

The Children's Society  
Records and Archives Centre



# Catalogue of records relating to Bradstock Lockett Special School, Southport, Lancashire



## **Catalogue of records relating to Bradstock Lockett Special School, Southport, Lancashire**

Bradstock Lockett Special School, Southport, Lancashire, was opened in 1902. It closed in 1968 and the building was then used for Bradstock Lockett Nursery, later Bradstock Lockett Family Centre.

More information about the home can be found on the Hidden Lives Revealed website: <http://www.hiddenlives.org.uk/homes/SOUTH01.html>

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This catalogue lists records held at The Children's Society Records and Archives Centre that relate to Bradstock Lockett Special School, Southport, Lancashire.

There are two parts to the catalogue:

- **TCS/F/02/094** (pages 3-19) – Records that were created and used by the home itself.
  - **TCS/F/07** (pages 20-22) – Records relating to the home that were created and used by the Homes Department as part of its "Green files" series.
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The following records held by The Children's Society Records and Archives Centre also relate to Bradstock Lockett Special School, Southport, Lancashire, but are not listed in this catalogue:

- Case papers for children who stayed at the home can be found in the children's case files (TCS/CF).
  - Records of Bradstock Lockett Nursery and Bradstock Lockett Family Centre can be found in TCS/F/03/09.
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### **A note on the name of The Children's Society:**

The Children's Society has undergone a number of name changes during its lifetime. From its founding in 1881 until 1883, it was known as *The Church of England Central Home for Waifs and Strays*; from 1883 until 1893, it was known as *The Church of England Central Society for Providing Homes for Waifs and Strays*; and from 1893 until 1946, it was known as *The Church of England Incorporated Society for Providing Homes for Waifs and Strays*. Throughout this time, from 1881 until 1946, The Children's Society was commonly called *The Waifs and Strays Society*.

In 1946, it gained the name which is still its legal title, *The Church of England Children's Society*, even though it was renamed *The Children's Society* in 1982.

In order to avoid confusion in this catalogue when referring to The Children's Society and its previous incarnations, *The Children's Society* has been used for all records that date after 1946, and *The Society* has been used for all records that date before 1946.

## How to access the records listed in this catalogue

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### Open records

It is possible to view, in person, any of the records in this catalogue that have their access status listed as open.

These records will be made available, by appointment only, at our Records and Archives Centre in London.

**Please note:** Because we have a limited number of staff, it will not be possible to view records without an appointment. It is preferred that requests reflect bona fide interests or projects.

Appointments can be made by contacting the Records and Archives Centre and outlining the research you wish to undertake. You can contact us using any of the methods below:

- **Email:** archives@childrenssociety.org.uk
  - **Telephone:** +44 (0)20 7232 2966
  - **Post:** Records and Archives Centre, The Children's Society, Edward Rudolf House, Margery Street, London, WC1X 0JL.
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### Closed records

Some of the records in this catalogue may have their access status listed as closed. These records have been closed because they contain personal information relating to living individuals. All closed records have been given a closure date to show when they will be transferred to open access.

In certain circumstances, it may be possible to view closed records before the closure date has passed. Decisions to grant access to closed records will depend on the records themselves and the nature of the research to be undertaken, and so will be made by the archivist on a case-by-case basis. The Children's Society reserves the right not to make certain records available.

Please contact the archivist at the Records and Archives Centre for further information:

- **Email:** archives@childrenssociety.org.uk
- **Telephone:** +44 (0)20 7232 2966
- **Post:** Records and Archives Centre, The Children's Society, Edward Rudolf House, Margery Street, London, WC1X 0JL.

**TCS/F/02/094:**  
**Records of Bradstock Lockett Special School, Southport, Lancashire**

These are records that were created and used by Bradstock Lockett Special School, Southport, Lancashire.

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**[Bradstock Lockett, Southport] Annual reports, 1956**

**TCS/F/02/094/01/01:**  
**[Bradstock Lockett, Southport] Annual report, 1956**

**1956**

Contains a list of staff; lists of members of the Bradstock Lockett Hospital Committee, the Home Sub-Committee and the Finance Sub-Committee; and reports on the work of the home.

The front cover contains a photograph of the exterior of the home.

Extent: 1 item

Access status: Open

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**[Bradstock Lockett, Southport] Minutes of the local Finance Committee,  
1959-1966**

**TCS/F/02/094/02/01:**  
**[Bradstock Lockett, Southport] Minute book of the local Finance Committee**

**1959-1962**

Contains signed minutes.  
Indexed.

Extent: 1 volume

Access status: Closed until 01/01/2049

Contains personal data relating to living individuals.

Access to closed material may be reviewed on request by the archivist.

**TCS/F/02/094/02/02:**  
**[Bradstock Lockett, Southport] Minute book of the local Finance Committee**

**1963-1966**

Contains signed minutes.  
Indexed.

