



San Bernardino County
PROBATION DEPARTMENT

Juvenile Detention and Assessment Center
ORIENTATION HANDBOOK



Compliance Officer | 909.387.6002 | Accepts Collect Calls

San Bernardino County PROBATION DEPARTMENT

Juvenile Detention and Assessment Centers



CENTRAL VALLEY

Juvenile Detention and Assessment Center (CVJDAC)

900 E. Gilbert Street
San Bernardino, CA 92415-0941

Main Public Phone Number: 909-387-6903



HIGH DESERT

Juvenile Detention and Assessment Center (HDJDAC)

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Apple Valley, CA 92307

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San Bernardino County

PROBATION DEPARTMENT

Juvenile Detention and Assessment Center

ORIENTATION HANDBOOK

Welcome to San Bernardino County Probation Department Juvenile Detention and Assessment Center. This Orientation Handbook provides information on the minimum standards for Juvenile Facilities, as well as information youth need to know about their rights, and will serve as a guideline of staff expectations.

During youths stay, they will be observed at all times. All youth will follow the rules of the facility at all times. **Youth shall comply with staff's directives quickly and precisely for the safety of themselves and others.** Youth will receive positive incentives when behavior is appropriate, or refocusing options when their behavior is inappropriate. In an effort to ensure a safe and secure environment for all youth and staff, the Probation Corrections Officers (PCOs) assigned to the living units **WILL** randomly search rooms and units on a routine basis. Youth are expected to cooperate.

San Bernardino County Probation Department has a non-discrimination provision. Youth within the facility shall have fair and equal access to all available services, placement, care, treatment, and benefits. It further provides that no person shall be subject to discrimination or harassment on the basis of actual or perceived race, ethnic group identification, ancestry, national origin, immigration status, color, religion, gender, sexual orientation, gender identity, gender expression, mental or physical disability, or HIV status. This assures youth will not be subject to restrictive housing or classification decisions based solely on any of the above mentioned categories. This section does not prohibit staff from placing youth in a single occupancy room at the youth's request or in accordance with Title 15 regulations regarding separation.

Closed Circuit Television Security System cameras monitor and record youth activities and interactions with other youth and staff 24 hours a day, 7 days per week. Handheld video cameras are also used to record critical incidents. The recordings from both systems may be used as evidence against youth in any criminal proceedings. The Closed Circuit Television Security System exists (a) for the protection of staff and youth;

(b) to increase the level of safety and security at each of our Juvenile Detention and Assessment Centers; and (c) to help ensure the health, safety and physical well-being of detained youth and the staff assigned in these facilities.

State laws prohibit youth from smoking. This is enforced in all juvenile facilities, related work details, and other programs. The Department has policies that assure youth are not exposed to second-hand smoke while in the facility or in the custody of staff.

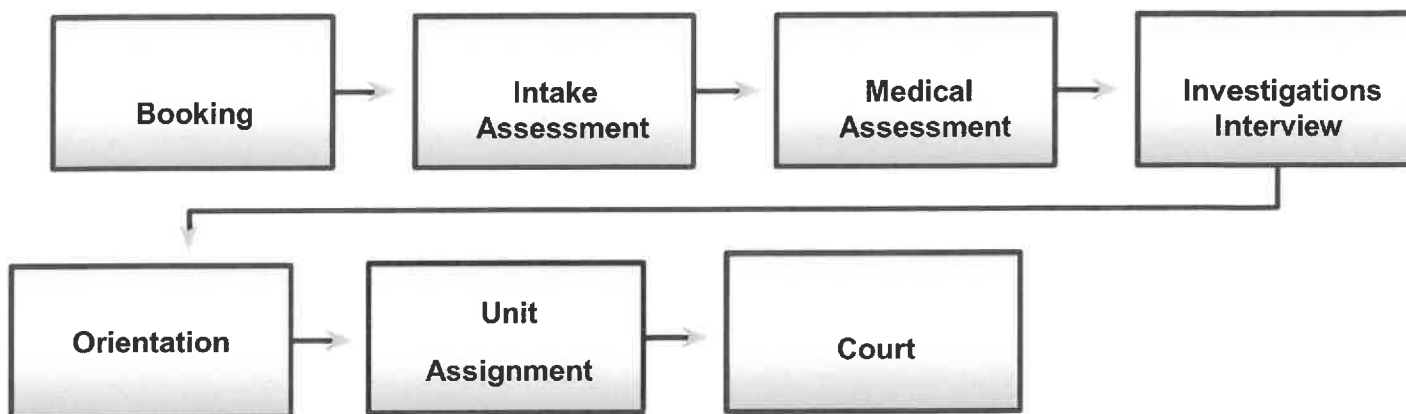
This booklet will answer some questions about the processes you are about to go through while in our facilities. If you have any questions after you've gone through this booklet, you can ask the detention staff or the probation officer assigned to the case. This booklet will answer general questions, but feel free to ask about those things that are not mentioned here.

NOTE: In order to maintain privacy, Closed Circuit Cameras **ARE** located in non-restrictive areas.

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The (typical) Intake Process



INTAKE ASSESSMENT

Youth will be asked a series of questions in a respectful and humane manner upon entry into the JDAC. Questions will include, but are not limited to:

1. Medical assessment
2. Suicidal ideation assessment
3. Educational information
4. Personal information
5. Screening for the risk of sexual abuse and prior victimization

A cursory search will be performed by the Probation Corrections Officer (PCO). All liquids (make up, lighters, gels, etc.) will be thrown away in an effort to preserve a youth's personal items, which are stored in secured locker rooms. Youth's apparel, personal items, and valuables will be logged into an electronic file. All of youth's valuable items will be stored in a safe. Their personal items will be inventoried and youth will sign to verify the inventory. Youth will be offered food, given time to shower, and will be given JDAC clothing to wear while in custody. Shortly thereafter, youth will be allowed to make phone calls.



Pursuant to Welfare and Institutions Code 627(b)

Immediately after being taken to a place of confinement

...and, except where physically impossible, no later than one (1) hour after...taken into custody, the youth shall be advised and has the right to make two (2) telephone calls from the place where [the youth] is being held:

- One (1) call completed to his/her parent or guardian, a responsible relative, or [the youth's] employer.
- One (1) call completed to an attorney.

Pursuant to Penal Code 851.5

- Arrestee over the age of 18 has the right to free telephone calls, immediately upon booking or no later than three (3) hours after arrest, to three (3) of the following:
 - Attorney/public defender. The phone calls shall not be monitored, eavesdropped upon or recorded.
 - Bail bondsman (if charged as an Adult).
 - Relative or other person.

Custodial parents with responsibility for a minor child will also receive two (2) additional telephone calls for the purpose of arranging for the care of the minor child or children in the parent's absence.

MEDICAL ASSESSMENT

A Registered Nurse (RN) or a Licensed Vocational Registered Nurse (LVN) will ask youth a series of medical questions in order to get a better sense of their health needs. A complete physical examination will be performed within four (4) days (96 hours) of intake, unless a physical exam has been completed within one year.

1. A medical history of past and present illness and treatment will be completed.
2. A medical examination will be conducted.
3. A dental examination to identify any emergency dental care will be conducted.
4. Laboratory screening.
5. Females will be given a urine pregnancy test.

Follow-up appointments may also be scheduled with doctors to further address youth's medical needs.

Any youth suspected of having a communicable disease that could pose a significant risk to others in the facility shall be placed on medical isolation until cleared by Health Care professionals.

INVESTIGATIONS INTERVIEW

A Probation Officer will interview youth and their parent/guardian to verify personal information (parent/guardian, siblings, home address, school attendance, foster care, and other past history). Youth 17 years of age or younger shall consult with legal counsel in person, by telephone, or by video conference prior to a custodial interrogation and before the waiver of any Miranda Rights. Probation Officers document their findings and submit the report (in addition to the arresting agency's report) to the Court. Youth will also be asked a series of questions to assess their rehabilitation needs.



ORIENTATION UNIT

The Orientation Unit staff will provide information about facility procedures, rules, how youth are expected to behave, services and programming. This orientation is intended to reduce rule violations and to provide a safe and secure environment for both youth and staff.

