**POST-DISPOSITIONAL PROGRAM  
INFORMATION PACKET  
FOR THE**

**New River Valley Juvenile**

**Detention Home**

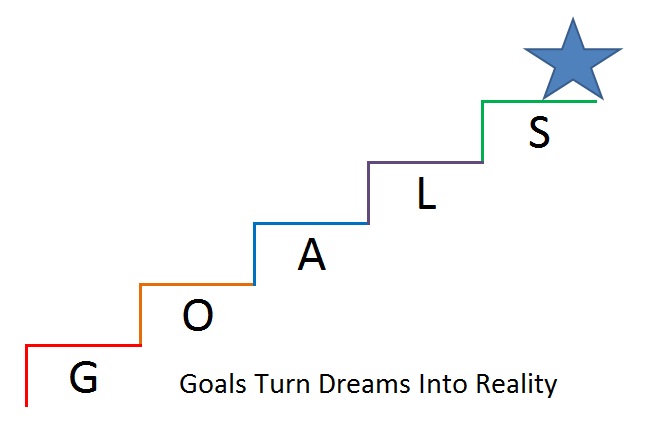
**650 Wades Lane**

**Christiansburg, VA 24073**

**Phone (540) 381-0097**

Amber Whitlock, Post-Dispositional Coordinator

Jason Moore, G.O.A.L.S. Teacher

**New River Valley Post-dispositional Program**

Welcome to the Post-dispositional (P.D.) Program. Being ordered to participate in this program you have been given one last chance by the courts. The P.D. Program is set up to assist you in a successful return to your community. The purpose of the program is intended to help you work your way back into the community while serving your adjudged sentence. The P.D. Program is considered a privilege and an excellent opportunity to develop your interpersonal skills, further your education, and learn independent living skills. The P.D. Program will assist you by providing services for issues that relate to your placement here.

All detainees enter the P.D. Program under a suspended commitment to the Department of Juvenile Justice. Non-compliance with the P.D. Program can result in an automatic commitment. All P.D. Program detainees will have a sentence of up to six months. If the identified goals are accomplished prior to the end of your sentence and there are no problems, an early release can be recommended to the court.

This initial information highlights the requirements, responsibilities, and expectations of the detainee placed in the P.D. Program and of the parent(s) or legal guardian(s). It also summarizes the P.D. Program visitation policies, behavior management policies, and specific rules of P.D. More detailed information is provided in the Service Plan once it is developed, through contact with the P.D. Coordinator, and by the detention home staff on a daily basis, as necessary.

# **Brief explanation of activities**

Counseling: All program participants will receive individual counseling sessions. The counseling provided will be directed towards your service plan and specific reasons for being sentenced. If continued counseling is needed the appropriate referrals will be made. You are required to participate in all counseling sessions set up for you.

Education: All program participants will be required to participate in some type of educational program, regardless of age or school status, for the duration of the school schedule used by the detention home. Your specific educational plan will be developed in your Service Plan.

Recreation: P.D. participants, who are eligible to go into the community, may be provided with outside recreation. (These activities may be optional) You are to present yourself and the program in a respectable manner within the community. During activities you will be expected to respect the rights and property of others as well as obey all guidelines set for you.

# **P.D. Program Detainees**

You are expected to learn and comply with P.D. Program rules. The rules will be reviewed with you during your intake, during your service plan meeting and as often as necessary. You are expected at all times to display behaviors that will aid in the achievement of your plan goals.

Your initial objectives and strategies for the first 30 days will be planned and reviewed within five days of entering the program. The first month of your placement will be focused on detention home rules, educational needs, counseling needs, and program opportunities.

Your Service Plan will be developed within 30 days of your posted date. Your parent(s) / legal guardian(s), probation officer, P.D. Coordinator, and any other involved service provider will have the opportunity to provide input for the Service Plan.

Expectations:

1. You are expected to obey all rules set forth by the court, detention home, and P.D. Program.

2. If you are out of the building you will be expected to behave without incident and return to the detention home at the designated time.

3. You will be required to participate in some type of educational program for the duration of the school schedule used by the detention home.

4. You may be required to participate in community service.

5. You are not to consume, sell, purchase, or have in your possession any type of drugs, alcohol, or tobacco products. Any infraction will not be tolerated.

Supervision:

You are to be in the sight and sound of the person(s) responsible for you while you are out of the building no matter the reason. If you leave supervision disciplinary action will be taken.

**Parents of P.D. Detainee**

You will be provided with an opportunity to ask questions and provide input for your child’s Service Plan. Please feel free to ask questions and provide input on your child’s progress especially prior to his/her court reviews.

Your participation is required for all scheduled counseling sessions, treatment plan reviews, monthly court reviews, and emergency meetings. We must be able to reach you for emergencies at all times.

