

U. S. DEPARTMENT OF LABOR

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JUVENILE COURT STATISTICS

A TENTATIVE PLAN FOR UNIFORM
REPORTING OF STATISTICS OF
DELINQUENCY, DEPENDENCY, AND
NEGLECT



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U. S. DEPARTMENT OF LABOR
CHILDREN'S BUREAU
CHILD ABUSE CASES

JUVENILE COURT STATISTICS

A TENTATIVE PLAN FOR THE
REPORTING OF STATISTICS BY
JUVENILE COURT OFFICIALS AND
AGENTS

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JUVENILE COURT STATISTICS

PURPOSE OF JUVENILE COURT STATISTICS

Juvenile court judges, probation officers, and others concerned with delinquency and dependency are without adequate statistical information indicating the extent and nature of these problems. Federal statistics of births and deaths are available to the public-health worker, and of manufacture, trade, and agriculture to the business man and the farmer, but no plan has yet been developed for the collection on a national scale of statistics of dependency and delinquency.

The United States Bureau of the Census at intervals of approximately 10 years publishes statistics of dependent children and adults under the care of institutions and agencies, of juvenile delinquents in institutions, and of adult prisoners; but lack of uniformity in the records of the organizations which furnish the information and reliance upon correspondence as a means of obtaining information because of limited funds make the statistics, particularly those relating to dependency, only roughly indicative of volume and trends. No attempt is made by the Bureau of the Census to obtain statistics concerning juvenile delinquents dealt with by the courts in other ways than by commitment to institutions.

The Juvenile-Court Standards drafted by a committee appointed by the Children's Bureau and adopted by a conference held under the joint auspices of the Children's Bureau and the National Probation Association contain the following recommendations:

The court should compile annually statistical information which will show the problems dealt with and the results.

In order that it may be possible to compile information covering a period of years and to compare the work of one court with that of others, it is essential that uniform terminology and methods of statistical tabulation and presentation of fundamental items be agreed upon. By this means only can significant social data concerning the prevention and treatment of juvenile delinquency and neglect be obtained.¹

Community programs for the safeguarding of children and young people could be planned much more intelligently and economically if it were possible to compare the delinquency rates in large cities, small towns, and rural areas; in communities with good school attendance and child labor laws well enforced and in communities with poor laws, badly administered; in communities with well-organized and those with poorly organized facilities for recreation; in communities where laws for the protection of children and young people are effectively administered and in communities where they are seldom enforced; in communities where family distress is promptly

¹ Juvenile-Court Standards; report of the committee appointed by the Children's Bureau, August, 1921, to formulate juvenile-court standards, adopted by a conference held under the auspices of the Children's Bureau and the National Probation Association, Washington, D. C., May 18, 1923, p. 10. U. S. Children's Bureau Publication No. 121. Washington, 1923.

and adequately dealt with and in those where the reverse is true; in communities where the juvenile court is adequately staffed and equipped and in communities where the staff is poorly paid, overworked, and without resources for scientific study and treatment of the children.

Juvenile-court statistics of delinquency are an index of the volume of delinquency cases in any given area that are considered sufficiently serious to require official or unofficial court action; they can never reflect the entire delinquency problem, since many difficult children are dealt with by individuals and agencies without recourse to the court. Nevertheless, changes in the juvenile-court delinquency rate from year to year in the United States as a whole and in different sections of the country would be a valuable index of social conditions and of the results of child-welfare activities.

Statistics of dependency and neglect as dealt with by juvenile courts require careful analysis because in some States dependent children are received by public departments direct from parents or guardians without court commitment, whereas in other States all dependent children aided by the public must be committed through the juvenile court. However, such statistics would be of value and could be interpreted in the light of variations in State laws and in the amount of private provision for dependent children.

In 1914 Flexner and Baldwin, in their book on juvenile courts and probation, the report of a special committee of the National Probation Association called attention to the fact that "as yet there is no statistical material from juvenile courts that affords a basis for definite, well-founded comparisons between different courts and different communities." A nation-wide survey of courts hearing children's cases in the year 1918 made by the Children's Bureau through the questionnaire method revealed the chaotic condition of juvenile-court statistics and the impossibility of obtaining comparable data even for the courts within a single State, not to mention the country as a whole. A later study of 10 courts in large cities made by the Children's Bureau showed that, except for a few of the most obvious items, there was no general agreement as to the unit of tabulation or the classifications to be used in statistical presentation. It was, therefore, impossible to make any but the most general use of the statistical material available.²

Since 1922 the National Probation Association has had a committee on records and statistics which has been devising record forms and has made three reports at annual meetings of the association. In 1923 this committee formulated the following statement of the purposes of juvenile and other social court statistics:

1. To furnish an index of the general nature and extent of the problems which are brought before the court officially and unofficially.
2. To show the extent and kinds of service given by the court in such a way that significant trends in methods of treatment and important facts with reference to scope and volume of work may be brought out.
3. To point out significant factors which contribute to the causation of problems that come before the court in such a way as to throw light on possibilities of correction and prevention.

² Flexner, Bernard, and Roger N. Baldwin: *Juvenile Courts and Probation*, p. 173 (New York, The Century Co., 1914); *Courts in the United States Hearing Children's Cases; results of a questionnaire study covering the year 1918*, by Evelina Belden, p. 59 (U. S. Children's Bureau Publication No. 65, Washington, 1920); *Juvenile Courts at Work, a study of the organization and methods of 10 courts*, by Katharine F. Lenroot and Emma O. Lundberg, p. 213 (U. S. Children's Bureau Publication No. 141, Washington, 1925)

4. To show the extent to which service given by the court has been effective in correcting social problems, according to some definite measure of success or failure, to the end that possibilities and limitations of methods may be revealed and necessary changes or reinforcements indicated.

The committee pointed out that the information comprised under 1 and 2 constitutes a minimum that should be gathered by all courts on a uniform basis and cast in such form that it may be comparable from year to year for the same court, for different areas, and for the country at large. Studies bearing upon points 3 and 4 involve the keeping of adequate case records and can be undertaken with profit only when facilities for research are available.³

In 1925, after a year's study, the committee completed a set of standard blanks for the use of probation officers handling juvenile cases. The blanks consist of a face sheet, a child's history sheet, a family investigation sheet, and a record of supervision. They are designed to cover the complete record of a child's case from the date of the first complaint to the end of the probationary supervision.

An increasing number of States are vesting in some central body advisory or supervisory powers with reference to juvenile courts and probation. About a third of the States have made some provision for assistance by State departments in the development of juvenile-court work. State agencies having authority to require reports are in a position to contribute greatly to the movement for obtaining better juvenile-court statistics and a more adequate evaluation of the work being done. A State agency can obtain a far greater degree of uniformity and accuracy within a State than now exists by advising in the planning of record systems and record forms, devising the best methods for the current entry of statistical material on tally sheets or on cards, assisting in the formulation of definitions and classifications, and checking the accuracy of the statistical returns. Moreover, through exchange of information with agencies of other States and with national agencies, uniformity on a nation-wide scale, in a measure at least, may be obtained.

The juvenile court is a public institution expending each year large sums of money and dealing with vital social problems. It has a history of more than 25 years, and it now should be in a position through adequate statistical and case records to conserve the lessons of experience and to measure the results accomplished. Public interest requires at least that minimum amount of stock taking which will show for the States and for the United States the volume of juvenile delinquency and dependency dealt with by courts and the methods of treatment employed. This requires agreement as to the unit of measurement, generally accepted definitions of the terms used, the compilation of statistical material by competent persons, and the services of central coordinating agencies (State and national) which can promote uniformity and efficiency in statistical processes, exercise leadership in the development of definitions and classifications, and assemble, interpret, and publish statistical material from the different courts.

³ Ellis, Mabel Brown: "Probation and the prevention of delinquency." Report of the Committee on Records and Statistics. Proceedings of the National Probation Association, 1923, pp. 112, 113. New York, 1924.

CHARACTERISTICS OF ADEQUATE STATISTICS AND METHODS BY WHICH THEY MAY BE OBTAINED

If juvenile-court statistics are to be comparable as between courts and over a period of years, general agreement must be had on the following points: (1) Cases included, (2) time period covered, (3) facts presented, and (4) definitions of terms used. Differences that can not be eliminated because of differences in jurisdiction and legal definition should be allowed for in interpreting the figures; to make this possible, the statistics of each court should be accompanied by statements of age jurisdiction, legal definitions of such terms as "delinquent child" and "dependent child," and statement of policy with reference to elimination of trivial complaints and unofficial adjustment of cases.

