

# **Guide**

to the

**Papers of Raymund Thomas Pearson  
Honorary Secretary (c. 1920s - 1950s)  
Sunday School Teachers' Association  
Rural Deanery of Parramatta**

**Samuel Marsden Archives  
Moore Theological College Library**

**Compiled by**

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Submitted in partial fulfilment  
of the requirements for completion of the  
Managing Historical Documents Short Course

School of History and Philosophy  
University of New South Wales

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## Acknowledgements

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## Tabularium Notes

The information contained in this finding aid was compiled using Tabularium, a collection management system for archives available as freeware from State Records NSW.

<http://tabularium.records.nsw.gov.au/>

The SSTA (Sunday School Teachers' Association) file is read-only. It must be saved to the hard drive before opening.

We found Tabularium to be easy to use, and learnt a lot about the program as we worked. However, one aspect of the programme has affected the way the archive has been arranged. Initially we identified 27 series in the archive, but as we came to know the collection and relationships between documents were better understood the 27 became 21. Unfortunately, we discovered that it wasn't easy to change series numbers in information that we had already entered into Tabularium.

With more time we would have chosen to renumber the series and re-enter the data in Tabularium, but with the time constraints we decided to simply not use series numbers 4, 5, 11, 18, 24 and 25.

## Administrative History

The Most Rev. Wm. Saumarez Smith encouraged the Sunday School teachers of the diocese to form an association. The inaugural meeting of the SSTA was held on January 29 1909, at St Mark's, Granville, with the Rev. AEJ Ross acting as chairman. This was closely followed by the first SSTA Conference which was held on the February 17 1909, at St John's, Parramatta, presided over by the Ven. Archdeacon Gunther. The first committee consisted of the Rev. AEJ Ross, Mr WP Noller and GH Lewis, with Mr LC Colman as Hon. Secretary. The association gradually grew and from 1929 has been associated with the Diocesan Board of Education which assisted with teacher training and kindergarten instruction.<sup>1</sup>

## Biographical Notes

Raymund Thomas Pearson was born in 1894<sup>2</sup> and his papers date from notes on teaching a Confirmation class in 1924 to newspaper cuttings from 1953. Pearson died on August 20 1978. He is described as a parishioner of St John's Church Parramatta for 71 years, late of Phillip St, Parramatta.<sup>3</sup> Phillip St, Parramatta is the address given for the correspondence of the Sunday School Teachers' Association.

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<sup>1</sup> Pearson, R. T. "The S.S.T.A." *The Sunday School Teachers' Quarterly* Vol. 1, No. 1 (1937): p2.

<sup>2</sup> *NSW Index to Births Deaths and Marriages*. Registration no 4530 (1894).

<sup>3</sup> *Sydney Morning Herald* 22 August 1985

# List of Record Series

<i>Number</i>	<i>Series title</i>	<i>Start date</i>	<i>End date</i>
1	Papers relating to Sunday School Teachers' Association Annual Social Evenings	1936 - 1948	
2	Papers relating to Sunday School Teachers' Association Quarterly	1934 - 1944	
3	Papers relating to Sunday School Teachers' Association Discussion Evenings	1939 - 1940	
6	Papers relating to Sunday School Teachers' Association printing and copying	1941 - 1945	
7	Papers relating to Sunday School Teachers' Association Annual Quiet Days	1932 - 1945	
8	Papers relating to the Christian Social Order Movement	1942 - 1947	
9	RT Pearson's personal Instructions for Preparation for Confirmation	1924 - 1924	
10	Papers relating to Sunday School Teachers' Association badges, medallions and teacher service medal	1931 - 1937	
12	Papers relating to the Sunday School Teachers' Association Annual Kindergarten Teachers' Training Weekends and Exhibitions	1932 - 1948	
13	Sunday School Teachers' Association Committee Papers	1930 - 1944	
14	Sunday School Teachers' Association Correspondence	1926 - 1932	
15	Sunday School Teachers' Association Financial Records	1927 - 1942	
16	Internal Payments/Receipts Advice between SSTA Hon. Secretary and Hon. Treasurer.	1942 - 1940	
17	Papers relating to the Sunday School Teachers' Association - Training Courses	1930 - 1933	
19	Newspaper Clippings	1937 - 1954	
20	Papers relating to Sunday Schools Teachers' Association Conferences	1929 - 1948	
21	Rough Minute Books of the SSTA Conferences and Meetings	1928 - 1949	
22	SSTA Cash Receipt Books	1939 - 1945	
23	Parramatta 150th Anniversary. Combined Church Service and Sunday School procession	1938 - 1938	
26	RT Pearson - Personal notebooks	1926 - 1947	
27	Papers relating to the United Witness of Christian Youth	1941 - 1941	

# Inventory of Series

## 1. Papers relating to Sunday School Teachers' Association Annual Social Evenings

**Start date:** 22 June 1936  
**End date:** 26 June 1948  
**Level:** Series  
**Format:** Manilla folders  
**Extent and medium of series:** 5 folders  
**Container:** Type 1 Box  
**Container number:** 7  
**Quantity lineal metres:** 0.08  
**Location:** CT Hammond Room

### **Agencies creating series (in chronological order):**

1. Sunday School Teachers' Association - Rural Deanery of Parramatta

**Contents start date:** 22 June 1936  
**Contents end date:** 26 June 1948  
**Descriptive note:** This series is comprised of manuscript and typescript correspondence and carbon copies of correspondence relating to the Social Evenings of the SSTA. Printed invitations, game/competition scores and related news-clippings are also included.  
**Access status:** Open  
**Language/scripts:** English  
**Arrangement category:** Chronological  
**System of arrangement:** Arranged by event.  
**Disposal status:** Continuing retention  
**Related series:**

