



Department for Culture and the Arts  
State Records Office of Western Australia

# Information Sheet

## ARCHIVES FOR STUDENTS

Many school students, both primary and secondary, visit the Alexander Library Building to use the resources of the State Records Office of Western Australia. They may be working on their school projects which can be set on a wide range of topics, eg, from the history of their own house to the development of the gold mining industry, etc.

Staff at the State Records Office are keen for students of today to learn about and develop an interest in their documentary heritage. At the same time the State Records Office must make every effort to preserve the records in its custody for future generations. Many records are old and are in a very fragile condition. As further handling accelerates their deterioration the use of original records is limited where possible. When records are too fragile the State Records Office provides an alternative, such as typescript or a microfilm copy. For similar reasons, photocopying of archives can only be done by staff members, who can assess the condition of the record. Fragile records cannot be photocopied as the heat, light and handling involved will lead to further damage. Students may take notes, or bring in a camera. Photographic negatives can be ordered.

Adult assistance may be necessary to interpret primary source material in relation to the child's assignment, particularly for children in primary school.

**TEACHERS PLEASE NOTE:** The State Records Office recommends that you discuss your projects and assignments with us before giving them to students. We can then advise on what sources are available on that subject and the facilities available in the Alexander Library Building. We regret that we are unable to accommodate study groups within the State Records Office Search Room. On the other hand, staff are available to visit schools to talk to students and teachers.

**For enquiries telephone: (08) 9427 3360**