

**The standing by-laws of the corporation of the governors of the Foundling Hospital and Work-house: confirmed at a general Quarterly-assembly ... on the first day of May, 1777.**

**Contributors**

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~~MS. B. 25~~

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MEDICAL SOCIETY OF LONDON

THE

Standing BY-LAWS

OF THE

CORPORATION

OF THE

GOVERNORS of the *Foundling*

*Hospital and Work-House:*

CONFIRMED

At a General Quarterly - Assembly,

Held at said HOSPITAL,

ON THE

First Day of *May*, 1777.

D U B L I N :

Printed by WILLIAM SLEATER.

*WILLIAM SLEATER*

MDCCLXXVII.

THE

PROCEEDINGS

OF THE

GENERAL ASSEMBLY

OF THE

STATE OF

MISSISSIPPI

IN

THE

YEAR

1856

AND

1857

AS

APPROVED

BY

THE

COMMISSIONERS

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THE  
Standing B Y - L A W S  
OF THE  
C O R P O R A T I O N  
OF THE  
GOVERNORS of the *Foundling  
Hospital and Work-house.*

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WHEREAS it is absolutely necessary for maintaining the good Police of the Hospital, that there be a proper Subordination of Officers and Servants, and that one Person should be appointed as Superintendant, with Authority to inspect and report the Conduct of all the other Officers (except the Chaplain) and Servants:— And the Treasurer, from the great Trust reposed in him, the ample Security given by him, and the large Salery allowed him, being the proper Officer for that Purpose,

RESOLVED, I. That the Treasurer be the superintending Officer for the Purposes aforesaid.

II. That the Chaplain, Treasurer, Register, Superintendant of the Factories, Matron, House-

keeper and Apothecary, be considered as resident Officers, have Apartments in the House, and take Rank in the Order here named.

III. That the Physician, Surgeon, Supervisor of the Tax on Houses, and the Collectors be considered as Extern Officers; and that no Officer employed in this Hospital be permitted to act by Proxy, unless by an Order of a general Board or Court of Assistants, on his Sickness or other unavoidable Necessity.

IV. That all other Persons employed in the House (the allowed Deputy of any Officer and the head Nurse-keeper excepted) be considered as Servants.

V. That no Person be permitted to lodge within the Walls of the House, except the Officers and their Families, the deputy Matron, Treasurers, Clerk and head Nurse-tender, the Servants employed in the House, and the several Factory Masters and Mistresses, except such as may be licensed thereto, by express Order of a general Quarterly Assembly, upon Petition of such Persons, shewing just Reasons why such Licence should be granted.

VI. That no dead Body be taken out of the Hospital, unless by Order of the Treasurer, on application of the Parents or Friends of the deceased, for its Interment.

VII. That

VII. That each resident Officer be allowed to employ two of the Children as Servants, the Deputy Matron, Treasurers Clerk, the head Nurse-keeper of the Infirmary and the Butler, one each, and no more; with a Power of retaining such Child or Children in their Service for the space of two Years, if they shall chuse it; the Girls to be distinguished by white Aprons, to be worn on *Sundays*, and on all Days of publick Appearance; the Boys, by Brass Buttons on their Clothes: every Child so employed to be appointed by the Treasurer, and his or her Name to be entered with the Register. All Persons so employing such Children being accountable for their Conduct. And that none of the Persons above described, be permitted to take any Child into his or her Service, who has been discharged from the Service of any other for Idleness, or other Misdemeanor, without the Consent of such other, first had in Writing; the Treasurer taking care to report to the Court of Assistants; if any such Child shall be treated unreasonably or severely.

VIII. 1. That the Children of eight Years old and upward, do rise every Morning at Six of the Clock in the Summer; that is from the twentieth of *March* to the first Day of *October*, and at Sun-rise in the Winter.

2. For the better preserving Regularity and good Order, when the Children are at Breakfast, Dinner and Supper, and to prevent their Nurses from defrauding them of any Part of their Provisions,

visions, that the several Officers do attend in the Hall, in Rotation at all such Times, so that one or more of them be constantly there, and that the superior Officer present have full Authority (for the Time) of punishing all such as shall be guilty of any Irregularity, in the same Manner as the Treasurer could do, were he present, reporting the same in Writing to the said Treasurer.

3. That the Hour for the Childrens Breakfast, be immediately after Morning Prayers; of Dinner at Twelve o'Clock, and Supper at Six in the Summer; and in Winter, Breakfast immediately after Prayers; Dinner at One o'Clock, and Supper at Night-fall; the Children to have a full half Hour, from the Time of laying down their Food, to eat their Dinner in, a half Hour Glass being set in some conspicuous Part of the Hall for that Purpose.

IX. That as many of the Children as are capable of it, be employed in instructing the others in Reading, Writing and Accompts.

X. That the grown-up Children, and such of the grown-up People as are able, be employed in the Duties of the House.

XI. That no Officer, except the Treasurer, do presume to send any grown-up Person, about any Business or Message out of the House, at the Time of Dinner, or before the Hour of Twelve at Noon, or after the Hour of Six o'Clock in the Evening.

XII. That

XII. That no Servant or Nurse be permitted to go out of the Hospital without a Ticket from the Officer in whose Department such Person shall be employed, (which Ticket shall specify the Day and Hour of granting the same, and the Time for which it is to be in force) that is to say, that all Nurses and Servants in the infant Department, do, previous to their going out, produce such Ticket from the Matron; the Mantuamaker, Hall Nurses, female Servants, and female aged Poor, from the House-keeper; all Persons employed in instructing the Children in the Manufactures carried on in the Hospital, from the Superintendant of the Factories; (who may appoint six of the best grown Boys to be sent of Messages, relative to said Manufactures, by Tickets signed by himself, and no Child to be sent from the working Schools by any Person without his Permission,) all Nurses and female Servants in the new and surgical Infirmaries, from the head Nurse-keeper (provided she permit no one of said Nurses to go out of the Hospital more than once in each Day, and that only for the space of two Hours each Time, nor more than one to be absent at one Time :) and all School Masters and Mistresses, the Taylor, male Servants and male aged Poor, and the Children, from the Treasurer: he taking Care, if any Abuse shall appear in the granting said Tickets, to admonish the Officer so offending; and if the Abuse shall still continue, to inform the Governors thereof.



XIII. That a Book be provided by the Treasurer, in which every Governor, or visiting Lady, may write his or her Observations of the State and Conduct of the Family; which Book is to be kept by the Matron, and produced to every Visitor who shall visit the House and demand the same.

XIV. That the respective Offices be open for transacting the Business of the Hospital, from the Hour of Eight in the Morning to that of Two in the Afternoon.

XV. That no Apothecary be hereafter elected unless he shall have served an Apprenticeship to a regular *Protestant* Apothecary, and can produce a Certificate from his said Master, of his Service, Abilities and good Behaviour during his said Apprenticeship; and in case said Master shall be dead, or at such Distance as that such Certificate cannot be had, he shall procure a Certificate of his sufficiency from the Master and Wardens of the Corporation of Apothecaries, or two eminent Apothecaries of this City, and from the Physician, that he is qualified for that Office.

XVI. That the Bedsteads in all the Dormitories and Infirmaries be changed in Rotation, once in every Month, according as there shall be spare ones for that Purpose; and that those not in Use be opened in the Air, and well beaten, so as to shake out any Vermin that may be therein.

XVII. That

XVII. That no Person be employed as an Officer, or Servant, (except for nursing and nurse-tending, in the infant Department) who is not a Protestant.

XVIII. That in the Month of *October* in every Year, the Treasurer and House-keeper do review, the whole Furniture of the Hospital, and that the Treasurer do return a Schedule of the same, countersigned by the House-keeper, to the general Quarterly-Assembly in *November*, distinguishing the Parts of the Hospital, and the Apartments of the Officers, to which such Furniture shall belong, and marking the State and Condition in which the same shall be found, and whether any may be wanting that was in the last Year's Schedule.

XIX. That the Proceedings of the Governors, at all Courts or Committees, be truly entered by the Register, in a rough Book kept for that Purpose, and signed by the Chairman, otherwise such Proceedings not to be allowed as the Act of that Meeting.

XX. That proper Rooms be always provided for the Physician to inoculate such Children in, as he shall think do require the same.

XXI. That when the Number of Sick shall increase in the Infirmaries, so as to make an Assistant necessary, one of the best grown-up Girls of the House shall be appointed as an Assistant to the Nurse in any Ward where wanted, upon the  
Cer-

Certificate of the Physician, and to continue therein so long as he shall direct, and no longer.

XXII. That one Physician only be appointed hereafter to attend this Hospital.

XXIII. That the Physician and Surgeon, or (in case of Sickness or other necessary Absence) the Physician or Surgeon, who shall attend for either of them respectively, do sign their Names in a Book, to be kept by the Register for that Purpose; said Book to be returned to the Governors at each general Quarter-Assembly.