26.	RT Pearson - Personal notebooks	1926 - 1947
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### **Record items in this series:**

01/001	Social Evening June 22 1936	1936-1936
01/002	Social Evening June 19 1939	1939- 1939
01/003	Social Evening June 23 1941	1940-1941
01/004	7th, 8th, 9th, 10th Social Evenings	1942-1945
01/005	Social Evening June 21 1948	1947-1948
01/006	Social evening notebooks 1942 - 47	1942-1947

## 2. Papers relating to Sunday School Teachers' Association Quarterly.

**Start date:** 19 March 1934  
**End date:** 4 May 1944  
**Level:** Series  
**Format:** Manilla folders  
**Extent and medium of series:** 3 Manilla folders  
**Container:** Type 1 Box  
**Container number:** 7  
**Quantity lineal metres:** 0.04  
**Location:** CT Hammond Room  
**Agencies creating series (in chronological order):**

1. Sunday School Teachers' Association - Rural Deanery of Parramatta

**Contents start date:** 19 March 1934  
**Contents end date:** 4 May 1944  
**Descriptive note:** This series comprises manuscript and typescript papers relating to the foundation of the *SSTA Quarterly Magazine*, including RT Pearson's personal notes, correspondence, conference and committee meeting agendas. Articles submitted for publication in the magazine are either manuscript (pencil) or typescript. The series includes numerous news-clippings, pamphlets and articles submitted to, or collected by RT Pearson for publication. Some of these items are undated. Printing quotes, receipts and a proof copy of the first magazine are included.  
**Access status:** Open  
**Language/scripts:** English  
**Arrangement category:** Alphabetical  
**System of arrangement:** Arranged by activity.  
**Disposal status:** Continuing retention  
**Related series:**

26. RT Pearson - Personal notebooks 1926 - 1947

### **Record items in this series:**

02/001	Papers relating to the proposal for a Sunday School Teachers' magazine	1934 -1939
02/002	<i>Quarterly Magazine</i> - No 1. July 1937	1933 - 1937
02/003	Submitted articles - <i>Quarterly Magazine</i>	1940 - 1944

### 3. Papers relating to Sunday School Teachers' Association Discussion Evenings

**Start date:** 12 January 1939  
**End date:** 14 March 1940  
**Level of** Series  
**Format:** Manilla folders  
**Extent and medium of series:** 1 manilla folder  
**Container:** Type 1 Box  
**Container number:** 7  
**Quantity lineal metres:** 0.02  
**Location:** CT Hammond Room  
**Agencies creating series (in chronological order):**

1. Sunday School Teachers' Association - Rural Deanery of Parramatta

**Contents start date:** 12 January 1939  
**Contents end date:** 14 March 1940  
**Descriptive note:** This series contains 1 item, comprised of manuscripts in pencil, and typescript meeting agendas, including some carbon copies, for Discussion evenings. The purpose of the Discussion Evenings was to find ways of attracting new scholars and maintaining attendance levels at Sunday Schools.  
**Access status:** Open  
**Language/scripts:** English  
**Arrangement category:** N/A  
**System of arrangement:** N/A  
**Disposal status:** Continuing retention

**Related series:**

- |     |                                 |             |
|-----|---------------------------------|-------------|
| 26. | RT Pearson - Personal notebooks | 1926 - 1947 |
|-----|---------------------------------|-------------|

**Record items in this series:**

- |         |  |             |
|---------|--|-------------|
| 003/001 | Papers relating to Sunday School Teachers' Association Discussion Evenings | 1939 - 1940 |
|---------|--|-------------|

## 6. Papers relating to Sunday School Teachers' Association printing and copying

**Start date:** 1 December 1941

**End date:** 11 May 1945

**Level of** Series

**Format:** Manilla folders

**Extent and medium of series:** 1 folder

**Container:** Type 1 Box

**Container number:** 7

**Quantity lineal metres:** 0.01

**Location:** CT Hammond Room

**Agencies creating series (in chronological order):**

1. Sunday School Teachers' Association - Rural Deanery of Parramatta

**Contents start date:** 1 December 1941

**Contents end date:** 11 May 1945

**Descriptive note:** This series contains 1 item, comprised of receipts for typing and printing of notices, announcements and circulars relating to SSTA meetings and other events. Drafts of notices, announcements and circulars to be printed, some handwritten and typescript. One issue of the *Parramatta Metropolitan News*, December 1941. Price lists for typing and duplicating from various printing companies. Quote to RT Pearson for a flat-bed duplicator from the director of Ellams Duplicator Co. (Sydney) Pty. Ltd.  
Folder dirty, but overall condition good.

**Access status:** Open

**Language/scripts:** English

**Arrangement category:** N/A

**System of arrangement:** N/A

**Disposal status:** Continuing retention

**Related series:** Not determined

**Record items in this series:**

006/001 SSTA printing and copying

1941 - 1945



## 7. Papers relating to Sunday School Teachers' Association Annual Quiet Days

**Start date:** 2 September 1932

**End date:** 6 May 1945

**Level:** Series

**Format:** Manilla folders

**Extent and medium of series:** 9 folders

**Container:** Type 1 Box

**Container number:** 10

**Quantity lineal metres:** 0.11

**Location:** CT Hammond Room

**Agencies creating series (in chronological order):**

1. Sunday School Teachers' Association - Rural Deanery of Parramatta

**Contents start date:** 2 September 1932

**Contents end date:** 6 May 1945

**Descriptive note:** This series comprises manuscript drafts and carbon copies of Quiet Day programmes and announcements. Printed programmes for Quiet Days held at St John's, Parramatta, usually held on Anzac Day (1943 was April 17). Notes on votes of thanks, correspondence, railway timetables, news-clippings and RT Pearson's personal notebooks. Note: date range is incomplete - folders for 1937 - 1942 are not included.