Adequate statistics rest upon the completeness and accuracy of court records and the preparation of statistics by persons who have had some statistical training or experience. Consulting statistical service of a more specialized character should be available in State departments, if possible, and nation-wide agencies could be helpful also.⁴

Consideration of the present condition of juvenile-court statistics suggests two principal methods by which they may be improved: (1) The fundamental method of education in better record keeping and in the importance of trained service; and (2) the development of concrete plans of tabulation and presentation of statistical material. Both methods are important; each will be assisted materially by the progress of the other. The committee of the National Probation Association is working on improvement of record forms and record keeping. The Children's Bureau here presents a plan for obtaining statistical material through the cooperation of courts and State departments with the bureau. Probably a relatively small number of courts will be in a position at first to assist in the development of this plan, but it is hoped that eventually it may extend to the courts of the entire country, just as the birth-registration area, which in the first year of its establishment (1915) comprised only 10 States, is steadily expanding and now (1926) includes 33 States, representing 76 per cent of the population of the United States.

PROPOSED PLAN FOR OBTAINING UNIFORM STATISTICS

TYPES OF CASE INCLUDED

The plan will be limited, at least in the beginning, to obtaining statistics of delinquency, dependency, and neglect except that a simple statement of total numbers of other cases disposed of will be obtained if possible from each cooperating court. All juvenile courts have jurisdiction over delinquency and neglect, and most of them over dependency. The legal definitions of dependency and neglect overlap to such an extent that for most statistical purposes it is desirable to consider them as forming one class. In most States the juvenile court has jurisdiction over contributing to the delinquency or dependency of children, but jurisdiction over other classes of cases, such as mother's aid, offenses against children, and

⁴ *Ibid.*, pp. 125-129.

failure to provide for the support of children, varies greatly from State to State; and though the inclusion of such cases in a statement of the work of any court is essential, an attempt to compile information concerning them on a national scale has not been deemed practicable at the present time.

BASIS OF PLAN

The basis of the plan is a statistical card to be filled out by each court cooperating with the Children's Bureau for each case of delinquency, dependency, or neglect disposed of during a calendar year and for each case of a delinquent, dependent, or neglected child discharged from probation or supervision during the year. It is recognized that from some points of view it would be desirable to base the statistics on cases referred rather than on those disposed of during the year; however, the importance of presenting complete information regarding methods of disposing of cases and the convenience of entering statistical data only at the time a case is disposed of, when complete information is available, have influenced the Children's Bureau to decide upon cases disposed of as the unit for tabulation.

The bureau will furnish cooperating courts with blank cards and with addressed envelopes requiring no postage for use in mailing the cards to the bureau. Courts will be asked to send to the bureau once a year, as soon after January 1 as possible, the cards covering cases disposed of during the calendar year just completed. The bureau will be glad to make arrangements to have the cards sent in at more frequent intervals if any of the courts prefer that plan.

From these cards the bureau will compile annually the tables outlined in this bulletin. The tables will be made out for each cooperating court, and copies will be sent to the courts so that they may be used in their own annual reports, if desired. If sufficient material is received, the bureau will publish each year a report summarizing, comparing, and interpreting the material sent in by the different courts. It is hoped that in this way information concerning the trend of delinquency and dependency from year to year will be made available.

If any cooperating court is required by law or custom to prepare statistics on the basis of fiscal years which are not calendar years (for example, if the court year ends on June 30 instead of on December 31), the Children's Bureau will furnish such a court with tables based on the court year, if such tables are desired and the necessary information is furnished to the Children's Bureau. It is hoped, however, that the calendar year will be increasingly used for court statistics.

ALTERNATIVE PLAN

Some courts having their own statistical service may prefer to prepare each year for the Children's Bureau the tables outlined in this bulletin, instead of sending the bureau a card for each case disposed of. State departments having supervision over juvenile-court work or receiving reports from juvenile courts may be able to prepare the tables, or some of them, from returns filed with them.

The bureau will be glad to include among the cooperating courts any which furnish directly or through a State department some or all of the tables outlined, provided that the tables are prepared in accordance with the uniform procedure recommended.

Courts not wishing to use the statistical cards but willing to furnish tables will be sent separate sets of tables, with instructions for their use.

INFORMATION TO BE OBTAINED

The tables will show for each cooperating court the total number of cases of delinquency and of dependency and neglect disposed of during a year, the charges or nature of the complaints, the methods of care pending hearing or disposition of case, the manner of dealing with the cases—whether through official court action or unofficial adjustment—and the types of disposition made (for example, placement on probation or under supervision, commitment to institutions or agencies). The number of different children dealt with will also be shown, the number of children coming to the attention of the court more than once, and certain social facts, such as sex, race, age, parental condition, and whereabouts of the children when referred to the court. Information concerning the number of cases discharged from probation or supervision, length of time on probation or under supervision, and reason for discharge will be shown.

The information called for in the tables and on the cards is regarded as the minimum which should be compiled by all courts in order to furnish annually an index of the volume of delinquency and dependency coming to the attention of courts, the general character of the problems presented, and the methods used in dealing with children's cases. The plan does not afford a basis for study of the causative factors in delinquency and dependency, nor of the results of various kinds of treatment. For such a study many additional items would be essential—for example, those concerning the physical and mental condition of the children, their school histories, the economic status of the families, the characteristics of other members of the households, and the kinds of service rendered while the children were on probation. Court records of investigation and of children on probation or under supervision should include such information, which is needed both for intelligent treatment of individual cases and as a basis for intensive studies.⁵ In the future as court records are improved and statistical methods developed it may be possible to add some of these items to those provided for in this plan.

The subject of juvenile-court statistics is extremely complicated. Although this plan has been submitted in advance of publication to a number of persons who have had actual experience in such statistics and has been revised in accordance with suggestions received, nevertheless it will continue to be subject to such further revision and possible amplification as experience may indicate. Suggestions as to difficulties encountered in its practical application and questions with reference to interpretation and methods of procedure will be especially welcome. In accordance with the suggestion of the committee of

⁵ See the model blanks prepared by the National Probation Association for the use of probation officers handling juvenile cases. Sample copies may be obtained from the National Probation Association (Inc.), 370 Seventh Avenue, New York City.

the National Probation Association⁶ the bureau will submit to all courts cooperating constructive suggestions received from any court, and will transmit to all courts, for discussion and criticism, decisions which may be reached by any of the courts or by the Children's Bureau with reference to the application of the definitions and classifications to cases presenting special difficulties from a statistical point of view.

STATISTICAL CARDS

CASES FOR WHICH CARDS ARE TO BE FILLED OUT

Three kinds of cards will be furnished to courts cooperating with the Children's Bureau—one for delinquency cases dealt with officially or unofficially, one for dependency and neglect cases dealt with officially or unofficially, and one for cases of children on probation or under supervision, under official order of the court or through unofficial arrangement. Cards are not to be filled out for the following classes of cases which may come within the jurisdiction of the court: Cases of children held as witnesses and not dealt with as delinquent, dependent, or neglected children; cases referred to the court only for the purpose of obtaining public aid for children in their own homes; cases of contributing to delinquency or dependency, offenses against children, nonsupport, establishment of paternity; and cases of feeble-minded or epileptic children not dealt with as delinquent, dependent, or neglected children.

FORM OF CARD

The cards will be 5 inches by 8 inches in size and will be printed in colors, buff being used for delinquency (No. 1), blue for dependency or neglect (No. 2), and white for probation or supervision (No. 3). Cards Nos. 1 and 2 will be printed on both sides, card No. 3 on one side only. The delinquency and dependency cards are similar in content. The forms of the cards are given on the following pages.

The items on these cards relate only to the information needed for the tables outlined in this bulletin.

⁶ Ellis, Mabel Brown: "Probation and the prevention of delinquency." Proceedings of the National Probation Association, 1923, p. 124.

STATISTICAL CARD NO. 1

[Face]

[Delinquency case]

- 1. Name of court.
- 2. Child's name.
- 3. Boy, girl.

4. Date birth.

- 5. Probation office number.
- 6. Docket number.
- 7. Date referred to court.