While your child is in the P.D. Program, you remain responsible for their dental, mental health, and medical needs. Your parental responsibilities also include scheduling and paying for all medical, mental health, and dental services. When necessary, the detention home can assist with your child’s transportation. In case of a medical emergency, you will be contacted and informed where your child is being transported. The detention home nurse will handle all routine medical needs.

**Successful Completion**

To successfully complete the G.O.A.L.S. Program you must:

* Complete individual goals as listed in your Service Plan.
* Reach and maintain level 4.
* Complete A.R.T.
* Complete G.O.A.L.S. Units.
* Complete Mental Health goals as developed with the mental health staff.
* Successful family counseling and home visits.

**New River Valley Juvenile Detention Home**

**Visitation Guidelines for Parents and Legal Guardians**

**PRIOR TO VISITATION:** All visitors must present photo identification and register upon entering the facility for visitation or they will be denied visitation. Staff must verify the relationship and identity of the parent/guardian seeking visitation. Visitors are required to leave all personal items in their cars. No personal items may be brought into the detention home beyond the front lobby. NO INTOXICATED PARENT OR GUARDIAN WILL BE ALLOWED TO VISIT A DETAINEE. Visitors who have an odor of tobacco products or alcohol on their person may be asked to leave the grounds.

**VISITATION HOURS:** Normal visitation is Wednesdays from 6-7 pm and Sundays 1-2 pm. Visitor check-in will begin 15 minutes before visitation starts. Check-in will end 15 minutes after visitation begins arrivals after this point will not be accepted. Parents or legal guardians who cannot visit during normal visitation hours due to justifiable reasons must make special arrangements with NRVJDH for a supervised visit. This visit must be pre-approved by the NRVJDH and scheduled at a time when staff can directly supervise the visit. Visits are limited to one hour. For a detainee in restriction, visits are limited to thirty (30) minutes. There may be occasions when visitation times need to be shortened. This decision will be made by the Administrator on duty.

**WHO MAY VISIT:** Only parents or legal guardians are allowed to visit. If the placing agency/jurisdiction feels a visit from a detainee’s grandparents is in the best interest of the detainee, a written request to allow the above-mentioned individuals must be sent to the NRVJDH. It is imperative that the written request be received and approved by the Superintendent prior to these visitors coming to the detention home. Individuals other than parents or legal guardians who seek to visit must obtain approval from the placing agency/jurisdiction. Once granted, the placing agency/jurisdiction must accompany the individuals and supervise the visit. These visits shall not be conducted during normal visitation hours but shall be scheduled in advance with the NRVJDH. If a visitor is not listed in the detainee’s folder, valid identification and proof of guardianship must be provided or they will be denied visitation until verification can be obtained from the placing agency/jurisdiction. A detainee has the right to refuse any visitor.

**WHERE VISITATION TAKES PLACE:** Normal visitations will take place in the activity area. Only two (2) visitors at any time shall be allowed to visit with a detainee during visitation. If a detainee has more than two (2) visitors, the time shall be divided equally among the approved visitors and each group shall have equal access to the detainee

**CLOTHING AND PERSONAL HYGIENE:** Arrangements for exchanging clothing must be made either prior to the start of or at the end of visitation. No clothing will be exchange during visitation. All clothing must be given to the Administrator on Duty, who will go through these items, list them in the detainee’s personal folder, have the parents or legal guardians initial for the items, and have the detainee sign for items. No personal hygiene products will be accepted by the NRVJDH for any detainee. The NRVJDH shall supply all such products.

**READING MATERIAL:** Reading materials such as books and magazines may be brought to a detainee. It is not policy for the content of the reading materials to be screened, but only PG magazines, approved by the Administrator on Duty, will be accepted by the NRVJDH. All reading material shall be searched for contraband. The NRVJDH accepts no responsibility for any reading material taken into the general population by a detainee.

**FOOD ITEMS:** Food items will not be accepted.

**BEHAVIOR DURING VISITATION:** Complete cooperation with detention center staff is expected during visitation times. Parents and detainees are expected to act appropriately during visitation. Any negative behavior on either party’s part may result in the cancellation of the remainder of the visit. Physical contact shall be limited to hugs and handshakes. Nothing is to be given to or accepted from the detainee without the administrator's approval. The passing of contraband items will revoke visitation privileges and court authorities will be notified of these actions. Staff may search detainees after visitation if they suspect that contraband may have been passed. The Administrator on Duty may revoke visitation privileges if the rules are violated, and such revocation is in the best interest of the detainee.

**CODE OF CONDUCT AND RULES**

The following Code of Conduct and Rules are to help you identify and display appropriate behavior while being detained. If you have a question about detainee conduct and rules, please ask a Child Care Supervisor, Shift Supervisor or Administrator for clarification.

