

RETYPE AND REDACTED FROM ORIGINAL

December 17, 1937

My dear Mr. _____

Your letter to _____ has been referred to me. I think you probably do not understand that it is not the policy of the institution to allow correspondence between employees of the school and relatives or friends of the patients. Any request for information in regard to _____ should be addressed to me. I realize that you took this matter to her thinking it would cause less trouble in the office, but when it is brought to your attention I am sure you will see the necessity for this regulation.

_____ feels that it would be nice for _____ to have a sweater size 12 years and a pair of bed slippers, size 13. These useful things would be better than buying too many toys as they would be more lasting and useful.

Very truly yours,

Superintendent