At the front of the volume, there is a list of the members of the committee, 1963.

Extent: 1 volume

Access status: Closed until 01/01/2067

Contains personal data relating to living individuals.

Access to closed material may be reviewed on request by the archivist.

**[Bradstock Lockett, Southport] Correspondence regarding the building and running of the home, 1893-1923**

**TCS/F/02/094/03/01:**

**[Bradstock Lockett, Southport] File of correspondence and documents relating to the building of and later alterations to the home**

**1893-1918**

Contains the following:

- Receipt for the redemption of tithe rentcharge on part of 19 Well Lane [town not stated], paid by the Rock Ferry Home, 1893.
- Copy account showing the approximate cost of building a tradesmen's entrance at the home; account made 1899, copy made 1899.
- Correspondence between The Society, CO Ellison and Son at Liverpool, architects, surveyors and valuers, Southport Town Hall, and G Bradstock Lockett, regarding the building of the home, 1898-1902.
- Estimates from contractors for the building of the home, 1900.
- Elevation of a proposed doorway at the home, drawn by W Stanley Ellison at Liverpool, architect, 1909.
- Estimates from contractors for alterations at the home, 1909.
- Correspondence from Ball and Percival at Southport, auctioneers, valuers and house agents, and GE Gregson and Son at Liverpool, surveyors and valuers, to G Bradstock Lockett, regarding an extension to be built for the home, 1917-1918.

Extent: 1 file

Access status: Open

**TCS/F/02/094/03/02:**

**[Bradstock Lockett, Southport] File of correspondence relating to the lease of land in Southport, Lancashire, for the building of the home**

**1897-1904**

Correspondence between Buck, Dicksons and Cockshott [also called Buck, Cockshott and Cockshott] at Southport, CO Ellison and Son at Liverpool, architects, surveyors and valuers, the Hesketh Estate, and The Society regarding the lease of land at Marshside, Southport, from the Hesketh Estate to The Society and the building of the home on the site.

Extent: 1 file

Access status: Open

**TCS/F/02/094/03/03:**  
**[Bradstock Lockett, Southport] File of correspondence and documents relating to the funding of the home and the lease of land for the home**

**1897-1923**

Contains the following:

- Correspondence between Buck, Dicksons and Cockshott [also called Buck, Cockshott and Cockshott] at Southport, Evans, Lockett and Company at Liverpool, solicitors, Norris and Sons at Liverpool, solicitors, the Hesketh Estate, and The Society, regarding the lease on the land on which the home was built, 1897-1920.
- Letters from executors to The Society regarding legacies left to The Society, 1899.
- Correspondence from Leyland and Bullins at Liverpool, bankers, to The Society regarding The Society's bank accounts, 1900.
- Copy lease of a cottage and garden called the Dingle on Quarry Road, Heswall, from Harriet Lightfoot to Eric Blackwood Wright for five years; lease dated 18 June 1900; copy made early 20th century.
- Correspondence between The Society and Lee and Pembertons at London, solicitors, regarding a mortgage on the home, 1901-1902.
- Correspondence from The Society to the home, regarding the financing of the heating apparatus at the home, 1902.
- A list of money raised for the Heswall and Barnston cot and the Wirral cot in the home, early 20th century.
- Correspondence from GE Holt and Sons at Liverpool, chartered accountants, to The Society, agreeing to act as accountants for the home, 1910.
- Bills to The Society regarding a lease of further land on Marshside Road, Southport, for an extension to the home, 1921-1923.

Extent: 1 file

Access status: Open

**TCS/F/02/094/03/04:**  
**[Bradstock Lockett, Southport] File of correspondence and documents relating to the opening and running of the home**

**1898-1919**

Contains the following:

- Correspondence between The Society and Barnardo's regarding objections to The Society starting a home in Southport, 1898.
- Correspondence between The Society, the home and the Local Government Board, regarding the certification of the home to receive pauper children, 1902.
- Letters from J Forrester Wood, acting as Medical Officer for the home, 1903-1908.
- Correspondence between Edward Rudolf and the Northern Children's Union, 1903-1909.
- Correspondence regarding staffing, articles made by children at the home, potatoes grown in a field belonging to the home, and medical issues including the illness of the home's pony, 1903-1919.
- Accounts for garden fetes and sales, 1904 and 1908.
- Correspondence from S Fletcher regarding staffing numbers at the home, 1905-1906.

Extent: 1 file

Access status: Closed until 01/01/2020

Contains personal data relating to living individuals.

Access to closed material may be reviewed on request by the archivist.

**[Bradstock Lockett, Southport] Head teacher's correspondence, 1966-1967**

**TCS/F/02/094/04/01:**

**[Bradstock Lockett, Southport] File of Headmistress' correspondence**

**1966-1967**

Contains the headmistress' correspondence in chronological order. File 1 contains correspondence dated 1964-1966, and file 2 contains correspondence dated 1966-1967.