**Access status:** Open

**Language/scripts:** English

**Arrangement category:** Chronological

**System of arrangement:** Arranged by event.

**Disposal status:** Continuing retention

**Related series:** Not determined

**Record items in this series:**

007/001	Quiet Day April 25 1933	1932 - 1933
007/002	Quiet Day April 25 1934	1913 - 1934
007/003	Quiet Day April 25 1935	1935 - 1935
007/004	Quiet Day April 25 1936	1936 - 1936
007/005	Quiet Day April 25 1941	1941 - 1941
007/006	Quiet Day April 25 1942	1942 - 1942
007/007	Quiet Day April 17 1943	1943 - 1943
007/008	Quiet Day April 25 1944	1944 - 1944
007/009	Quiet Day April 25 1945	1945 - 1945

## 8. Papers relating to the Christian Social Order Movement

**Start date:** 3 May 1942  
**End date:** 1 December 1947  
**Level:** Series  
**Format:** Manilla folders  
**Extent and medium of series:** 1 folder  
**Container:** Type 1 Box  
**Container number:** 9  
**Quantity lineal metres:** 0.08  
**Location:** CT Hammond Room  
**Agencies creating series (in chronological order):**

### 4. Christian Social Order Movement

**Contents start date:** 3 May 1942  
**Contents end date:** 1 December 1947  
**Descriptive note:** The Christian Social Order Movement was formed on September 1 1943. This series contains 1 item comprising of papers relating to its formation and early years. The series contains announcements, circulars, member's contacts and interests forms, offer of service circular, copies of *The New Day* monthly journal, meeting agenda, contribution forms, membership receipts, list of members and council for 1947, activity leaflets. Some foxing, some insect damage. Pages of various sizes ranging from foolscap to 84mm x 128mm.  
**Access status:** Open  
**Language/scripts:** English  
**Arrangement category:** N/A  
**System of arrangement:** N/A  
**Disposal status:** Continuing retention  
**Related series:**

26. RT Pearson - Personal notebooks 1926 - 1947

### **Record items in this series:**

008/001 Papers relating to the Christian Social Order Movement 1942 - 1947

## 9. RT Pearson's personal Instructions for Preparation for Confirmation

**Start date:** 1 January 1924

**End date:** 1 January 1924

**Level:** Series

**Format:** Paper-bound volumes

**Extent and medium of series:** 1 exercise book 165mm x 205mm

**Container:** Type 1 Box

**Container number:** 6

**Quantity lineal metres:** 0.01

**Location:** CT Hammond Room

**Person creating series:**

1. Pearson, Raymund Thomas 1894 - 1975

**Contents start date:** 1 January 1924

**Contents end date:** 1 January 1924

**Descriptive note:** This series contains 1 item, comprised of handwritten notes labeled 'Preparation for Confirmation'. 9 pages. RT Pearson was Secretary of the Sunday School Teachers' Association; these appear to be his own notes to assist in the instruction of confirmation classes.  
Exercise book, lined pages, covered with brown paper.  
Cover torn otherwise in good condition.

**Access status:** Open

**Language/scripts:** English

**Arrangement category:** N/A

**System of arrangement:** N/A

**Disposal status:** Continuing retention

**Related series:** Not determined

**Record items in this series:**

009/001 Preparation for Confirmation 1924 - 1924

## 10. Papers relating to Sunday School Teachers' Association badges, medallions and teacher service medal

**Start date:** 8 September 1931  
**End date:** 11 September 1937  
**Level:** Series  
**Format:** Manilla folders  
**Extent and medium of series:** 2 folders 285 mm x 240 mm  
**Container:** Type 1 Box  
**Container number:** 7  
**Quantity lineal metres:** 0.02  
**Location:** CT Hammond Room

### **Agencies creating series (in chronological order):**

1. Sunday School Teachers' Association - Rural Deanery of Parramatta

**Contents start date:** 8 September 1931

**Contents end date:** 11 September 1937

**Descriptive note:** This series comprises papers related to the design of service medals, SSTA medallions and badges, including quotes, orders and payments receipts for these items. Some rough sketches of badge and medallion designs are found on scraps of paper. Other papers include advertisements from engravers and die sinkers and correspondence between these companies and the SSTA, mostly typescript, some manuscript and carbon copies. Also includes lists of badge orders for members, badge requests and receipts for payment of badges.

Mostly good condition, some foxing and insect damage.

**Access status:** Open

**Language/scripts:** English

**Arrangement category:** Alphabetical

**System of arrangement:** Arranged by badge type.

**Disposal status:** Continuing retention

**Related series:** Not determined

### **Record items in this series:**

010/001	Medallion and Badge	1931 - 1937
010/002	Teachers Service Medal	1931 - 1931

## 12. Papers relating to the Sunday School Teachers' Association Annual Kindergarten Teachers' Training Weekends and Exhibitions

**Start date:** 30 April 1932  
**End date:** 10 September 1948  
**Level:** Series  
**Format:** Manilla folders  
**Extent and medium of series:** 9 folders 245mm x 290mm  
**Container:** Type 1 Box  
**Container number:** 6  
**Quantity lineal metres:** 0.14  
**Location:** CT Hammond Room

### **Agencies creating series (in chronological order):**

1. Sunday School Teachers' Association - Rural Deanery of Parramatta

**Contents start date:** 30 April 1932

**Contents end date:** 10 September 1948

**Descriptive note:** This series comprises papers kept by RT Pearson relating to the organizing of the SSTA Kindergarten Teachers' Training Weekends and Exhibitions. The series contains draft announcements, correspondence, personal notes, announcements, a questionnaire and notebooks. Note: the date range is incomplete - papers for the years 1937-1939; 1941; 1943 and 1945-1947 are missing.  
 Mostly good condition, some foxing and insect damage.