<p>8. Source of complaint (check one)—</p> <ul style="list-style-type: none"> a. Parents or relatives. b. Probation officer. c. Police. d. School department. e. Social agency. f. Other (specify). g. Not reported. <p>9. Charge (check as many as apply, underlining most significant one)—</p> <ul style="list-style-type: none"> a. Stealing or attempted stealing. <ul style="list-style-type: none"> (1) Automobile stealing. (2) Burglary or unlawful entry. (3) Robbery. (4) Other. b. Truancy. c. Running away. d. Ungovernable or beyond parental control. e. Sex offense. f. Injury or attempted injury to person. g. Act of carelessness or mischief. h. Violating liquor or drug law or intoxication. i. Other (specify). j. Not reported. 	<p>10. Case disposed of officially, unofficially.</p> <p>11. Disposition of case:</p> <ul style="list-style-type: none"> a. If case disposed of officially check one— <ul style="list-style-type: none"> Dismissed. Continued indefinitely. Restitution or reparation ordered. Fine imposed or payment of costs ordered. Child referred for criminal prosecution. Placed on probation. Placed under supervision of individual. Committed to board, department, or agency. Committed to institution for delinquent children. <ul style="list-style-type: none"> State. County or city. Private. Committed to other institution. Returned home. Other (specify). Not reported. 	<p>Date</p> <p>b. If case disposed of unofficially check one—</p> <ul style="list-style-type: none"> To be placed in institution. To be placed elsewhere. Placed under supervision probation officer. Referred to agency or other court. Returned home. Closed after adjustment. Otherwise closed. Not reported. <p>12. Dealt with in delinquency case before this year: Yes, No.</p> <p>Number of times dealt with.</p> <p>Dealt with in delinquency case this year: Yes, No.</p>
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STATISTICAL CARD NO. 2

[Face]

1. Name of court.
2. Child's name.
3. Boy, girl.

[Dependency or neglect case]

4. Date birth.

5. Probation office number.
6. Docket number.
7. Date referred to court.

<p>8. Source of complaint (check one)—</p> <ol style="list-style-type: none"> a. Parents or relatives. b. Probation officer. c. Police. d. School department. e. Social agency. f. Other (specify). g. Not reported. <p>9. Charge (check as many as apply, underlining most significant one)—</p> <ol style="list-style-type: none"> a. Abandonment or desertion. b. Abuse or cruel treatment. c. Improper conditions in home. d. Insufficient parental care. e. Financial need. f. Question of custody. g. Other (specify). h. Not reported. 	<p>10. Case disposed of officially, unofficially.</p> <p>11. Disposition of case:</p> <ol style="list-style-type: none"> a. If case disposed of officially check one— <ul style="list-style-type: none"> Dismissed. Continued indefinitely. Placed under court supervision. Placed under supervision of individual. Committed to board, department, or agency. <ul style="list-style-type: none"> State. County or city. Private child placing agency. Committed to institution for dependent children. <ul style="list-style-type: none"> State. County or city. Private. Committed to institution for delinquent children. Committed to institution for feeble-minded or epileptic. Committed to institution for physically handicapped children. Committed to other institution. Other (specify). Not reported. 	<p>Date</p> <p>b. If case disposed of unofficially check one—</p> <ul style="list-style-type: none"> To be placed in institution. To be placed elsewhere. Placed under supervision probation officer. Referred to agency or other court. Closed after adjustment. Otherwise closed. Not reported. <p>c. Names of other children in family whose cases were disposed of at this time:</p> <p>12. Dealt with in dependency or neglect case before this year.</p> <p>Yes, No.</p> <p>Number of times dealt with.</p> <p>Dealt with in dependency or neglect case this year.</p> <p>Yes, No.</p>
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STATISTICAL CARDS

[Reverse]

[Delinquency, dependency, or neglect card]

- 13. Place of care pending hearing or disposition of case (check the place or places in which child was cared for)—
 - a. Own home.
 - b. Boarding home.
 - c. Home of probation officer.
 - d. Detention home.
 - e. Receiving home or shelter of private agency.
 - f. Other institution.
 - g. Police station.
 - h. Jail.
 - i. Other.
 - j. Not reported.
- 14. Child—White, negro, other.
- 15. Nativity and parentage of child (check one)—
 - a. Native, native parentage.
 - b. Native, foreign or mixed parentage.
 - c. Native, parentage not reported.
 - d. Foreign born.
 - e. Nativity not reported.

- 16. Parental condition and whereabouts of child when referred to court (check one)—
 - a. With both own parents.
 - b. With mother and stepfather.
 - c. With father and stepmother.
 - d. With mother only.
 - Father dead.
 - Father deserting.
 - Parents divorced.
 - Parents not married.
 - Other (specify).
 - e. With father only.
 - Mother dead.
 - Mother deserting.
 - Parents divorced.
 - Parents not married.
 - Other (specify).
 - f. In adoptive home.
 - g. In other family home.
 - h. In institution.
 - i. Other.
 - j. Not reported.
- 17. Date card completed.
Name of person completing card.

STATISTICAL CARD NO. 3

[Face]

[Probation in delinquency case or supervision in dependency or neglect case]

- | | |
|--|-----------------------------|
| 1. Name of court. | 3. Probation office number. |
| 2. Type of case—delinquency, dependency, or neglect. | 4. Docket number. |
| 5. Child's name. | 6. Boy, girl. |
| 6. Date placed on probation (under supervision). | 7. Date birth. |
- Officially, unofficially.
-

9. Date discharged from probation (supervision).
10. Reason for discharge from probation (supervision) check one—
- a. Reached age limit.
 - b. Completed maximum period (applies only to probation case).
 - c. Further probationary supervision not recommended.
 - d. Transferred to other court (applies only to probation case).
 - e. Whereabouts unknown.
 - f. Moved from jurisdiction of court.
 - g. Committed to care of (specify).
 - h. Death of child.
 - i. Other reason (specify).
 - j. Not reported.
11. Date card completed.
Name of person completing card.

TIME OF FILLING OUT DELINQUENCY, DEPENDENCY, AND NEGLECT CARDS

At the beginning of the year (or of the month) in which this plan is adopted the court should pick out all cases of delinquency, dependency, and neglect carried over from the previous year (or month) and not yet disposed of. For each pending delinquency case the information called for under items 1 to 7, inclusive, of the buff card (No. 1) should be entered. These items, which appear above the first heavy line on the card are as follows: Name of court, child's name, boy or girl, date of birth, probation office number (to be entered for both official and unofficial cases), docket number (if official case), date referred to court. The cards should then be placed in a file or box and for convenience in later use should be arranged numerically according to the probation office number. As each new case of delinquency is referred during the year a new card should be made out in the same way, with entries only under items 1 to 7, inclusive. The new cards should be placed in the same file or box as the cards for pending cases and filed numerically according to the probation office number. If the same child is referred to court on a new charge more than once during the year a new card should be made out for each case.

The same procedure should be followed for the blue card (No. 2) used for dependency and neglect cases.

When a delinquency, dependency, or neglect case is disposed of through official court order (dismissal, probation, commitment, etc.) the statistical card for that case should be taken from the file and complete information entered, by checking the items appearing on both sides of the card and filling in the dates called for. The card should then be returned to the file but placed back of a guide card marked "closed." It will not be needed again until the time comes for sending in the cards to the Children's Bureau. The same procedure should be followed when a case is disposed of unofficially without court action.

After January 1 of each year the cards remaining in the pending file should be taken out and each case looked up to determine whether or not the case has in fact been disposed of during the year just passed. If it is found that a disposition has been made the card should be completed by checking the items and filling in the dates, and placed with the cards for closed cases. All the cards for closed cases should then be sent to the Children's Bureau. The cards remaining will be those for cases carried over into the new year. They should be counted and a statement sent to the Children's Bureau containing the following information:

Number of delinquency cases carried over into the new year. Of these, number referred during the year; number carried over from preceding year.

Number of dependency or neglect cases carried over into the new year. Of these, number referred during the year; number carried over from preceding year.

The cards for pending cases should become the nucleus of the file for the new year, to be completed as the cases are disposed of.

If desired, cards for closed cases may be sent to the Children's Bureau each month.

TIME OF FILLING OUT PROBATION OR SUPERVISION CARDS

At the beginning of the year (or of the month) in which this plan is adopted the court should pick out all cases of children on probation or under supervision, official or unofficial, carried over from the previous year (or month), and should enter on a white card (No. 3) for each such case the information called for under items 1 to 8, inclusive, which appear above the first heavy line on the card. These items are as follows: Name of court, type of case, probation office number, docket number, child's name, boy or girl, date of birth, date placed on probation or under supervision. The cards should then be placed in a file or box, arranged numerically according to the probation office number. Each time a child is placed on official or unofficial probation or under supervision during the year a new card should be made out in the same way, with entries only under items 1 to 8, inclusive. The new cards should be placed in the same file or box as the cards for pending cases and filed numerically according to the probation office number. If the same child is placed on probation or under supervision more than once during the year a new card should be made out for him each time that he is placed on probation or under supervision. If a child already on probation or under supervision is brought in on a new charge and is continued on probation or under supervision a new card should not be made out.

When a child is discharged from probation or supervision the statistical card for that case should be taken from the file. The date of discharge should be entered on the card and the reason for discharge checked. The card should then be returned to file and placed back of a guide card marked "closed."