XXIV. That in all Elections for any Governor or Officer of this Corporation, a large Balloting-Glass be set upon the Table, before the Chair, at the Hour of One, and do remain there until the Hour of Two, and that each Governor having written the Name of the Candidate whom he would chuse to elect (or if there be more than one Vacancy for Governor, or for any Office) the Names of such of the Candidates as he should chuse to be elected, on a piece of Paper, he do deliver the same, rolled up, to the Chairman, to be put by him into the Balloting-Glass; the Register and no other Person sitting at the Table with the Chairman, during the whole Time of balloting, and writing down the Name of each Governor as he shall have balloted; and that at the Hour of Two, (after which Hour no Person shall be permitted to ballot) a Committee of Five Persons be appointed, to which Number the Proposer

poser of each Candidate may be added, if he shall think proper, to examine the Papers in said Glass, and report to the Board what Person or Persons shall have the greatest Number of Votes; such Person or Persons to be then declared duly elected. No Person to be balloted for on that Day, who shall not have been proposed immediately at, or before the Hour of One.

XXV. That no Election to any permanent Office or Employment under this Corporation, and above the Rank of a Servant, be deemed Valid, unless such intended Election shall have been previously advertised three successive Times (at the least) in some noted publick News-Paper of this City, and Notice thereof given in the Summonses for the General Board at which such Election is to be held.

XXVI. That no Motion that may affect the Salaries or Profits of any Officer of this House, shall be debated on the first Proposal, but shall be referred to the next General Board ensuing, and such Resolution shall be only proposed at a General Board.

XXVII. That no Candidate for the Place of Governor, or Officer, be ever permitted to canvass for Votes in the Room where any Board shall be sitting, or be admitted into the Room where the Ballot shall be held, until the said Ballot and Scrutiny shall be entirely finished.

XXVIII. 1. That

XXVIII. 1. That no Sum of Money be granted to any Officer or Deputy of an Officer of this Corporation, either as a Bounty or increase of Salary, except by a general Quarterly-Assembly, upon the Report of a Committee of not less than five Governors appointed by a general Board, fourteen Days (at the least) before the Quarterly-Assembly, at which such Report shall be made, and that Notice be always given in the Summonses for said Quarterly-Assembly, that such Report is then to be made.

2. That no Motion, Petition or Memorial for such Bounty or increase of Salary which has been rejected by a general Assembly, be again offered within one Year from the Day of first making or presenting said Motion, Petition or Memorial; and that such Motion, Petition or Memorial be made or presented in Writing to a general Board, fourteen Days (at the least) before it shall be taken into Consideration, Notice being given in the Summonses for the Board, at which such Proposal is to be considered, that said Proposal was formerly rejected.

XXIX. That if any Cloathing, Provisions or other Article, for the Use of the House, which shall not appear to be good in its Kind, be offered to any Officer, or Servant, whose Duty it is to distribute the same, such Person shall immediately call upon the Treasurer, to name three of the other resident Officers of the House, to examine said Article; and if they shall judge it not to be  
good

good in its Kind, it shall be returned to the Person who sent it in, and another proper Article be provided in its stead.

XXX. That it is the Duty of the Chairman, in all Courts and Committees of this Corporation, to preserve Order and Decency therein, and to stop all Proceedings until he shall be obeyed in all Matters relative thereto; and that it is the Duty of every Governor to support the Chairman at all Times in the just Execution of such his Office.

XXXI. That all Reports, required by the By-Laws to be laid before the Governors, by any Officer, except the Treasurer, with all Petitions and Complaints, be lodged with the Register in his Office; and that such in particular as are to be laid before any general Quarterly-Assembly, be lodged with said Register twenty-four Hours at the least, before such quarterly Day, who shall lay a correct List thereof, signed by the Treasurer, before said Court, said Treasurer noting thereon the Names of all such Officers as shall have neglected to give in their Reports or Accounts in due Time; said List to be read, and its Contents considered, immediately after the reading of the Minutes of the last Court.

XXXII. That the Sum of Ten Pounds be given as a Reward to the Collector of the Tax upon Houses, who shall first, (before the first Day of *May* in every Year) have made up his Accounts,  
with

with the smallest outstanding Arrear in proportion to the whole Sum given to him in charge for the preceding Year; and the Sum of five Pounds to the Collector, who shall appear to be next in Merit under the same Considerations, provided it shall appear to the Governors by the Report of the Supervisor upon Oath, that said Collectors had (to the best of his Knowledge and Opinion) done the utmost that could reasonably be expected of them, to collect the Taxes and Arrears given to them in Charge, particularly that Arrear which must be lost by not having been collected within that Year, and that such Part of said Arrear as shall from the said Report appear to be lost by the evident Neglect of any of the Collectors, be deducted out of the Poundage of such Collector for the past Year, or (if he shall not have enough in his Hands for said Purpose) from that of the coming Year.

XXXIII. That a Salary not exceeding Five Pounds per Annum be allowed to the High-Constable of the City of *Dublin*, provided he shall attend the Court of Assistants, and see the Sentences of corporal Punishment pronounced by said Court duly executed.

XXXIV. That when corporal Punishment is ordered to be inflicted on any Driver or Carrier of any Hackney-Carriages, Car, Cart, Dray or Sedan, the Sentence be put in execution immediately; and that in all other Cases no Petition for a rehearing of any Complaint in the Court of Assistants be received, except upon a Motion  
made

made in said Court within fourteen Days after the Adjudication complained of, and unless said Petition be signed by the Chairman and two thirds of the Members that were present at the original Hearing, certifying that they think there is sufficient Reason for such Rehearing. The Appellant undertaking to pay whatever Costs the said Court shall adjudge against him, and to give the Complainant Notice in Writing of such Rehearing, which is not to be brought on until one Week after such Petition shall be received, and such Notice given.

XXXV. 1. That all Accounts of this Hospital be closed on the four following Days in each Year, viz. the 29th of *September*, 25th of *December*, 25th of *March*, and the 24th of *June*; and that an Abstract of all said Accounts be returned to the Governors at the quarterly General Assembly, which shall immediately follow said quarterly accounting Days, and at the End of each Year, and shall be sent to every Governor, who shall require it one Week at least before each quarterly General Assembly.

2. That no Officer of this House be obliged to furnish any single Governor, with any Account whatever relative to this Charity, except the Copper-Plate quarterly Account, unless such Account be ordered by a General Board; as furnishing such Accounts would take up too much of the Officers Time in prejudice to this Charity.

XXXVI. That



XXXVI. That the Governors do, at the first Quarterly Assembly, in every Year, proceed to the Election of a proper Person to execute the Office of Collector of the Rents upon Carriages, and of the casual Revenue, such Person to continue in said Office for one Year, unless he shall be removed within that Time by a General Assembly.

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## C O U N T R Y N U R S E S .

1. That the Wages of the Country Nurses be at the Rate of three Pounds *per* Year, while they shall give suck to the Children delivered to their Care from this Hospital, according to the following Regulations.

2. That all Children under one Month Old, be deemed one Day Old, and the Nurse be allowed said Wages for one Year. All from one to three Months Old, to be deemed three Months Old; the Nurse to be allowed three Quarters Wages. All from three Months to six, to be deemed six Months Old; the Nurse to be allowed two Quarters Wages. All from six Months to nine, to be deemed nine Months Old; the Nurse to be allowed one Quarter's Wages: And that the Wages for all Children given to be nursed after nine Months Old, be at the rate of two Pounds *per* Year, while they shall remain at Nurse.

3. That no Child be delivered to any Nurse, until such Person shall (if required) have made an  
Affidavit

Affidavit before a Magistrate, that she is not the Mother of said Child, nor does she know, nor has she heard who are the Parents of said Child.

4. That so often as any Nurse shall demand Wages for nursing any Child, she shall, before she be allowed to receive Payment, make Affidavit (if required by the Matron, Treasurer, or any Governor) that the said Child was delivered to herself at the Hospital, and has been reared and nursed by her ever since, and that she is not the Mother of said Child: unless it shall have been found necessary, thro' Fatality, to change any Nurse in the Country; in which case, the new Nurse shall, before she receives any Wages for nursing such Child (instead of the Affidavit herein before prescribed) make Affidavit that she is not the Parent of such Child, nor does she know who are its Parents. And if any Nurse shall change her Residence in the Country, she shall, before she receives her Wages, produce a Certificate from the Clergyman of the Parish where she shall then reside, of such Change of Residence.

5. That if any Nurse refuse to make such Affidavit, her Child be struck off the Books, that she do forfeit all Wages that may be due to her for said Child, and that all such Affidavits be entered by the Register, and kept among the Records of this Corporation.

6. That the Treasurer, being fully assisted therein by the Register, do present to the quarterly Ge-

neral Assembly in *May*, in each Year, a Distribution of the Country Nurses into Classes for Payment, according to the Situation of the respective Parishes in which they shall reside, so as to render the Days of Payment most convenient to said Nurses, and to prevent Confusion therein; and that so soon as such General Assembly shall have appointed a Day or Days for the Payment of each Class, the Register do give Notice to the Clergyman of each Parish, of the Day appointed for the Payment of the Nurses of his Parish; and if there be no Church in which divine Service is celebrated in such Parish, then to the Clergyman who is employed in the discharge of the occasional Duties of said Parish, or in his Absence, to the next resident Clergyman, Justice of the Peace, or other convenient Person, requesting, in the Name of the Governors, that he will cause said Notice to be published, and communicated to all such Nurses.