**DETAINEE CODE OF CONDUCT**

* 1. I will be responsible for my behavior and personal appearance at all times.
  2. I will obey all facility and program rules.
  3. I will respect myself, my fellow detainees, and staff at all times.
  4. I will not lie, cheat, or steal, nor will I condone the behavior of those who do.
  5. I will work hard to improve my mind and strengthen my body.
  6. I will commit myself to being prepared so that I may always do my best.
  7. I will solve problems in a mature and positive manner.
  8. I will present a positive example for others and help them to be successful.
  9. I will be highly motivated and move with a sense of purpose at all times.
  10. I will report violations of rules and threats to safety of staff and/ or residents.
  11. I will be a good citizen and bring honor to the facility, program, myself, my family, and my community.
  12. I will not engage in behavior that would constitute an offense against NRVJDH.
  13. I will not engage in behavior that would constitute an offense against property.
  14. I will not engage in behavior that would constitute an offense against persons.
  15. I will follow the directions of staff at all times without questions or comments.
  16. I will comply with all school rules and applicable state and federal laws.
  17. I will maintain an atmosphere in which learning can occur and present no disruption to the mission, process, or function of the school.
  18. I will be responsible for learning and for completing class assignments.
  19. I will be responsible for contributing to a positive school climate based upon showing respect and tolerance of both staff and detainees.

**Major Negative Behavior:**

1. There are specific behaviors that must result in immediate, all-day, room restrictions. These behaviors and the resulting predetermined length of room restriction time are as follows:
2. **Escapes**, **Attempted Escapes**, **Escape Threats** or being caught **Planning an Escape**: Length of time: Five (5) days.
3. **Physical** **or** **Sexual** **Assault**: Attacking staff, another detainee, or any guest or employee of the Detention Home (volunteers, CSU workers, teachers, mental health, etc.): Length of time: Five (5) days.
4. **Sexual Misconduct**: Length of time: Three (3) days.
5. Public masturbation
6. Mutual masturbation
7. Fellatio
8. Sodomy
9. Indecent exposure
10. Sexual intercourse
11. **Threat to Institutional Security**: Length of time: Three (3) days.
12. Interference with staff that could result in the loss of control of detainees or behavior that escalates a dangerous situation in progress.
13. Fighting in areas that could result in a loss of control of detainees.
14. Using objects or weapons in a fight which could result in the loss of control of detainees.
15. **Fighting** between detainees: Anyone actually physically fighting will be given room restriction regardless of who started the fight. Length of time: 1st offense: Two (2) days. 2nd offense or more, regardless when it happened (previous detainment, etc.): Three (3) days. If detainees do not stop fighting on command, they will be charged with “Threat to Institutional Security.”
16. **Gang Activity**: Length of time: One to Two (1-2) days.
17. Participating in, or encouraging others to participate in, join, or the recruitment of any resident into any gang affiliated or related activity.
18. Displaying gang related signs, gestures, or movements (dancing included) related to the affiliation of any gang.
19. Production of any gang related paraphernalia, including drawings.
20. Intentional act of marking, defacing, or altering any item belonging to New River Juvenile Detention for the purpose of displaying gang related signs, tags, or markings.
21. Commission of any other offense contained in this policy that is connected to, affiliated with, or pertains to the participation, recruitment, or has an established connection, in any way, with gang activity.
22. **Maliciously Destroying Property**: Anything damaged on purpose, regardless of its monetary value, is to be considered maliciously destroying property. Length of time: Two (2) days.
23. **Contraband**: Sneaking in or receiving **Potentially** **Dangerous** items such as drugs, alcohol, weapons etc. Length of time: Three to Five (3-5) days.
24. **Verbal Threats/ Physical Gesturing** (Posturing) **/ Bullying**: Length of time: One to

Two (1-2) days.

1. Any misbehavior during school such as **Disrupting Class** or **Failing to do Schoolwork**: Length of time: One (1) day.
2. There are specific behaviors that will result in room restriction, but are not considered bad enough to interrupt a detainee’s education. The detainee will eat in isolation and silence, away from the other detainees, but will attend classes as normal during the school day. The room restriction time for these behaviors will begin when school ends for the day. These behaviors and the resulting predetermined length of room restriction time are as follows:
3. **Non-dangerous Contraband:**  Items such as letters, food, pictures, etc. or items being used for non-intended purposes. Length of time: One (1) day.
4. Any **Disruptive or Misbehavior in the Dorm** Halls. Length of time: One (1) day.
5. **Disobeying a Direct Order**- Residents who are given specific instructions by a staff member in accordance with established policy (a warning is not needed). Length of time: One (1) day.
6. **Self-injurious Behavior**: Any self-inflicted injury or wound. Length of time: One (1) day.
7. **Lying / Falsely Accusing Another in an Official Investigation**: Length of time: One (1) day.
8. **Disrupting a Group Activity** such as a movie, church group, staff-guided activity, etc.: Length of time: One (1) day.
9. **Aiding and Abetting / Instigating**: Encouraging and/ or helping others to break the rules through words and/ or actions: Length of time: One (1) day.
10. Any detainee that has to be physically restrained by staff will receive one full day of extra restriction time in addition to the prescribed time.
11. The total length of the room restriction will depend on the behavior violation and how the child behaves during the said restriction.