After January 1 of each year the cards remaining in the pending file should be taken out and each case looked up to determine whether the child has in fact been discharged. If he has been discharged the card should be completed and placed with the cards for closed cases, all the cards for closed cases being sent to the Children's Bureau. The cards remaining will be those for cases carried over into the new year. They should be counted and a statement sent to the bureau containing the following information:

Number of delinquent children on official probation carried over into the new year: Of these, number placed on probation during the year; number carried over from preceding year.

Number of delinquent children on unofficial probation carried over into the new year: Of these, number placed on probation during the year; number carried over from preceding year.

Number of dependent or neglected children under official supervision carried over into the new year: Of these, number placed under supervision during the year; number carried over from preceding year.

Number of dependent or neglected children under unofficial supervision carried over into the new year: Of these, number placed under supervision during the year; number carried over from preceding year.

The cards for pending cases should become the nucleus of the file for the new year.

If desired, cards for closed cases may be sent to the Children's Bureau each month.

DISTINCTION BETWEEN OFFICIAL AND UNOFFICIAL CASES

Cases are classed as official and unofficial according to the way in which they are dealt with by the court.

A case dealt with officially is one placed on the official calendar, by the filing of a petition or complaint, or other legal paper used to initiate court action for adjudication by the judge or referee. A case dealt with unofficially is one not placed on the official calendar by the filing of a petition or complaint but disposed of by the judge, referee, probation officer, or other officer of the court.

POINT AT WHICH CASE IS TO BE CONSIDERED DISPOSED OF

A case dealt with officially should be considered disposed of when an official court order such as "dismissed," "placed on probation," "committed to institution," etc., is entered on the docket. Cases designated by such terms as "continued indefinitely" or "continued generally," in which no further action is taken or supervision given but in which jurisdiction is maintained, so that if a like situation arises later the case may be brought into court again without the filing of a new petition, should also be considered disposed of.

Cases in which the persons concerned failed to appear and cases in which a bench warrant was issued but not served should be considered as disposed of by an indefinite continuance if no further action is taken within the period of one year. In other words, they will not be considered as closed cases until one year from the date of last entry. Cases continued until a definite date on which they must be brought into court again for hearing, or continued for a short time for some definite purpose, such as medical examination, the date of the subsequent hearing to be fixed later, should not be considered disposed of but should be kept open until further action is taken. However, if no further action is taken within one year they should also be considered as disposed of at the end of that period by an indefinite continuance.

A case dealt with unofficially should be considered disposed of when some definite action has been taken, such as a recommendation for care of child (for example, parents or guardians to place child in institution or elsewhere); plan for treatment (placement under supervision of probation officer); or adjustment (transfer of child from one school to another, better understanding established between parent and child or complainant and child). A case closed or dropped without adjustment or referred to social agency or other court with the intent that there shall be no further action taken by this court should be considered disposed of.

If a case dealt with unofficially but not definitely disposed of as described above is later made official by the filing of a petition or complaint, or other legal paper used to initiate court action, it should be considered as an official case.

DETAILED INSTRUCTIONS FOR FILLING OUT CARDS

Place check immediately after the item, so close to it that there can be no possibility of misunderstanding as to which item the check is intended to refer.

Statistical card No. 1 (buff)—delinquency case.

1. *Name of court.*—Name of court preparing the card.
2. *Child's name.*—Name of child whose case has been referred—family name first, then given names. (Child's name is requested simply for the purpose of enabling the Children's Bureau to bring together all cards referring to the same child. All information will be held strictly confidential and the cards destroyed after the tabulations have been made.)
3. *Boy, girl.*—Check one.
4. *Date birth.*—Enter date of child's birth, naming month (January, February, March, etc.), day, and year.
5. *Probation office number.*—Number given to case in probation office.
6. *Docket number* (for official case only).
7. *Date referred to court.*—Date on which case was first brought to the attention of the court by informal report or by the filing of a petition or complaint, or other legal paper used to initiate court action; for example, if a case was first referred by informal report and later a petition was filed the date of the informal report should be entered.
8. *Source of complaint.*—Person or agency first bringing the case to the attention of the court (this person or agency is not necessarily the one whose name appears on the petition). Check one of the items listed on the card.

SCHOOL DEPARTMENT includes attendance officers.

SOCIAL AGENCY includes public or private agency, such as department of public welfare, children's aid society, etc.

9. *Charge.*—Check one of the items listed on the card according to the offense committed by the child as charged in the petition, complaint, or report. Sometimes a child is charged with two or more offenses committed at about the same time, which are considered together at a single hearing. Under such circumstances the several offenses should be counted as a single case of delinquency, but each offense should be checked and the one which seems to be of the greatest significance underlined.

If an indefinite term such as "delinquency" or "incorrigibility" is entered on the petition but it is possible to determine from another source the act constituting delinquency or incorrigibility this supplementary information should be used.

Violating probation or parole ought not to be considered a new charge unless the reason for bringing the child before the court for violation of probation or parole is the commission of a new offense or other conduct which would constitute delinquency if the child had not been on probation. In such cases the charge checked should not be violation of probation or parole but the offense or conduct constituting the violation.

In order to aid courts in classifying offenses the most common have been listed under the headings used on the card as follows:

A. STEALING OR ATTEMPTED STEALING.—Because this offense forms so large a part of juvenile delinquency this group has been further subdivided according to the kind of stealing into four classes one of which should also be checked whenever the general class "stealing or attempted stealing" is checked.

(1) Automobile stealing, which includes the following:

Stealing of automobile.
 Stealing of automobile accessories.
 Operating automobile without permission of owner (including taking of automobile for purpose of joy riding).

(2) Burglary or unlawful entry, which includes the following:

Burglary. House breaking.
 Breaking and entering. Unlawful entry.

(3) Robbery (stealing or attempted stealing from person, accompanied by intimidation or violence).

(4) Other, which includes the following:

Counterfeiting. Operating bicycle without permission of owner.
 Embezzlement. Picking pockets.
 Extortion. Receiving stolen property.
 Forgery. Shoplifting.
 Fraud. Stealing coal, food, etc.
 Larceny. Stealing from persons in the home.
 Obtaining money under false pretenses.

B. TRUANCY.

C. RUNNING AWAY.—Under this heading should be included the following:

Runaway from home. Runaway from institution.

D. UNGOVERNABLE OR BEYOND PARENTAL CONTROL.—Under this heading should be included the following:

Beyond parental control. Vile language.
 Staying out nights. Violent general behavior.

E. SEX OFFENSE.—Under this heading should be included the following:

Disorderly conduct (involving a sex offense). Indecent exposure.
 Enticing minors for immoral purposes. Inmate house of prostitution.
 Immoral relations with persons of same sex. Obscene pictures or literature.
 Immorality (sex immorality not otherwise specified). Obscenity (including insulting person of opposite sex).
 In danger of becoming immoral (sex). Prostitution and allied offenses.
 In danger of becoming a prostitute. Rape (as defined by the law of the State in which the court is located).
 Indecent assault. Unlawful intercourse.

F. INJURY OR ATTEMPTED INJURY TO PERSON.—Under this heading should be included the following:

Accidental injury to person. Homicide.
 Assault. Threat to do bodily harm.
 Assault with intent to kill.

G. ACT OF CARELESSNESS OR MISCHIEF.—Under this heading should be included the following:

Arson. Operating automobile without license.
 Carrying concealed weapons. Playing ball in street.
 Committing nuisance. Quarreling.
 Crapshooting. Reckless automobile driving.
 Cruelty to animals. Setting fires.
 Destruction of property. Stealing rides.
 Discharging firearms. Swimming nude.
 Disorderly conduct (not involving a sex offense). Tampering with United States mail.
 Disturbing the peace. Throwing stones.
 False fire alarm. Trespassing.
 Fighting. Violating license regulation relating to motor vehicles.
 Gambling. Violating traffic regulation relating to motor vehicles.
 Malicious mischief.

H. VIOLATING LIQUOR OR DRUG LAW OR INTOXICATION.—Under this heading should be included the following:

Violating liquor law, transporting.
Violating drug or narcotic law.

Other violation.
Intoxication.

I. OTHER.—Under this heading should be included the following:

Attempted suicide.

Begging.

Child labor law violation (other than violating street-trade regulation).

Resisting or obstructing an officer.

Vagrancy (not involving a sex offense).

Violating street trade regulation (including bootblacking in violation of regulations, illegal newspaper selling).

Violating city ordinance not elsewhere specified.

J. NOT REPORTED.—Under this heading should be included the following:

Delinquency (not otherwise specified). Nature of delinquency not reported.

10. *Case disposed of officially, unofficially.*—Check “officially” or “unofficially” according to the definitions on page 14.

DATE refers to date of court action or unofficial adjustment. Enter month, day, and year.

11. *Disposition of case.*—In an official case check one of the items listed on the card in group a. In an unofficial case check one of the items listed on the card in group b.