7. That no Money be paid by the Treasurer to any Nurse who shall not produce her Child at the Hospital, on such Days as shall be appointed by the Governors for that Purpose, and bring him a Certificate from the Register that the Name and Number of the Child agree with the Entry in his Book; also the Wages due (which Return the Register shall make at the Foot of a Warrant to be sent to him by the Matron, certifying the Appearance of the Child) the Treasurer's Clerk, or such other Officer as the Governors shall from Time to Time appoint, countersigning said Warrant,

rant,

rant, as a Witness that he has seen said Amount of Wages paid by the Treasurer; which Warrant, so countersigned, shall be a sufficient Voucher to the Treasurer to credit himself for said Payment; and that no Child be taken in from the Care of the Country Nurses until it shall have attained to the Age of seven Years and nine Months at least.

8. That no more than five Shillings and five Pence be advanced by the Treasurer to any Country Nurse, upon her receiving a Child, and that only upon the Warrant of the Matron, certifying that she does not believe said Child to be more than six Months Old, said Warrant being endorsed by the Register as being entered by him: and if the Treasurer or Register shall have Reason to think, either from Information or otherwise, that any Child so given to Nurse is not in a proper State of Health to be sent out of the Hospital, that they do call upon the Apothecary, who, if he sees Reason, shall stop the sending out of such Child, until the Physician or Surgeon can be consulted upon the Propriety of its being given to Nurse.

9. That if any Nurse shall fail to come on the Day appointed for her Payment as aforesaid, her Child be struck off the Books (by the Register) on the Day of the next Quarterly-Assembly (but one) which shall follow said Day or Days of Payment, and no Wages be ever afterwards allowed for the nursing of said Child, except for the first Year it shall have been at Nurse, unless she shall,

on or before said Day, prove by an Affidavit, sworn before some neighbouring Magistrate, and verified by a Certificate from the officiating Clergyman of said Parish, or in his Absence by the next resident Clergyman; which Certificate shall be on the same Paper with the Affidavit, that she did not hear of the Day appointed for Payment in sufficient Time, or that she was prevented from bringing up the Child named — N<sup>o</sup> — on that Day by Sickness (mentioning the Disorder) of the Child or its Nurse or other unavoidable Necessity, or that from the small Amount of Wages due to her on the first Day on which she could be paid (the same not being more than the Sum of fifteen Shillings) she shall chuse to defer the said Payment until the next Year, she sending up to the Register, on said first Day of Payment, a Certificate from the officiating Clergyman of the Parish where she shall reside, or in his Absence, from the next resident Clergyman, of the said Child's being alive, and of its State of Health, in Words to this Purpose; "I *A. B.* Rector (or as it may be) of the Parish of — do certify that I have seen the Child named — N<sup>o</sup> —, in the care of — of said Parish, and that it is in — State of Health:" all which Requisites being performed, the Treasurer shall immediately pay such Nurse her Wages, returning the Affidavit and Certificate to the next Court of Assistants or General-Assembly, subject nevertheless to all the Regulations and Restrictions made or to be made in regard to the Payment of Nurses Wages.

10. That the Treasurer do pay the full Amount of Wages to any Nurse whose Child shall die, upon her producing the Matron's Certificate (countersigned by the Register, with the Amount of Wages due to her) setting forth that she had seen the dead Body of such Child, and what its Number was on the Arm, or upon her producing (in one Month after the death of said Child) the Affidavit of some creditable Person, no way interested therein, sworn before a neighbouring Magistrate, and verified by a Certificate from the Clergyman who shall have buried said Child, or in his Absence by the next resident Clergyman; which Certificate shall be on the same Paper with the Affidavit, setting forth that such Person had seen such Child, and that the Mark on the Arm was —, and that he was present at its Burial in the Church-Yard of —, in the County of —, on the — Day of — in the Year —, and that it had died of such infectious Disorder as made it dangerous to bring said Child to the Hospital, the Certificate of the Matron being annexed thereto, (countersigned by the Register as aforesaid) signifying that she had examined said Affidavit, and that it agreed with her Book.

11. That the Register do not make out any Order for bringing any Child from the Country where it is, or shall be at Nurse, until the Person applying for, and obtaining, an Order from a General-Board or Court of Assistants, for that Purpose, shall have deposited the Sum of three Halfpence for each Mile the Nurse shall be necessarily

obliged to travel, in bringing home said Child to the Hospital, for the Use of said Nurse ; together with such Sum (not less than ten Shillings, the Treasurer debitting himself for the same) as the Court shall have appointed to be paid for the nursing of the Child, which Child the Treasurer shall not deliver to the Person so demanding it, without a Certificate from the Matron, setting forth that the Name and Mark on the Arm of said Child correspond with the Name given in, on its Reception into the Hospital, and the Mark thereon given to such Child. Soldiers, who have been ordered Abroad on Foreign Service, to have back their Children, on their return Home, without any other Cost than three Halfpence *per* Mile, as aforesaid, for the Nurse's travelling Charges : and if any Child shall be re-demanded before it shall be given to a Nurse, that it be restored in the same Clothes in which it was given in, and all such Children to be immediately struck off the Books.

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### *Apprenticing of Children.*

1. That no Child be apprenticed to any Officer or Servant of the House.

2. That no Child be bound Apprentice from the Hospital, unless the Person applying for such Child shall lodge with the Register, in his Office, a Certificate, signed by the Church-Wardens and three respectable *Protestant* Householders of the  
Parish

Parish where he or she shall reside, and countersigned by the Minister of the same, testifying that they know him or her to be a *Protestant* Inhabitant thereof, of good Fame, and of Abilities to maintain such Apprentice in a decent and comfortable Manner, which they believe to be his or her Intention ; which Certificate, being signed by the Chairman of the Court where it shall be presented, shall be kept by the Register, together with the Indenture of Apprenticeship of such Child, and shall be the only Warrant for the proper Officer to bind out said Child : Provided that this Order shall not restrain or take away the Power, which the Governors, in a Court of Assistants, or General-Assembly, now have of apprenticing any of the Children of this House to such *Protestants* as they shall know or believe to be of good Character.

3. That the Register do lay all such Certificates before the first General-Assembly, or Court of Assistants, that shall meet after the lodging of the same ; and that the Court do consider said Certificates immediately after the reading of the Minutes of the last Court, and before it shall proceed upon any other Business whatever.

4. That every Person applying for a Child, shall, if he or she require it, have a Certificate from the Physician, Surgeon or Apothecary, that such Child does not, at the Time of said Application, labour under any latent Complaint which may disable it from being serviceable.



## OFFICERS DUTIES.

RESOLVED, that the Duty of each Officer and Servant be particularly ascertained, and that they do severally observe the following Rules :

### C H A P L A I N.

1. That the Duty of the Chaplain be to attend in Person to read Prayers in the Chapel, immediately after the Hour of the Children's rising, every Day, except *Sunday*, and on *Sunday* to read Prayers and preach, at the Hour of Eleven in the Forenoon; and to read Prayers at Five o'Clock in the Evening, from the first *Sunday* in *April*, to the first of *October*, in every Year; and on proper Notice, to attend to christen the Children, visit the Sick, and at Ten o'Clock on each Day, to bury the Dead; or, in case of Sicknes, or other sufficient Cause of Absence, to procure some well-qualified Clergyman to perform the said religious Offices, whose Name shall be regularly entered in a Book to be kept by the Register for that Purpose: and in all other Points relative to his respective Duties, as Chaplain and Superintendant of the Education of the Children, to act in strict Conformity to the following Regulations :

2. That forty Children be put under the Care of each Master and Mistress, which at an Average will be nearly the Number of Children in the House; but that if the Number should increase, the Number to each School, proportional to the  
Number

Number in the School, be divided into four Classes; that each Master and Mistres from the Hour of Nine until One, shall take each Class in Rotation for one Hour out of the Factories into a separate Room, returning them at the Expiration of the Hour, and then taking another Class till the whole are instructed, and that the Instructions then given them, shall be in Spelling, Reading and Catechising.

3. That during the four School Hours in the Evening, the Writing-Master and Mistresses shall take the Children in such Numbers as that every Child may be instructed in Writing and Arithmetick at least twice in each Week.

4. That it is the Duty of the School-Masters and School-Mistresses only to teach the Children the Church Catechism and Explanation of it, and that if any Child who has been one compleat Year in the House has not the Church Catechism, or any Child who has been two Years in the House, the Explanation of it ready by Heart, the Master or Mistres (except in cases of particular Disability) be, upon the Representation of the Chaplain, punished or dismissed.

5. That all School-Masters and School-Mistresses be under the Superintendance of the Chaplain, who shall visit each School at least once in every Week, and enter in a Book, properly prepared and ruled for that Purpose, his Observations on the Proficiency

ency of the Children, and of the Care and Neglect of the respective Masters and Mistresses.

6. That he do present said Book at the end of each Quarter to the quarterly General-Assembly, and if at any Time the Number of Children in the House shall increase, so as to make more Master or Mistresses necessary; or decrease, so as to require fewer, or if the Masters and Mistresses shall not obey him in all Matters relative to the Education of the Children, he do apply to the Court of Assistants, which is empowered by Law to superintend the said Education.

7. That such of the Children as have the Church Catechism and Explanation of it by Heart, be further instructed by the Chaplain in Person, so as to be enabled to comprehend the Sense and Meaning of what he repeats, and of consequence to give a rational Answer to any Question in the Catechism, altho' proposed in different Words, the means of which, by familiar Discourse and proper Illustrations, his Knowledge and Judgment will readily suggest.