**Minor Negative Behavior:**

1. Minor negative behaviors are the less serious violations of Detention Home rules. They include, but are not limited to the following:
2. Excessive verbal or physical horseplay.
3. Failing to comply with Program Procedure without a valid excuse.
4. Excessive or unnecessary use of profanity.
5. Obscene gestures.
6. Gambling.
7. Excessive noise
8. Throwing objects
9. Other offenses not mentioned but deemed to be minor negative behaviors by the detention home staff.

*A minor negative behavior may be elevated to an automatic room restriction depending on the circumstance (ex. Disrupting class, cussing during a church group, cussing staff, etc.)*

1. In dealing with minor negative behaviors, the following are means of disciplinary action:
2. Verbal warning
3. Loss of privilege (failure to earn a point)
4. Room restriction

1. Room restriction shall be a last resort when dealing with minor negative behavior. Length of time: Up to a period of one (1) day, depending on the offense. The Shift Supervisor (or designee) shall make this determination with input from the staff involved.
2. Any infraction where a detainee is restricted during a school day will result in that detainee being in restriction for the remainder of that day.

**FACILITY RULES**

1. Detainees will present a neat and clean appearance at all times. They will follow proper standards of dress and grooming and always wear their clothes properly.
2. Detainees will address all NRVJDH staff By Mr. or Mrs. (their last name) or Sir / Ma’am. They will answer directives with, "Yes, Sir /No, Sir." and "Yes, Ma'am /No, Ma'am."
3. Detainees will always raise their hand and ask for permission to speak in the

presence of staff or facility guests.

1. Detainees must have staff permission before they can move from one place to another.
2. Detainees will follow all posted "area specific" rules.
3. When in groups of two or more, detainees will conduct all movement in a

single-file line with their hands behind their back.

1. Horseplay, fist pumps and shadow boxing are prohibited.
2. Fighting, threatening, or intimidating other detainees or staff will not be

tolerated.

1. Detainees will not use obscene or abusive language or make loud noises, bang on room doors or make threatening gestures.
2. Cursing and foul language will not be tolerated.
3. Detainees will not shout, whistle, or talk out of windows or through the fence, and will not shout, whistle, or talk while moving in single-file or standing in line.
4. Detainees will not possess or use tobacco or related substances.
5. Detainees will not use, display, or draw gang signs or participate in any gang activity.
6. All detainees and dorm rooms are subject to search at any time.
7. Detainees are forbidden from crossing the blue lines marked on the floor (without expressed permission from a staff or teacher in the case of classroom bookshelves).
8. Detainees will follow staff instructions at all times.
9. Cleaning supplies are to be used under staff direction and supervision only.

**DORM RULES**

1. Detainees shall not enter any room other than their own.
2. There shall be no loud or unnecessary noise in the dorm halls (no shouting, singing loudly, banging, pounding, or other behaviors that are disruptive to other detainees).
3. Possession of contraband (weapons, tools, matches, cigarettes, money, drugs, alcohol, etc.) is prohibited. Contraband also means using something for a purpose that it was not intended for or having something in your possession that has not been approved or assigned to you.
4. Detainees are responsible for keeping their rooms, beds, and lockers neat and clean at all times.
5. Detainees are not permitted to communicate (verbally or otherwise) with detainees in room restriction.

**SHOWER RULES**

1. No talking during shower time.
2. Horseplay will not be tolerated.
3. Detainees are not allowed to share items (soap, shampoo, etc.) during showers.
4. Detainees may not touch items on or dispense items from (i.e. lotion) the shower cart.
5. Detainees will be held accountable for personal shower items (washcloth, soap, etc.) and shall not leave these items in the shower area.

**ACTIVITY FLOOR RULES**

1. Detainees shall not touch televisions, light switches, electronic equipment, cabinets, etc. unless under direct staff supervision.
2. Detainees shall not access any personal storage cubby other than their own.
3. Detainees shall respect NRVJDH furniture and equipment at all times (this includes clothing). Destruction may result in criminal charges. No feet are allowed on the furniture and no "lying down" on the furniture. Do not lean back in chairs.
4. Proper attire is required at all times. This includes a shirt, pants, undergarments, socks and shoes. Pants will remain pulled up above the hips (no “sagging”). Hands/arms must remain out of sleeves.
5. Moving any furniture without staff permission (including chairs) is not permitted. Chairs are not to be raised above the hips when moving them.