**Access status:** Open

**Language/scripts:** English

**Arrangement category:** Chronological

**System of arrangement:** Arranged by event.

**Disposal status:** Continuing retention

**Related series:** Not determined

### **Record items in this series:**

012/001	Papers relating to the 1st Annual Kindergarten Exhibition and Lectures July 29th, 30th, and 31st 1932	1932 - 1932
012/002	Papers relating to the 2nd Annual Kindergarten Exhibition and Lectures July 28th, 29th, 30th 1933	1932 - 1933
012/003	Papers relating to the 3rd Annual Kindergarten Exhibition and Lectures July 1934	1934 - 1934
012/004	Papers relating to the 4th Annual Kindergarten Exhibition and Lectures July 1935	1934 - 1935
012/005	Papers relating to the 5th Annual Kindergarten Exhibition and Lectures July 24th, 25th, 26th 1936	1936 - 1936

012/006	Papers relating to the 9th Annual Kindergarten Exhibition and Lectures July 26th, 27th, 28th 1940	1940 - 1940
012/007	Papers relating to the 10th Annual Kindergarten Exhibition and Lectures September 12th, 13th, 14th 1941	1940 - 1942
012/008	Papers relating to the 11th, 12th and 13th Annual Kindergarten Exhibition and Lectures.	1942 - 1944
012/009	Papers relating to the Annual Kindergarten Exhibition and Lectures 1945 - 1948.	1945 - 1948

### 13. Sunday School Teachers' Association Committee Papers

**Start date:** 15 September 1930

**End date:** 28 September 1944

**Level:** Series

**Format:** Manilla folders

**Extent and medium of series:** 3 Folders

**Container:** Type 1 Box

**Container number:** 10

**Quantity lineal metres:** 0.06

**Location:** CT Hammond Room

**Agencies creating series (in chronological order):**

1. Sunday School Teachers' Association - Rural Deanery of Parramatta

**Contents start date:** 15 September 1930

**Contents end date:** 28 September 1944

**Descriptive note:** This series comprises committee papers for the Sunday School Teachers' Association. Papers include secretaries notes (including rough minutes), agenda, draft letters. Book sales, conference 1937. Note: the date range is incomplete - papers for 1938 - 1941 are missing.

**Access status:** Open

**Language/scripts:** English

**Arrangement category:** Chronological

**System of arrangement:** Arranged by event.

**Disposal status:** Continuing retention

**Related series:**

- |     |                                 |             |
|-----|---------------------------------|-------------|
| 26. | RT Pearson - Personal notebooks | 1926 - 1947 |
|-----|---------------------------------|-------------|

**Record items in this series:**

- |         |                                       |             |
|---------|---------------------------------------|-------------|
| 013/001 | Committee papers - Agenda 1930 - 1933 | 1930 -1933  |
| 013/002 | Committee papers 1937 - 1942          | 1937 -1942  |
| 013/003 | Committee papers 1942 - 1944          | 1942 - 1944 |
| 013/004 | Committee meeting and conference 1947 | 1947 -1947  |

## 14. Sunday School Teachers' Association Correspondence

**Start date:** 30 December 1926  
**End date:** 16 January 1932  
**Level:** Series  
**Format:** Manilla folders  
**Extent and medium of series:** 2 folders 245mm x 290mm, and loose papers  
**Container:** Type 1 Box  
**Container number:** 13  
**Quantity lineal metres:** 0.17  
**Location:** CT Hammond Room  
**Agencies creating series (in chronological order):**

1. Sunday School Teachers' Association - Rural Deanery of Parramatta

**Contents start date:** 30 December 1926  
**Contents end date:** 16 January 1932  
**Descriptive note:** This series comprises correspondence of the Sunday School Teachers Association. Manuscript letters, sent and received, receipts. Note: the date range is incomplete - no documents from 16/1/1932 to 5/6/1936 are included.  
 Loose papers were tied together divided by cardboard. Loose papers have been placed in manilla folders, keeping the original divisions.  
 Condition of papers varies from good to quite poor. There is some foxing, some insect damage, and some show signs of having been damp.  
**Access status:** Open  
**Language/scripts:** English  
**Arrangement category:** Chronological  
**System of arrangement:** Arranged by event.  
**Disposal status:** Continuing retention  
**Related series:**

26. RT Pearson - Personal notebooks 1926 - 1947

### **Record items in this series:**

014/001	Correspondence - Letters received. No 1	1926 - 1932
014/002	Correspondence - Letters received. No 2 beginning of 1932 to (empty)	-
014/003	Loose papers - mostly 1938	1936 - 1939
014/004	Loose papers - 1939	1939 - 1939
014/005	Loose papers - 1940	1940 - 1940
014/006	Loose papers - 1940, 1941	1941 - 1941
014/007	Loose papers - 1941	1941 - 1941
014/008	Loose papers - 1942 -1944	1942 - 1944



## 15. Sunday School Teachers' Association Financial Records

**Start date:** 7 March 1927  
**End date:** 20 November 1942  
**Level:** Series  
**Format:** Manilla folders  
**Extent and medium of series:** 5 folders  
**Container:** Type 1 Box  
**Container number:** 9  
**Quantity lineal metres:** 0.03  
**Location:** CT Hammond Room

***Agencies creating series (in chronological order):***

1. Sunday School Teachers' Association - Rural Deanery of Parramatta

**Contents start date:** 7 March 1927

**Contents end date:** 20 November 1942

**Descriptive note:** This series comprises papers relating to the financial management of the SSTA. The series includes receipts, balance sheets, letters, and accounts. 4 folders labeled 'Accounts' - 1930; 1933; 1934; 1934 - 1942 and one folder labeled 'Hon. Treasurer's Statements'.