The majority of the correspondence is between the home and The Children's Society and includes the following topics:

- management of the home.
- management of staff.
- the care of children at the home.
- the purchase of equipment, furnishings, classroom stock and clothing.
- accounts, the payment of bills and expenses and the funding of the home.
- the supply, insurance and use of a minibus for the home.
- visits by the headmistress to give lectures and attend conferences.
- visits of guests to the school, including Jimmy Saville, disc jockey.
- fire precautions.
- the treatment of woodworm and dry rot at the home.
- an exhibition, 1965.
- Flag Day, 1965.
- the home's Christmas entertainment.
- The Children's Society's May Fair, 1966.
- Charnwood House Nursery for Physically Disabled Children, Woodhouse Eaves, Loughborough, Leicestershire.
- the publication of a magazine about the home.
- the Florence Treloar School for disabled children, near Alton.
- the Brentwood Fund.
- fundraising carried out by the Wharfedale and District Branch of the Royal and Ancient Order of Buffaloes.

Extent: 2 files

Access status: Closed until 01/01/2068

Contains personal data relating to living individuals.

Access to closed material may be reviewed on request by the archivist.

**[Bradstock Lockett, Southport] Plans of the home, [1900?]-1967**

**TCS/F/02/094/05/01:**

**[Bradstock Lockett, Southport] File of plans of the home**

**[1900?]-1967**

Contains the following:

- Copy plan of land adjoining Marshside Road and an occupation road, Southport; plan made early-20th century; copy made early-20th century.
- Plan of the home, showing the drainage on the site, early-20th century.
- Plan of land adjoining Marshside Road and Flyde Road, [Southport], mid-20th century.
- Copy plan of land adjoining an occupation road coming off of Marshside Road, [Southport], with an outline of the home; plan made mid-20th century; copy made mid-20th century.
- Copy plans and elevations of proposed alterations to the laundry and wash-house at the home; plans and elevations made mid-20th century; copy made mid-20th century.
- Copy plans of the home, drawn by Norman Jones, Sons and Rigby at Southport, chartered architects; plans made 1951; copies made c1951.
- Copy plan of land belonging to the home, adjoining Marshside Road and Dock Lane, Southport, drawn by Norman Jones, Sones and Rigby at Southport, chartered architects; plan made 1963; copy made c1963.
- Copy plans of the home, drawn by Norman Jones, Sons and Rigby at Southport, chartered architects, annotated to show a proposed allocation of rooms; plans made 1951; copies and annotations made 1965.
- Copy plans and elevations of a proposed new double garage at the home drawn by Norman Jones, Sons and Rigby at Southport, chartered architects; plans and elevations made 1965; copy made c1965.
- Plans and elevations of a proposed new playroom at the home, drawn by Norman Jones, Sons and Rigby at Southport, chartered architects (the proposed alterations were not adopted); plans and elevations made 1967; copy made c1967.

Extent: 1 file

Access status: Open

**[Bradstock Lockett, Southport] Registers of admissions to the home,  
1901-1968**

The exact use of these registers is unknown, but it appears that these may be registers of children admitted to the home [as opposed to registers of children admitted to the special school].

[In many cases the same children have been registered in both series of admission registers, with the child being given different admission numbers in each series.]

**TCS/F/02/094/06/01/01:  
[Bradstock Lockett, Southport] Admissions register and discharges register  
1901-1948**

At the front of the volume:

Register of children admitted, 1901-1945. For each child, the register gives their name, address, date of admission, a brief description of their disability, and date of discharge.

Before July 1915, the register gives the children's age on admission. From July 1915 onwards, the register gives the children's date of birth. From July 1915 onwards, the register also gives details of the children's guardians, occasionally giving the guardians' names.

In some cases the register gives further information, such as details of where the children were admitted from, where the children were discharged to, and a brief medical history of their time at Bradstock Lockett.

The register of admissions is indexed by children's name at the front of the volume.

At the back of the volume:

Register of children discharged, 1903-1915. For each child, the register gives their name, date of discharge, and a brief description of where they were discharged to.

Extent: 1 volume

Access status: Closed until 01/01/2049

Contains personal data relating to living individuals.

Access to closed material may be reviewed on request by the archivist.

**TCS/F/02/094/06/01/02:  
[Bradstock Lockett, Southport] Admissions register**

**1942-1968**

Register of children admitted, 1942-1968. For each child, the register gives their name, address, date of admission, date of discharge, date of birth, a brief description of their disability, and states if they have living parents.

From July 1948 onwards, the register gives the religion of each child.

In some cases the register gives further information, such as details of where the children were admitted from, recommended length of stay at Bradstock Lockett, where the children were discharged to, and a brief medical history of their time at Bradstock Lockett.

Indexed by children's name at the front of the volume.

