

**CLERMONT COUNTY JUVENILE DETENTION CENTER
2340 CLERMONT CENTER DRIVE
BATAVIA, OHIO 45103**

PARENT MANUAL

**Judge James A. Shriver
Tom DelGrande, Superintendent
Josh Smith, Assistant Superintendent
Robin Anderson, Administrative Assistant**

**Detention Center
Telephone: (513) 732-7154
Fax: (513) 732-7707**

MISSION STATEMENT

The Clermont County Juvenile Detention Center will provide for the juvenile's basic needs, prevent the abridgement of the juvenile's rights during his/her stay in detention, provide for their physical, emotional, religious, educational, social needs, and house the juveniles in a safe humane environment while maintaining the level of security necessary to prevent escape and ensure the juveniles live free of fear of assault and intimidation by staff or other juveniles.

Furthermore, we will endeavor to provide leadership that promotes a positive change for youth, their families and the community by creating legitimate alternative pathways for rehabilitation through equal access to services that are least intrusive and culturally sensitive and consistent with the highest professional standards.

Dear Parents and Guardians:

Your child has been ordered to remain at the Clermont County Juvenile Detention Center. This parent manual is an effort to provide you with important information concerning this facility and answer questions/concerns you may have about your child's stay with us.

EXPECTATIONS/DISCIPLINE FOR RESIDENTS

Our detention center is a secure facility and residents are required to follow all rules and regulations of the facility. Misconduct in the detention center will result in disciplinary consequences which may include loss of privileges and potential loss of participation in activities and counseling/education groups.

FOOD, CLOTHING, HYGIENE

Three (3) meals per day are provided to the residents plus an additional snack in the evening. All clothing and hygiene needs are provided. Residents are required to shower daily and are provided laundry service. All special needs diets are to be cleared through our medical staff.

MEDICAL

Each resident will be provided a physical exam and daily access to our registered nurse/LPN (7) seven days a week. Each resident will also be able to be seen by our visiting doctor that comes to the facility (2) two days a week to address additional medical needs. In the event of a medical emergency, our residents are transported to Clermont Mercy Hospital, 3000 Hospital Drive; Batavia, Ohio 45103, (513)732-8200

Please bring in all current medication, prescription eye glasses, prescribed inhalers, and current allergy information to help us meet your child's medical needs. All medications received at the facility must have the current pharmacy label / doctor's orders attached.

EDUCATION AND PROGRAMS

The detention center provides each resident with structured classes and educational programs throughout the school year by our certified teachers, Child Focus counselors, and additional program providers. Math, science, history/social studies, language arts, and health/science classes are the core of our education program. Our teachers communicate with each of the resident's home district to coordinate education needs and services. The Detention Center provides each of the residents with a variety of structured activities which emphasize learning, personal responsibility, and appropriate behavior. These programs include life skills, physical education, social living skills, art expression, drug education, anger management, personal responsibility education, education regarding sexually transmitted diseases, and nutrition.

RECREATION

All residents will be provided with daily structured recreation and may include basketball, volleyball, movies, and educational games.

TELEPHONE CALLS

Residents are permitted to call parents, guardians, custodians, clergy, lawyers, or caseworkers. Residents are allowed to make (2) two calls per week on Monday, Wednesday, and/or Friday evenings. Telephone calls, other than to attorney's or probation officers, are a privilege that can be revoked for misbehavior and/or rule violations.

VISITATION (by appointment only)

Family visitation is limited to parents, step parents, grandparents, guardians, custodians, and positive family members. Up to (4) people are allowed to visit a resident at one time. No one under 10 years old is allowed to visit unless approval is obtained through the Assistant Superintendent or Superintendent of Detention in advance. Each resident is allowed (1) visit on each of our scheduled visitation days up to (4) four (30) minute visits per week. Residents and their visitors will be limited to physical contact which would be deemed appropriate for a parent/child relationship. Visitors are not permitted to bring in items for the juvenile other than school books the resident may need.

All visitations are by appointment only. Regular visits can be scheduled by calling the control center at (513) 732-7154. There will be no change in the visitation schedule due to holidays.

THURSDAY

(male residents) 6:00 P.M. to 7:30 P.M. (female residents) 7:30 P.M. to 8:30 P.M.

FRIDAY

(male residents) 6:00 P.M. to 7:30 P.M. (female residents) 7:30 P.M. to 8:30 P.M.

SATURDAY AND SUNDAY

(male residents) 1:00 P.M. to 3:00 P.M. (female residents) 3:00 P.M. to 4:00 P.M.

VISITATION EXPECTATIONS

For security reasons, you may be asked to empty the contents of your pockets and submit to a search of your person. State law prohibits anyone (licensed or not) to carry a weapon into a correctional facility. Be advised that anyone violating this law shall have visitation privileges denied until the incident is reviewed by the Superintendent and/or Assistant Superintendent. The contents of your pockets will be returned to you after it has been determined that they are not a risk to the safety and security of the facility. Be advised, visitation privileges will be denied based upon refusal to empty pockets or submit to a search. Be prepared to produce a driver's license or picture identification. Positive identification shall be established

before you are permitted to enter the facility. Finally, you may be asked to provide a marriage license or custody order in order to verify your status. Remember you are present to visit with your child. Please use the time for that purpose. If you have questions about the facility or program, you may call the Superintendent and/or Assistant Superintendent at another time. Please remain quiet and on task visiting with your child so that you can enjoy this privilege. If you choose not to, you may be asked to leave immediately and risk further consequence to your visitation privilege.

Items such as bags, purses, totes, bulky coats, packages, cell phones, penknives, fingernail clippers, lighters, matches, nail files, cigarettes, dip, smoking paraphernalia, key chains with sharp objects attached, weapons, or potential weapons ARE NOT permitted into the Facility. Staff shall instruct visitors to secure these items before entering the Detention Center. Be advised, visitation privileges will be denied based upon refusal to empty pockets or submit to a search.

DRESS CODE FOR VISITORS

Visitors must be dressed appropriately. The supervisor on duty may determine a visitor is dressed inappropriately and may ask the visitor to leave the detention center.

Shirt and shoes must be worn.

No halter tops or spaghetti strap tops.

No SHORT shorts or SHORT skirts.

No crop tops.

No coats or jackets to be worn in visitation. They must be left in your vehicle or hung up on the coat rack outside of visitation.

CONTRABAND

No cigarettes, dip, lighters, smoking paraphernalia, weapons, or potential weapons are to be brought to the facility. If bringing in a key chain, please remove sharp objects from it before entering visitation. The contraband will be confiscated and law enforcement will be notified.

READING MATERIAL

Please do not bring items into the facility for your child's use other than school books. Any other books or magazines which are brought into the facility are considered donated and become the property of Detention. Residents are provided books and library services during their stay with us.

LETTER WRITING

All writing materials necessary to write letters are provided for the resident while in detention. Stamps are provided to mail out (2) two letters per week. If you would like your child to be able to mail out additional letters, a parent/guardian may drop off or mail in additional stamps.

RELIGIOUS SERVICES

While in detention, residents have the opportunity to voluntarily attend non- denominational church services, which are held on Sunday evenings. Residents can also request to see a chaplain. If a resident would like to visit with their own chaplain/ minister from their church, they may ask their parent(s) to contact him / her and have them call the detention center to schedule an appointment. All chaplains/ministers must provide a copy of credentials to be kept on file and identification when arriving for the visit.