**Access status:** Open

**Language/scripts:** English

**Arrangement category:** Chronological

**System of arrangement:** Arranged by accounts and statements.

**Disposal status:** Continuing retention

**Related series:** Not determined

***Record items in this series:***

015/001	Accounts	1927 - 1933
015/002	Accounts 1933	1933 - 1934
015/003	Accounts 1934	1934 - 1935
015/004	Accounts 1934 -1942	1933 - 1942
015/005	Hon. Treasurers statements	1939 -1940

## 16. Internal Payments/Receipts Advice between SSTA Hon. Secretary and Hon. Treasurer

**Start date:** 8 October 1940  
**End date:** 20 May 1942  
**Level:** Series  
**Format:** Paper-bound volumes  
**Extent and medium of series:** 2 duplicate carbon books, bound, blue cover. 130mm x 172mm x 18mm

**Container:** Type 1 Box  
**Container number:** 11  
**Quantity lineal metres:** 0.043  
**Location:** CT Hammond Room

### **Agencies creating series (in chronological order):**

1. Sunday School Teachers' Association - Rural Deanery of Parramatta

**Contents start date:** 8 October 1940  
**Contents end date:** 20 May 1942  
**Descriptive note:** This series comprises details recording payments received, written by RT Pearson, Hon. Secretary, for ST Moxham, Hon Treasurer. Includes details of who paid, what for, amount and corresponding receipt number. Each book contains a carbon page. Each page stamped with the 'Rural Deanery of Parramatta Sunday School Teachers' Association' stamp. On cover books are numbered '1' and '3'. Book number '1' follows on from book no '3'.  
 Good condition.

**Access status:** Open  
**Language/scripts:** English  
**Arrangement category:** Chronological  
**System of arrangement** Arranged by receipts.  
**Disposal status:** Continuing retention

### **Related series:**

- |     |   |             |
|-----|---|-------------|
| 15. | Sunday School Teachers' Association Financial Records | 1927 - 1942 |
|-----|---|-------------|

### **Record items in this series:**

- |         |  |             |
|---------|--|-------------|
| 016/001 | Internal Payments/receipts advice book No. 3 | 1940 - 1942 |
| 016/002 | Internal Payments/receipts advice book No. 1 | 1942 - 1947 |

## 17. Papers relating to the Sunday School Teachers' Association - Training Courses

**Start date:** 24 February 1930  
**End date:** 31 October 1933  
**Level:** Series  
**Format:** Manilla folders  
**Extent and medium of series:** 4 Manilla Folders  
**Container:** Type 1 Box  
**Container number:** 5  
**Quantity lineal metres:** 0.06  
**Location:** CT Hammond Room

**Agencies creating series (in chronological order):**

1. Sunday School Teachers' Association - Rural Deanery of Parramatta

**Contents start date:** 24 February 1930  
**Contents end date:** 31 October 1933  
**Descriptive note:** The SSTA Rural Deanery of Parramatta conducted training courses for Sunday School teachers with the assistance of the Board of Education - Diocese of Sydney. This series comprises letters, proposed programmes, lists of work requirements, enrolment book, lecture notes and draft notes relating to the organisation of training courses for teachers, kindergarten teachers, and a proposed course for the Certificate in Theology.

**Access status:** Open  
**Language/scripts:** English  
**Arrangement category:** None discernible  
**System of arrangement:** Arranged by event and place.  
**Disposal status:** Continuing retention  
**Related series:** Not determined

**Record items in this series:**

017/001	TH. A. Training College	1931 - 1932
017/002	Kindergarten Training Course - 1931	1931 - 1932
017/003	Teacher Training Course - 1933	1933 - 1934
017/004	Teacher Training Course - 1930	1929 - 1930

## 19. Newspaper clippings

**Start date:** 16 June 1937

**End date:** 18 February 1954

**Level:** Series

**Format:** Manilla folders

**Extent and medium of series:** 24 folders, 245mm x 290mm, containing press clippings

**Container:** Type 1 Box

**Container number:** 8 - 9

**Quantity lineal metres:** 0.23

**Location:** CT Hammond Room

**Person creating series:**

1. Pearson, Raymund Thomas 1894 - 1975

**Contents start date:** 16 June 1937

**Contents end date:** 18 February 1954

**Descriptive note:** This series comprises newspaper clippings collected by RT Pearson on a variety of subjects over a period of 18 years.  
Mostly good condition, some yellowing.

**Access status:** Open

**Language/scripts:** English

**Arrangement category:** Alphabetical

**System of arrangement:** Arranged by event category/subject.

**Disposal status:** Continuing retention

**Related series:** Not determined

**Record items in this series:**

019/001	Anzac Day	1946 - 1953
019/002	Australia 1951 1953	1953 - 1953
019/003	Books	1938 - 1939
019/004	Britain 1951 - 2	1951 - 1952
019/005	Britain 1953	1953 - 1953
019/006	Coronation 1953	1952 - 1953
019/007	Crisis	1938 - 1941
019/008	Education - Church and State	1937 - 1939
019/009	Engineering	1938 - 1939
019/010	English	1947 - 1951
019/011	Gambling - Lottery - Drink	1938 - 1939
019/012	Heatwave - Fires 1938-9	1939 - 1939
019/013	International (1)	1937 - 1939
019/014	International (2)	1939 - 1939
019/015	Korea - Truce	1953 - 1953
019/016	Maps	1939 - 1939

019/017	Missionary	1936 - 1951
019/018	National - Empire	1939 - 1939
019/019	Nature - Phenomenon	1939 - 1939
019/020	Notable Incidents	1938 - 1938
019/021	Notable People	1937 - 1939
019/022	Overseas	1953 - 1953
019/023	Palestine - Jews	1938 - 1939
019/024	Royal Tour - Australia	1951 - 1954