Provisions are made to provide accessible orientation information to all detained youth including those with disabilities, limited English proficiency, or limited literacy.

Orientation shall be provided no later than twenty-four (24) hours upon arrival to a unit.

The following items shall be issued to youth upon their arrival to an orientation or living unit or be available upon request:

LINEN	CLOTHING	HYGIENE ITEMS
2 Blankets	Jumpsuit/Uniform	Toothbrush
2 Sheets	T-Shirt	Brush
Towel / Washcloth	Shorts	Comb
	New Non-Disposal Undergarments	Soap
	Sweatshirt	Toothpaste
	Sweatpants (Cold Months ONLY)	Deodorant
	Socks	Lotion
	Athletic Shoes	Shampoo/Conditioner
	Soft Shoes	Post Shower
		- Leave-in Conditioning Products
		- Shaving Increments

Athletic Shoes are issued to youth during intake. Athletic shoes should only be worn when participating in exercise during outside activities, when attending school, Court, or when youth go outside the facility for appointments. Athletic shoes are not allowed inside of their room and will be stored outside of their room door. Soft shoes will be worn only during indoor free time, to and from the shower, during school class time and when medically recommended. Socks must be worn with the soft shoes at all times except during showers. Soft shoes will be stored in the youth's room.

HOUSING

ASSIGNMENTS

During Orientation, a comprehensive classification assessment will be provided. This assessment will include a case plan and determine a suitable housing unit for youth, which will assist youth in receiving treatment services with consideration given to safety and security. Every month the appropriate level of classification will be determined by but not limited to the following:

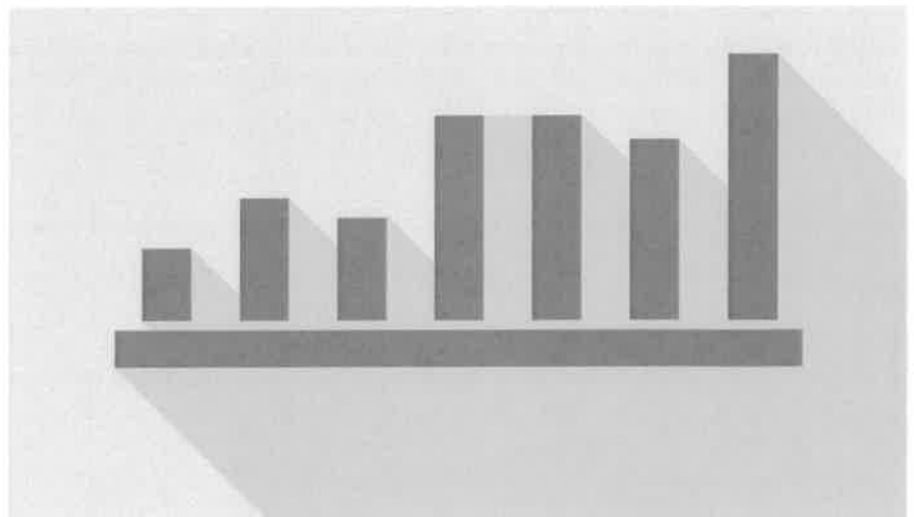
1. Current Offense(s).
2. Number of prior detentions.
3. Number of prior offenses found true.
4. Severity of prior offenses found true.
5. Prior runaway history.
6. Violence level.
7. Gang related activities.
8. Sophistication level
9. Adjustment to detention.
10. Gender and Gender Identity of the youth

CASELOAD COUNSELOR (CLC)

Youth will be assigned a CLC who will work directly with them to provide guidance based on their needs, behavior, known trauma history and adjustment while detained.

Additionally, their CLC will discuss and complete a **weekly progress evaluation** as well as a casework report every thirty (30) days that will remain in the youths file for review. This information will be forwarded to their Probation Officer (PO) and will be reviewed by the Judge at court hearings. The Court may use youth's good/poor behavior while making their decision on how to proceed with their case.

A CLC may also assist youth in contacting parents, legal guardian, clergy, attorney, or Probation Officer.



HYGIENE

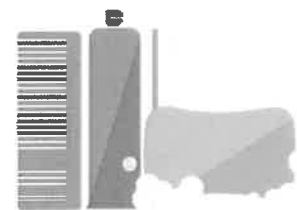
All youth are expected to maintain appropriate hygiene, and are expected to shower on a daily basis. All youth shall be issued a toothbrush, toothpaste, shower shoes, comb, brush, soap (liquid or solid form) and, if applicable, shaving implements. Females will be issued sanitary napkins/panty liners/tampons as needed. Each youth shall be given the opportunity to brush his/her teeth after each meal. Lice checks shall be conducted by the nurse upon intake and then, once a month for males and twice per month for females.

Hygiene Box

Each youth will be provided with one (1) hygiene box that contains the following:

- Soap
- Toothpaste, toothbrush, toothbrush cap
- Deodorant
- All hygiene products from Canteen
- Comb, Hairbrush

All youth will have access to shampoo, lotion, post-shower conditioning hair products, and shaving implements.



*Note: Hygiene Items / Boxes shall not be stored inside the youth's room..

Shower Rules

1. Youth must be dressed appropriately when going to and from the shower.
 - Shorts for males
 - Robes for females
2. Youth must wear soft shoes in the shower.
3. Youth may bring the following items to the shower:
 - Towel
 - Washcloth
 - Soap
 - Additional hygiene products that were purchased from canteen.
4. Talking and horse playing are never allowed.
5. All personal items should be removed before exiting the shower.
6. Shower time is not the appropriate time to discuss issues with staff.
7. With staff permission, fingernails and toenails may be trimmed at this time.



Shaving Rules

1. Youth in detention shall have access to a razor daily, unless their appearance must be maintained for reasons of identification in Court.
2. Tampering with the razor shall result in refocusing options.
3. All youth shall have equal opportunity to shave face and body hair.
4. Youth may shave one at a time under direct staff supervision.

5. Sufficient time will be provided to shave.
6. After shaving youth will be required to clean the razor and return it to the staff supervising them.
7. Youth who are on Suicide Observation Status (SOS) may be provided with an electric shaver under direct staff supervision.

Hair Cut Rules

1. Hair care services will be available in all facilities.
2. A licensed barber will provide haircuts on a monthly basis.
3. Staff will place youth's name on the "Haircut Request List".
4. All haircuts must have supervisory approval.
5. Haircuts must be appropriate (no unusual cuts).
6. No cuts lower than a #2 clip.

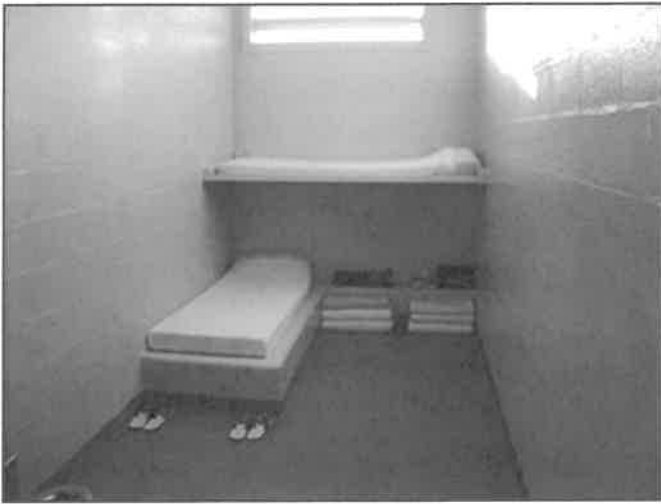
RULES

At the beginning of each shift, PCOs will give all youth the unit structure, which will include a verbal explanation of the daily activities, expectations, as well as any concerns regarding unit behavior.

Each day youth are expected to sweep and mop their room floor, clean their sink & toilet, fold their clothes, and make their bed prior to leaving their room. All hygiene boxes will be stored outside of their room in its designated area.

Random youth, room and facility searches will be conducted on a daily basis for the safety and security of the facility. Youth are expected to comply with the searching process.

