



# *New York State Archives*

## **Albion State Training School Office of the Warden Correspondence, Memorandums, and Subject Files B1283**

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## Overview of the Records

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<b>Repository:</b>	New York State Archives
<b>Summary:</b>	This series consists primarily of correspondence, memoranda, reports, and clippings from the files of Albion's warden relating to the administration of the institution. Much of the material consists of memoranda about new legislation, policies and procedures affecting Albion. Subjects include hiring, dismissal, job performance, training, and explanation of new policies and procedures. Also included are daily lists of inmates transferred to Bedford Hills when Albion was closed in 1971.
<b>Creator:</b>	Albion State Training School (Albion, N.Y.). Office of the Warden
<b>Title:</b>	Albion State Training School Office of the Warden correspondence, memorandums, and subject files
<b>Quantity:</b>	2 cubic feet
<b>Inclusive Date:</b>	1957-1971
<b>Series:</b>	B1283

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## Arrangement

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Alphabetical by subject.

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## Scope and Content Note

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This series consists of records from the files of Albion's warden dating from approximately 1957 to 1971. The records relate to various topics in the administration of the institution and consist principally of correspondence, memoranda, reports, and clippings. Much of the material consists of memoranda from the Department of Correction to the warden relating to new legislation, policies, and procedures affecting Albion. Much of the material relates to Albion staff such as hiring, dismissal, job performance, training, and explanation of new policies and procedures.

The records include memoranda and announcements regarding changes in programs affecting inmates. Also included are daily lists of inmates transferred to Bedford Hills when Albion was closed in 1971. There is a large quantity of clippings from local newspapers pertaining to programs and changes at Albion, particularly relating to the 1971 closing.

There is also a large quantity of correspondence from the Department of Mental Hygiene pertaining to the Department's personnel and their work at Albion. Included are monthly reports of the institution's psychiatrist and psychological services listing number of hours worked by the staff and number of inmates tested and interviewed during the month. Included are some psychiatric and psychological reports on individual inmates.

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## Use of Records

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### Access Restrictions

Restricted to protect personal privacy. Access may be permitted under certain conditions upon application to and approval by the State Archives.

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## Administrative Information

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### Custodial History

Originally accessioned as part of old collection #520, accession -446.

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## Access Terms

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- Prison administration--New York (State)
- Correctional institutions--New York (State)
- Orleans County (N.Y.)
- Albion (N.Y.)
- Administering prisons
- Women prisoners--New York (State)
- New York (State)
- Clippings (information artifacts)

- Reformatories for women--New York (State)
- Reports
- Prisoners--Mental health services--New York (State)
- Prison psychologists--New York (State)
- Female offenders--New York (State)
- Prison wardens--New York (State)
- Memorandums
- Western Reformatory for Women
- New York (State). Department of Correctional Services
- Albion Correctional Facility
- New York (State). Department of Mental Hygiene
- Western Correctional Facility
- New York (State). Department of Correction