## 20. Papers relating to Sunday Schools Teachers' Association Conferences

**Start date:** 23 November 1929

**End date:** 1 December 1948

**Level:** Series

**Format:** Manilla folders

**Extent and medium of series:** 47 folders, 245mm x 290mm

**Container:** Type 1 Box

**Container number:** 1 - 5

**Quantity lineal metres:** 0.79

**Location:** CT Hammond Room

**Agencies creating series (in chronological order):**

1. Sunday School Teachers' Association - Rural Deanery of Parramatta 1929 - 1948

**Contents start date:** 23 November 1929

**Contents end date:** 1 December 1948

**Descriptive note:** The SSTA conducted Quarterly and Annual conferences. This series comprises papers relating to the organisation of these conferences between 1929 and 1948. The series contains Conference agenda, votes of thanks, correspondence, some personal notes of RT Pearson, announcements and draft announcements, programmes, press releases. Papers include manuscripts written in pencil, some with carbon copies, and some typescript materials. Note: the date range is incomplete - papers for 1939 are missing. Mostly good condition, some foxing.

**Access status:** Open

**Language/scripts:** English

**Arrangement category:** Chronological

**System of arrangement:** Arranged by conference or meeting

**Disposal status:** Continuing retention

**Related series:**

26. RT Pearson - Personal notebooks 1926 - 1947

**Record items in this series:**

020/001	Papers relating to conferences of November 23 1929 - August 1932	1929 - 1932
020/002	Papers relating to conference of November 12 1932	1932 - 1932
020/003	Papers relating to conference of February 13 1933	1933 - 1933
020/004	Papers relating to conference of May 8 1933	1933 -1933
020/005	Papers relating to conference of August 14 1933	1933 -1933
020/006	Papers relating to conference of February 12 1934	1933 - 1934
020/007	Papers relating to conference of May 14 1934	1934 - 1934
020/008	Papers relating to conference of August 13 1934	1934 - 1934
020/009	Papers relating to conference of 10 November 1934	1934 -1934
020/010	Papers relating to conference of February 11 1935	1934 - 1935

020/011	Papers relating to conference of May 13 1935	1935 -1935
020/012	Papers relating to conference of August 8 1935	1935 - 1935
020/013	Papers relating to conference of May 11 1936	1936 - 1936
020/014	Papers relating to conference of August 10 1936	1936 - 1936
020/015	Papers relating to conference of February 11 1937	1936 -1937
020/016	Papers relating to conference of May 10 1937	1936 -1937
020/017	Papers relating to conference of August 2 1937	1937 - 1937
020/018	Papers relating to conference of November 13 1937	1937 - 1937
020/019	Papers relating to conference of February 21 1938	1937 - 1938
020/020	Papers relating to conference of May 9 1938	1938 - 1938
020/021	Papers relating to 114th and 30th Annual meeting February 17 1941	1940 - 1941
020/022	Papers relating to 115th and 116th Quarterly Conference August 1 1941	1941 - 1941
020/023	Papers relating to 118th Quarterly Conference Feb 16 1942	1941 - 1942
020/024	Papers relating to 119th Quarterly Conference May 11 1942	1941 - 1942
020/025	Papers relating to 120th Quarterly Conference August 10 1942	1942 - 1942
020/026	Papers relating to 121st Quarterly Conference October 30 1942	1942 - 1942
020/027	Papers relating to 122nd Quarterly Conference February 15 1943	1942 - 1943
020/028	Papers relating to 123rd Quarterly Conference May 10 1943	1943 - 1943
020/029	Papers relating to 124th Quarterly Conference August 9 1943	1943 -1943
020/030	Papers relating to 125th Quarterly Conference November 15 1943	1943 - 1943
020/031	Papers relating to 126th Quarterly Conference February 24 1944	1944 - 1944
020/032	Papers relating to 127th Quarterly Conference May 8 1944	1944 -1944
020/033	Papers relating to 128th Quarterly Conference August 14 1944	1944 - 1944
020/034	Papers relating to 129th Quarterly Conference November 13 1944	1944 - 1944
020/035	Papers relating to 130th Quarterly Conference February 19 1945	1944 - 1945
020/036	Papers relating to 131st Quarterly Conference May 14 1945	1943 - 1945
020/037	Papers relating to 132nd Quarterly Conference August 13 1945	1945 -1945
020/038	Papers relating to 133rd Quarterly Conference November 12 1945	1945 -1945
020/039	Papers relating to 134th Quarterly Conference February 18 1946	1945 - 1946
020/040	Papers relating to 135th Quarterly Conference May 13 1946	1946 -1946
020/041	Papers relating to 136th Quarterly Conference August 12 1946	1946 -1946
020/042	Papers relating to 138th Quarterly Conference February 17 1947	1946 - 1947
020/043	Papers relating to 141st Quarterly Conference November 8 1947	1947 - 1947
020/044	Papers relating to 143rd Quarterly Conference May 10 1948	1948 - 1948
020/045	Papers relating to 145th Quarterly Conference August 9 1948	1948 -1948
020/046	Empty Folder labeled 146th Quarterly Conference	-

## 21. Rough Minute Books of the SSTA Conferences and Meetings

**Start date:** 5 March 1928

**End date:** 9 May 1949

**Level:** Series

**Format:** Paper-bound volumes

**Extent and medium of series:** 34 notebooks. 100mm x 165mm x 5mm deep.

**Container:** Type 1 Box

**Container number:** 11

**Quantity lineal metres:** 0.043

**Location:** CT Hammond Room

**Agencies creating series (in chronological order):**

1. Sunday School Teachers' Association - Rural Deanery of Parramatta 1929 - 1948

**Contents start date:** 5 March 1928

**Contents end date:** 9 May 1949

**Descriptive note:** This series is comprised of RT Pearson's rough minutes of the SSTA conferences and meetings. Only a few pages have been used in many of the books, although in some books the last pages have also been used. Almost all in pencil with handwriting difficult to read. Labels on front cover indicate meetings and dates.  
Mostly good condition.