At the back of the volume, lists the names of children who suffered from certain infectious diseases while at Bradstock Lockett, 1950-1963.

Extent: 1 volume

Access status: Closed until 01/01/2069

Contains personal data relating to living individuals.

Access to closed material may be reviewed on request by the archivist.

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**[Bradstock Lockett, Southport] Registers of admissions to the special school,  
1949-1968**

The exact use of these registers is unknown, but it appears that these may be registers of children admitted to the special school [as opposed to registers of children admitted to the home].

[In many cases the same children have been registered in both series of admissions registers with the child being given different admission numbers in each series.]

**TCS/F/02/094/06/02/01:  
[Bradstock Lockett, Southport] Admissions register**

**1949-1968**

Register of children admitted, 1949-1968. For each child, the register gives a running admission number, date of admission, their name, sex, a brief description of their disability, address, their religion, date of birth, name of previous school attended, date of discharge, reason for discharge, and states if they are a boarder or a day pupil.

Indexed by name at the front of the volume.

Extent: 1 volume

Access status: Closed until 01/01/2069

Contains personal data relating to living individuals.

Access to closed material may be reviewed on request by the archivist.

**[Bradstock Lockett, Southport] Local case files for children admitted to the home, 1948-1959**

The exact use of these case files is unknown, but it appears that these may be case files for children admitted to the home [as opposed to case files for children admitted to the special school].

[Often case files for the same children can be found both series of case files, with the child having different admission numbers in each series.]

**TCS/F/02/094/07/01/01:**

**[Bradstock Lockett, Southport] Local case files for children with surnames B-H  
1951-1959**

Case files compiled by the home for children with surnames B-H.

Each case file comprises:

- An application form for admission to the home, giving the child's name, date of birth, religion, parents' address, details about the child's disability and medical history, and the advised length of stay in the home.
- Case notes, detailing the child's medical treatment while at the home.

Some case files also include:

- Correspondence regarding the admission and discharge of the child from the home.
- Correspondence regarding the child's health and the care of the child at the home.

Extent: 1 file

Access status: Closed until 01/01/2060

Contains personal data relating to living individuals.

Access to closed material may be reviewed on request by the archivist.

**TCS/F/02/094/07/01/02:**

**[Bradstock Lockett, Southport] Local case files for children with surnames J-P  
1952-1959**

Case files compiled by the home for children with surnames J-P.

Each case file comprises:

- An application form for admission to the home, giving the child's name, date of birth, religion, parents' address, details about the child's disability and medical history, and the advised length of stay in the home.
- Case notes, detailing the child's medical treatment while at the home.

Some case files also include:

- Correspondence regarding the admission and discharge of the child from the home.
- Correspondence regarding the child's health and the care of the child at the home.

Extent: 1 file

Access status: Closed until 01/01/2060

Contains personal data relating to living individuals.

Access to closed material may be reviewed on request by the archivist.

**TCS/F/02/094/07/01/03:**  
**[Bradstock Lockett, Southport] Local case files for children with surnames R-W**  
**1948-1958**

Case files compiled by the home for children with surnames R-W.

Each case file comprises:

- An application form for admission to the home, giving the child's name, date of birth, religion, parents' address, details about the child's disability and medical history, and the advised length of stay in the home.

- Case notes, detailing the child's medical treatment while at the home.

Some case files also include:

- Correspondence regarding the admission and discharge of the child from the home.

- Correspondence regarding the child's health and the care of the child at the home.

Extent: 1 file

Access status: Closed until 01/01/2059

Contains personal data relating to living individuals.

Access to closed material may be reviewed on request by the archivist.

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**[Bradstock Lockett, Southport] Local case files for children admitted to the  
special school, 1948-1965**

The exact use of these case files is unknown, but it appears that these may be case files for children admitted to the special school [as opposed to case files for children admitted to the home].

[Often case files for the same children can be found both series, TCS/F/02/094/07/01 and TCS/F/02/094/07/02, with the child having different admission numbers in each series.]

**TCS/F/02/094/07/02/01:**  
**[Bradstock Lockett, Southport] Local case files for children with surnames A-E**  
**1953-1963**

Case files compiled by the school for children with surnames A-E. Arranged alphabetically.

Each case file comprises an admission card giving the child's name, sex, address, date of birth, name and address of previous school, date of admission to the school, the school's admission number, stating whether the child is a boarder or a day pupil, and giving details of the child's disability.

Some case files also include:

- A case history, giving the child's religion and details about the child's disability.

- Correspondence and reports on the child's progress.

- Correspondence regarding the admission and discharge of the child.

Extent: 1 file

Access status: Closed until 01/01/2064

Contains personal data relating to living individuals.

Access to closed material may be reviewed on request by the archivist.

