of "orphan train" children.

Transfer Slips record where children were sent (usually to the NYJA) after arriving at the House of Reception.

Applications for Discharge were required of all parents and guardians wishing to retrieve their children from the asylum. The forms record how fit the applicants are to care for a child and whether discharge was granted or denied. Most of the children applied for were discharged to their guardians.

Title/Description	Instances
Register of Children (Alphabetical Index with Case Numbers)	box 26
"NYJA Register No. 1", 1858-1888 <a href="#">Digital Object: "NYJA Register No. 1", 1858-1888</a> <u>Conditions Governing Access:</u>	

**Conditions Governing Access**

Use the digitized version linked below. The physical object is closed because it is extremely fragile.

"NYJA Register No. 2", 1885-1923 <a href="#">Digital Object: "NYJA Register No. 2.", 1885-1923</a>	box 27	
<u>Conditions Governing Access:</u> <b>Conditions Governing Access</b>		
Use the digitized version linked below. The physical object is closed because it is extremely fragile.		
"Children's Village Index and Register"--Case Numbers 44827-51300, 1926-1950	box 39	
Case Records, 1853- 1854	box 22	
Case Numbers 28576-37035, 1891-1902	box 24	
Case Registers--House of Reception	box 20	
Case Numbers 5705-6567, 1860	box 20	folder 2
Case Numbers 6568-7367, 1861 January-December	box 20	folder 3
Case Numbers 7368-8323, 1862	box 20	folder 4
Case Numbers 8234-9658, 1863- 1864	box 23	folder 1
Case Numbers 9485-10508, 1864-1865	box 23	folder 2
Case Numbers 10371-12025, 1866	box 23	folder 3
Case Numbers 12021-12947, 1867	box 130	folder 1
Case Numbers 12943-13838, 1868	box 130	folder 2
Case Numbers 13797-15336, 1869-1870	box 130	folder 3
Case Numbers 15337-17035, 1871-1873	box 130	folder 4
Case Numbers 17036-18354, 1874-1875	box 131	folder 1
Case Numbers 18355-19744, 1876-1877	box 131	folder 2
Case Numbers 19745-21467, 1878-1880	box 131	folder 3
Case Numbers 21468-23520, 1881-1883	box 132	folder 1
Case Numbers 23521-25462, 1884-1886	box 132	folder 2
Case Numbers 25463-27543, 1887-1890	box 132	folder 3
Case Numbers 27486-28131, 1890	box 99	
Case Numbers 28132-28745, 1891	box 82	
Case Numbers 28746-29369, 1892	box 100	
Case Numbers 29370-29938, 1893	box 101	

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Case Numbers 29938-30528, 1894	box 102	
Case Numbers 30538-37078, 1895	box 103	
Case Numbers 31079-31741, 1896	box 104	
Case Numbers 31771-32478, 1897 January-September	box 105	
Case Numbers 32479-32686, 1897 September-December	box 106	
Case Numbers 32687-33390, 1898 February-September	box 107	
Case Numbers 33391-33669, 1898 September-December	box 108	
Case Numbers 33670-34574, 1899	box 109	
Case Numbers 34575-35578, 1900	box 110	
Case Numbers 35579-35647, 1900 December	box 111	
Case Numbers 35648-36233, 1901 January-July	box 112	
Case Numbers 36234-36667, 1901 August-December	box 113	
Case Numbers 36668-37264, 1902 January-July	box 114	
Case Numbers 37265-37528, 1902 August-December	box 115	
Case Numbers 37529-37938, 1903 January-July	box 116	
Case Numbers 37939-38172, 1903 August-December	box 117	
Case Numbers 38173-38677, 1904 January-August	box 118	
Case Numbers 39242-39844, 1906-1909	box 119	
Case Numbers 39845-40448, 1909-1911	box 120	
Case Numbers 40449-41050, 1911-1914	box 121	
Case Numbers 41051-41652, 1914-1916	box 122	
Case Numbers 41653-42259, 1916-1918	box 123	
Case Numbers 42260-42863, 1918-1919	box 124	
Case Numbers 42864-43467, 1919-1921	box 125	
Case Numbers 43468-44063, 1921-1923	box 126	
Case Numbers 44064-44337, 1923	box 127	
"Register of Children Sent to the Asylum" (Chronological)	box 25	
Case Numbers 11700s-18100s, 1867- 1875	box 25	folder 1
Case Numbers 18100s-26100s, 1875-1887 (Index without Discharges), 1875-1887	box 25	folder 2
Case Numbers 26130-31734, 1888-1896 (Index without Discharges), 1888-1896	box 25	folder 3