**Access status:** Open

**Language/scripts:** English

**Arrangement category:** Chronological

**System of arrangement:** Arranged by conference or meeting events.

**Disposal status:** Continuing retention

**Related series:**

20. Papers relating to Sunday Schools Teachers' Association Conferences 1929 - 1948

**Record items in this series:**

021/001	Rough minutes SSTA Quarterly Meetings and Conferences 1928 - 1930	1928 - 1930
021/002	Rough minutes SSTA Quarterly Meetings and Conferences 1930 - 1932	1930 - 1932
021/003	Rough minutes SSTA Quarterly Meetings and Conferences 1932 - 1934	1932 - 1934
021/004	Rough minutes SSTA Quarterly Meetings and Conferences 1934 - 1935	1934 - 1935
021/005	Rough minutes SSTA Quarterly Meetings and Conferences February 1936	1936 - 1936
021/006	Rough minutes SSTA Quarterly Meetings and Conferences	



	May 1936	1936 - 1936
021/007	Rough minutes SSTA Quarterly Meetings and Conferences February 1937	1937 - 1937
021/008	Rough minutes SSTA Quarterly Meetings and Conferences May 1937	1937 - 1937
021/009	Rough minutes SSTA Quarterly Meetings and Conferences August 1937	1937 - 1937
021/010	Rough minutes SSTA Quarterly Meetings and Conferences November 1937	1937 - 1937
021/011	Rough minutes SSTA Quarterly Meetings and Conferences February 1938	1938 - 1938
021/012	Rough minutes SSTA Quarterly Meetings and Conferences May 1938	1938 - 1938
021/013	Rough minutes SSTA Quarterly Meetings and Conferences August 1938	1938 - 1938
021/014	Rough minutes SSTA Quarterly Meetings and Conferences November 1938	1938 - 1938
021/015	Rough minutes SSTA Quarterly Meetings and Conferences Feb 1940	1940 - 1940
021/016	Rough minutes SSTA Quarterly Meetings and Conferences May 1940	1940 - 1940
021/017	Rough minutes SSTA Quarterly Meetings and Conferences August 1940	1940 - 1940
021/018	Rough minutes SSTA Quarterly Meetings and Conferences November 1940	1940 - 1940
021/019	Rough minutes SSTA Quarterly Meetings and Conferences 1941	1941 - 1941
021/020	Rough minutes SSTA Quarterly Meetings and Conferences February 1942	1942 - 1942
021/021	Rough minutes SSTA Quarterly Meetings and Conferences May 1942	1942 - 1942
021/022	Rough minutes SSTA Quarterly Meetings and Conferences August 1942	1942 - 1942
021/023	Rough minutes SSTA Quarterly Meetings and Conferences August 1943	1943 - 1943
021/024	Rough minutes SSTA Quarterly Meetings and Conferences May 1944	1944 - 1944
021/025	Rough minutes SSTA Quarterly Meetings and Conferences August 1944	1944 - 1944
021/026	Rough minutes SSTA Quarterly Meetings and Conferences February 1945	1945 - 1945

021/027	Rough minutes SSTA Quarterly Meetings and Conferences November 1945	1945 - 1945
021/028	Rough minutes SSTA Quarterly Meetings and Conferences August 1946	1946 - 1946
021/029	Rough minutes SSTA Quarterly Meetings and Conferences August 1947	1947 - 1948
021/030	Rough minutes SSTA Quarterly Meetings and Conferences Nov 1947 - Feb 1948	1947 - 1948
021/031	Rough minutes SSTA Quarterly Meetings and Conferences May 1948	1948 - 1948
021/032	Rough minutes SSTA Quarterly Meetings and Conferences August 1948	1948 - 1948
021/033	Rough minutes SSTA Quarterly Meetings and Conferences November 1948	1948 - 1948
021/034	Rough minutes SSTA Quarterly Meetings and Conferences February 1949	1949 - 1949

## 22. SSTA Cash Receipt Books

**Start date:** 27 February 1939  
**End date:** 24 December 1945  
**Level:** Series  
**Format:** Paper-bound volumes  
**Extent and medium of series:** 3 carbon cash receipt books. 2 books 130mm x 99mm. 1 book 124mm x 80mm.

**Container:** Type 1 Box

**Container number:** 11

**Quantity lineal metres:** 0.043

**Location:** CT Hammond Room

**Agencies creating series (in chronological order):**

1. Sunday School Teachers' Association - Rural Deanery of Parramatta 1929 - 1948

**Contents start date:** 27 February 1939

**Contents end date:** 24 December 1945

**Descriptive note:** This series comprises 3 cash receipt books documenting money received by RT Pearson for the Sunday School Teachers' Association. 100 leaves in duplicate.

Books in good condition but many carbon copies very faint.