**TCS/F/02/094/07/02/02:**  
**[Bradstock Lockett, Southport] Local case files for children with surnames F-L**  
**1952-1963**

Case files compiled by the school for children with surnames F-L. Arranged alphabetically.

Each case file comprises an admission card giving the child's name, sex, address, date of birth, name and address of previous school, date of admission to the school, the school's admission number, stating whether the child is a boarder or a day pupil, and giving details of the child's disability.

Some case files also include:

- A case history, giving the child's religion and details about the child's disability.
- Correspondence and reports on the child's progress.
- Correspondence regarding the admission and discharge of the child.

Extent: 1 file

Access status: Closed until 01/01/2064

Contains personal data relating to living individuals.

Access to closed material may be reviewed on request by the archivist.

**TCS/F/02/094/07/02/03:**  
**[Bradstock Lockett, Southport] Local case files for children with surnames M-R**  
**1953-1963**

Case files compiled by the school for children with surnames M-R. Arranged alphabetically.

Each case file comprises an admission card giving the child's name, sex, address, date of birth, name and address of previous school, date of admission to the school, the school's admission number, stating whether the child is a boarder or a day pupil, and giving details of the child's disability.

Some case files also include:

- A case history, giving the child's religion and details about the child's disability.
- Correspondence and reports on the child's progress.
- Correspondence regarding the admission and discharge of the child.

Extent: 1 file

Access status: Closed until 01/01/2064

Contains personal data relating to living individuals.

Access to closed material may be reviewed on request by the archivist.

**TCS/F/02/094/07/02/04:**  
**[Bradstock Lockett, Southport] Local case files for children with surnames S-W**  
**1948-1965**

Case files compiled by the school for children with surnames S-W. Arranged alphabetically.

Each case file comprises an admission card giving the child's name, sex, address, date of birth, name and address of previous school, date of admission to the school, the school's admission number, stating whether the child is a boarder or a day pupil, and giving details of the child's disability.

Some case files also include:

- A case history, giving the child's religion and details about the child's disability.
- Correspondence and reports on the child's progress.
- Correspondence regarding the admission and discharge of the child.

Extent: 1 file

Access status: Closed until 01/01/2066

Contains personal data relating to living individuals.

Access to closed material may be reviewed on request by the archivist.

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**[Bradstock Lockett, Southport] Registers of nursing staff, 1948-1965**

**TCS/F/02/094/08/01:**  
**[Bradstock Lockett, Southport] Nursing staff register**  
**1948-1965**

Register of nurses employed at the home, 1948-1965.

For each nurse the register gives the date they started at the home, their name, age when they started at the home, address, job title, dates of holidays and sick days taken, the date they left the home, and comments about their work.  
Indexed by name.

At the back of the volume, contains a list of student nurses gaining work experience at the home, giving the dates of their stay, their name, address, age, and remarks as to their conduct, 1955-1965. Also contains the results of x-ray screening of members of the nursing staff [possibly for tuberculosis], 1953-1964.

Extent: 1 volume

Access status: Closed until 01/01/2048

Contains personal data relating to living individuals.

Access to closed material may be reviewed on request by the archivist.

**TCS/F/02/094/09:  
[Bradstock Lockett, Southport] School log book**

**1917-1968**

Log book recording significant events and changes at the school.

At the front and back of the volume there are lists of names and addresses of teachers at the school.

The covering dates for this register span the life of the special school so it is likely that this is the only log book for the school.

Extent: 1 volume

Access status: Closed until 01/01/2069

Contains personal data relating to living individuals.

Access to closed material may be reviewed on request by the archivist.

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**[Bradstock Lockett, Southport] Registers of punishments, 1901-1923**

**TCS/F/02/094/10/01:  
[Bradstock Lockett, Southport] Register of punishments**

**1901-1923**

Register of punishments given to children at the home.

For each incident the register gives the date the punishment was given, the name of the child punished, a brief account of why they were punished, and a description of the punishment given.

Extent: 1 volume

Access status: Closed until 01/01/2024

Contains personal data relating to living individuals.

Access to closed material may be reviewed on request by the archivist.

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**[Bradstock Lockett, Southport] Medical report books, 1964-1968**

**TCS/F/02/094/11/01:  
[Bradstock Lockett, Southport] Medical report book**

**Jan 1964-Oct 1964**

Diary recording the health of each of the children in the home each day.

Extent: 1 volume

Access status: Closed until 01/01/2065

Contains personal data relating to living individuals.

Access to closed material may be reviewed on request by the archivist.

**TCS/F/02/094/11/02:  
[Bradstock Lockett, Southport] Medical report book**

**Jul 1965-Mar 1966**

Diary recording the health of each of the children in the home each day.

Extent: 1 volume

Access status: Closed until 01/01/2067

Contains personal data relating to living individuals.

Access to closed material may be reviewed on request by the archivist.