Note: Failure to comply with structure and expectations may lead to refocusing options.



High Desert JDAC



Central Valley JDAC

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Room Rules

Room assignments are carefully selected by staff as there are single occupancy and double occupancy rooms at the JDACs. Youth are assigned their room by unit staff. Room changes may occur on a weekly basis, so youth will not have a permanent room assignment during their time here. Youth with roommates are expected to behave appropriately, respectfully, and to keep their noise levels to a minimum. Horse playing, fighting, and sexual activities are **NOT** allowed between youth in custody. The following behaviors or items are **NOT** allowed while youth are in their room:

1. Excessive noise, banging, vandalism (graffiti, damaging fixtures or interior), horse playing, or contraband.
2. Using the intercom for non-emergencies. The room intercom is for use in emergencies only.
3. Do not confine a roommate inside against their will.
4. Inappropriate behavior while standing in front of room window.
5. Communication through door/window without permission.
6. Taking athletic shoes into room.
7. Covering windows or lights with paper, mattress or any other object that will block or impede staffs ability to ensure youths safety.
8. Placing items on walls, doors, or windows.
9. Sleeping with head covered or facing the wrong direction.
10. Hard cover books
11. Newspapers.
12. Youth shall not sit on a bed/bunk not assigned to them.
13. Medications.

Note: Any of the above actions may result in refocusing options and/or room changes.

Honor Room Items may include

Pillow, Upgraded Blanket, Chalk Wall, Foam Frame

Room Items

Personal Items allowed in a room per youth:

1 Soft Cover Bible	2 Soft Cover Books
Approved School Material	6 Cards or 6 Letters
1 Towel	1 Washcloth
1 Deck of Cards	4 Photographs, approved by staff

Clothing items allowed in room per youth:

1 Jumpsuit or 1 Day outfit (pants/top)*	1 Sweat pants (Cold weather)
1 Pair of shorts	1 Pajama pants or 1 set of pajamas*
1 Sweatshirt	1 Pair of underwear*
1 Pair of socks	1 Bra*
1 Pair of soft shoes	1 Robe*

Sweat pants are to be worn only during outside PE or outside exercise and are provided the cold weather months. They are not to be worn to school, Court, appointments or on the unit for inside recreation. All undergarments and socks will be washed daily.

Food items are not allowed in rooms, unless approved by staff.

Based on Gender Identity.

PROGRAMMING AND ACTIVITIES

Each day unit programs and activities which fit the needs of the youth, both indoor and outdoor, are scheduled by staff and designed to meet the needs of the youth and to minimize the amount of time youth are in their rooms. Each juvenile facility provides youth with the opportunity for recreation, programs, and religious services during the week, which may include outdoor activity if weather permits.

Programing can include but is not limited to the following:

- Groups
- Components
- Social Skills Development
- Gender Specific
- Tolerance and Diversity

Youth will be given the opportunity to participate in recreational or exercise activity for one (1) hour each and a minimum total of 3 (3) hours a day, and up to five (5) hours a day on the weekends and non-school days, providing behavior is appropriate.

Rules and Expectations for Indoor Activities:

1. Follow staff's directives
2. Receive staff's permission before leaving seat.
3. Do not cross the line around staff's desk unless instructed to do so by staff.
4. Dress properly. Clothes must be worn with undergarments. Shirts must be tucked in when wearing shorts. Soft shoes will be worn with socks pulled up. Jumpsuits will be fastened with shirt underneath the top.
5. Do not layer clothing (except for the one (1) sweatshirt provided).
6. Wear correctly sized clothing. Oversized clothes or sagging are not allowed. Staff will reissue appropriate sized clothing to youth.



7. Maintain a respectful attitude, encourage positive behavior among peers, and maintain proper sportsmanship during activities.
8. All youth must bring out items from their room that is needed during freetime.
9. Put away all games and throw away all trash before free time ends.

Indoor Activities may include, but are not limited to the following:

- Approved television programs
- Radio
- Video games
- Board games/card games
- Art activities
- Reading material
- Indoor games
- Letter writing
- Phone calls
- Competitions

Rules and Expectations for Outside Activities

(Weather and health permitting, youth shall be allowed to have 1 hour of outdoor physical activity each day).

1. Youth are to follow staff’s directives.
2. Poor behavior, inappropriate use of equipment, purposely kicking the ball over the wall or into the razor wire will result in refocusing options.
3. Youth with medical conditions or medical restrictions will be excused from participation.
4. Medical restrictions such as “Walk Only or No P.E.” must be followed.
5. Be a team player and exhibit positive sportsmanship.
6. If the ball leaves the play area, take a seated bench position and remain quiet. The ball will be retrieved as directed by staff.
7. Do not talk to youth from other units.



Youth are required to wear only their assigned athletic shoes and clothing when participating in outdoor activities. Activity access may be suspended or modified due to a youth’s disciplinary status or if any youth presents a threat to the safety and security of the facility. Outside activities may include, but are not limited to the following:

1. Basketball
2. Kickball
3. Soccer
4. Calisthenics
5. Competition games with other units

Note: Youth with no medical restrictions are expected to participate to their full capacity



RULES & EXPECTATIONS OF CONDUCT

Behavior Dollar and School Dollar System

A dollar system is used on each living unit and classroom. Youth may use the dollars they earn to receive rewards such as canteen and participation in Honor Night. Youth have the ability to earn ten (10) unit dollars per day and eight (8) school behavior dollars per school day, for a possible total of one hundred ten (110) dollars per week. The maximum weekly dollars youth can earn on the unit is seventy (70) and the maximum weekly dollars youth can earn in school is forty (40). Staff will notify youth of the amount of dollars earned, as well as those dollars not earned. It is the youth’s responsibility to check their dollars, as they are posted daily. Top Dollar earns an additional ten (10) dollars on the 4th week of each month.

Youth may earn dollars per shift, as follows:

1ST SHIFT	2ND SHIFT	3RD SHIFT	SCHOOL DAYS
6am–2pm	2pm–10pm	10pm–6am	Monday–Friday
4 Behavior Dollars	4 Behavior Dollars	2 Behavior Dollars	8 Behavior Dollars
for Behavior and Room Cleanliness / Order	for Behavior and Room Cleanliness / Order	for Behavior	for Behavior

Bench Rules

While youth are seated on the bench, there shall be no movement or talking. All youth are to await staff’s instruction. PCOs will dismiss youth for free time activities once structure has been completed.

The following are examples of “being on bench”:

- 1. Seated on the floor: sit with knees close to the chest and arms crossed at the knees.

- 2. Seated at a table: sit on the chair or bench with your back straight, feet flat on the floor, looking forward with your arms extended straight in front of you and with your hands and palms flat on top of the table.
- 3. Seated on a bench/chair: sit with your back straight, feet flat on the floor facing forward, hands on your knees with arms locked.

Canteen Privilege for Good Behavior

Canteen is a reward designed to reinforce positive behavior. Youth may earn this privilege by accumulating dollars, based on their behavior. Youth may purchase canteen items and extra hygiene items with the dollars they earn. Each canteen item is given a dollar value and youth may choose canteen items based on the amount of dollars they earn each week. Food canteen items need to be consumed within seven (7) days.

High Dollar Night/ Honor Night \$100

Honor Night is designated to promote, integrate, and recognize positive behavior. The objective in establishing an Honor Night is to build self-esteem and develop social skills with peers. Youth must earn 100 behavior dollars and not have more than one negative write-up; unsafe or disrespectful behavior, etc., in their file for the current week to be eligible for Honor Night.



Note: Canteen and Honor Night may be suspended or delayed due to safety concerns.