**GYMNASIUM AND OUTDOOR RECREATION RULES**

1. Detainees are to follow the instructions of the staff and/ or P.E. teacher at all times.
2. Cursing, foul language, horseplay, fighting, and physically abusive behavior will not be tolerated.
3. Detainees using the gym must stay clear of all doorways.
4. Detainees are prohibited from intentionally throwing/ hitting/ kicking recreational equipment at windows, cameras, doors, rafters, or at/ over fences.
5. Detainees are expected to share equipment and exhibit sportsmanship and teamwork.
6. Games must be played according to established rules and regulations. No “street rules” games allowed.
7. Detainees may not walk/run laps in groups larger than three (3).

**DINING AREA RULES**

1. Detainees will keep conversations at their own tables and noise to a minimum. If noise gets to an unacceptable level, detainees may lose the privilege to talk during the meal.
2. Sweatshirts may not be worn during meals.
3. Keep your feet/legs under the table and face forward.
4. Detainees will use courteous table manners.
5. Detainees will not steal, trade, share, give away or bet food/ drinks.
6. Detainees will accept seating assignments if given.
7. Detainees will be responsible for cleaning up after themselves. If you make a mess, please clean it up.

**SCHOOL RULES**

1. Go directly to your seat and sit;

2. DO NOT MOVE THE DESKS;

3. Keep your hands on/above the desk top;

4. Keep your feet/legs under the desk and face forward;

5. Do not cross the blue lines (feet, hands, legs, etc.).

6. Speak only when spoken to – raise your hand if you have a question.

7. If you need a book, a teacher will assist you. You cannot be at the bookcase alone;

8. You can leave your seat only to go to the board (under direct teacher supervision);

9. Teachers and Staff will hand or bring you anything you may need, e.g. trashcan for snack trash;

10. Computers must be turned on/off and logged in/out by the teacher;

11. It is your responsibility to turn in your pencil to staff any time you leave the classroom; and

12. You must have at least one book with you when you come to class.

## **Level System:**

1. The NRVJDH’s level system consists of four (4) levels.

1. Detainees that have lost all of their levels (Level 0) are not eligible for any “extra” privileges. During indoor game time, these detainees are eligible to play cards or read. Detainees on Level 0 will not be eligible to watch movies or participate in “special” programming intended to be a reward for good behavior.
2. Detainees on Level 1 are eligible to make a weekend phone call to a parent or legal guardian. During indoor game time, these detainees are eligible to play cards or read.
3. Detainees on Level 2 are eligible to make a weekend call, a professional call (Friday), and an additional call to a parent or legal guardian (Tues). During indoor game time, these detainees are eligible to play cards, board games, read, and to do puzzles.
4. Detainees reaching Level 3 are eligible to write one unrestricted letter per letter writing period (provided the addressee is not incarcerated or a former detainee of the NRVJDH). Level 3 detainees may keep up to three personal letters and three personal photos in their rooms. During indoor game time, these detainees are eligible to play foosball and Ping-Pong in addition to reading, cards, board games, and puzzles.
5. Detainees reaching Level 4 will be eligible to make one unrestricted phone call on the weekend in addition to their parental call. During indoor game time, these detainees are eligible to play video games in addition to foosball, Ping-Pong, reading, cards, board games, and puzzles.
6. All detainees will be eligible to advance a level on Friday night @ 2100 hours **after** they have been in the building or been out of room restriction for **a full week.** *Example: If a detainee arrives in detention or gets out of restriction on Monday, they are not eligible to advance until the following Friday (a total of twelve days).*
7. A detainee will lose one level for each full time block they are restricted. *A partial time block will be rounded down to the total number of full time blocks.*
8. All “new” detainees shall enter the Behavior Management System on Level 2 if they are cooperative during the intake process. If the detainee is uncooperative, they may be started on Level 1 or Level 0, depending on the severity of inappropriate behaviors. Starting a detainee on Level 2 affords certain “innate” privileges that can only be lost by exhibiting inappropriate behaviors. There is one exception as discussed below in number 5.
9. Those detainees sentenced to weekends (48 hours or less per visit) will enter the Behavior Management System on level zero (0) and remain on this level throughout their sentence. Weekend Post Disposition detainees are encouraged to bring homework assignments and/or required school reading to complete during movies and “special” programming.
10. Extra privileges may be earned through the point system.