**TCS/F/02/094/11/03:**

**[Bradstock Lockett, Southport] Medical report book**

**Mar 1966-Dec 1966**

Diary recording the health of each of the children in the home each day.

Extent: 1 volume

Access status: Closed until 01/01/2067

Contains personal data relating to living individuals.

Access to closed material may be reviewed on request by the archivist.

**TCS/F/02/094/11/04:**

**[Bradstock Lockett, Southport] Medical report book**

**Dec 1966-Sep 1967**

Diary recording the health of each of the children in the home each day.

Extent: 1 volume

Access status: Closed until 01/01/2068

Contains personal data relating to living individuals.

Access to closed material may be reviewed on request by the archivist.

**TCS/F/02/094/11/05:**

**[Bradstock Lockett, Southport] Medical report book**

**Sep 1967-Jun 1968**

Diary recording the health of each of the children in the home each day.

Extent: 1 volume

Access status: Closed until 01/01/2069

Contains personal data relating to living individuals.

Access to closed material may be reviewed on request by the archivist.

**TCS/F/02/094/11/06:**

**[Bradstock Lockett, Southport] Medical report book**

**Jul 1968**

Diary recording the health of each of the children in the home each day.

Extent: 1 volume

Access status: Closed until 01/01/2069

Contains personal data relating to living individuals.

Access to closed material may be reviewed on request by the archivist.

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**[Bradstock Lockett, Southport] Staff salaries books, 1966-1968**

**TCS/F/02/094/12/01:**

**[Bradstock Lockett, Southport] Staff salaries book**

**1966-1968**

For each week, the book records hours worked and the salary, tax and national insurance to be paid for each member of staff.

At the front of the volume is a note stating the rates of sick benefit pay, and at the back of the volume is a check list of the procedure for making and recording salary payments.

Extent: 1 volume

Access status: Closed until 01/01/2054

Contains personal data relating to living individuals.

Access to closed material may be reviewed on request by the archivist.

**[Bradstock Lockett, Southport] Nurses' salaries books, 1961-1968**

**TCS/F/02/094/13/01:**

**[Bradstock Lockett, Southport] Nurses' salaries book**

**1961-1968**

For each month, the book records the salary, tax and national insurance paid for each nurse.

Extent: 1 volume

Access status: Closed until 01/01/2054

Contains personal data relating to living individuals.

Access to closed material may be reviewed on request by the archivist.

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**[Bradstock Lockett, Southport] Petty cash books, 1965-1968**

**TCS/F/02/094/14/01:**

**[Bradstock Lockett, Southport] Petty cash book**

**1965-1968**

Extent: 1 volume

Access status: Open

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**[Bradstock Lockett, Southport] Inventory books, 1955-1968**

**TCS/F/02/094/15/01:**

**[Bradstock Lockett, Southport] Inventory book**

**1955-1968**

At the front of the volume, gives annual numbers of the bedsheets, towels, and other types of linen present in the home, 1955-1966.

At the back of the volume, gives annual numbers of the furniture, equipment and other moveables present in the home, 1957-1968.

Extent: 1 volume

Access status: Open

**TCS/F/02/094/15/02:**

**[Bradstock Lockett, Southport] Inventory book**

**Jun 1965**

Gives numbers of the furniture and furnishings present in the home.

Extent: 1 volume

Access status: Open

**[Bradstock Lockett, Southport] School attendance summary registers,  
1953-1964**

**TCS/F/02/094/16/01:  
[Bradstock Lockett, Southport] School attendance summary register  
1953-1963**

Gives the total numbers of children attending lessons each week and each term, 1960-1963.

Also contains returns to the Ministry of Education, stating the numbers and ages of the children present in each class on the second Friday of the spring term, in the years 1953-1955, 1962-1963.

Extent: 1 volume

Access status: Open

**TCS/F/02/094/16/02:  
[Bradstock Lockett, Southport] School attendance summary register  
1963-1964**

Gives the total numbers of children attending lessons each week and each term, 1963-1964.

Also contains a return to the Ministry of Education, stating the numbers and ages of the children present in each class on the second Friday of the spring term, in the years 1964.

Extent: 1 volume

Access status: Open

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**[Bradstock Lockett, Southport] School attendance registers, 1964-1968**

**TCS/F/02/094/17/01:  
[Bradstock Lockett, Southport] School attendance register for Class I, Infant  
and Junior Department  
1964-1965**

Register of the school attendance of children in the class.

Gives the Bradstock Lockett admission number plus the date of birth for each child in the class, as well as noting the child's attendance at morning and afternoon lessons.

At the back of the volume, gives the address of each child.

Extent: 1 volume

Access status: Closed until 01/01/2060

Contains personal data relating to living individuals.

Access to closed material may be reviewed on request by the archivist.

**TCS/F/02/094/17/02:  
[Bradstock Lockett, Southport] School attendance register for Class II, Junior  
Department**

**1964-1965**

Register of the school attendance of children in the class.