JDAC Incentive Items/ Values

Unit Non-Tangible Items

- \$5 Select a Television Program
- \$5 Choice of Shower
- \$5 Light on for an additional 30 minutes during the evening
- \$5 Select an exercise activity
- \$10 Extra 5 minutes in the shower
- \$10 Video Game Time for 1 hour
- \$15 15 minutes of extra free time
- \$20 Extra 5 minutes on the phone

Unit Tangible Items

- \$2 1 Shower only soap upgrade
- \$2 1 Sheet of upgrade paper and 1 envelopes

Room Purchases

- \$10 MP3 with headphones in room for an hour **When Available**
- \$10 Board Game in room for an hour

Visiting Purchases (Will be purchased in visiting area)

\$3 Rent a game to play with a visitor

\$5 Snacks for visitor and youth

Canteen Purchases/Unit Store

\$1 Birthday, Christmas, Get Well Cards

\$5 Photo Album

\$10 Shampoo

\$110 Plush Towel

Honor Room Benefits (may include)

★ Hygiene can be kept in the room

★ MP3 with Headphones **When Available**

★ Pencil

★ Foam Picture Frames on the walls

★ Chalkboard wall with chalk

★ Upgraded Blankets/Pillow

★ Bean Bag

Telephone Use

Youth able to contact their Probation Officer, Attorney, Social Worker and court appointed Advocate using the community telephones.

Youth may contact family or others on the unit's community telephones, but should keep the following guidelines in mind:

1. These telephones make out-going calls only to family members or others who have been approved by the youth's Probation Officer.
2. An inability to make a call does not allow youth to use the unit staff phone.
3. Community phones may be used only during free-time periods of indoor recreation.
4. Limits may be placed on the length of phone calls. This will be dependent on the unit population and length of indoor recreation to ensure all youth are provided the opportunity to use the community phone.
5. Other limitations or restrictions may be placed on the community phone usage. Speak with the unit staff for any questions or concerns.
6. Phone calls made from the JDAC are monitored and recorded therefore there is no expectation of privacy.

Correspondence (letter writing)

There is no limit on the volume of mail youth may send or receive. Youth will be provided with pencils, paper, and envelopes. Staff will ensure that sufficient time is set aside for youth to write letters. Prior to mail leaving the facility, staff will ensure that mail is properly addressed. Youth are not to write anything other than the addresses on the envelope.

All correspondence between probationers or other detention facilities is prohibited and will be returned to sender. Letters to immediate family members in a correctional facility may be allowed, but only with written approval from the Administrators of both facilities. If letters/correspondences are suspected to contain contraband they will be inspected by a Probation Corrections Supervisor I. All mail sent by the youth will be at the county's expense.



Pencils

1. Youth are allowed to have their issued pencil in their room as long as it is not used for self-harm or vandalism.
2. The pencil shall be visible on the window ledge when not in use. Failure to have the pencil on the window ledge will result in the loss of dollars.
3. Youth are responsible for the pencil issued to them (by room number). Pencils or pencil leads are not allowed in custodial closets (HDJDAC) and chaise (CVJDAC), laundry rooms, showers or at the phone.
4. Youth may only write on paper that is provided by probation staff or school staff
5. Breaking/tampering with pencil leads or inappropriate use of pencil will result in a temporary pencil restriction.
6. If youth break their pencil lead, he/she should find it and return it to staff.
7. A missing pencil or pencil lead will result in a search of the living unit.

FOOD & MEALS

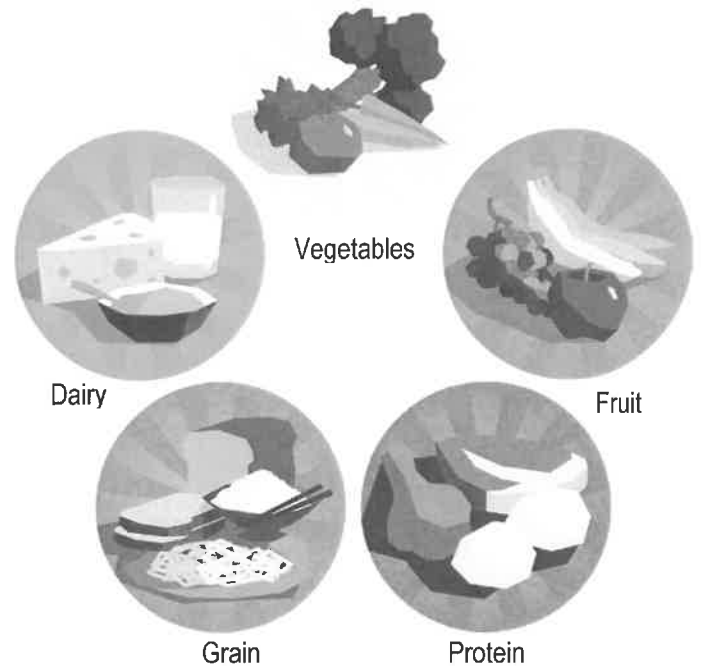
San Bernardino County Probation participates in Title 7, United States Department of Agriculture (USDA) Nutrition programs and all youth are directly certified to receive free meals under the USDA rule. Direct Certification is a federal mandated process under Code of Federal Regulations (CFR) under 7 CFR 245.2 that sponsors must use to certify school-age recipients to be eligible for free meals without further applications. The County of San Bernardino Probation Department is required to use the nonprofit food service funds, to the maximum extent practical, to buy domestic commodities or products for program meals. A domestic commodity or product is defined as one that is either produced in the U.S. or is processed in the U.S. substantially using agriculture commodities that are products in the U.S. as provided in 7CR210.21 (d).

In addition, all meals and food components that are served and prepared in the institutions and treatment facilities are within accordance of Title 15, set minimum standards for youths in detention facilities. All meals served are based upon nutritional, caloric, sodium and fat requirements for age appropriate youth based on the current Dietary Guidelines for Americans. Menus are rotated at least twice a year or as needed. Menus are developed using standardized recipes to ensure consistent nutritional value and quality of product. Prior to implementation, menus are calculated by a Registered Dietitian. Menus are sent weekly to the unit to be posted. The non-discrimination and equal opportunity statements are found in the footer of the menu.

All youth in our institutions and treatment facilities are served three meals per 24-hours, of which one must be hot. Additionally, a snack is provided at or about 7:00 pm. Fresh fruit is available on each unit for youth in between meals.

Medical diets that require modification meet the standards cited above, unless specified otherwise by the attending physician. Medical diets are also planned with the consultation of a Registered Dietitian.

Religious diet requests are considered a choice versus a medical need. Youth must submit a Religious Accommodation Request Form for a diet accommodation to Food Services. These forms can be found on each unit. Upon receipt by Food Services, a review of the Universal Health Record (UHR) will be done with the physician/provider to



assess the impact the requested diet would have on the youth's overall health and shall follow the guidelines set forth in the current religious program. If approved, Food Services will arrange for existing menu options or develop new menu options with a registered dietician when applicable.

All precautions and safety measures are taken to ensure all meals are safe for consumption and free from any potential contamination. Internal and external inspections are conducted randomly.

Food Service Staff have been properly trained to meet Environmental Health Standards and additionally maintain on-going training in both Food Safety and Civil Rights (USDA-7CFR, 15b). The "And Justice for All" posters can be found in each living unit where meals are served and consumed, in addition to the public entrance of each facility along with a copy of the "Local Wellness". As part of Title 7, The Food Service Department Local Wellness policy is in conjunction with County Schools as it distinguishes the importance of a well-balanced diet, physical education, and physical activity designed to promote youth wellness in multiple ways.

Federal Law States:

“IN ACCORDANCE WITH FEDERAL CIVIL RIGHTS LAW and U.S. Department of Agriculture (USDA) civil rights regulations and policies, the USDA, its agencies, offices, and employees, and institutions participating in or administering USDA programs are prohibited from discriminating in accordance with Federal law and U.S. Department of Agriculture policy, this institution is prohibited from discrimination on the basis of race, color, national origin, sex, gender identity (including gender expression), sexual orientation, disability, age, marital status, family/parental status, income derived from a public assistance program, political beliefs, or reprisal or retaliation for prior civil rights activity, in any program or activity conducted or funded by USDA. Persons with disabilities who require alternative means of communication for program information (e.g. Braille, large print, audiotape, American Sign Language, etc.), should contact the Agency (State or local) where they applied for benefits. Individuals who are deaf, hard of hearing or have speech disabilities may contact USDA through the Federal Relay Service at (800) 877-8339. Additionally, program information may be made available in languages other than English.