IN OFFICIAL DELINQUENCY CASES if more than one disposition was made in the same case, check the most significant disposition from the point of view of treatment, in accordance with the following:

DISMISSED should *not* be checked if accompanied by an order of restitution or reparation, or payment of costs.

RESTITUTION OR REPARATION ORDERED should *not* be checked if the child was placed on probation or committed to an agency (including board or department) or institution, or if a fine was imposed or payment of costs ordered.

FINE IMPOSED OR PAYMENT OF COSTS ORDERED should *not* be checked if the child was also placed on probation or committed to an agency or institution.

PLACED ON PROBATION should *not* be checked if the child was placed on probation to live in an institution. In such a case the child should be considered as committed to an institution.

COMMITTED TO AGENCY OR INSTITUTION should *not* be checked if sentence was suspended. In such a case the child would usually be placed on probation and this item should be checked. If not placed on probation and no other disposition was made, check “continued indefinitely.”

Explanation of the items to be used in official delinquency cases follows:

DISMISSED includes case dismissed at the first hearing or after continuance unaccompanied by probation. This order terminates the case, and it can not be reopened unless a new petition is filed. In some courts the term “discharged” is used instead of “dismissed.”

CONTINUED INDEFINITELY includes case in which no further action is taken nor supervision given but jurisdiction is maintained so that if a like situation arises later the case may be brought into court again without the filing of a new petition. A case in which sentence was suspended and no other disposition (such as probation) made should be “continued indefinitely” and this item checked. If the court placed child under bond to keep the peace or under bond to maintain good behavior, such disposition should be considered as “continued indefinitely” unless the child was also placed on probation. This item should also be checked for a case in which the persons concerned failed to appear or in which a bench warrant was issued but not served if no further action is taken within the period of one year. Similarly, a case continued until a definite date on which it must be brought into court again for hearing or continued for a short time for some definite purpose, the date of subsequent hearing to be fixed later, should be considered as “continued indefinitely” if no further action is taken within one year.

FINE IMPOSED OR PAYMENT OF COSTS ORDERED includes case in which collateral or bail which has been deposited is ordered forfeited.

CHILD REFERRED FOR CRIMINAL PROSECUTION includes child referred to other court because of the seriousness of the offense.

PLACED ON PROBATION includes case in which child was already on probation when brought in on a new charge and continued on probation.

PLACED UNDER SUPERVISION OF INDIVIDUAL (relative other than parent, teacher, social worker, etc.) should be checked only when the child is not placed on probation to the court. It includes a case in which the order is commitment to the care of an individual (other than parent).⁷

COMMITTED TO BOARD, DEPARTMENT, OR AGENCY includes child placed in care of board, department, or agency by order of the court even though the child was not technically committed. It includes child committed for the purpose of placement in a family home and child committed for study and decision as to the kind of treatment needed. It does not include child committed to a special institution.⁷

COMMITTED TO INSTITUTION FOR DELINQUENT CHILDREN includes child placed in care of institution by order of the court even though the child was not technically committed. Specify type of institution for delinquent children to whose care child was committed by checking *State, county or city, or private.*⁷

COMMITTED TO OTHER INSTITUTION includes child placed in care of institution by order of the court even though the child was not technically committed. Other institution includes hospital, institution for dependent children, etc.⁷

RETURNED HOME to be checked only in case in which the child was a runaway or was living away from his home at the time of his arrest or when first referred to the court.

IN UNOFFICIAL DELINQUENCY CASES if more than one disposition was made in the same case check only one disposition, giving preference according to the order in which the items are arranged on the card. For example, if the case was "closed after adjustment" and the child was also "placed under supervision probation officer" check the latter. If the case was "closed after adjustment" and the child was "referred to agency or other court" check "referred to agency or other court." If the child was "placed under supervision probation officer" and the services of another agency were also enlisted check "placed under supervision probation officer" and not "referred to agency or other court."

Explanation of the items to be used in unofficial delinquency cases follows:

TO BE PLACED IN INSTITUTION includes case in which parents or guardian agree to place child in institution or court arranges for such placement and case of runaway child returned to institution.

REFERRED TO AGENCY OR OTHER COURT includes social agency, public or private, or other court.

RETURNED HOME is to be checked only in case in which the child was a runaway or was living away from his home at the time of his arrest or when first referred to the court.

CLOSED AFTER ADJUSTMENT includes case in which the judge, referee, or probation officer by personal conference brings about a better understanding between parents and child, complainant and child, etc., or makes a social adjustment which relieves the situation.

12. *Dealt with in delinquency case—*

DEALT WITH IN DELINQUENCY CASE BEFORE THIS YEAR refers to the period preceding the calendar year in which the card is completed. Check "yes" or "no" and if "yes" is checked enter *number of times dealt with* the number of times the child was dealt with in a new delinquency case disposed of prior to the calendar year referred to above.

DEALT WITH IN DELINQUENCY CASE THIS YEAR refers to the calendar year in which the card is completed. Check "yes" or "no" according to whether or not the child was dealt with in a new delinquency case disposed of during the calendar year referred to above.

13. *Place of care pending hearing or disposition of case.*—The place in which the child was cared for between the reference of his case to the court and the hearing or disposition. Check as many items on

⁷ If a child was already in care of individual, agency, or institution when brought in on a new charge and continued in care of same individual, agency (including board or department), or institution, check "placed under supervision of individual," "committed to board, department, or agency," or "committed to institution." Similarly check "committed to institution" for child a runaway from an institution or child on parole from institution brought in on a new charge and parole revoked; or child otherwise absent from institution responsible for his care who was returned to the institution.

the card as apply; for example, if a child was detained in jail and later in a boarding home both should be checked. Frequently children arrested are brought to a place of detention and held only long enough to permit the parents to be notified and to come for the child. Such care should not be considered as detention care.

OWN HOME refers to home in which child ordinarily lives with both parents, father, mother, relatives, or foster parents.

BOARDING HOME refers to boarding home in which child is placed by court or at the request of the court to await hearing or disposition of case.

RECEIVING HOME OR SHELTER OF PRIVATE AGENCY includes receiving home of child-placing agency, shelter maintained by Society for Prevention of Cruelty to Children, and other homes providing temporary care for children.

OTHER INSTITUTION includes any other institution, such as home for dependent children.

14. *Child—white, negro, other.*—Check one.

15. *Nativity and parentage of child.*—Check one of the items listed on the card.

NATIVE, NATIVE PARENTAGE includes child and both parents born in the United States.

NATIVE, FOREIGN OR MIXED PARENTAGE includes child born in the United States but one or both parents born elsewhere. Include here case in which one parent is reported as foreign born but birthplace of other parent is not reported.

NATIVE, PARENTAGE NOT REPORTED includes child born in the United States but birthplace of parents not reported. It also includes case in which one parent is reported as native born but birthplace of other parent is not reported.

FOREIGN BORN includes child not born in the United States.

NATIVITY NOT REPORTED includes child whose place of birth is not reported.

16. *Parental condition and whereabouts of child when referred to court.*—Check one of the items a to j, inclusive, listed on the card to show with whom child is living.

WITH MOTHER ONLY includes child with mother and no stepfather with them. If this item is checked, account for child's own father by checking one of the items under d.

FATHER DESERTING includes family deserted by father but parents not divorced.

PARENTS DIVORCED includes parents legally divorced and mother not remarried.

PARENTS NOT MARRIED includes child's own parents not married to each other and mother not married to anyone.

OTHER includes parental condition other than those listed on the card such as father absent because of separation by mutual agreement or because of confinement in hospital or correctional institution, or case in which the child's own father has been succeeded by a stepfather who has died, deserted, or for some other reason ceased to be an active member of the family. Specify the condition.

WITH FATHER ONLY includes child with father and no stepmother with them. If this item is checked account for child's own mother by checking one of the items under d.

MOTHER DESERTING includes family deserted by mother but parents not divorced.

PARENTS DIVORCED includes parents legally divorced and father not remarried.

PARENTS NOT MARRIED includes child's own parents not married to each other and father not married to anyone.

OTHER includes parental condition other than those listed on the card, such as mother absent because of confinement in hospital or correctional institution, or case in which the child's own mother had been succeeded by a stepmother who has died, deserted, or for some other reason ceased to be an active member of the family. Specify the condition.

IN ADOPTIVE HOME includes child with foster parent or parents who have legally adopted him.

IN OTHER FAMILY HOME includes child in home of relatives or friends, boarding home, free foster home, or wage home. Includes also case in which child is living with stepparent and neither of child's own parents is in the home.

IN INSTITUTION includes child living in institution of any type, including hospital.

17. *Date card completed.*—Enter month, day, and year.