Gives the Bradstock Lockett admission number plus the date of birth for each child in the class, as well as noting the child's attendance at morning and afternoon lessons.

At the back of the volume, gives the address of each child.

Extent: 1 volume

Access status: Closed until 01/01/2059

Contains personal data relating to living individuals.

Access to closed material may be reviewed on request by the archivist.

**TCS/F/02/094/17/03:  
[Bradstock Lockett, Southport] School attendance register for Class III, Infant  
and Junior Department**

**1964-1965**

Register of the school attendance of children in the class.

Gives the Bradstock Lockett admission number plus the date of birth for each child in the class, as well as noting the child's attendance at morning and afternoon lessons.

At the back of the volume, gives the address of each child.

Extent: 1 volume

Access status: Closed until 01/01/2058

Contains personal data relating to living individuals.

Access to closed material may be reviewed on request by the archivist.

**TCS/F/02/094/17/04:  
[Bradstock Lockett, Southport] School attendance register**

**1965-1966**

Register of the attendance of children in the school.

Gives the Bradstock Lockett admission number for each child as well as noting the child's attendance at morning and afternoon lessons.

At the back of the volume, gives the Bradstock Lockett admission number, name, date of birth, and address of each child.

Extent: 1 volume

Access status: Closed until 01/01/2061

Contains personal data relating to living individuals.

Access to closed material may be reviewed on request by the archivist.

**TCS/F/02/094/17/05:  
[Bradstock Lockett, Southport] School attendance register**

**1966-1967**

Register of the attendance of children in the school.

Gives the child's name, and notes their attendance at morning and afternoon lessons.

Extent: 1 volume

Access status: Closed until 01/01/2068

Contains personal data relating to living individuals.

Access to closed material may be reviewed on request by the archivist.

**TCS/F/02/094/17/06:  
[Bradstock Lockett, Southport] School attendance register**

**1967-1968**

Register of the attendance of children in the school.

Gives the Bradstock Lockett admission number for each child as well as noting the child's attendance at morning and afternoon lessons.

At the back of the volume, gives the Bradstock Lockett admission number, name, date of birth, and address of each child.

Extent: 1 volume

Access status: Closed until 01/01/2063

Contains personal data relating to living individuals.

Access to closed material may be reviewed on request by the archivist.

**TCS/F/02/094/17/07:  
[Bradstock Lockett, Southport] School attendance register**

**[1968]**

Register of the attendance of children in the school.

Gives the Bradstock Lockett admission number for each child as well as noting the child's attendance at morning and afternoon lessons.

At the back of the volume, gives the Bradstock Lockett admission number, name, date of birth, and address of each child.

Extent: 1 volume

Access status: Closed until 01/01/2063

Contains personal data relating to living individuals.

Access to closed material may be reviewed on request by the archivist.

**TCS/F/07:**  
**Head office home management files: "Green files"**

The "Green files" are a series of files compiled by the Homes Department relating to individual children's homes. Listed below are the files from this series that relate to Bradstock Lockett Special School, Southport, Lancashire.

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**TCS/F/07/96:**  
**File of correspondence and documents relating to the opening, running, and closing of Bradstock Lockett Special School, Southport, Lancashire, with additional correspondence relating to the adoption of a child from Bradstock Lockett Nursery, Southport**

**1897-1969**

Contains the following:

- Letter from the agent of the Hesketh Estate to CO Ellison and Son at Liverpool, architects, regarding a lease of land for the site of Bradstock Lockett home, 5 November 1897.
- Copy contract between the Duxfield Brothers at Southport and The Society, for the building of the Bradstock Lockett home; contract dated 3 January 1899, copy made 1899.
- Drawings of different types of building decoration from W Melling at Southport, machinist and smith, c1899.
- Copy letter from G Bradstock Lockett to Edward Rudolf regarding the raising of money for the opening of the Bradstock Lockett home; letter dated 27 November 1901, copy made 1901.
- Letter from [Rate A Barrett?] to GW Norris, regarding the preparations for the opening of the Bradstock Lockett home, 15 July 1902.
- Account from W Stanley Ellison, architect, giving the cost of the building of the Bradstock Lockett home, 25 November 1902.
- Copy article from 'Our Waifs and Strays' magazine, 1902, on the opening of the Bradstock Lockett home, copy made mid-20th century.
- Letter from W Stanley Ellison at Liverpool, architect, to George W Norris, regarding alterations to be made to the Bradstock Lockett home, 1909.
- Correspondence, dated 1917-1918, 1921-1924, from the Medical Department of the Board of Education to Bradstock Lockett Special School, regarding the certification of the school under the Elementary Education (Defective and Epileptic Children) Act 1899 and the Education Act 1921.
- Completed form from the Board of Education, notifying them of the appointment of a new teacher at Bradstock Lockett Special School, 1922.
- Copy advert for a Morris Bristol Mini-Coach from the Bristol Motor Company Ltd; advert dated c1960s, copy made mid-20th century.
- Printed constitution of Bradstock Lockett Special School, 1963.
- Copy agreement between Bradstock Lockett Special School and T Wall and Sons (Ice Cream) Ltd, regarding the supply of ice cream to the school; agreement dated 1965, copy made 1965.
- Correspondence between Bradstock Lockett Special School and the Education Department of the County Borough of Bootle regarding the provision of clothing, 1967.
- Memoranda from The Children's Society regarding the usage of cars and the registering of petty cash, 1968.