To file a program complaint of discrimination, complete the USDA Program Discrimination Complaint Form, AD-3027, found online at: <https://www.ascr.usda.gov/node/119> (How to File a Program Discrimination Complaint) and at any USDA office or write a letter addressed to USDA and provide in the letter all of the information requested in the form. To request a copy of the complaint form, call (866) 632-9992. Submit your completed form or letter to USDA by: (1) mail: U.S. Department of Agriculture, Office of the Assistant Secretary for Civil Rights, 1400 Independence Avenue, SW Washington, D.C. 20250-9410; (2) fax: (202) 690-7442; or (3) email: program.intake@usda.gov. This institution is an equal opportunity provider.”

Meal Rules

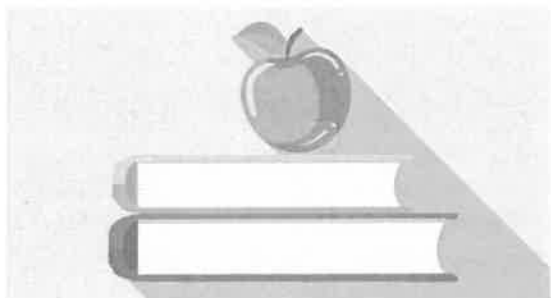
1. Youth are to comply with staff's directives.
2. Meals will be eaten in the day room or an area designated by staff. Hands are to be washed prior to meals.
3. Poor behavior during meals may result in refocusing options.
4. Notify staff if there are problems at the table or with food.
5. Maintain a low noise level when given permission to talk.
6. Use appropriate table manners.
7. Do not play with food.
8. Do not trade or give away food.
9. No extra food shall be given out, unless medically ordered.
10. Medically specific meals shall be given to the designated youth.
11. Food is not to be taken from the dining area into rooms unless directed by staff.



12. Dump food tray as directed by staff.
13. Youth must show spoon and straw to staff before throwing it away.
14. Youth can request fruit from the unit's fruit bowl at any time during the hours of 7am–9pm during free time.
15. Canteen items are not to be consumed during meal time.

EDUCATION

School Program



Every youth entering a Juvenile Detention and Assessment Center are provided a quality educational program that includes culturally responsive and trauma informed instructional strategies designed to respond to the different learning styles and abilities of students, preparing them for high school graduation, career entry and post-secondary education. As such, our goals are to provide a

learning environment that is physically, emotionally and intellectually safe and to improve literacy by providing access to library services for all youth in our institutions and treatment facilities. Once a week each unit is provided library access. All youth shall be treated equally and free from discriminatory practices.

School Rules

1. Be respectful toward all teaching staff.
2. Follow all directives given by teaching staff.
3. During school movement, youth must remain quiet with their hands behind their backs, looking forward until assigned a seat in the classroom.
4. Youth are expected to complete all assignments to the best of their ability.
5. Only educational materials are allowed
6. Dollars are earned based upon youth classroom behavior.
7. Refusal, removal and suspension will result in refocusing options, such as early bed, refocusing option and/or failure to earn dollars.

CONTRABAND ITEMS AND BEHAVIOR THAT ARE NOT ALLOWED

“Contraband” is any object, writing tool, excessive number of allowable items and/or substances in the possession of a youth which would constitute a crime under the laws of the State of California, pose a danger within a juvenile facility, would interfere with the normal day-to-day operation of a juvenile facility, or violate facility rules. Examples of items or behaviors not allowed in the JDACs are:

1. Drugs, tobacco, matches and chewing gum
2. Piercing or tattooing
3. Looking at or talking to people on other units
4. Expressing gang affiliation with symbols, attire, writings or drawings
5. Cursing, name calling or gang talk

Refocusing Options

Refocusing Options are tools designed to improve behavior. Failure to earn dollars is not a consequence. Note: additional charges can be filed for any illegal behavior that occurs while in custody. Youth will be held accountable for all information listed in this handbook. If youth have any questions, ask staff.

Unit staff have the authority to assign and recommend Refocusing Options for failure to follow rules or directives. Some of the refocusing options youth may receive include, but are not limited to the following:

- * Counseling
- * Conflict Resolution
- * Rehabilitative programming
- * Confiscation of property involved in violation
- * Incentive delay (up to 72 hours)
- * Loss of privilege to use non-county hygiene products (up to 72 hours).
- * One on one staff intervention
- * Orientation Handbook review with a quiz
- * Pencil restriction
- * Restricted Program – this is when a youth is assigned to a table on the living unit with no special privileges.
- * Temporary loss of privileges (up to 72 hours).

6. Standing or loitering near doors, exits or control centers
7. Excessive noise
8. Horse playing/play fighting, teasing, shadow boxing or mixed martial arts
9. Layering clothes or switching clothes without permission
10. Unauthorized medications
11. Fighting
12. Sexual harassment/misconduct
13. Law violations

- * Time-out outside of room (sitting by door, at separate table from group, Etc.)
- * Tray served in the dayroom (Youth may not sit with other youth.)
- * Various unit tasks
- * Verbal assignment such as leading a group or doing a presentation, etc.
- * Verbal Warning
- * Written assignments such as goal setting about maintaining positive behavior, standards, apology letter, etc.
- *** Depending on the rule violation, staff may assign a youth up to three (3) of these refocusing options with counseling always being one. If it is a repeat behavior the timeout and restricted program times can also be extended.

Discipline Process

Discipline shall be imposed at the least restrictive level, shall include a trauma informed approach, which promotes acceptable positive behavior interventions for the youth. Discipline shall not include corporal punishment, group punishment, physical or psychological degradation and/or deprivation. The Discipline Process will provide accommodations to youth with disabilities, English language learners or limited literacy.

Minor Discipline

Minor rule violations may be handled informally by counseling, advising the youth of expected conduct or imposing a minor refocusing option. Violations of the rules can result in discipline.

Minor Rule Violations include, but are not limited to:

1. Damage to county or personal property (depending on value of property)
2. Disruptive behavior
3. Potentially dangerous acts
4. Gang activity involving displays of one's gang affiliation
5. Smoking
6. Not following directions, structure, and expectations
7. Gambling
8. Not attending class/school
9. Possession of contraband

Youth who receive a Minor Discipline are entitled to the following rights:

1. A written notice of the violation (A copy of the completed Due Process Notice).
 2. The right to file a grievance.
-

Major Discipline

Major Violations may result in additional charges being filed with the District Attorney.

Major Rule Violations include, but are not limited to:

1. Assault and battery
2. Serious fights with injuries
3. Threats of violence
4. Assault and battery on institutional or teaching staff members
5. Use of narcotics, drugs, intoxicants
6. Damage to county or personal property
7. Possession of and/or bringing drugs into the facility
8. Possession of and/or bringing weapons into the facility
9. Theft
10. Sexual misconduct
11. Potentially dangerous acts
12. Gang oriented activity involving threats, intimidation or violence
13. Gross disrespect of staff
14. Possession of incendiary devices
15. Deceitful handling of medication/pills
16. Escape or attempted escape
17. Witness tampering

Youth who receive Major Discipline are entitled to the following rights:

1. Written notice of the violation prior to the hearing (A copy of the completed Due Process Notice).
2. A hearing by a person who is not party to the incident (only if requested by the youth).
3. The opportunity for the youth to be heard, present evidence and testimony.
4. A provision for the youth to be assisted by staff in the hearing process.
5. A provision for an Administrative review.

Violation Appeal Process

Youth have the right to appeal a refocusing option given to them for a violation of the rules. Minor rule violations may be handled informally by staff with counseling of youth or advising youth of the expected conduct or by giving youth a minor penalty. Major rule violations are those that have an impact on the safety, security, efficiency, or operation of the facility and its personnel, staff or youths.