8. That a List being made of such Children as are thus prepared for the personal Instruction of the Chaplain, he do from the first Day of *April*, to the first of *October* in every Year, employ an Hour at least every *Sunday* Morning immediately after Divine Service in this Exercise, as also at other Times when he occasionally visits the Schools.

9. That

9. That the Chaplain shall every other *Sunday*, give from the Pulpit, instead of a Sermon, a Lecture on some Part of the Catechism, or read a proper Portion of Archbishop *Secker's* Lectures published on that Subject.

10. That proper Books be purchased for the Use of the elder Children ; such as the Works of the Bishop of *Sodor and Mann*, that by Lady *Mayne* for the Use of Children, published here, or others which may be hereafter chosen.

11. That the Chaplain make it his Business to enquire into the State of such adult Persons as are in the House, that he require their Attendance at the Sacrament at proper Times, if qualified for it, or if not, that he instruct and prepare them for it, reporting to the Governors the State of the Family in this respect at each quarterly General Assembly.

12. That at each Quarterly Examination fifty Children, beginning with those longest in the House, shall be examined ; the Names of whom shall be regularly entered by the Register in a Book to be kept for that Purpose ; and that if all the Children, who have the Explanation of the Catechism, shall not by this Means be examined at the last Examination in the Year, fifty of those unexamined shall be chosen by Lot out of those that remain, and some extraordinary Day be appointed for the Examination of the same.

13. That

13. That the Chaplain do not accept of any other Office in the Church, which may be incompatible with his *Sunday* Duty in the Hospital.

### TREASURER.

1. That the Duty of the Treasurer be to procure, upon the cheapest and best Terms, all Articles of Food, Cloathing, Firing, and whatever else may be wanting for the Use of the Hospital, except such as are contracted for by the Governors and to see that each Article be good in its Kind.

2. To make no Payment for any Article of Food, Cloathing, &c. unless upon a Certificate signed by the Person receiving the same; and if they be Groceries, Drugs, &c. for the Sick, countersigned by the Apothecary; or, if they be delivered to himself, then signed by himself, testifying the Time of such Receipt and good Quality thereof; which Certificate must be entered by the Register, and endorsed by him before it be offered for Payment to the Treasurer.

3. To pay the Officers and Servants their Salaries and Wages one Quarter before the other becomes due, on a Return to be made to him for that Purpose, and signed by the Register, unless an Order by a General-Assembly or Court of Assistants to the contrary.

4. To pay to the Country Nurses all Wages that shall appear due to them by the Register's  
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Returns, taking Care to adhere strictly to every Regulation contained in the By-Laws made upon that Subject, and seeing that all other Officers concerned in said Payment do punctually observe the same.

5. To advance upon no Pretence whatsoever, any Money to the Matron of the Foundlings, or any other Person, to be by her or them expended, unless authorised by the Court of Assistants or General-Assembly, and to receive and enter the Particulars whereon such Money was expended, before he advances a further Sum to the same Person.

6. To lay before the Governors, at each quarterly General-Assembly in every Year, an Abstract of all the Accounts of the Hospital, according to the Plan established for that Purpose, and within three Months (at the farthest) after every 24th Day of *June*, to lay before the Governors, at a General-Assembly, a State of his Accounts for the preceding Year, specifying his Receipts and Payments, the Funds and Arrears due to, and the Debts due by, the Corporation; the Number of Children, and the whole State of the Charity; all which said Accounts are to be printed for the Use of the Governors. — And with regard to the interior Management of the House,

7. To see that every Officer and Servant do observe the several Rules and Regulations prescribed; to attend to the Oeconomy, good Management  
and

and Regularity of each Department, and so to conduct himself as may be most effectual for the Interest of the Corporation, Care, Health and Education of the Children, and good Order of the Family, admitting no improper Persons into the Hospital to converse with the Children; and to report to the Governors, at every quarterly General-Assembly, the Misconduct or Negligence of any Officer that could reasonably have come to his Knowledge, with the Names of all such Officers as shall neglect to make the quarterly or other Returns prescribed by the By-Laws, or any continued Neglect of the punctual Observance of said By-Laws that shall prevail in the Hospital, under a Penalty of such Sum (not less than twenty Shillings, nor more than five Pounds Sterling) as the Governors, at any quarterly General-Assembly, shall think proper to lay upon him, for each such Offence or Neglect he shall not so report, one Half thereof to be paid to the Informer, and the other Half to the Charity, which Fine shall be entered by the Register; and if the Treasurer shall fail to pay one Half thereof to the Informer, and to give Credit in his next quarterly Account for the Amount of the other Half, he shall be discharged from his Office, and another Person shall be elected in his Stead.

8. To discharge, or fine, in any Sum not exceeding five Shillings, any Servant, Nurse, or other Person, (not an Officer, or allowed Deputy of an Officer) for any Misdemeanor or Neglect; and any Person aggrieved by such Discharge, or Fine  
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imposed by the Treasurer, on entering a Complaint thereof with the Register within forty-eight Hours after the same, may appeal to the next Court of General-Assembly, or Court of Assistants, (which shall first meet) for their final Decision.

9. To return to the Register an Account of such Servants as shall have incurred any pecuniary Penalty by the Transgression of any Rule, specifying the Nature of such Transgression and the Amount of the Fine to be entered by the Register, who shall check such Servant in the Amount thereof, and deduct the same in his or their Accounts, and credit the Corporation therewith, unless altered or taken off by the Court of General-Assembly, or Court of Assistants.

10. To deliver quarterly to the Collector of the Rents upon Carriages, printed Acquittances stitched in Books, one Book for each Denomination of Carriage, with so many Duplicates, each Book to contain so many Receipts as the Register shall charge him with in his Return for that Quarter, and no more; every such Receipt to be countersigned by him, in the same Manner as the Receipts for collecting the Tax upon Houses are signed by the Supervisor, and that no Receipt be allowed by this Corporation, but such as are so countersigned by the Treasurer.

### R E G I S T E R.

1. That the Duty of the Register be to keep a clear regular Account of all the Children received  
into



into the House of all Deaths, with their Causes, specifying the Nature of each, as returned to him by the Apothecary ; and to lay the same before the general Quarterly-Assembly in *May*, in each Year ; distinguishing the Infirmaries in which they shall happen, with a Computation of the Proportion, the Deaths of all Persons of six Years old and upwards, shall bear to the Numbers of such fed in the House during said Year ; of all Children sent to and returned from Nurse ; of all apprenticed out, delivered to Parents, eloping or enlarged ; of the Names and Places of Abode of the several Nurses ; the Marks and Names of the Children delivered to them ; to calculate the Wages due to the several Nurses, pursuant to the Rules made for regulating their Wages, and return the same, endorsed by himself, as entered for Payment to the Treasurer, having first made an Entry thereof in a Book to be by him kept for that Purpose.

2. To file all Certificates returned to him by any Officer, Tradesman, or other Person, to endorse none for Payment where the Quality of the Goods, or Commodities therein specified, is not certified to be Good, and enter an Abstract of the same in a Book to be kept for that Purpose.

3. To keep a Book for, and produce the same to, every Person (except the Chaplain) who shall perform religious Service, or any religious Office in the Hospital, and to the Physician and Surgeon, or any Person officiating for them, to enter their  
Names

Names in, and to lay said Book every *Monday* Morning before the Treasurer, to be authenticated by his signing it.

4. To enter every Complaint offered to him in a Book so formed, that the Governors may see at one View, under their proper Heads, the Number of Summonses issued, the Name of each Complainant, the Causes of Complaint, the Adjudication, the Penalty inflicted, the Part thereof accruing to the Hospital, and the Part to the Complainant, the Date of issuing the Warrant, and what Persons were reimbursed, the Cost of summoning, on giving their Share of the Fine imposed to the Charity, with a Blank for necessary Observations, (the Collector of the Casual Revenue having constant Access to the same) to see that the Entries therein be constantly compared, by the Chairman of the next Court of Assistants, with the rough Minutes of the preceding Day, and signed by said Chairman; and on each Quarter Day to deliver the said Book to the Treasurer, so that he may settle Accounts with the Collector for the preceding Quarter.

5. To sign his Name to every Summons, and fill the same, or cause it to be filled, according to the Complaint, before issuing it, and not to fill any Summons until the Complaint be first entered in his Book.

6. To keep a regular Account of all Carriages and Chairs licensed, and to return the same to  
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the Treasurer, on the fourth quarterly Accounting Days, signed and attested by himself, together with an Account of the Tax that became due on such Carriage on said Days.

7. To keep a regular Account of all Children delivered by a Parent, or other Person, or with a Name, their Sex, Age, and whence brought from, their Mark and Date of Admission, distinguishing those in the Country from those in the Hospital, striking immediately off the Books all such as shall die, and to file all Reports of Sickness of the Children as returned to him by the Apothecary.

8. To enter all said Accounts in a proper Book, and deliver the same to the Treasurer on the *Monday* after the 24th of *June*, in every Year, or an Abstract thereof; and also an Account, signed by himself, specifying the Number and Name of every Child at Nurse, on that Day, in the Country, the Name and Place of Abode of each Nurse, the Date of her receiving the Child, the Wages due to her on the 25th of *March*, and what Part thereof is payable at said Time, with a Blank Column for entering the Payments.