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Case Numbers 31715-40691--"Transfers from House of Refuge to Cottages", 1897-1912	box 25	folder 4
"Girl's Admissions and Discharge Register," 1881-1897 (Alphabetical), 1881-1897	box 25	folder 5
Asylum Current Register (Alphabetical Index with Case Numbers)		
1896- 1898	box 28	
1898- 1901	box 29	
1901- 1903	box 30	
1903- 1905	box 31	
1905- 1910	box 32	
1911- 1914	box 33	
1914- 1918	box 34	
1918- 1920	box 35	
1920- 1924	box 36	
1924- 1925	box 37	
1924-1940	box 38	folder 1
Home Visit Records		
1898- 1901 (Admissions), 1898- 1901	box 38	folder 2
April-June 1898 (Discharges), April-June 1898	box 40	
1898-1901 (Discharges), 1898-1901	box 41	
1898-1899 (Admissions), 1898-1899	box 42	
1901-1902 (Admissions and Discharges), 1901-1902	box 43	
1901-1903 (Discharges), 1901-1903	box 44	
1902-1903 (Admissions and Discharges), 1902-1903	box 45	
1903-1904 (Admissions and Discharges), 1903-1904	box 46	
1904 (Admissions), 1904	box 47	
1903-1905 (Discharges), 1903-1905	box 48	
1904-1905 (Admissions and Discharges), 1904-1905	box 49	
1905-1907 (Admissions and Discharges), 1905-1907	box 50	
1910-1911 (Admissions and Discharges), 1910-1911	box 51	
1910-1912 (Admissions and Discharges), 1910-1912	box 52	
1912-1914 (Admissions and Discharges), 1912-1914	box 53	

1913-1915 (Admissions and discharges), 1913-1915	box 54	
1915-1917 (Admissions), 1915-1917	box 55	
1917-1918 (Admissions and Discharges), 1917-1918	box 56	
1918-1919 (Admissions), 1918-1919	box 57	
<b>Parent Surrender Forms</b>		
1853- 1861	box 58	folder 1
1867-1870	box 58	folder 2
1873-1875	box 59	folder 1
1876-1878	box 59	folder 2
1878-1880	box 59	folder 3
1888-1891	box 60	folder 1
<b>Apprenticeship Records</b>		
Index to Apprentice Register--Alphabetical	box 65	
1862- 1878	box 65	folder 1
1879-1901	box 65	folder 2
1902-1906	box 65	folder 3
circa 1900s	box 136	folder 1
Undated	box 136	folder 2 to 3
<u>Physical Description:</u> (2 volumes)		
Indentures/Case Notes, 1854-1888 (with Case Numbers), 1854-1888	box 61	
<u>Digital Object:</u> <a href="#">Indentures/Case Notes, 1854-1888 (with Case Numbers), 1854-1888</a>		
<u>Conditions Governing Access:</u> <b>Conditions Governing Access</b>		
Use the digitized version linked below. The physical object is closed because it is extremely fragile.		
Indentures/Case Notes, 1888-1906 (with Case Numbers), 1888-1906	box 62	
<u>Digital Object:</u> <a href="#">Indentures/Case Notes, 1888-1906 (with Case Numbers), 1888-1906</a>		
<u>Conditions Governing Access:</u> <b>Conditions Governing Access</b>		
Use the digitized version linked below. The physical object is closed because it is extremely fragile.		
Indentures/Case Notes, 1868-1879		

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	box 60	folder 2
Indentures/Case Notes, 1871-1876 (Arranged by Date and Group), 1871-1876	box 63	
Indentures/Case Notes, 1876-1880 (Arranged by Date and Group), 1876-1880	box 64	
"N. Y. Juvenile Asylum Agents Record," 1862-1868 (with Case Numbers), 1862-1868	box 98	
Record of Employer and Apprentice, 1869- 1870	box 60	folder 3
Transfer Slips--House of Reception	box 65	
Case Numbers 33281-3, 4139 January-June, 1899, 4139 January-June, 1899	box 65	folder 4
Case Numbers 37251-37727, 1902- 1903	box 66	folder 1
Discharges	box 67	
Applications for Discharge, 1862-1863	box 67	
Applications for Discharge, 1864-1865	box 68	
Applications for Discharge, 1865-1867	box 69	
Applications for Discharge, 1867-1869	box 70	
Applications for Discharge, 1869-1870	box 71	
Applications for Discharge, 1871-1873	box 72	
Applications for Discharge, 1873-1875	box 73	
Applications for Discharge, 1875-1877	box 74	
Applications for Discharge, 1877-1879	box 75	
Applications for Discharge, 1879-1881	box 76	
Applications for Discharge, 1881-1883	box 77	
Applications for Discharge, 1883-1885	box 78	
Applications for Discharge, 1885-1887	box 79	
Applications for Discharge, 1887-1889	box 80	
Applications for Discharge, 1889-1894	box 81	
House of Reception Discharges, 1885- 1898	box 66	folder 2
House of Reception Discharges, 1899-1905	box 133	
Discharges, 1928-1938	box 66	folder 3
Discharges, 1939-1946	box 83	folder 1