**Point System:**

1. A detainee may earn one point for each time block on any given day.
2. A detainee will lose a privilege and consequently fail to earn a point if they fail to display acceptable behavior. Detainees are only given two warnings about inappropriate behavior in any time block. Upon the second warning, the detainee will be informed that they did not earn a point for the current time block. These warnings do not have to be given for the same offense.
3. During school time blocks, the NRVJDH teachers will have input on earned points based on a detainee’s performance in school.
4. A detainee will fail to earn a point for the first time block that they are in room restriction. They may earn points in subsequent time blocks during restriction by displaying acceptable behavior.
5. When a detainee fails to earn a point, that detainee will only be allowed Level 1 game privileges for the remainder of the day. Full game privileges will be reinstated, according to level, on the following day.
6. Staff shall record all warnings, in green ink, in the Log Book or in the Point Log (Located on the activity floor) immediately or as soon as it is practical (i.e. in between classes if they do not have anyone to relieve them)
7. Daily and accumulated points will be kept track of on the Level Board Record which is located in the Bridge. Accumulated points will be kept track of in the Point System Log. The Point System Log will be updated daily, by the Shift Supervisor (or designee), after the detainees are placed in their rooms for bedtime. The Shift Supervisor (or designee) in charge on Friday night will update the Level Board Record and indicate what extra privilege(s) detainees have chosen.
8. An average daily point total of 3.7 or greater (26 out of 28 possible points) will advance a detainee to the next level on Friday night.
9. An average daily point total between 3.5 and 3.7 (24.5 – 26 out of 28 possible) will result in the detainee’s level remaining the same.
10. An average daily point total of lower than 3.5 (24.5 or lower out of 28 possible) will result in a detainee losing a level
11. A detainee that earns all 28 points (or averages 4.0 daily) will be eligible for their choice of one of the following extra privileges. *They will earn each privilege for a week or until they fail to earn a point; whichever may occur first.*
12. A detainee that earns all 28 points for four straight weeks after achieving level 4 is eligible to earn a second extra privilege and the right to wear a gray “Honor Level” shirt (which they may take home upon their release from detention).
13. Post Dispositional children shall have more stringent behavioral rules/ consequences as outlined by the Post-D Coordinator.

**Behavior Time Blocks:**

1. The day is divided into 4 time blocks. They are as follows:
2. ***1st Time Block*** – This time block begins at the wake-up time and ends at the beginning of lunchtime.
3. ***2nd Time Block*** – This time block begins with lunchtime and ends at shift change.
4. ***3rd Time Block*** – This time block begins with shift change and ends at the beginning of dinnertime.
5. ***4th Time Block*** – This time begins at dinnertime and ends at bedtime.
6. There are no specific hours put in these blocks because the schedule changes at times depending on the day and situation.
7. Time blocks 1-4 are considered the waking-hour time blocks. Detainees can receive room restriction only during these times.

**Bed Time:**

1. Bed times will differ according to detainee level as follows:

a. **Detainees on levels 0, 1, and 2** – Bedtime will be directly after evening snack.

b. **Detainees on levels 3 and 4**- Extra programming will follow evening medication.

**Evening Clean Up:**

1. Child Care staff may choose up to two detainees to help with evening cleaning duties. *Staff must understand that they are ultimately responsible for the job done by these detainees. Staff must check behind detainees to ensure that all cleaning tasks are completed in an acceptable manner.*
2. These detainees should be chosen based on their ability to follow instructions, their ability to clean (i.e.: a child with a clean room and “tight” bed), and their ability to behave.
3. Cleaning duties begin after evening medication administration and end approximately a half-hour later.
4. Clean up crews are out of their room for the sole purpose of cleaning and may not play games, watch TV, color, etc. Staff may choose to play music during the cleaning activity.

The letters **G.O.A.L.S.** will be used as a measurement tool of your participation in the PD program. The following is an explanation of how to earn each letter.

**Behavior Levels** – Must be on level two to request any letter.

**GOALS Assignments** – Must complete all assignments predetermined by the PD teacher for the given letter.

**Mental Health Stages** – Must complete all assignments given by MH for the given letter.

**Presentation** – Made to the PD team (PD Teacher, PDC, MH Clinician & Case manager) showing how you will or have used the information obtained in your quest for change during the next scheduled meeting.

|  |  |
| --- | --- |
| G – Self Awareness | Plush Blanket |
| O – Career Preparation | Body Pillow and Cover |
| A – Goal Setting | Handheld Game system |
| L – Adult Living | Commissary |
| S – Transition Planning | Release recommendation made to the court. |

If room restriction occurs, no matter the length of restriction, **all** incentives will be immediately suspended until:

To earn G incentive back – 1 day of all four points earned

To earn O incentive back – 2 days of all four points earned

To earn A incentive back – 3 days of all four points earned

To earn L incentive back – 4 days of all four points earned

The Post-Dispositional Coordinator (or designee) is responsible for giving or returning all PD incentives.

**Behavior Time Blocks:**

The day is divided into 4 time blocks. They are as follows:

1. ***1st Time Block*** – This time block begins at the wake-up time and ends at the beginning of lunchtime.
2. ***2nd Time Block*** – This time block begins with lunchtime and ends at shift change.
3. ***3rd Time Block*** – This time block begins with shift change and ends at the beginning of dinnertime.
4. ***4th Time Block*** – This time begins at dinnertime and ends at bedtime.
5. There are no specific hours put in these blocks because the schedule changes at times depending on the day and situation.
6. Time blocks 1-4 are considered the waking-hour time blocks. Detainees can receive room restriction only during these times.