SEPARATION OF YOUTH

If youth present a behavioral problem and any of the following conditions exist, youth may be separated away from other youths, but are not limited to:

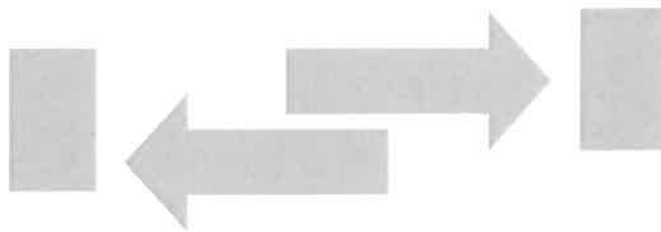
1. Medical and mental health condition
2. Assaultive behavior
3. Protective custody

During any such separation, facility administrators will be aware of the youth's separation. Their needs, including food service, medical, mental health, religious, and educational needs will continue to be met. All separation of youth will be implemented in accordance with W&I Code 208.3 and Title 15 (Sec 1354.4).

GRIEVANCES

Youth have the right to file a grievance. Youth may grieve any condition of confinement, including but not limited to health care services, education, classification decisions, program participation, telephone, mail or visiting procedures, food, clothing, bedding, mistreatment, harassment, or violations of the non-discrimination policy.

After youth complete a grievance form, a PCO will attempt to resolve the issue. If youth still feel the issue remains unresolved, a Supervisor will review the grievance and make a determination. If youth still are unsatisfied with the outcome, a request for an appeal will be sent to a facility administrator. Youth should note that The San Bernardino County Superintendent of Schools, not Probation, will address grievances involving any school issue.



TRANSFERRING YOUTH BETWEEN INSTITUTIONS

Youth who are in custody may be transferred to another facility/institution within the County. When transfers are necessary, consideration will be given to the residence of the parent or legal guardian. Staff at the receiving institution will contact the parent/legal guardian by telephone and advise them of the transfer after the youth arrives. Parents will be advised of the visiting hours and staff will answer any questions at that time.

HEALTHCARE

San Bernardino County Probation Medical Services Division and Department of Behavioral Health provide general health care services to the youth in custody. Therefore, it is requested that a consent form is signed by the parent/guardian. The forms are available upon request at the Juvenile Detention and Assessment Centers. A court order permitting the delivery of health care will remain in effect until parent/guardian consent is obtained. Upon the youth being released, the parent/guardian or youth at 18 years of age, will be provided with a medical release summary of treatment received and any suggestions for continued treatment. If the youth has prescribed medication a release prescription will be provided at that time.





MENTAL HEALTH SERVICES AND PSYCHOTROPIC MEDICATION

All youth detained for fourteen (14) days or longer will meet with a Clinical Therapist from the Forensic Adolescent Services Team (FAST) for a behavioral and mental health evaluation to identify a youth's behavioral health needs while detained and upon release. If youth are going through an emotional crisis at any time, they will be immediately referred to FAST by staff. The protection of human life comes first before all other facility concerns.

FAST includes behavioral and mental health staff who are available to talk to youth about any concerns they have regarding behavioral and mental health, trauma and/or substance abuse. FAST staff work with the youth, the youth's family/guardian and staff to help the youth while they are detained. Some youth may be referred to a Psychiatrist for medication if needed. A Psychiatrist is a medical doctor that can prescribe medication to help youth who are having difficulty functioning throughout the day due to their mental health needs. Youth may submit a FAST Service Request at any time to meet with a FAST therapist for non-crisis situations, and will be seen by FAST within 48 hours of submitting the service request.

Youth may also request to speak with an Alcohol and Drug Counselor or Social Worker from the Juvenile Justice Community Reintegration (JJCR) team by submitting a JJCR service request form, when needing referrals for behavioral health services upon release their release from custody. JJCR staff work with the youth and their family while the youth is still detained, to identify their strengths and behavioral health needs. A personalized Reintegration Plan will also be developed and given to the youth and their family upon release.

All FAST and JJCR service request forms are located on the units and collected daily by FAST.

Medication Dispensing

Medications will be dispensed by a health care professional as prescribed by the physician. Correctional Nurses are responsible to carry out the total health care plan on a day-to-day basis. Sick call rounds, emergency treatment, and physical exams are part of various duties completed by Correctional Nurses. When medications are dispensed, they are to be ingested immediately upon receipt from the nurse. At no time should medication or pills be retained/saved for later use, as this is considered contraband and refocusing options will be given and is punishable under the law. Additionally, misuse of medications may lead to serious health consequences.

Sick Call

1. Youth wanting to be seen by a nurse must fill out the Health Services request form.
2. Completed forms are placed in the confidential nurse's box, located on each unit.
3. Nurse will retrieve forms, prioritize requests and see youth.
4. Youth are not to be handcuffed during examination unless requested by a nurse.

Additional appointments or treatment may be completed in the medical clinic in the Juvenile Detention and Assessment Center (JDAC), Arrowhead Regional Medical Center (ARMC), contracted dental provider clinics, or by referrals to youth's private medical physician.



VISITING POLICY & PROCEDURES

- Visiting days and times are specifically scheduled for each unit. Youths are permitted to receive visits on the day scheduled for their assigned housing unit. Other temporary visiting options may be available in the event visitors are unable to attend on the days the youths visit is scheduled.
- Visiting sessions are 2 hours in length—one day per week—**NO EXTENSIONS**.
- Visitors will be required to present a **VALID PHOTO ID** to the officer at the front door.
- Visitors will be required to pass through a metal detector before entering the visiting area.
- **ONLY** parents, grandparents, legal guardians, youth's children and other identified positive influencing adults (vetted and cleared by Probation), shall be admitted to the visiting area.
- **ONLY** Two people from the authorized visiting list are permitted to visit at one time.
- **ALL** personal items **MUST** be secured in the lockers or in your personal vehicle. The Detention Corrections Bureau of the San Bernardino County Probation Department is not responsible for any lost or stolen items from the public lockers.
- Prior to entering the Visiting area visitors will be asked to empty their pockets, walk through a metal detector and / or scanned with a hand held metal detector.
- **ONLY** your ID and locker key will be allowed in the visiting area. **NO EXCEPTIONS!**
- Visitors and Youth must keep their hands clearly visible (i.e. on the table tops) at all times.
- Visitors who appear to be under the influence of alcohol and/or drugs will **NOT** be admitted.
- Visitors must adhere to the following dress code:
 - Clothing must be appropriate: NO tank tops, spaghetti straps, tube tops, low cut tops, midriff tops or see through clothing of any kind will be permitted inside. Skirts, dresses and shorts must not be shorter than three inches above the knee. Women must wear a bra.
 - No flip-flops or house slippers will be permitted. Sandals will be permitted (they must have a strap attached to the back).
 - Hats will be removed and searched prior to entry.
 - No sharp or metal hair accessories will be permitted ~ plastic or cloth are acceptable.

Behavior must remain appropriate at all times (NO profanity, yelling, threatening behavior etc.)

A visit maybe terminated for inappropriate behavior. Visitors who leave early will not be re-admitted to the visiting area

**~ NO CELL PHONES ~ NO FOOD/DRINKS/GUM ~
~ NO PERSONAL ITEMS OF ANY KIND ~**

Welfare and Institutions Code Section 871.5

"... any person who knowingly brings or sends into, or who knowingly assists in bringing into, or sending into any county juvenile hall ... any controlled substance, ... any firearm, weapon, or explosive of any kind, or any tear gas weapon shall be punished by imprisonment in a county jail for not more than one year or by imprisonment in the state prison." Snacks for visitors and visiting photo (at check-in only).

JUVENILE DETENTION AND ASSESSMENT CENTER **ORIENTATION HANDBOOK**



Visiting Schedule

Unit assignments determine visiting days.

Central JDAC

2:30pm to 4:30pm

Visitors arriving after 3:55pm will not be permitted into the facility.

6:00pm to 8:00pm

Visitors arriving after 7:25pm will not be permitted into the facility.

9:30am to 11:30am

Visitors arriving after 10:55am will not be permitted into the facility.

High Desert JDAC

4:30pm to 6:30pm

Visitors arriving after 5:55pm will not be permitted into the facility.

7:00pm to 9:00pm

Visitors arriving after 8:25pm will not be permitted into the facility.

IMPORTANT INFORMATION:

Individuals found in possession of personal items once inside the facility will be asked to leave and may forfeit future visits.