9. To divide the Children in the House into as many Divisions as there are School-Masters, according to the Nurses under whose Care they shall be, to take Care that each School-Master do call the Roll of his respective Division, every Day before each Meal, making an immediate Return to the presiding Officer of the Hall, of such Child or Children,

Children, as shall be absent (who shall enquire into the Cause thereof) and on every *Sunday* Morning, in the Hall, before the Children go to the Chapel, and that he do call the Roll himself once in each Week.

10. To enter faithfully and exactly, from the rough Draught, signed by the Chairman, all the Proceedings of the Court of General-Assembly and Court of Assistants, within two Days after such Proceedings, and attend the same and all Committees in all their Meetings, to issue Summonses when required, to register and keep all Indentures of Apprentices, to serve all Orders, and give Notice of the Days of Meeting.

11. To enter all Accounts passed by any General-Board in the fair Journal, to take down in Writing all Complaints from any Servant or other Person whatever, and lay the same before the next Court of General-Assembly or Court of Assistants, which ever shall first meet ; and if he shall knowingly or willingly suppress, alter, or omit any Part of the rough Draught of the Proceedings of any General-Assembly or Court of Assistants, or the Treasurers or other Officers Accounts, in transcribing the same into the fair Journal, or suppress any Complaint, Information, or Report lodged with him in his Office to be laid before any Board, that he do forfeit for each such Offence such Sum (not less than ten Shillings, nor more than fifty Shillings) as the Governors, at any quar-

terly General-Assembly, shall think fit to fine him in, to the Use of the Charity, or be dismissed from his Office, and be deemed incapable of serving ever after therein, if the Governors shall think his Offence deserving of such Punishment.

12. To have his Office, Books, Papers, &c. at all Times, within the Office Hours, open to the Inspection of the Treasurer.

13. To lay before the Court of Assistants, on the first Court Day in every Month, a List in Numerical Order, of all such Carriages or Sedans, as shall have had their Licences vacated; also a List of all such as have been transferred, signifying when and to whom they shall have been transferred.

#### *SUPERINTENDANT of FACTORIES.*

1. That the Duty of the Superintendant of the Factories, be to enquire into and propose to the Governors, from Time to Time, proper Schemes for instructing and employing the Children in such Manufactures as may not be injurious to their Health, and may be most likely to make them useful and desirable Apprentices, and to follow them with Advantage into Life, to carry such Schemes for that Purpose into Execution as the Governors shall direct, and diligently to attend to the proper Instruction of the Children therein.

2. To take Care that the Masters and Mistresses in the several Schools be careful and diligent in  
keeping

keeping the Children at Work without Severity, and to see that they do not embezzle the Materials given them in Charge, to keep a regular Account of the Expence and Profit of each School, in the way of Debtor and Creditor, and return the same, or an Abstract thereof, to the Treasurer, within ten Days after each quarterly Accounting Day, and in one Month after the 24th of *June* in every Year, to account with the Governors for the entire Expence and Profit of the Factories; the same to be entered in the quarterly and yearly General Abstract given in by the Treasurer.

*M A T R O N.*

1. That the Duty of the Matron be to superintend the Nurseries, to take Care that the Provisions be properly distributed to the Nurses, and infant Children, to see that the Nurses be kept strictly to their Duty; that they do not go out without Leave from her; that Regularity, Cleanliness and good Order, be preserved therein, and that a Nurse sit up every Night to waken any Nurse whose Child cries; to see that her Deputy be constantly in, or about the Nursery, and that she do perform her Duty in every Particular.

2. To examine all Children admitted, and if found, to have them washed in warm Water; if unsound, to be kept apart until examined by the Physician or Surgeon, whose Directions are to be followed; when she is about to hire a Nurse, to call to her Assistance the Infant Infirmary Nurse,

to examine whether she is found, and free from Disorders, and if she is in any Doubt, the Woman is to be produced to and examined by the Physician or Surgeon, and if not approved of, such Person is not to be taken into the House.

3. To have the Children, when admitted, numbered by a separate Mark for each Year; that is to say, all Children admitted from the 24th of *June*, 1774, to the 24th of *June*, 1775, to be marked with the Letter A, and N<sup>o</sup> underneath, beginning with N<sup>o</sup> 1, and in the succeeding Year to be marked with the Letter B, and numbered in like Manner beginning with N<sup>o</sup> 1, and so on, with the other Letters of the Alphabet, successively each Year.

4. To deliver to the Country Nurses such Children as are fit to be sent Abroad before the Hour of Twelve in each Day, marking on the Badge delivered with each Child, its Number, and the Day and Year on which it was delivered, to examine all the dead Children brought in by the Country Nurses, or the Affidavit they shall produce, and certify the same, and the Name and Number of every such Child, to the Register immediately.

5. To enter in a Book, in Numerical Order, the Names of all Children admitted, as returned to her by the Register, the Times when sent to and returned from Nurse, the Nurse's Name, Place of Abode, Parish and County, and by whom recommended for such Child.

6. To

6. To return to the Register Certificates of all such Children as shall be produced to her for Payment, by Country Nurses, specifying the Number, Name and Mark of each Child, and the Time of its being produced.

7. To visit the Infirmaries for grown Children once at the least in every Week, and report to the Treasurer what State she finds them in; which Report, if she shall desire it, shall be lodged with the Register, to be laid before the next Court of Assistants or General-Assembly.

#### *D E P U T Y - M A T R O N .*

1. That the Deputy-Matron do obey all the Orders given to her by the Matron, and in every Respect to behave herself agreeable to the Rules laid down for the Matron to observe.

#### *H O U S E - K E E P E R .*

1. That the Duty of the House-keeper be to receive all the Linen-Cloathing for the Children, not in the Matron's Charge, and the Coals, and to distribute the same, keeping an Account thereof; and on every Quarter-Day to deposite the said Account with the Register.

2. To receive and distribute the New-Milk, according to the Register's Returns, and the Matron's Orders, and to keep a regular Account thereof, laying the same before the Treasurer and Re-



gister every *Monday* Morning, and at the End of each Quarter.

3. To attend in the Hall at Breakfast and all other Meals; and if the Food be not regularly, cleanly, and properly served, or if any Child has not his or her full Allowance given, to report the same to the Treasurer, who shall punish the Servant in Fault in a Manner suitable to the Offence.

4. To examine the Children in the Hall at Breakfast Time, and if any of them be not combed, washed, or have their Clothes slovenly put on, or not properly mended, to return the Name of the Nurse attending such Child to the Treasurer, who shall see her punished in a Manner suitable to her Offence, and to call on the Apothecary to examine any Child whom she shall observe to have any Disorder or Ailment.

5. To visit the Children's Apartments, once at least every Day, to see that they be kept well cleaned, aired, and that no Linen be washed, dried, or smoothed, in any of the Apartments where the Children sleep; and in particular to inspect the New and Surgical Infirmaries, and see that they be kept in proper Order, and that every necessary Attendance be given therein, and to report to the Governors at every quarterly General-Assembly, what State she found them in, during the preceding Quarter.

6. To see that the Hall, Isle, Chapel, and every other Part of the House, and Buildings be regularly

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**A DIETARY**, as used in the *Hospital* on the 25th of *March*, 1777, (being altered from the former, per Order of the Court of Assistants, on the 8th of *March*, 1776.)

SUMMER DIET begins the First of *April*, and ends the First of *October*.

WINTER DIET begins the First of *October*, and ends the First of *April*.

OBSERVATIONS.

YOUNG.			O. L. D.		
BREAKFAST.	DINNER.	SUPPER.	BREAKFAST.	DINNER.	SUPPER.
<p><math>\frac{1}{4}</math> of a Pound of Bread and one Pint of New-Milk.</p>	SUNDAY, Half a Pound of Beef, one Pint of Broth, Quarter of a Pound of Bread, and Half a Pint of Beer,	<p><math>\frac{1}{4}</math> of a Pound of Bread, and one Pint of New-Milk.</p>	<p>Three Ounces of Bread, and one Pint of New-Milk Porridge.</p>	SUNDAY, One Pound and a Half of Potatoes, one Pound of Beef, one Quart of Broth and one Pint of Beer,	<p><math>\frac{1}{2}</math> of a Pound of Bread, and one Pint of Beer.</p>
	MONDAY, One Pint of New-Milk Porridge, three Ounces of Bread,			MONDAY, Half a Pound of Bread, one Quart of New-Milk Porridge,	
	TUESDAY, <i>Half of the Children,</i> } $\frac{1}{4}$ of a Pound of Bread, Half a Pound of Beef, and Half a Pint of Beer, <i>The other Half,</i> } $\frac{1}{2}$ of a Pound of Bread, and one Pint of Broth,			TUESDAY, <i>Half of them,</i> } One Pound of Beef, one third of a Pound of Bread, and one Pint of Beer, <i>The other Half,</i> } Half a Pound of Bread, and one Quart of Broth,	
	WEDNESDAY, One Pint of Rice-Milk Porridge and three Ounces of Bread,			WEDNESDAY, A Quart of Rice-Milk Porridge, and half a Pound of Bread,	
	THURSDAY, ——— The same as <i>Tuesday</i> , ———			THURSDAY, ——— As <i>Tuesday</i> , ———	
	FRIDAY, ——— The same as <i>Monday</i> , ———			FRIDAY, ——— As <i>Monday</i> , ———	
	SATURDAY, ——— The same as <i>Wednesday</i> , ———			SATURDAY, ——— As <i>Wednesday</i> , ———	
<p>1. To each Pint of Broth is allowed one Ounce of Oatmeal, and double the Quantity for the Old.</p>			<p>2. To one Pint of Rice-Milk Porridge is allowed one Ounce and a half of Rice, half an Ounce of Sugar, and one eighth of a Quart of New-Milk; double the Quantity for an old Person.</p>		
<p>3. To one Pint of Milk-Porridge is allowed one Ounce and a half of Meal, one eighth of a Quart of New-Milk and a little Salt; double the Quantity for the Old.</p>			<p>4. To one Pint of Stirabout, four Ounces of Meal; double for the Old.</p>		
<p>5. To one Pint of Pease Porridge two Ounces of Pease, one Ounce of Meal; and for every ten Children, one Pound of lean Beef, to be cut small and boiled in the Porridge, and to be seasoned with Leeks or Onions, Pepper and Salt.</p>			<p>(*) <i>N. B.</i> On the Days on which Brush is ordered as a Dinner, it should be further thickened with some Vegetables, such as Carrots, Cabbage, Turnips, Pease, Leeks or Onions; the two latter to be boiled in the Broth, the other Articles to be boiled separately and afterwards added to it.</p>		