**Outings / Home Visits**

**Requirements:** All PD Program Detainees may earn the privilege of participating in the Outing /Home Visit Component of the PD Program after being in the program for at least 90 days unless specified by the court that they are not to be considered. Requirements for eligibility will be in four fields (1) Behavior, (2) GOALS, (3) Mental Health, (4) Education, and are as follows:

Four hour outing:

* + - * Be on level 4 at the time of release for the outing / home visit;
      * Have earned letters G & O of the G.O.A.L.S. Program;
      * Earn all available points during school hours for the week;
      * Making adequate progress toward MH goals

Eight hour outing:

* + - * Be on level 4 at the time of release for the outing / home visit
      * Have earned letters G & O of the G.O.A.L.S. Program
      * Earn all available points during school hours for the week;
      * Making adequate progress toward MH goals
      * Drops to 4 hours if 1 point is not earned

Twenty-four hour home visit:

* + - * Be on level 4 at the time of release for the outing / home visit
      * Have earned letters G, O & A of the G.O.A.L.S. Program
      * Earn all available points during school hours for the week;
      * Making adequate progress toward MH goals
      * Drops to 8 hours if 1 point is not earned
      * Drops to 4 hours if 2 points are not earned

Forty-eight hour home visit:

* + - * Be on level 4 at the time of release for the outing / home visit
      * Have earned letters G, O, A, & L of the G.O.A.L.S. Program
      * Earn all available points during school hours for the week;
      * Making adequate progress toward MH goals
      * Drops to 24 hours if 1 point is not earned
      * Drops to 8 hours if 2 points are not earned

Remainder of sentence at home:

* + - * Be on level 4 at the time of release for the outing / home visit
      * Have earned all letters of the G.O.A.L.S. Program and exit plan created
      * Earn all available points during school hours for the week;
      * Making adequate progress toward MH goals

A home visit will not be granted if the detainee fails to earn 3 or more available points in a calculated week.

**Procedures:**

Prior to every outing/home visit the PD Coordinator or a designated detention staff member will explain expectations and rules for the detainee and his/her parent or legal guardian. This shall be documented on the Temporary/Transitional Release Contract.

When a detainee has met all of the requirements to be eligible for an outing/home visit, the visit will be arranged by the PD Coordinator or designee after conferring with the PO. He/she will set the date & time of release for the visit, to whom the child will be released, the adult responsible for supervising the child during the visit, and the return date & time. Once the arrangements have been made, the PDC will notify the child’s PO.

No detainee may be absent from a scheduled school day unless he/she is considered a high school graduate by way of passing the GED or completing regular requirements for graduation.

While on an outing /home visit, the detainee may be randomly contacted by the detention home staff to ensure compliance and supervision.

Any of the detainee’s personal property being removed from the detention home will be logged and signed out and is not to return with the detainee.

When being released or returning to the detention home only those responsible for the direct supervision of the detainee will be permitted in the lobby anyone else will be asked to wait outside.

When leaving or returning to the detention home you must wear the detention home clothes you have on. Do not forget to return wearing detention home clothes including under garments.

If you return to the detention home after a scheduled meal you will be expected to eat prior to returning as you will have to wait until the next scheduled meal/snack time.

A strip search shall be conducted and the form completed on every child returning from an outing/visit, no matter the length of time the child has been out of the facility.

The detainee will be given a tobacco, alcohol, and drug screen upon returning from all home visits.

An Outing / Home Visit Review Form shall be completed within 24 hours after returning to the detention home by the detainee and the parent / legal guardian must complete this form when the detainee is returned to the detention home. Place the completed forms in the PD Coordinator’s box.

Failure to comply with the rules / guidelines regarding these outings / visits or failure to cooperate with all parties involved may result in shorter time out or loss of the privilege.

**Completing Sentence at Home:**

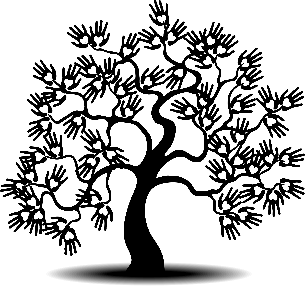
To complete court ordered sentence at home the following criteria must be met

* Cooperate with mental health in planning and participating in two in-home family counseling sessions
* Be enrolled in home school, community college, and/or secure employment
* Execute all of the exit plan / S Unit

Upon completion of the above criteria, the PDC will notify the courts of your successful completion and you will be released from the Post-dispositional Program no later than the 180th day or the last day of your sentence. If you do not meet your obligations at any point, the court will be notified and your state commitment may be imposed.

**Drug Screen Selection:**

A PD Participant will be given a drug screen, alcohol test, and nicotine test upon their return from an outing / home visit.