NAME OF PERSON COMPLETING CARD is included so that it may be possible to refer to the person who filled out the card if a question should arise regarding any entry.

Statistical card No. 2 (blue)—Dependency or neglect case.

1 to 8, *inclusive*—The instructions for these items are the same as for items 1 to 8, inclusive, on card No. 1. (See p. 15.)

9. *Charge.*—Check one of the items listed on the card according to the cause of or reason for dependency or neglect as charged in the petition, complaint, or report. Where more than one condition is given in the same case, check each condition and underline the one which seems to be of the greatest significance.

ABANDONMENT OR DESERTION includes desertion by one or both parents.

IMPROPER CONDITIONS IN HOME includes conditions such as immorality and intoxication.

INSUFFICIENT PARENTAL CARE refers to child without proper parental care for such reasons as illness of mother, death of parents, etc. It does not include child without adequate care by reason of abandonment or desertion or improper conditions in the home.

FINANCIAL NEED includes cases in which lack of financial support is the chief problem.

10. *Case disposed of officially, unofficially.*—Check “officially” or “unofficially” according to the definitions on p. 14.

11. *Disposition of case.*—In an official case check one of the items listed on the card in group a. In an unofficial case check one of the items listed on the card in group b.

IN OFFICIAL DEPENDENCY AND NEGLECT CASES if more than one disposition was made in the same case, check the most significant disposition from the point of view of treatment.

PLACED UNDER COURT SUPERVISION should *not* be checked if the child was placed under supervision to live in an institution. In such a case the child should be considered as committed to an institution.

Explanation of the items to be used in official dependency and neglect cases follows:

DISMISSED includes case dismissed at the first hearing or after continuance unaccompanied by supervision. This order terminates the case, and it can not be reopened unless a new petition is filed. In some courts the term “discharged” is used instead of “dismissed.”

CONTINUED INDEFINITELY includes case in which no further action is taken nor supervision given but jurisdiction is maintained so that if a like situation arises later the case may be brought into court again without the filing of a new petition. This item should also be checked for a case in which the persons concerned failed to appear or in which a bench warrant was issued but not served if no further action is taken within the period of one year. Similarly, a case continued until a definite date on which it must be brought into court again for hearing or continued for a short time for some definite purpose, the date of subsequent hearing to be fixed later, should be considered as “continued indefinitely” if no further action is taken within one year.

PLACED UNDER COURT SUPERVISION includes case in which child was already under supervision when brought in on a new charge and continued under supervision.

PLACED UNDER SUPERVISION OF INDIVIDUAL (relative other than parent, teacher, social worker, etc.) should be checked only when the child is not placed under the supervision of the court. It includes cases in which the order is commitment to the care of an individual (other than parent).

COMMITTED TO BOARD, DEPARTMENT, OR AGENCY includes child placed in care of board, department, or agency by order of the court even though the child was not technically committed. It includes child committed for the purpose of placement in a family home and child committed for study and decision as to the

kind of treatment needed. It does not include child committed to a specified institution. Specify type of board, department, or agency to whose care child was committed by checking *State, county, or city*, or *private child-placing agency* (a private agency which provides foster-home care for children).

COMMITTED TO INSTITUTION FOR DEPENDENT CHILDREN includes child placed in care of institution by order of the court even though the child was not technically committed. Specify type of institution for dependent children to whose care child was committed by checking *State, county or city*, or *private*.

COMMITTED TO OTHER INSTITUTION includes child placed in care of institution by order of the court even though the child was not technically committed. Other institution includes hospital.

IN UNOFFICIAL DEPENDENCY AND NEGLECT CASES if more than one disposition was made in the same case, check only one disposition, giving preference according to the order in which the items are arranged on the card. For example, if the case was "closed after adjustment" and the child was also "placed under supervision probation officer" check the latter. If the case was "closed after adjustment" and the child was "referred to agency or other court" check "referred to agency or other court." If the child was "placed under supervision probation officer" and the services of another agency were also enlisted check "placed under supervision probation officer" and not "referred to agency or other court."

Explanation of the items to be used in unofficial dependency and neglect cases follows:

TO BE PLACED IN INSTITUTION includes case in which parents or guardian agree to place child in institution or court arranges for such placement.

REFERRED TO AGENCY OR OTHER COURT includes social agency (public or private) or other court.

CLOSED AFTER ADJUSTMENT includes case in which the judge, referee, or probation officer makes a social adjustment which relieves the situation.

C. NAMES OF OTHER CHILDREN IN THE FAMILY WHOSE CASES WERE DISPOSED OF AT THIS TIME. The purpose of this item is to make it possible to bring together the cards of all children belonging to the same family (dealt with on the same charge) and so permit a tabulation based on families represented in dependency and neglect cases for Table 6. Enter the names of all children in the family whose cases were disposed of at the same time as this child's case—given names only if all children have the same family name as the child in question, but family name and given name if the family name is different as in the case of stepchildren of the husband.

12. Dealt with in dependency or neglect case.—

DEALT WITH IN DEPENDENCY OR NEGLECT CASE BEFORE THIS YEAR refers to the period preceding the calendar year in which the card is completed. Check "yes" or "no" and if "yes" is checked enter after *number of times dealt with* the number of times the child was dealt with in a new dependency or neglect case disposed of prior to the calendar year referred to above.

DEALT WITH IN DELINQUENCY CASE THIS YEAR refers to the calendar year in which the card is completed. Check "yes" or "no" according to whether or not the child was dealt with in a new dependency or neglect case disposed of during the calendar year referred to above.

Thirteen to seventeen, inclusive.—The instructions for these items are the same as for items 13 to 17 inclusive on card No. 1 (see pp. —).

Statistical card No. 3 (white)—probation in delinquency case or supervision in dependency or neglect case.

1. *Name of court.*—Name of court preparing the card.

2. *Type of case—delinquency, dependency, or neglect.*—Check one according to whether information relates to probation in a delinquency case or supervision in a dependency or neglect case.

3. *Probation-office number.*—Number given to case in probation office.

4. *Docket number* (for official cases only).

5. *Child's name.*—Name of child discharged from probation (supervision); family name first, then give names.

6. *Boy, girl.*—Check one.

7. *Date birth.*—Enter date of child's birth; month, day, and year.

8. *Date placed on probation (under supervision).*—Date child was placed on probation (under supervision) by the court. Enter month, day, and year. Check "officially" or "unofficially" according to the definitions on p. 14.

9. *Date discharged from probation (supervision).*—Date child was discharged from probation (supervision). Enter month, day, and year.

10. *Reason for discharge from probation (supervision).*—Check one of the items listed on the card.

REACHED AGE LIMIT includes child who can not be continued longer on probation (under supervision) because he has reached an age at which under the law he is no longer subject to probationary supervision. The age limit for probationary supervision is often higher than for original jurisdiction.

COMPLETED MAXIMUM PROBATION PERIOD applies only to probation case when such a period is specified. Occasionally a maximum probation period of a certain number of years is specified in the law.

FURTHER PROBATIONARY SUPERVISION NOT RECOMMENDED includes child for whom it is not considered necessary or advisable to continue probation (supervision).

TRANSFERRED TO OTHER COURT (applies only to probation case) includes child discharged from probation because of transfer to another court or to another division of the same court

WHEREABOUTS UNKNOWN includes child lost from oversight because he has run away and can not be found or family has moved away and new address can not be ascertained.

MOVED FROM JURISDICTION OF COURT includes child's family moved into territory not under the jurisdiction of this court.

COMMITTED TO CARE OF includes child discharged from probation (supervision) because of commitment. Specify type of care to which child is committed by entering one of the following:

In probation case

Individual.
Board, department, or agency.
Institution for delinquent children.
Other institution.

In supervision case

Individual.
Board, department, or agency.
Institution.

DEATH OF CHILD refers to death of child who was on probation (under supervision).

11. *Date card completed.*—Enter month, day, and year.

NAME OF PERSON COMPLETING CARD is included so that it may be possible to refer to the person who filled out the card if a question should arise regarding any entry.

OUTLINES OF TABLES

TABLE 1.—*Types of CASES¹ disposed of during year*

Court.....	
Year.....	
Type of case	Cases dis- posed of during year
Total.....	
Delinquency.....	
Dependency or neglect.....	
Mother's allowance.....	
Contributing to delinquency.....	
Contributing to dependency.....	
Offense against child.....	
Material witness.....	
Nonsupport.....	
Establishment of paternity.....	
Commitment of feeble-minded.....	
Other.....	

¹ In adult cases each defendant is counted separately and as many times as he was dealt with by the court on a new charge in a case disposed of officially or unofficially during the year.