**Access status:** Open

**Language/scripts:** English

**Arrangement category:** Chronological

**System of arrangement:** Arranged by receipt dates.

**Disposal status:** Continuing retention

**Related series:**

15. Sunday School Teachers' Association Financial Records 1927 - 1942

**Record items in this series:**

022/001	Cash receipt book Feb 1939 - Aug 1940	1939 - 1940
022/002	Cash receipt book Sep 1940 - Dec 1942	1940 - 1942
022/003	Cash receipt book Feb 1943 - Dec 1945	1943 - 1945

## 23. Parramatta 150th Anniversary Combined Church Service and Sunday School Procession

<b>Start date:</b>	27 October 1938	
<b>End date:</b>	5 November 1938	
<b>Level:</b>	Series	
<b>Format:</b>	Paper-bound volumes	
<b>Extent and medium of series:</b>	3 notebooks.	
<b>Container:</b>	Type 1 Box	
<b>Container number:</b>	11	
<b>Quantity lineal metres:</b>	0.043	
<b>Location:</b>	CT Hammond Room	
<b>Agencies creating series (in chronological order):</b>	Not determined	
<b>Contents start date:</b>	27 October 1938	
<b>Contents end date:</b>	5 November 1938	
<b>Descriptive note:</b>	This series comprises rough notes of meetings relating to the organisation of the Combined Church Service and Procession to celebrate the 150th Anniversary of the Parramatta Deanery. Notebooks with black covers, labels pasted on front cover indicating book number (No 1 - No 3). Spines damaged.	
<b>Access status:</b>	Open	
<b>Language/scripts:</b>	English	
<b>Arrangement category:</b>	Chronological	
<b>System of arrangement</b>	Arranged by order of notes.	
<b>Disposal status:</b>	Continuing retention	
<b>Related series:</b>		
12.	Papers relating to the Sunday School Teachers' Association	1932 - 1948
<b>Record items in this series:</b>		
023/001	Notebook. Parramatta 150th Anniversary - Book No 1.	1938 - 1938
023/002	Notebook. Parramatta 150th Anniversary - Book No 2.	1938 - 1938
023/003	Notebook. Parramatta 150th Anniversary - Book No 3.	1938 -1938

## 26. RT Pearson - Personal notebooks

**Start date:** 21 December 1926

**End date:** 18 July 1947

**Level:** Series

**Format:** Paper-bound volumes

**Extent and medium of series:** 17 notebooks, 100mm x 160mm

**Container:** Type 1 Box

**Container number:** 12

**Quantity lineal metres:** 0.02

**Location:** CT Hammond Room

**Person creating series:**

1. Pearson, Raymund Thomas 1894 - 1975

**Contents start date:** 21 December 1926

**Contents end date:** 18 July 1947

**Descriptive note:** This series comprises of 17 notebooks kept by RT Pearson to record the proceedings of events which he attended. These notes were then used to write articles for the *SSTA Quarterly Magazine*. Notebooks with black covers, labels pasted on front cover of most notebooks, but not all. Some spines damaged.

**Access status:** Open

**Language/scripts:** English

**Arrangement category:** Chronological

**System of arrangement:** Arranged by activity/event.

**Disposal status:** Continuing retention

**Related series:**

20. Papers relating to Sunday Schools Teachers' Association 1929 - 1948

3. Papers relating to Sunday School Teachers' Association 1939 - 1940

**Record items in this series:**

026/001	RT Pearson personal notebook. 1926 - 1927	1926 - 1927
026/002	RT Pearson personal notebook. Visual Learning lecture 1930	1930 - 1930
026/003	RT Pearson personal notebook. 1930 - 1933	1930 - 1933
026/004	RT Pearson personal notebook. 1935	1935 - 1935
026/005	RT Pearson personal notebook. 1936	1936 - 1937
026/006	RT Pearson personal notebook. St John's SS picnic 1937	1937 - 1937
026/007	RT Pearson personal notebook. General notes 1937	1937 - 1937
026/008	RT Pearson personal notebook. Orders, group photo, conference 1937	1937 - 1937
026/009	RT Pearson personal notebook. Draft letter. 1940	1940 - 1940
026/010	RT Pearson personal notebook. Archbishop's address	1940 - 1940
026/011	RT Pearson personal notebook. SSTA proposed Sunday Schools Constitution - Meetings 1940	1940 - 1940

026/012	RT Pearson personal notebook. Lenten Rally. 1941	1941 - 1941
026/013	RT Pearson personal notebook. Bishop Song China Visit and Address.	1941 - 1941
026/014	RT Pearson personal notebook. Draft notes, conformation service	1941 - 1941
026/015	RT Pearson personal notebook. St John's Teachers meetings. 1944	1944 -1944
026/016	RT Pearson personal notebook. Rough minutes. 1946	1946 - 1946
026/017	RT Pearson personal notebook. Teachers' Fellowship Notes. 1947	1947 - 1947

## 27. Papers relating to the United Witness of Christian Youth

**Start date:** 17 July 1941  
**End date:** 19 September 1941  
**Level:** Series  
**Format:** Manilla folders  
**Extent and medium of series:** 2 manilla folders, 1 foolscap 1 240mm x 280mm, and loose papers.  
**Container:** Type 1 Box  
**Container number:** 6  
**Quantity lineal metres:** 0.02  
**Location:** CT Hammond Room  
**Agencies creating series (in chronological order):**  
3. Parramatta District United Witness of Christian Youth  
**Contents start date:** 17 July 1941  
**Contents end date:** 19 September 1941  
**Descriptive note:** The United Witness of Christian Youth conducted an annual procession and joint church service. This series comprises papers relating to the organisation of the procession and service, kept by RT Pearson, who assisted the organising secretary. The papers include draft announcements, agenda and programmes, news-clippings, names and addresses of Sunday School secretaries of various denominations, a personal notebook of RT Pearson, and addressed envelopes.  
Papers mostly in good condition, many rusting pins.  
**Access status:** Open  
**Language/scripts:** English  
**Arrangement category:** Chronological  
**System of arrangement:** Arranged by activity/event.  
**Related series:** Not determined  
**Record items in this series:**  
027/001 Annual United Witness of Christian Youth 1940 - 1941  
027/002 Circular. United Witness of Christian Youth, 1943 1943 - 1943

## Notes