Youths are not permitted to receive any items of any kind during visiting sessions. All written correspondence, pictures, etc. must be sent by the U.S. Postal Service and cannot be handed to the youth. **NO EXCEPTIONS.**

RELIGIOUS SERVICES

The Religious Programming Coordinator is the Probation Department's representative responsible for coordinating religious services for the youth and ensuring that all Religious Volunteers receive appropriate training and background checks necessary for providing religious services to youth. Religious Volunteers in Probation have passed a background check and have been trained and approved by the Religious Services Coordinator or Volunteer Coordinator.

Youth may request a religious or spiritual leader; however, the request must be in writing and completed on a Religious Accommodation Request Form. Youth may request and return a Religious Accommodation Request Form to any Probation Corrections Officer or Probation Corrections Supervisor for the Chaplain to review. Once the religious/spiritual leader has been cleared, the approved visit will be scheduled.

Guidelines

- Youth's attendance at religious programs shall be voluntary.
- Every effort will be made to accommodate religious requests by the least restrictive means available.
- Youth shall be allowed to participate in other program activities if they elect not to participate in religious programs.
- The Probation Department reserves the right to cancel services in the event of safety or security concerns. This may include little or no prior notice.

Religious Diet

Religious diet requests by youth will be accommodated whenever possible. Youth must submit a Religious Accommodation Request Form for a diet accommodation to Food Services. These forms can be found on each unit. Upon receipt by Food Services, a review of the Universal Health Record (UHR) will be done with the physician/ provider to assess the impact the requested diet would have on the youth's overall health and shall follow the guidelines set forth in the current religious program. If approved, Food Services will arrange for existing menu options or develop new menu options with a registered dietitian when applicable.

USE OF FORCE AND PHYSICAL RESTRAINTS

Probation Corrections Officers are peace officers who are authorized to use force against youth to stop acts of violence or aggressive behavior toward themselves, other youth, and any other appropriate response deemed necessary to maintain the safety and security of the facility. Use of force will not be used as a form of retaliation.

Such force may include, but is not limited to the use of OC Pepper Spray. When possible, officers will issue a verbal warning that OC Spray is going to be used. If youth hear this warning, they must stop what they are doing and lay face down on the floor.

Officers may also use mechanical restraints (handcuffs or ankle restraints) to prevent youth from acting out violently. Physical restraints may be used only for those

youth from acting out violently. Physical restraints may be used only for those youth who present an immediate danger to themselves or others, who exhibit behavior which results in the destruction of property, or reveals the intent to cause self-inflicted physical harm and less restrictive alternatives are ineffective. These restraints may also be used to secure youth on trips out of the detention facility, such as to court. These restraints are never used for punishment and never used any longer than is necessary.

Pregnant and post-delivery youth shall not be restrained by the use of leg irons, waist chains and may only be handcuffed to the front. It is prohibited to use pepper spray or other chemical weapons against pregnant youth or around them.

EMERGENCY CODE RULES

Codes are announced in emergencies. Staff will notify youth of an emergency and give them directives. Youth must follow these directives immediately to ensure their safety and the safety of others. Non-compliance in an emergency will result in refocusing options. When a code is called, anywhere in the facility, youth must stay calm, not panic and comply with staff's directives. The Department does not recognize the taking of hostages as a reason to relinquish control of the juvenile detention and assessment centers and treatment facilities. It is the policy of the San Bernardino County Probation Department to use all available resources reasonably necessary to bring about a successful end to a hostage situation.

On a Unit

Staff may instruct you to:

1. Get on the ground face down, hands behind back, and legs crossed until the immediate threat is over and staff gives instructions as they secure the area and youth involved.
2. Go to your door, leaving all items on the table.
3. Take your shoes off and sit by your door until staff opens it.
4. Go inside the room.
5. Allow staff to secure the door.
6. Get on your bunk/bed.
7. Remain seated quietly and await further instructions from staff.

In a Classroom or Other Areas

1. Lay on the ground with your face down, hands behind your back and cross your legs.
2. Remain silent.
3. Wait for further instructions.

When Any Code Is Called on Your Unit During an Activity

1. Immediately comply with staff's directives.
2. Stay out of the way of responding staff (stay clear of doorways).
3. Remain silent/do not respond to incident with verbal comments that could encourage an incident.
4. Wait for further instructions.

Failure to comply with any of these rules will result in refocusing options. Stay Calm—Do Not Panic!

Parents: If you are at one of the Juvenile Detention and Assessment Center during an emergency please stay calm and follow the instructions of the staff.

FIRE SAFETY/EMERGENCY DRILLS

Mock emergency drills will be conducted randomly each week on every unit. The purpose of fire and evacuation drills is to establish a procedure regarding what actions will be taken in the event of an actual fire or in the event of a real disaster. All youth will be given specific instructions for a safe evacuation. In the event of a real emergency while in custody, remain calm and:

1. Stop all activity.
2. Quietly bench up.
3. Listen and wait for staff's directives.
4. Remain seated or as instructed in order to be secured (handcuffed).

5. Wait for instructions to evacuate.

Once the unit has been instructed to evacuate, youth will leave quickly and quietly, and in an orderly manner. Listen for any additional directives from staff. Youth will then proceed to the units designated staging area.

Designated Staging Area

Once youth have been escorted to the units designated area, youth are to:

1. Remain quiet.
2. Remain in line facing forward in the direction of staff.
3. Keep both hands behind their back.
3. Keep both hands behind their back.

Wait for Roll Call

1. Remain quiet.
2. Face forward.
3. Respond by saying "Present" when staff calls their name.
4. When roll call is completed, remain quiet and wait for further instructions from staff.

At this time, youth may be instructed to be seated and remain quiet. When cleared to return back to the unit, youth will do so in an orderly manner, the same as when evacuating. A roll call will be conducted once inside the unit.

ACCESS TO LEGAL SERVICES

Upon request youth shall have access to licensed attorneys and their authorized representatives. This may be done by telephone, or by mail. The best time to contact their attorney by telephone may be Monday through Friday during business hours (8:00 am to 5:00 pm). If there is no free time period planned on the unit where youth are housed during these business hours, speak with a Probation Corrections Officer (PCO). They will make arrangements for youth to contact their attorney during business hours. It is important for youth to remember that these arrangements may have to be made when it is reasonable for the PCO. For example, youth may have to wait until officers are free and/or if youth cannot reach their attorney youth may have to leave a message for them to call youth back instead of making several additional calls.

If an Attorney or Probation Officer calls youth while they are detained, a PCO will escort the youth to the telephone call when practical.

Common questions regarding the court process:

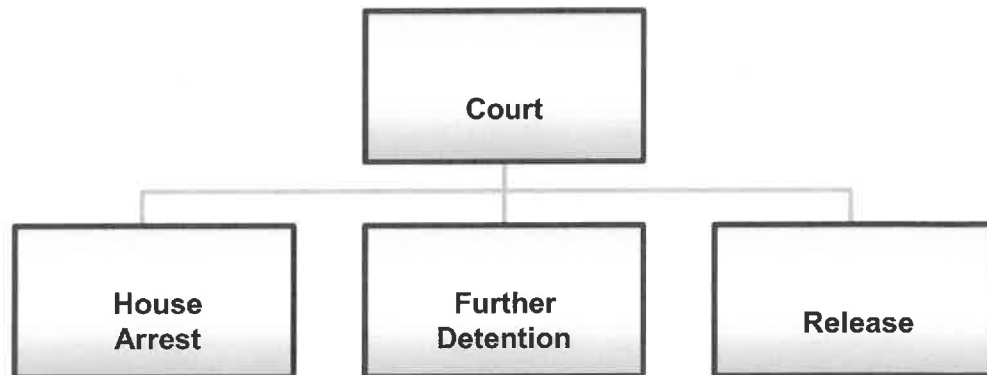
Q. *I did not do what they said I did. What do I do about it?*

A. The court will decide if the things the police said are true or not. The probation officer and detention staff cannot change the reasons for which you were arrested.

Q. *Can I post bail?*

A. No, there is no bail system for juveniles. However, a juvenile going to Adult Court may qualify for bail in Adult Court.