larly swept, washed and kept clean; to employ for that Purpose the grown-up Children, or old Persons in the House, and to see that each Nurse clean the Table in the Hall, at which her Children respectively sit.

7. To report to the Treasurer any Neglect she shall observe of any Servant, in any of the foregoing Matters.

P H Y S I C I A N.

1. That it be the Duty of the Physician to visit the Hospital regularly every *Monday* and *Friday*, and at all Times when sent for; to attend carefully to the Health of the Children, giving his Advice to and prescribing proper Medicines for all such Officers, Servants, Nurses or aged Poor, as shall have Occasion for his Assistance, and shall require the same; and to sign his Name to all Prescriptions ordered by him, or with his Consent, at the end of each Day's Prescriptions; all such Medicines, and none other, to be provided at the Expence of this Corporation.

2. That if the Physician shall find any particular Article of Food prescribed by the Dietary to disagree with the Children, from the Nature of the Season, any Disorder being rise amongst them, or from such Article not being to be had good, for a certain Time, he do suspend the Use of such Article, for such Time as shall be found necessary, and substitute some other Article in its Stead, if he shall

shall think fit, lodging a Report of the same, with his Reasons for so doing, with the Register in his Office, to be by him laid before the next Court of Assistants ; and if he shall see Reason to make any permanent Alteration, that he do lodge his Report for the same, with the Register as aforesaid, to be by him laid before the Governors at the next General-Assembly that shall meet, for their Determination thereupon.

3. That if the Physician or Surgeon shall think it prudent to substitute any other Kind of Flesh-Meat or other Food, in the Place of such as is allowed by the established Dietary, for any of the Children, or other Persons under their respective Care in the Infirmaries, that they do enter the same at the Foot of the Prescriptions of each Day, distinguishing the Kind of Flesh-Meat or other Food, with the Quantities that will be necessary of the same, and the Number of Persons such other Food shall be given to, and that the Apothecary, in his daily Returns to the Register, (said Returns being countersigned by the head Nurse-tender) do mark the several Kinds of Flesh-Meat or other Provision, with the Quantities thereof, which shall be necessary to be distributed in the Infirmaries in the following Day, with the Quantity of Bread that may be wanted for Poul-tices, said Return to be the only Voucher to the House-keeper and Butler for the Delivery of such Provisions and Poultrice-Bread, the Apothecary entering a Copy of said Returns in a Book to be kept

kept for that Purpose, said Book to be signed by the Physician and Surgeon, in their several Departments, on every *Monday* and *Friday*, and to be laid before the Treasurer and Register every following *Monday* Morning, along with the Books of the House-keeper and Butler.

### S U R G E O N.

1. That it be the Duty of the Surgeon to visit the Hospital regularly every Day, to attend carefully to all Surgical Complaints of the Children, whether in the Infirmaries, or at large, and to extend his Care to all Officers, Servants, Nurses, or aged Poor, who shall have Occasion for his Assistance, and shall require the same.

### A P O T H E C A R Y.

3. That the Duty of the Apothecary be to enter in a Book, ruled in proper Columns, the Names of the Sick, their Diseases, Medicines administered, and Times of being received into, and discharged from the Infirmaries, according to the Manner observed in *Steevens's-Hospital*.

2. To report in Writing to the Register the Death of each Child, as it shall happen, with the Cause thereof, who shall report the same to the Chaplain; and if it died of such Disorder as may require immediate Burial, to notify the same to him, and that he do return an Abstract of said Book to the Governors, distinguishing each Infirmary

mary respectively, particularly that of the Infants, at each quarterly General-Assembly.

3. To wait upon the Physician and Surgeon with a Book where all the Prescriptions are to be regularly entered by them, marking for whom ordered, and if for a Child, its Number to be wrote on the Prescription, and also on the Medicines; said Book to be laid before the Treasurer, to be compared by him with the Quantities of Medicines brought into the Apothecary's Shop.

4. To obey at all Times, the Directions of the Physician and Surgeon, and upon any Complaint of him, to be made by them to the Treasurer, the Treasurer is to lay the same before the Court of General-Assembly or Court of Assistants, whichever shall first meet.

5. To see that the Nurses in the New and Surgical Infirmaries, are able to read and write, and well acquainted with all the Duties of Nurse-keeping and to report to the Treasurer if any of them be not properly qualified, (the Physician and Surgeon in their respective Infirmaries, certifying the same) who shall thereupon discharge such Nurse, and appoint another in her Room; taking Care, if he shall perceive any Indecency or want of Order prevail in said Infirmaries, to admonish the head Nurse-keeper thereof, and if the same shall continue, after such Admonition, to acquaint the Treasurer therewith.

6. To

6. To make a daily Return to the Register, of all Persons that are in the Infirmaries, distinguishing those who are upon the Meat Diet, from those who are upon the Milk Diet.

*H E A D N U R S E - T E N D E R .*

1. That the Duty of the head Nurse-tender be, to take into her Care, every Article of Provisions, Cloathing, Coals, Candles and Furniture necessary for the Infirmaries; to see the same be good in their Kinds, and carefully distributed; that the Nurses in each Ward, do constantly and diligently attend to the Children committed to their Care; that they properly and honestly distribute their Provisions to them, and that all Medicines be administered according to the written Direction that shall, from Time to Time, be given to her by the Physician, Surgeon and Apothecary; that the whole House be kept properly Clean and free from bad Smells; that the Children's Beds be kept clean and dry, and that the Straw be aired in the Yard, once in every Week, when the Weather permits, and changed in them, as often as may be found necessary, consistent with Oeconomy; to see that no Article of Cookery or Washing be done, in any of the Wards, on any Account whatsoever; that the Back-Yard of the Infirmary be swept every Morning, by one of the Nurses, and to pay due Attention to the well-doing of every Thing in that Department, extending her Care, in like Manner, to the Surgical Infirmary, in all Matters in which her Superintendance can be useful; and if  
any



any Nurse shall refuse to do the Duty committed to her Care, that she do immediately acquaint the Treasurer therewith, who finding such Complaint well founded, shall discharge said Nurse, and hire another in her Place.

2. To take Care that every Article of Provision, usually prepared in the Kitchen of the Infirmary, for the Use of the Sick, be dressed in the cleanest and best Manner; and in case of Necessity, that she do give her Assistance and Attendance in the Sick Wards.

### B U T L E R.

1. That the Duty of the Butler be to receive all the Provisions (except the New-milk) and distribute the same to the Family, according to the Dietary established; the Register's Return being his only Voucher for the same.

2. To keep an Account of all such Provisions, in the way of Dr. and Cr. and return the same to the Treasurer and Register every *Monday* Morning, and at the End of each accounting Quarter.

3. To give no Butter-milk to the Children more than one Day old.

### C O O K.

1. That it be the Duty of the Cook, to dress decently and properly, all Meals both for the Hall  
and

and the Officers, and the Treasurer's Clerk, and to serve the same at the Hours appointed.

2. To serve no Dinner up on any Account after Four o'Clock, except for an Officer, who shall have been detained abroad by his Attendance on the Governors.

3. To see that the Deputy-Cook or Kitchen-Maid follow her Directions in every Respect.

P O R T E R.

1. That the Duty of the Porter be to attend regularly at the Gate, and send to the Matron all such Children as shall be delivered to him, under the Age of one Year; and if any Child be offered who shall appear to be above that Age, to send for the Matron, or in her Absence, for her Deputy, to come and examine the Child; and to make a Return to the Register every Morning, of all such Children admitted at the Gate, in the preceding twenty-four Hours; with an Account of all Cloathing received with the same, specifying the Kinds, and the Number of each Kind; the Register to file the same, and deliver them to the Treasurer, on each quarterly Accounting-Day.

2. To permit on no Account, any Servant, Nurse or Child (except the Servants of Officers) at any Time to go out, without a Ticket from the respective Officers, appointed by the By-Law made for that Purpose, certifying the Name of  
such

such Servant, Nurse or Child ; and to return all such Tickets, together with the Keys of the Gate (which are to be opened at Six o'Clock in the Morning in Summer, and at Seven in Winter, and locked every Night at Eleven o'Clock, both Summer and Winter) to the Treasurer ; marking on the Tickets of the Infirmary Nurses, the Hour on which each Person went out, and came in, and not permitting such Nurse to go out more than once in each Day.