**New River Valley Juvenile Detention Home**

**Post-Dispositional Program**

Temporary / Transitional Release Contract

**Juvenile’s Name:**

**Expectations:**

While you are on an outing / home visit, you are to follow these rules:

* You must be in direct supervision of the person you were released to for the duration of the outing. – DSS Reportable
  + Parent/legal guardian left PDP unsupervised
    - DSS and the courts notified
    - Possible decreasing or revocation of home visits
    - Parent/legal guardian reported
  + PDP – AWOL
    - 72 hours room restriction upon return to detention
    - Removal from program
    - Revocation of home visits
* You are not to consume, sell, purchase, or have in your possession any type of drugs, alcohol, or tobacco products. (You may be tested for drugs, tobacco and/or alcohol upon returning to detention.) – DSS Reportable if parent/legal guardian is aware of use
  + Parent/legal guardian reported
    - Possible decreasing or revocation of home visits
  + Staff suspected, physical evidence or drug screen found usage
    - Parent/legal guardian and PDP reported to the court/DSS
    - Room restriction 24 hours
    - Possible decreasing or revocation of home visits
* You are not to have in your possession guns, knives, or any other type of weapon.
  + 24 hours room restriction
  + Possible decreasing or revocation of home visits
* You may not operate a motorized vehicle unless otherwise decided by the court.
  + Parent/legal guardian and PDP reported to the court/DSS
  + Possible decreasing or revocation of home visits
* You must return to the detention home at the designated time (no matter the time you actually left the facility).
  + Length of time and circumstances will determine severity of consequences
  + DSS and the courts notified
  + Possible decreasing or revocation of home visits
  + Possible PDP – AWOL
  + Possible up to 72 hours room restriction upon return to detention
  + Possible removal from program
* You must behave in an appropriate manner (follow rules and restrictions set by the person who is directly supervising you, do not be unruly, do not be verbally or physically abusive and refrain from using foul language).
  + Possible decreasing or revocation of home visits
* You must follow the existing probation rules and obey all laws and ordinances.
  + Parent/legal guardian and PDP reported to the court/DSS
  + Possible decreasing or revocation of home visits
* You are not permitted to obtain tattoos, piercings, or any other significant hair/body appearance alterations during release.
  + Parent/legal guardian and PDP reported to the court/DSS
  + Room restriction 24 hours
  + Possible decreasing or revocation of home visits

**Consequences:**

If you fail to comply with any of the expectations listed above, your Outings/Home Visits may be revoked, shortened, or you may be permanently removed from the PD Program. All infractions will be reported to the court.

**To the parent/legal guardian**: Your responsibilities are to provide a safe, drug and alcohol free environment. You are required to keep a log of activities for the entire outing/visit and present a potential itinerary of what the plans are while he/she is in your care. The child must be in your constant supervision and not permitted to have unsupervised contact with friends. The detention home staff may call your child to check on him/her, to be sure he/she is being supervised accordingly they will ask to speak to you. Remember, outings/home visits are intended to improve and develop family relationships in order to make the final transition home smoother. Therefore, your cooperation in this matter is of utmost importance.

Noncompliance on the part of the parent/legal guardian will be reported to the court and action can be taken against him/her for failure to cooperate or supervise the child. It will be reported to DSS if the child states the parent/legal guardian is aware of any substance abuse during the home visit.

**In case of an emergency**, the parent/legal guardian must contact the detention home immediately at **540-381-0097**.

At the conclusion of each outing/home visit both of you will be given a form to be completed concerning feedback of how the visit went and issues to be discussed before next outing/visit.

**Outings/Home Visits are a privilege any attempt to misuse this privilege may result in the loss of the privilege.**

# **Conclusion**

Discipline:

Discipline for rule infractions, occasional negative behaviors, and non-compliance with treatment plan goals are handled in the detention home. Continual negative behaviors and major rule violations require meetings with the parent/legal guardian and probation officer. Once such a meeting is held if said behavior continues removal from the P.D. Program will be recommended to the courts as soon as possible.

Automatic Request for Removal:

The P.D. Program is here to help you to be successful in returning to the community but the true success lies with you. There are certain violations that will result in an automatic request of your removal from the program. 1. If you do not return to the facility at your designated time and we have had no contact with you to inform us that you will be late. 2. If you test positive for drugs or we have evidence that you have used alcohol, tobacco products, and/or drugs. 3. If you receive a new charge for breaking the law. 4. If you are out of supervision for any length of time. You may be asked to be removed for other violations as determined by the P.D. Coordinator.

The reason you were placed in the P.D. Program (at least according to your P.O. and Judge) is to identify the behaviors that keep you involved with the court system and to change those behaviors so you can get off of probation and stay off. What you accomplish in the P.D. Program and the commitment you make to your treatment goals will determine if you will be part of the small percentage of juveniles that do not return to detention or end up in jail!