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**Series III: Daily Logs, 1858-1953****Scope and Contents**

This series contains records of daily activity in the NYJA and Children's Village, including visitor's registers, daily events, runaways, and medical and school records. They offer a fragmented but illuminating glimpse into daily operations at the institution.

Physicians' Certificates certified that children who entered the asylum system were in good physical and mental health and free of infectious diseases. Inspecting doctors could record any health problems that were present. Almost all the children were found to be healthy and given a clean bill of health.

The Doctor's Orders Books and Medical Logs were kept at the Children's Village infirmary. The former records medical treatments prescribed by physicians and the latter lists the complaints of children who visited the nurse each day.

Title/Description	Instances	
Visitors' Logs		
1858- 1900	box 83	folder 2
1901-1905	box 84	folder 1
Daily Log		
1899- 1902	box 84	folder 2
1914-1917	box 84	folder 3
1917-1921	box 133	folder 2
1936-1941	box 133	folder 3
Log of Runaways, 1929-1935	box 85	folder 1
Children's Village "Day Book" (Admissions, Discharges, Enrollment--with Case Numbers)		
1925- 1933	box 86	
1933- 1940	box 87	
1940- 1941	box 88	
Physicians' Certificates		
1886-1887	box 89	
1887- 1888	box 90	
1888- 1889	box 91	
1889- 1890	box 92	
1890- 1891	box 93	
1892- 1893	box 94	
1893- 1894	box 134	
1894- 1895		

box 135

"Doctor's Orders Book"		
1949- 1951	box 85	folder 2
1951-1952	box 85	folder 3
Medical Log		
1951- 1952	box 85	folder 4
Notes on Treatment--Charles Jerome, 1899-1906		
1952-1953	box 95	folder 1
School Records "Roll Books"		
1897- 1898 Volume 1, 1897- 1898	box 95	folder 2
1897-1898 Volume 2, 1897-1898	box 96	folder 1

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## Series IV: Children's Village, 1921-1936

### Scope and Contents

The bulk of this series consists of a 1931 New York University study of Children's Village, along with papers and plans for new buildings on the campus. These documents were produced as part of an initiative to modernize the curriculum to reflect current educational and therapeutic developments. The series also contains published pamphlets and programs reporting on the progress of Children's Village in the early twentieth century

Title/Description	Instances	
"Brief Survey of Children's Village," 1929 <u>Physical Description:</u> (2 Folders)	box 96	folder 2 to 3
Minard, G. C. to Edmund Dwight, 1934 December 6	box 96	folder 5
New York University Studies and Reports	box 97	
"First Semi-Annual Statement Concerning Educational Re-Organization at Children's Village," 1931	box 97	folder 1
"A Little Theatre for Children's Village," Mary Allen Tippet, 1931	box 97	folder 2
"Report on the Francis McMillan School of Carpentry," Hugo J. P. Vitz,, 1931	box 97	folder 3
"Report on the Michael Friedsam School of Masonry," Hugo J. P. Vitz, 1931	box 97	folder 4
"Report on the Willets-Schulte Plumbing School," Hugo J. P. Vitz, 1931	box 97	folder 5

"Report on the Lytelton Deane Electrical School," Hugo J. P. Vitz, 1931	box 97	folder 6
"Prevocational Building Study", 1931	box 97	folder 7
"From Juvenile Asylum to Treatment Center," Peter Carr Sexias, M.A. Thesis,, 1981	box 97	folder 8
"Open Letter from the President to the Members of the Board of Directors", 1926 September 15	box 97	folder 9
"Proceedings of the National Conference of Juvenile Agencies", 1936 September	box 97	folder 10
School of Printing Motto, Undated	box 97	folder 11
"School Program for the Problem Child", 1932	box 97	folder 12
"Second Annual Report", 1932 August 31	box 97	folder 13
"Seventieth Annual Report"--Pamphlet, 1921	box 97	folder 14
"Third Annual Report and Second School Bulletin", 1933	box 97	folder 15
Fundraising Correspondence--Scrapbook, 1929	box 137	

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