TABLE 2.—*Status of delinquency, dependency, and neglect CASES dealt with, by type of case*

Court.....			
Year.....			
Status of case	Cases dealt with during year		
	Total	Delin- quency cases	Depend- ency and neglect cases
a. Case pending at beginning of year.....			
b. Case referred during year.....			
c. Case disposed of during year.....			
d. Case pending at end of year.....			

TABLE 3.—Source of complaint in delinquency, dependency, and neglect CASES, by sex of child and by type of case and method of disposition

Court -----
Year -----

Source of complaint and type of case	Delinquency, dependency, and neglect cases—						
	Total cases	Disposed of officially			Disposed of unofficially		
		Total	Boys' cases	Girls' cases	Total	Boys' cases	Girls' cases
Total							
Delinquency cases							
Parents or relatives							
Probation officer							
Police							
School department							
School agency							
Other							
Not reported							
Dependency and neglect cases							
Parents or relatives							
Probation officer							
Police							
School department							
School agency							
Other							
Not reported							

TABLE 4.—Charges in delinquency CASES, by method of disposition and by sex of child

Court -----
Year -----

Charge	Delinquency cases—								
	Total cases			Disposed of officially			Disposed of unofficially		
	Total	Boys' cases	Girls' cases	Total	Boys' cases	Girls' cases	Total	Boys' cases	Girls' cases
Total									
a. Stealing or attempted stealing:									
(1) Automobile stealing									
(2) Burglary or unlawful entry									
(3) Robbery									
(4) Other									
b. Truancy									
c. Running away									
d. Ungovernable or beyond parental control									
e. Sex offense									
f. Injury or attempted injury to person									
g. Act of carelessness or mischief									
h. Violating liquor or drug law, or intoxication									
i. Other									
j. Not reported									

TABLE 5.—Charges in dependency and neglect CASES, by method of disposition

Court	Year	Charge	Dependency and neglect cases—		
			Total cases	Disposed of officially	Disposed of unofficially
Total.....					
a. Abandonment or desertion.....					
b. Abuse or cruel treatment.....					
c. Improper conditions in home.....					
d. Insufficient parental care.....					
e. Financial need.....					
f. Question of custody.....					
g. Other.....					
h. Not reported.....					

TABLE 6.—Charges on which FAMILIES¹ were dealt with in dependency and neglect cases, by method of disposition

Court	Year	Charge	Families represented in dependency and neglect cases—		
			Total	Disposed of officially	Disposed of unofficially
Total.....					
a. Abandonment or desertion.....					
b. Abuse or cruel treatment.....					
c. Improper conditions in home.....					
d. Insufficient parental care.....					
e. Financial need.....					
f. Question of custody.....					
g. Other.....					
h. Not reported.....					

¹ Each family is counted separately and as many times as it was dealt with by the court on a new dependency or neglect charge involving one or more of the children in a case disposed of officially or unofficially during the year.

TABLE 7.—Dispositions in delinquency CASES, by method of disposition and by sex of child

Disposition of case	Delinquency cases		
	Total cases	Boys' cases	Girls' cases
Court.....			
Year.....			
Total.....			
Cases disposed of officially.....			
Dismissed.....			
Continued indefinitely.....			
Restitution or reparation ordered.....			
Fine imposed or payment of costs ordered.....			
Child referred for criminal prosecution.....			
Child placed on probation.....			
Child placed under supervision of individual.....			
Child committed to board, department, or agency.....			
Child committed to institution for delinquent children:			
State institution.....			
County or city institution.....			
Private institution.....			
Child committed to other institution.....			
Child returned home.....			
Other disposition.....			
Not reported.....			
Cases disposed of unofficially.....			
Child to be placed in institution.....			
Child to be placed elsewhere.....			
Child placed under supervision of probation officer.....			
Referred to agency or other court.....			
Child returned home.....			
Closed after adjustment.....			
Otherwise closed.....			
Not reported.....			

TABLE 8.—Dispositions in dependency and neglect CASES, by method of disposition

Court.....
Year.....

Disposition of case	Depend- ency and neglect cases
Total.....	
Cases disposed of officially.....	
Dismissed.....	
Continued indefinitely.....	
Child placed under court supervision.....	
Child placed under supervision of individual.....	
Child committed to board, department, or agency:	
State board or department.....	
County or city board or department.....	
Private child-placing agency.....	
Child committed to institution for dependent children:	
State institution.....	
County or city institution.....	
Private institution.....	
Child committed to institution for delinquent children.....	
Child committed to institution for feeble-minded or epileptic children.....	
Child committed to institution for physically handicapped children.....	
Child committed to other institution.....	
Other disposition.....	
Not reported.....	
Cases disposed of unofficially.....	
Child to be placed in institution.....	
Child to be placed elsewhere.....	
Child placed under supervision of probation officer.....	
Referred to agency or other court.....	
Child returned home.....	
Closed after adjustment.....	
Otherwise closed.....	
Not reported.....	

TABLE 9.—Place of care pending hearing or disposition in delinquency CASES, by age and sex of child.

Court		Delinquency cases							
Year		Total cases	Age of child when referred to court						
			Under 10 years	10 years, under 12	12 years, under 14	14 years, under 16	16 years, under 18	18 years, and over	Not reported
Total									
Boys.....									
Own home.....									
Boarding home.....									
Home of probation officer.....									
Detention home.....									
Receiving home or shelter of private agency.....									
Other institution.....									
Police station.....									
Jail.....									
Police station or jail and detention home.....									
Police station or jail and other.....									
Detention home and other ¹									
Other combination.....									
Other.....									
Not reported.....									
Girls.....									
Own home.....									
Boarding home.....									
Home of probation officer.....									
Detention home.....									
Receiving home or shelter of private agency.....									
Other institution.....									
Police station.....									
Jail.....									
Police station or jail and detention home.....									
Police station or jail and other.....									
Detention home and other ¹									
Other combination.....									
Other.....									
Not reported.....									

¹ Excludes police station and jail.

TABLE 10.—Place of care pending hearing or disposition in dependency and neglect CASES, by age and sex of child

Court

Year

Place of care pending hearing or disposition of case, and sex of child	Dependency and neglect cases						
	Total cases	Age of child when referred to court					
		Under 10 years	10 years, under 12	12 years, under 14	14 years, under 16	16 years, under 18	18 years, and over
Total.....							
Boys.....							
Own home.....							
Boarding home.....							
Home of probation officer.....							
Detention home.....							
Receiving home or shelter of private agency.....							
Other institution.....							
Police station.....							
Jail.....							
Police station or jail and detention home.....							
Police station or jail and other.....							
Detention home and other ¹							
Other combination.....							
Other.....							
Not reported.....							
Girls.....							
Own home.....							
Boarding home.....							
Home of probation officer.....							
Detention home.....							
Receiving home or shelter of private agency.....							
Other institution.....							
Police station.....							
Jail.....							
Police station or jail and detention home.....							
Police station or jail and other.....							
Detention home and other ¹							
Other combination.....							
Other.....							
Not reported.....							

¹ Excludes police station and jail.

TABLE 11.—Age and sex of CHILDREN dealt with in delinquency cases, by method of disposition of first case disposed of during year

Court
Year

Age of child when referred to court	Children dealt with on charges of delinquency—								
	Total children			Whose cases were disposed of officially			Whose cases were disposed of unofficially		
	Total	Boys	Girls	Total	Boys	Girls	Total	Boys	Girls
Total.....									
Under 10 years.....									
10 years, under 11.....									
11 years, under 12.....									
12 years, under 13.....									
13 years, under 14.....									
14 years, under 15.....									
15 years, under 16.....									
16 years, under 17.....									
17 years, under 18.....									
18 years and over.....									
Not reported.....									

TABLE 12.—Age of CHILDREN dealt with in dependency and neglect cases, by method of disposition of first case disposed of during year

Court
Year

Age of child when referred to court	Children dealt with on charges of dependency and neglect—		
	Total children	Whose cases were disposed of officially	Whose cases were disposed of unofficially
Total.....			
Under 1 year.....			
1 year, under 2.....			
2 years, under 3.....			
3 years, under 4.....			
4 years, under 5.....			
5 years, under 6.....			
6 years, under 7.....			
7 years, under 8.....			
8 years, under 9.....			
9 years, under 10.....			
10 years, under 11.....			
11 years, under 12.....			
12 years, under 13.....			
13 years, under 14.....			
14 years, under 15.....			
15 years, under 16.....			
16 years and over.....			
Not reported.....			

