



New York State Archives

**Syracuse State School Logbooks of Packages, Letters, and
Christmas Gifts Sent to Patients B1648**

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Overview of the Records

Repository:	New York State Archives
Summary:	This series consists of logbooks recording receipt of packages and letters and Christmas gifts sent to Syracuse State School patients. Log entries include receipt date; recipient name; name and address of sender. Sometimes there is a note that the package remained "unopened." Volumes listing letters sent to patients show date received; recipient and sender name; and sometimes sender's relationship to patient. Volumes listing Christmas gifts typically show date, recipient, gift item(s); and sometimes sender's name and address. Records are restricted.
Creator:	Syracuse State School
Title:	Syracuse State School logbooks of packages, letters, and Christmas gifts sent to patients
Quantity:	1 cubic foot
Quantity:	(34 volumes)
Inclusive Date:	1925-1970
Bulk Date:	1925-1941
Series:	B1648

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Arrangement

Arranged by type of record (packages, letters, or gifts), and therein roughly chronological.

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Scope and Content Note

The series consists of logbooks that record the receipt of packages (19 volumes, 1927-1941), letters (2 volumes, 1932-1939), and Christmas gifts (13 volumes, 1925-1940, 1958-1970) by patients of the Syracuse State School.

Volumes listing packages sent to patients show the date of receipt, name of recipient, name and address of sender (with a penciled checkmark that may denote delivery of the package to the patient). There is typically no mention of the contents of the package (only very occasionally), and sometimes there is a note that the package remained "unopened."

Volumes listing letters sent to patients show the date the letter was received, name of recipient, and the name of sender, sometimes including (or abbreviated as) the relationship of the sender to the patient (e.g., mother, sister, cousin). There is no disclosure of contents.

Volumes listing Christmas gifts sent to patients typically show the date, name of recipient, and the gift item(s). The volume for 1958-1970 also shows name and address of the gift giver.

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Use of Records

Access Restrictions

Restricted in accordance with Mental Hygiene Law, Section 33.13, relating to confidentiality of clinical records. Access is permitted under certain conditions upon approval by the Office for People with Developmental Disabilities.

Access Terms

- Logs (records)
- Children with mental disabilities--Care--New York (State)
- Monitoring intellectually disabled students
- Receipting
- Intellectual disability facilities patients
- Syracuse (N.Y.)
- New York (State)
- People with mental disabilities--Institutional care--New York (State)
- Lists (document genres)
- New York (State). Office of Mental Retardation and Developmental Disabilities
- Syracuse Developmental Center
- New York (State). Department of Mental Hygiene