3. To let no Carriage or Chair, brought into the Yard, by any Officer, Servant or Driver, for Rent or Fines, be taken away without a written Order from the Treasurer.

4. To suffer no Person to take out of the Gate, any Provision, Cloathing, or other Things belonging to the House, or Persons concerned in the House, without first acquainting the Matron or House-keeper thereof, bringing the Person, as well as what was intended to be taken out, to the said Matron or House-keeper.

5. To suffer no spirituous Liquors to come into the House, except for the Use of an Officer, who shall send a Ticket declaring it to be for himself, and to see all such delivered to such Officer.

6. To permit on no Account, any Hawker, Pedlar, Ginger-Bread Woman, Fish-Monger, or other Person carrying Ware, or Goods for Sale,  
to

to enter the Gate, but to send Notice to the Officers, if required, of such being there.

7. To keep the Key of the burying Ground, and to bury the Dead, beginning at the North-East Corner, and digging regularly to the South-East Corner, along the East Wall, keeping at least three Feet from the Foundation of the Wall, and when one Row is finished, to begin another as above directed, and to take Care to have the Graves closed immediately after Interment, and each Burial-Day to ring the Bell, to give Notice of the Interment.

8. To be assisted in digging the Graves by the grown-up Boys; to make the same three Feet deep at the least, and to bury the Dead always at Ten o'Clock in the Forenoon (the Bell being first rung) unless in Case of putrid or infectious Disorders, to be certified by the Apothecary, when immediate Interment is necessary.

9. To permit no dead Body to be taken out of the House, except by the Parents, should they require it, for Interment, to be certified by the Treasurer; to shave regularly all such Children as require it, and all the Servants and grown-up Boys of the House who desire it.

### N U R S E S.

1. That the Duty of the Nurses be, to be answerable for the Cloathing delivered to them by  
D the

the House-keeper ; and, from Time to Time, to mend and keep the same in the best Manner, and to obey the Directions given them by the House-keeper in every Particular ; the female Servants to observe the same.

*Supervisor of the Tax on Houses.*

1. That the Duty of the Supervisor of the Tax on Houses, be carefully to supervise all Houses in the City, Liberties and Environs of *Dublin* ; to make a Return to the Treasurer, on or before the 28th of *July* in every Year, of the Amount of Tax that became due to the Governors of the *Foundling Hospital*, on the 24th of *June*, preceding, and to return to the Treasurer a weekly Account of the Sums collected by the Collectors respectively.

2. To make out new Collecting-Books for the Collectors every Year, comparing them with the Books of the former Year ; also Books of Acquittances, with Duplicates of the same ; each Acquittance and its Duplicate to have the same Number, and to charge each Collector with the full Amount of all Receipts cut out of such Books.

3. To take Care that the Collector do not return Houses in Arrear that are solvent, and that they do give printed Acquittances for all Money by them received ; to go annually thro' the several Districts and take with him the Collector of each District, in order to examine the Arrears returned

turned by him ; and if in the collection of Arrears, he find any Money returned in Arrear which has been returned by the Officer, and his Acquittance is produced for the same ; he is in such Case to take up that Acquittance, and give the Party his Receipt for the same, and lay such Acquittance before the Court of Assistants or General-Assembly.

4. To be very punctual in getting all the new Houses that shall be returned by the Collector unvalued, brought to charge, pursuant to the Powers granted by Act of Parliament, to the Governors of the *Foundling-Hospital*, for that Purpose, to receive all the old collecting Books yearly, from the Collectors, and upon the closing of their Accounts in every Year, to lay before the Governors, a true and faithful Report upon Oath, of each Collector's Merit in his Collection for the preceding Year, distinguishing the Arrear outstanding, in proportion to the Sum to be collected by each, and the Arrears of former Years collected or left outstanding, with a distinct Report of that Arrear which is lost by not having been collected in that Year, as also of that which will be lost if not collected within the following Year, with the Reasons assigned by the Collectors, as obstructing the Collection of the same.

5. To take Care that no Collector be appointed two Years successively for the same District, and to divide the Districts in such Manner as may make the least Difference that is possible, of

Difficulty or Profit in the Collection of each District.

C O L L E C T O R S.

1. That the Duty of the Collectors be, to proceed on their Collections on the 25th of *June*, in every Year, as pointed out by the Supervisor, and to finish their Collections, and perfect their Accounts before the first Day of *May* following; nor shall they, on any Pretence whatsoever, depute any Person or Persons to act for them as Deputy or Deputies, (nor cut any Acquittance out of the Books given to them by the Supervisor, out of due Course, nor give any Acquittance without truly entering the Contents thereof in the annexed Duplicate) and if it shall appear that they received any Money for the Use of the *Foundling-Hospital*, without giving printed Acquittances for the same, or shall insert more than one Person's Name in one Receipt, they shall be discharged from their Employments.

2. That as they go thro' the several Parishes and Liberties in the City of *Dublin*, and the Environs thereof, they do, by a strict Enquiry, endeavour to find out such Houses, as may have escaped their Observation in the last Year, particularly all Publick-Houses, and take a particular Account of all new-built Houses, in their respective Districts, the same to be entered in Numerical Order as they stand.

3. That

3. That they do once at least in every Week, attend the Treasurer at his Office, and bring with them all their Duplicate Books, in order that he may compare the same with the Supervisor's weekly Returns, and receive the Money collected by them, for which they are to take his Receipt.

4. That they be very careful in keeping an exact Registry of the Inhabitants Names and their Places of Abode, and do return their old Books and Duplicates to the Supervisor, so soon as their respective Collections shall be closed.

*Superintendant of the Garden.*

1. To purchase and procure, on the best and cheapest Terms, all Kinds of Trees, Plants and Seeds, to see them carefully and properly planted and sown; to keep a regular Entry of all such Trees and Seeds, in a proper Book kept for that Purpose, and to see that the Gardener be diligent and attentive to his Directions.

2. To lay before the Governors at the quarterly General-Assembly in *November* annually, a Catalogue of all such Trees, &c. as are fit for Sale; with the Prices of each Kind affixed to the same; said Catalogue to be published in such Manner as the Governors shall think proper.

3. To return weekly to the Garden Committee, or any one of them, a full Account of all Sales the preceding Week (if any) said Return to be



signed by such Member or Members of said Committee, and to be his only Voucher, for such Sale, in making up his Accounts.

4. To see all Trees, Shrubs, &c. that are sold, carefully taken up, labelled and packed, and delivered to the Purchasers.

5. To cultivate all such Vegetables as may be necessary for the Food of the Children in the Hospital, according to the Dietary established for that Purpose ; and to see them delivered in such Quantities, and on such Days, as are ordered by said Dietary ; as also, all Medicinal Herbs, necessary for the Infirmarys, according to a List to be given to him by the Physician for that Purpose ; and to keep a regular Account of the Delivery of all such Vegetables and Medicinal Herbs, charging them in said Account, at the Prices that shall, from Time to Time, be current in the Markets of *Dublin*.

### G A R D E N E R.

1. To obey the Superintendant's Directions in all Matters relative to the Garden, to give him his Opinion and Advice in all such Points of Gardening as the said Superintendant may be deficient in, to assist in the Labour of the Garden, to take Care that the Labourers employed therein, be diligent, and keep constantly to their Work, and to keep an Account in the the way of Dr. and Cr. of all Trees, Plants, or other Matters, bought  
or

or fold on Account of said Garden, and to lodge the same with the Register in his Office, to be by him laid before the Governors at each Quarterly-Assembly; and to instruct as many of the Children of the Hospital, as the Superintendant shall point out to him, in budding, grafting, pruning, and all other Parts, either of Kitchen or Nursery Gardening.

*Collector of the Rents upon Carriages and of the Casual Revenue.*

1. That every Person who shall be appointed to said Office, do, before he be allowed to act, give Security to this Corporation, by himself and two sufficient Persons, by Bond and Warrant in the Penal Sum of Five Hundred Pounds conditioned for his duly collecting all Rent and Arrears of Rent, reserved on the several Licences, and all Fines and Penalties, for which he shall receive sufficient Warrants, and for paying weekly to the Treasurer all Money he shall collect, and faithfully and duly fulfilling and performing the several Duties of his Office.

2. That he be allowed a yearly Salary, at the Rate of Six-Pence for every twenty Shillings he shall pay in, to the Treasurer, for the Use of this Charity, or of any Person, except himself; as also, one Moiety of all Fees upon Summonses, and a Fee of one Shilling and one Penny, on the Execution of each Warrant given to him in Charge, and the full Informer's Share of all Penal-

ties levied in consequence of his Information and Diligence.

3. That when the Owner, Driver, or Carrier of any Carriage, or Sedan Chair, licensed by this Corporation, shall be convicted before the Court of Assistants, of any Offence for which the Penalty appointed by Law shall amount to twenty Shillings, or upwards, the Sum of five Shillings, at the least, be adjudged for the Use of the Informer; and the Sum of two Shillings and six Pence, at the least, when the legal Penalty shall be less than forty Shillings.

4. That such Bailiffs as he shall, from Time to Time, appoint to act under him (at his own Cost) being approved of by the Governors, be empowered by them to act in said Office.