The Children's Society Records and Archives Centre  
TCS/F/07 – Head office home management files (Green files) relating to Bradstock Lockett Special School, Southport, Lancashire

- Correspondence between Bradstock Lockett Special School and Churchtown Congregational Youth Fellowship, regarding a request for someone to give a talk to the Fellowship on the teaching of handicapped children, 1968.
- Brief reports, sent from Bradstock Lockett Special School to parents and guardians, on the progress of the children in the school, 1968.
- Correspondence between Bradstock Lockett Special School and an applicant seeking an unqualified teaching post at the school, 16 August 1968.
- Correspondence between The Children's Society and Bradstock Lockett Special School regarding the closing of the school and the opening of Bradstock Lockett Nursery, 1968.
- List of staff at Bradstock Lockett Special School, giving their name, age, the date they started working for The Children's Society, job title, salary, and average number of hours worked per week, c1968.
- Letter from a member of staff at Bradstock Lockett Special School tendering their resignation, 1968.
- Notes and inventories regarding the disposal of furniture, equipment and books, c1968.
- Timetable for the opening of Bradstock Lockett Nursery, with a list of plumbing work to be carried out, 1968.
- Correspondence between Bradstock Lockett Nursery, The Children's Society and the adoptive parents, plus forms and paperwork, relating to the adoption of a child from the nursery, 1968-1969.

Extent: 1 file

Access status: Closed until 01/01/2070

Contains personal data relating to living individuals.

Access to closed material may be reviewed on request by the archivist.

**TCS/F/07/97:**

**File of correspondence and documents relating to certain children at Bradstock Lockett Special School, Southport, Lancashire**

**1958-1968**

Correspondence, forms and paperwork relating to the admission of certain children to the home, and case notes documenting their medical history while at the home.

Extent: 1 file

Access status: Closed until 01/01/2069

Contains personal data relating to living individuals.

Access to closed material may be reviewed on request by the archivist.

**TCS/F/07/98:**

**Progress reports for certain children at Bradstock Lockett Special School, Southport, Lancashire**

**1960-1967**

Contains progress reports on speech therapy, reading and arithmetic for certain children in the home.

Extent: 1 file

Access status: Closed until 01/01/2068

Contains personal data relating to living individuals.

Access to closed material may be reviewed on request by the archivist.

**TCS/F/07/99:**

**File of correspondence and documents relating to the running and closure of  
Bradstock Lockett Special School, Southport, Lancashire, with additional  
blood test report for a child from Bradstock Lockett Nursery, Southport**

**1967-1969**

Contains the following:

- A file of documents to be considered at a meeting of Bradstock Lockett home's board of managers, 16 October 1967, including: an agenda; a list of staff at Bradstock Lockett home; a list of children at Bradstock Lockett home, giving their name, date of birth, and the name of their local education authority; and correspondence between Bradstock Lockett home and Local Education Authorities regarding the future care of certain children after the closure of Bradstock Lockett home.
- A file of correspondence regarding the running and the closure of Bradstock Lockett home, including: correspondence between Bradstock Lockett home, The Children's Society, Billinghamursts, solicitors for The Children's Society, and Southport Corporation, regarding the lighting of a proposed football pitch next to Bradstock Lockett home, 1967; a clearance certificate for Bradstock Lockett home from the Southport Fire Brigade and Ambulance Service, with a covering letter from The Children's Society to Bradstock Lockett home, 1967; correspondence between Bradstock Lockett home and The Children's Society regarding an unwanted visitor at Bradstock Lockett home, 1965-1968; correspondence between Bradstock Lockett home, The Children's Society, and the Overseas Families and Friends Association, regarding the closure of Bradstock Lockett home and the moving of equipment and furniture, 1968. Also includes a blood test report for a child at Bradstock Lockett nursery, 1969.
- Correspondence between Bradstock Lockett home, The Children's Society, certain members of staff at Bradstock Lockett home, Local Education Authorities, children's parents, and the Children's Hospital at Sheffield, regarding the closure of Bradstock Lockett home and the future care of the children, 1968.

Extent: 1 file

Access status: Closed until 01/01/2070

Contains personal data relating to living individuals.

Access to closed material may be reviewed on request by the archivist.