TABLE 13.—*Number of times CHILDREN were dealt with in delinquency cases disposed of during year and disposed of previous year, by sex of child*

Court -----
Year -----

Number of times dealt with in delinquency case disposed of during year	Children dealt with on charges of delinquency						
	Total children	Number of times dealt with in delinquency case disposed of previous to year					
		None	One	Two	Three	Four	Five
Total							
One							
Two							
Three							
Four							
Five							
Boys							
One							
Two							
Three							
Four							
Five							
Girls							
One							
Two							
Three							
Four							
Five							

TABLE 14.—*Number of times CHILDREN were dealt with in dependency and neglect cases disposed of during year and disposed of previous to year*

Court -----
Year -----

Number of times dealt with in dependency or neglect case disposed of during year	Children dealt with on charges of dependency and neglect						
	Total children	Number of times dealt with in dependency or neglect case disposed of previous to year					
		None	One	Two	Three	Four	Five
Total							
One							
Two							
Three							
Four							
Five							

TABLE 15.—*Race, nativity, and parentage of CHILDREN dealt with in delinquency cases, by sex of child*

Court.....
Year.....

Nativity, parentage, and race of child	Children dealt with on charges of delinquency		
	Total children	Boys	Girls
Total.....			
White:			
Native, native parentage.....			
Native, foreign or mixed parentage.....			
Native, parentage not reported.....			
Foreign born.....			
Nativity not reported.....			
Negro.....			
Other.....			

TABLE 16.—*Race, nativity, and parentage of CHILDREN dealt with in dependency and neglect cases, by sex of child*

Court.....
Year.....

Nativity, parentage, and race of child	Children dealt with on charges of dependency and neglect		
	Total children	Boys	Girls
Total.....			
White:			
Native, native parentage.....			
Native, foreign or mixed parentage.....			
Native, parentage not reported.....			
Foreign born.....			
Nativity not reported.....			
Negro.....			
Other.....			

TABLE 17.—*Parental condition and whereabouts of CHILDREN dealt with in delinquency cases, by sex of child*

Court
Year

Parental condition and whereabouts of child when referred to court in first case disposed of during year	Children dealt with on charges of delinquency		
	Total children	Boys	Girls
Total.....			
With both own parents.....			
With mother and stepfather.....			
With father and stepmother.....			
With mother only:			
Father dead.....			
Father deserting.....			
Parents divorced.....			
Parents not married.....			
Other.....			
With father only:			
Mother dead.....			
Mother deserting.....			
Parents divorced.....			
Parents not married.....			
Other.....			
In adoptive home.....			
In other family home.....			
In institution.....			
Other.....			
Not reported.....			

TABLE 18.—*Parental condition and whereabouts of CHILDREN dealt with in dependency and neglect cases*

Court
Year

Parental condition and whereabouts of child when referred to court in first case disposed of during year	Children dealt with on charges of dependency and neglect
Total.....	
With both own parents.....	
With mother and stepfather.....	
With father and stepmother.....	
With mother only:	
Father dead.....	
Father deserting.....	
Parents divorced.....	
Parents not married.....	
Other.....	
With father only:	
Mother dead.....	
Mother deserting.....	
Parents divorced.....	
Parents not married.....	
Other.....	
In adoptive home.....	
In other family home.....	
In institution.....	
Other.....	
Not reported.....	

TABLE 19.—*Status of CASES of delinquent children on probation, by type of probation and by sex of child*

Court

Year

Status of case	Cases of delinquent children on probation during year						
	Total cases	Official probation			Unofficial probation		
		Total	Boys' cases	Girls' cases	Total	Boys' cases	Girls' cases
a. On probation at beginning of year.....							
b. Placed on probation during year.....							
c. Discharged from probation during year.....							
d. On probation at end of year.....							

TABLE 20.—*Status of CASES of dependent and neglected children under supervision, by type of supervision and by sex of child*

Court

Year

Status of case	Cases of dependent and neglected children under supervision during year						
	Total cases	Official supervision			Unofficial supervision		
		Total	Boys' cases	Girls' cases	Total	Boys' cases	Girls' cases
a. Under supervision at beginning of year.....							
b. Placed under supervision during year.....							
c. Discharged from supervision during year.....							
d. Under supervision at end of year.....							

TABLE 21.—Duration of probation in delinquency CASES discharged from probation, by reason for discharge and by type of probation

Court		Cases of delinquent children discharged from probation												
Year		Reason for discharge												
Duration and type of probation	Total cases	Reached age limit or completed maximum probation period	Further probationary supervision not recommended	Transferred to other court	Whereabouts unknown	Moved from jurisdiction of court	Committed to care of—				Death of child	Other reason	Not reported	
							Individual	Board department or agency	Institution for delinquent children	Other institution				
Total														
Official probation cases														
Less than 3 months														
3 months, less than 6														
6 months, less than 9														
9 months, less than 12														
1 year, less than 18 months														
18 months, less than 2 years														
2 years, less than 3														
3 years, less than 4														
4 years, less than 5														
5 years, and over														
Not reported														
Unofficial probation cases														
Less than 3 months														
3 months, less than 6														
6 months, less than 9														
9 months, less than 12														
1 year, less than 18 months														
18 months, less than 2 years														
2 years, less than 3														
3 years, less than 4														
4 years, less than 5														
5 years and over														
Not reported														

OUTLINES OF TABLES

TABLE 22.—Duration of supervision in dependency and neglect CASES discharged from supervision, by reason for discharge and by type of supervision

Court
Year

Duration and type of supervision	Cases of dependent and neglected children discharged from supervision										
	Total cases	Reason for discharge								Other reason	Not reported
		Reached age limit	Further supervision not recommended	Whereabouts unknown	Moved from jurisdiction of court	Committed to care of—			Death of child		
Individual	Board, department, or agency					Institution					
Total.....											
Official supervision cases.....											
Less than 3 months.....											
3 months, less than 6.....											
6 months, less than 9.....											
9 months, less than 12.....											
1 year, less than 18 months.....											
18 months, less than 2 years.....											
2 years, less than 3.....											
3 years, less than 4.....											
4 years, less than 5.....											
5 years and over.....											
Not reported.....											
Unofficial supervision cases.....											
Less than 3 months.....											
3 months, less than 6.....											
6 months, less than 9.....											
9 months, less than 12.....											
1 year, less than 18 months.....											
18 months, less than 2 years.....											
2 years, less than 3.....											
3 years, less than 4.....											
4 years, less than 5.....											
5 years and over.....											
Not reported.....											

APPENDIX.—DEFINITIONS OF TERMS USED

- Calendar.**—Day sheet or list of cases to come before the judge or referee for official action.
- Case.**—The unit of tabulation upon which this plan is based. Each case represents a child dealt with by the court officially or unofficially on a new delinquency, dependency, or neglect charge. The number of cases for a given child is the same as the number of times he has been dealt with on a new charge.
- Case referred.**—A case brought to the attention of the court by informal report or by the filing of a petition or complaint or other legal paper used to initiate court action.
- Charge.**—Statement of the type of offense or nature of the conduct for which the child is referred to court in a delinquency case and of the condition because of which the child is referred in a dependency or neglect case. See item 9, pp. — for list of charges in delinquency cases and item 9, p. — for definitions and partial list of charges in dependency and neglect cases.
- Complaint.**—A legal paper used to initiate court action (see petition). Also an informal report by which the case is brought to the attention of the court.
- Delinquency case.**—A case in which a child is referred to court on one or more of the charges listed under item 9, card 1, and discussed on pp. —.
- Dependency case.**—A case in which a child is referred to court on one or more of the charges listed under item 9, card 2, and discussed on p. —.
- Disposition of case.**—In an official case the official court order entered on the docket. In an unofficial case the arrangement made by a representative of the court for the adjustment of the difficulty or the care of the child, or the decision to refer or drop the case.
- Docket.**—Book containing brief entries showing the important steps taken by the court in each official case.
- Nature of complaint.**—See "charge."
- Official case.**—A case placed on the official calendar by the filing of a petition or complaint, or other legal paper used to initiate court action for adjudication by the judge or referee.
- Order.**—Official action taken by the court in disposing of a case and entered on the docket, such as dismissal, placement of child on probation, commitment of child to institution, etc.
- Parole.**—Conditional release from an institution after commitment.
- Petition.**—A legal paper used to initiate court action.
- Probation.**—A method of dealing with a delinquency case, resulting from official court order or unofficial arrangement, by which a child is allowed to remain in his own home or another family home under the supervision of an official representative of the court.
- Source of complaint.**—Person or agency first bringing a case to the attention of the court (this person or agency is not necessarily the one whose name appears on the petition).
- Supervision.**—A method of dealing with a dependency or neglect case, resulting from official court order or unofficial arrangement, by which a child is allowed to remain in his own home or other family home under the supervision of an official representative of the court.
- Unofficial case.**—A case not placed on the official calendar by the filing of a petition or complaint, or other legal paper used to initiate court action, but disposed of by the judge, referee, probation officer, or other officer of the court.



APPENDIX—DEFINITIONS OF TERMS USED

The words and phrases used in this appendix are defined as follows: ...