5. That if he shall receive any Fee, Promise of a Fee, or other Consideration whatever, for Forbearance in receiving of Rent, Fine, or for any other Cause whatsoever, except the allowed Fees, the same being proved to the Satisfaction of the Governors, he shall be discharged from the said Office, be rendered incapable of ever again serving this Corporation, and forfeit his Security, with all such Sums of Money as shall be, at the Time, in the Treasurer's Hands on his Account; and if any of his Bailiffs shall be guilty of the like Offence, he shall be in like Manner dismissed, and fined in four Times the Sum so proved to be taken, or promised to be given, for which Sum  
said

faid Collector shall be answerable to this Corporation.

6. That if any Person, other than said Collector, or any of his Bailiffs, shall give Information of any Carriage or Sedan having continued to ply without Licence, or after its Licence shall have been vacated, for the Space of one Month (the Person offending, or any privy with him only excepted) the Collector (in such Case) shall be fined in such Sum, not exceeding five Pounds, as any Court of Assistants or General-Assembly shall think proper, and said Fine shall be adjudged to the Informer, over and above his full Share of the Fine to be adjudged against the Owner of the Carriage, so informed against.

7. That he do on every Quarter-Day, make up his Accounts with the Treasurer, for the preceding Quarter ; and that the Treasurer do, in said Account, charge him with the Amount of all such Rents or Fines, given to him in Charge, as he shall not have collected, except so much thereof as a General-Board may, upon full Evidence upon Oath, be pleased to order him to discharge him of, or to respite till his next Account ; which Order, with the Substance of the Evidence appearing in the Journal of the Day, signed by the Chairman, shall be the only Voucher to the Treasurer for so doing ; and that he do then pay him whatever Balance shall appear due to him, on Account of the Money paid by him to the Treasurer.

8. That

8. That if he, or any of his Bailiffs, shall serve or offer to serve, any Summonses not signed by the Register, and filled up by him, or his Order; said Collector, or any of his Bailiffs, shall forfeit, for every such Offence, committed by him, or any of them, the Sum of five Shillings to be paid to any Person informing thereof.

9 To fix an Office in some central Part of the City, at his own Expence, to which all Persons concerned may have free Recourse, from Ten o'Clock in the Morning, until Four o'Clock in the Afternoon.

10. To attend the Register at his Office in the Hospital every *Wednesday* and *Saturday* Morning, and as often as may be found proper to receive such Summonses or other Directions as may be found necessary.

11. To attend the Governors (or in case of his necessary Absence, some proper Person for him) at every Meeting of General-Assembly or Court of Assistants, with (at least) two of his Bailiffs.

12. To keep a Book ruled in proper Columns, which shall contain a quarterly Account of the Carriage-Rents, corresponding with the Rent-Roll kept by the Treasurer, and as he receives said Rents, to post the same in his said Book.

13. To account with the Treasurer for all Fines which belong, or shall be given to the Charity,  
with

with whatever Coſts may be ordered to be levied therewith, within fourteen Days from the Time of their being impoſed, provided he ſhall have received ſufficient Warrants for the due collecting of the ſame; and in caſe any Carriage Owner ſhall reſuſe to pay any Fine ſo impoſed on him, he ſhall, at the end of thirty-one Days, to be computed from the Day of impoſing thereof, notify the ſame to the Register, who ſhall advertiſe the Licence for ſaid Carriage to be vacated.

14. To give his Receipt to the Treafurer, in the Prefence of the Register, for the quarterly Books of printed Acquittances delivered to him; ſuch Receipt to expreſs that he had on that Day received ſo many Books, each Book containing ſo many Receipts for collecting the Quarter's Taxes due upon Carriages, on ſuch Day, amounting in the Whole to the Sum of £ ——— which Receipt the Register ſhall compare with the printed Acquittances delivered to the Collector, to ſee that the Number of Acquittances agree with the Number expreſſed in the Receipts, and correſpond with the Number of each Denomination of Carriages, returned by the Register in his Charge to the Treafurer; and that ſaid Treafurer has given to ſaid Collector a ſufficient Number of Receipts for collecting the ſaid Quarter's Taxes, and no more; to which Receipt the Register ſhall ſign his Name as a Witneſs.

15. To give printed Acquittances for all Money he ſhall collect, each Acquittance and its Duplicate  
to

to have the same Number, express the Denomination of the Carriage, the Sum, the Quarter's Rent received, when it became due, and also the Name and Surname of the Owner of the Carriage ; and not to cut out any Acquittance out of due Course, on pain of Dismission and Forfeiture of his Office.

16. To attend the Treasurer every *Wednesday* Morning, at his Office in the Hospital, at or before the Hour of Ten, and pay in all Money he shall have collected in the Week ending the *Saturday* preceding, first stating an Account of the Week's Collection, in a Book, to be kept by the Treasurer for that Purpose, which weekly Account the Collector is to sign, the Treasurer dating and signing the Duplicate of the last Receipt taken off in each Book, out of which Receipts have been cut in the preceding Week, as an Acknowledgment of his having settled with the Collector, for the Sum collected by him in said Week ; and three Days before the close of each accounting Quarter, to deliver to the Treasurer all the Receipt-Books he shall then have in his Custody, in order that he may state the Quarter's Accounts, and shew what Sum has been received in said Quarter.

17. To provide a Book in which he shall enter all Complaints or Informations, lodged in his Office, or offered to him, (which Book shall have a Column specifying the Fine imposed on hearing said Complaint, and another Column shewing, when, and to whom, the Penalty has been paid ;) to bring said Book to the Register at his Office on  
every

every *Monday* Morning before Ten o'Clock, that he may issue Summonses immediately; and if said Collector shall neglect to enter any Complaint or Information, which shall be regularly offered to him, or to serve any Summonses, delivered to him by or from the Register, that (upon Proof of such Neglect being made before the Court of Assistants, by Oath of one or more credible Witnesses) he do forfeit to the Use of the Complainant, or Informant, such Sum, (not exceeding the Penalty, which might by the Laws of the Corporation be inflicted for the Offence, for which such Complaint was offered) as said Court shall think proper.

18. To lay said Book before the Court of Assistants, on every Court Day, under the Penalty of Five Shillings for each Neglect, said Fine to be applied to the Use of the Charity.

19. To be diligent in examining whether all Carriages, Sedans, Carts and Cars, which are or shall be licensed, are marked according to the Act of Parliament and By-Laws of this Corporation; and where such Carriages, Sedans, Carts or Cars, are in Possession of other Persons, than those to whom the Licence was originally granted, to give Information to the Court of Assistants, under the Penalty of Five Shillings to the Use of the Charity for each Neglect, if any of them have not been properly transferred.

20. To pay immediately to each Complainant, who shall give to the Charity his or her Share of  
any



any Fine imposed, the Cost such Complainant shall have been at in summoning; and to every other Complainant his or her Share of every Fine imposed, together with the Cost of summoning, in fourteen Days after the Imposition thereof, provided he shall have received proper Warrants from the Register, and if he shall refuse to pay such Share and Costs, that then the Court of Assistants, upon Complaint of such Neglect, shall order the Treasurer to pay to such Complainant, the said Share and Costs, together with the Fine, (not exceeding such Share, nor less than one Half of it) as said Court shall think proper, (unless the Collector shall make it appear to the Satisfaction of the Court, that it was not in his Power, thro' Insolvency of the Defendant, or for some other Reason, to raise the Penalty within the usual Time) which Share, Costs and Fine, the Treasurer is to charge the said Collector with, in his Account with him.

21. To call on every Defendant for the Fine imposed on him, within three Days from the Adjudication, and if the same shall not be paid in said Time, to give immediate Notice thereof to the Register, who is required to prepare Warrants for levying the same, to be signed by the Court of Assistants on the next Court Day, so as to enable the Collector to levy it by the next succeeding Court Day, and if the Collector shall fail to give the Register such Notice, that he forfeit Five Shillings for the Use of the Charity.

ORDERED,

ORDERED, that the foregoing Resolutions, be standing By-Laws for the Government of this Hospital, any Rule, Order, or Resolution, heretofore entered into by the Governors of this Corporation, to the contrary notwithstanding.

<i>Henry Bevan, L. Mayor,</i>	<i>Nathaniel Cavenagh, Esq;</i>
<i>Thomas Adderley, Esq;</i>	<i>Hopton Scott, Esq;</i>
<i>Redmond Morres, Esq;</i>	<i>William Acton, Esq;</i>
<i>Thomas St. George, Esq;</i>	<i>Alderman Henry Hart,</i>
<i>Michael Dally, Esq;</i>	<i>Ald. Sir Tho. Blackhall,</i>
<i>Rev. Doctor Tho. Leland,</i>	<i>Ald. Richard French,</i>
<i>Rev. Doctor John Gast,</i>	<i>Lodge Morres, Esq;</i>
<i>Rev. Doctor Robert King,</i>	<i>William Gore, Esq;</i>
<i>John Leigh, Esq;</i>	<i>Rev. Dean Bayly,</i>
<i>Hon. John Butler,</i>	<i>Ald. Edward Sankey,</i>
<i>Thomas Kingsbury, Esq;</i>	<i>Morgan Crofton, Esq;</i>
<i>John Whiteway, Esq;</i>	<i>Joseph Sirr, Esq;</i>

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