THE COURT PROCESS



After youth have been processed into a Juvenile Detention and Assessment Center, their case will be assigned to a Probation Officer (PO). Youth 17 years of age or younger shall consult with legal counsel in person, by telephone, or by video conference prior to a custodial interrogation and before the waiver of any Miranda rights. Youth cannot waive the phone call your legal counsel prior to custodial interrogation. After the youth consults with legal counsel the Probation Officer will read youth their Miranda Rights. At this point the youth can choose to waive or not waive their Miranda Rights before making any statements. If youth decides to waive their Miranda Rights and speak with the probation officer, here are some of the things that may be discussed:

1. What do the police say you've done to break the law? Youth do not have to talk about it.

(The PO will tell you about your right to remain silent before the interview).

2. How does the youth get along with other family members in the home? What kind of chores are done; are the chores done right away or is there usually some argument about doing them? How does the youth get along with their brothers/sisters?

3. There may be questions about how the parent or legal guardian punishes youth when there are problems in the home. Also, what kind of behavior deserves punishment?

4. Is the youth doing well in school? Are there attendance problems? How about your behavior in school? And what kind of grades do you earn?

5. The probation will discuss anything that will give him/her a better idea about what kind of person you are.

After the interview, the Probation Officer may contact your parents. This conversation will cover many of the same things as their interview with you to gain their viewpoint. There will also be questions to the parent or legal guardian about their feelings about the offense (what the police say you've done). The Probation Officer may also ask you a series of other questions. In addition to this, a Probation Corrections Officer may ask you other questions, at a different time, to determine what needs you may have while you are in custody.

After the interview, the Probation Officer will talk with their supervisor to decide what to do in your case. At this point:

1. You can be placed on Informal Probation (W&I654.2). In this instance, a contract between you, your parents and the judge is signed, in which you agree to follow terms and conditions. If you do not hold up to your part of the contract, the case is sent back to court for a change in probation. If you do what you said you would do, then your case can be dismissed.
2. You can be released from custody with a citation to appear in court at a later date (usually six weeks later).
3. You can be released on the House Arrest Program (known as HAP). You are still considered in custody while on HAP.
4. You can be released from custody with the allegations (what the police say you did) dismissed.
5. You can remain in custody until you go to court for another hearing.



If you're kept in custody or released on HAP, you will have a Detention Hearing three days after your arrest (not counting weekends or holidays). At that hearing, you will meet your lawyer and have a chance to admit or deny what they say you have done. The judge can also change your "custody status". That means you can be released if you are still in custody or put on the House Arrest Program. You can also be placed back into custody if you are not following the rules you've been given on HAP.

If you deny doing what you have been charged with, your case will be continued for two weeks for a Jurisdictional Hearing. This hearing is the same as a trial in adult court. The big difference is you do not get a jury trial because the judge makes all the decisions in Juvenile Court. There will also be a Pre-Trial Hearing set, usually a week later, to make sure the lawyers have all the information they need for your trial. You also get another chance to admit or deny what the police say you did at that hearing.

At the Jurisdictional Hearing, you will have the opportunity to show that you did not do what the police say you did. The District Attorney (DA) will show the court why the police say you did the things you are accused of doing. The judge will then make a decision. If the judge finds that you did the things the police say or, if you admit to one or more of the things the police

say you did, the judge will continue your case for a Dispositional Hearing.

If you do decide to admit to one or more of the allegations, the judge will ask you if you understand the consequences of your decision. The judge will tell you that you could be released to your parents/guardian, placed on probation, or sent to a placement in a Home or School away from your home. You could even be sent to the California Department of Juvenile Justice (DJJ). The best thing is to ask your lawyer first and he or she will tell you what is likely to happen in your case. Either way, the judge will continue your case for a Dispositional Hearing in two weeks (not counting weekends or holidays) if you're in custody or on the HAP program, and four weeks if you're out of custody and not on HAP.

The Dispositional Hearing is much like a sentencing hearing in Adult Court. At this time your case may be assigned to a different Probation Officer (PO). That PO will again interview you and your parents. If you are still in custody, you will be interviewed there, and your parents will be interviewed at the Probation office.

If you're out of custody, or on the HAP program, you will be given an interview appointment time for you and your parents to meet with the PO at the Probation office.

The PO will ask questions that are much like the ones that the PO in the Detention and Assessment Center asked, but with much more detail. The PO will also check with your school to see how your behavior, grades and attendance were before getting arrested.

If there is a victim, the Probation Officer will interview them to see how they feel about what you did. The victim will also give the PO a list of their financial losses that resulted from your actions. You may be ordered by the judge to pay the victim back. If you can't pay all at once, you or your parents may have to make payments until the victim is paid back in full.

ONE MORE THING...

If you are accused of committing a serious felony, such as murder, arson or armed robbery and you are 16 years of age or older, the whole process is different because in California, you can be tried as an adult. In that case, you will go through a W&I 707(a) Transfer Hearing to determine if you should remain in Juvenile Court or be transferred to Adult Court. You will still get a lawyer regardless of which court your case is heard in.

Your PO will tell you if what you're accused of doing comes under these laws. You can also ask. If you want to know something that you have not been told...ask.



PROBATION DEPARTMENT RIGHTS TO OBTAIN EDUCATIONAL RECORDS

A school district shall not permit access to pupil records to a person without written parental consent or under judicial order except as set forth in this section and as permitted by Part 99 (beginning with Part 99.1) of Title 34 of the Code of Federal Regulations. (1) Access to those particular records relevant to the legitimate educational interests of the requester shall be permitted to the following: (B) Officials and employees of other public schools or school systems, including local, county, or state correctional facilities where educational programs leading to high school graduation are provided or where the pupil intends to or is directed to enroll, subject to the rights of parents as provided in Section 49068. *EC Section 49076(a)(1) (b).*

Educational matters must be considered at every court hearing. Social workers and probation officers have many education-related reporting requirements. See CRC 5.651(c) and 5.668(c) for a list of requirements. Representatives of the state and local child welfare agencies that are responsible for a child's care and protection may access the child's school records—without parental consent or a court order—and may disclose the records and information in them to other authorized individuals and entities that are engaged in addressing the child's educational needs. *20 USC Section 1232g (b)(1)(L); EC Section 49076(a)(1)(N)*





CALIFORNIA RULES OF THE COURT 5.650(E) (F) AND (G)

Transfer of Parent's / Guardian's Educational Right to Educational Representative

When an educational representative is appointed, the educational rights of the parent or guardian are transferred to the educational representative.

These rights include:

- Notice of educational meetings and activities.
- Participation of educational meetings and activities.
- Decision making authority regarding the child's education.

When returning a child to a parent or guardian, the court must consider the child's educational needs. The educational rights of the parents or guardians are reinstated when the court returns custody to the parent or guardian unless the court finds that the parent is not able to act in the child's best interest regarding education.

If the court appoints a guardian for the child, all of the parent's or guardian's educational rights transfer to the newly appointed guardian unless the court determines the guardian is not able to act in the child's best interest regarding education.



Authority and Responsibilities of Educational Representative

The educational representative is responsible for representing the child in the identification, evaluation, and educational placement of the child and with the provision of the child's free, appropriate public education. This includes representing the child in all matters relating to the child's education including:

- The stability of the child's school placement.
- Placement in the least restrictive educational program appropriate to the child's individual needs.
- The child's access to academic resources, services, and extracurricular and enrichment activities.
- The child's access to educational support necessary to meet state academic achievement standards.
- School disciplinary matters; and
- Other aspects of the provision of a free and appropriate public education. The educational representative has the following additional responsibilities:
 - Meeting with the child at least once and as often as necessary to make educational decisions that are in the best interest of the child.
 - Being culturally sensitive to the child.
 - Complying with federal and state confidentiality laws.
 - Participating in, and making decisions regarding, all matters affecting the child's educational needs in a manner consistent with the child's best interest; and
 - Having knowledge and skills that ensure adequate representation of the child.

The educational representative acts as the parent or guardian in all educational matters regarding the child and has a right to the following:

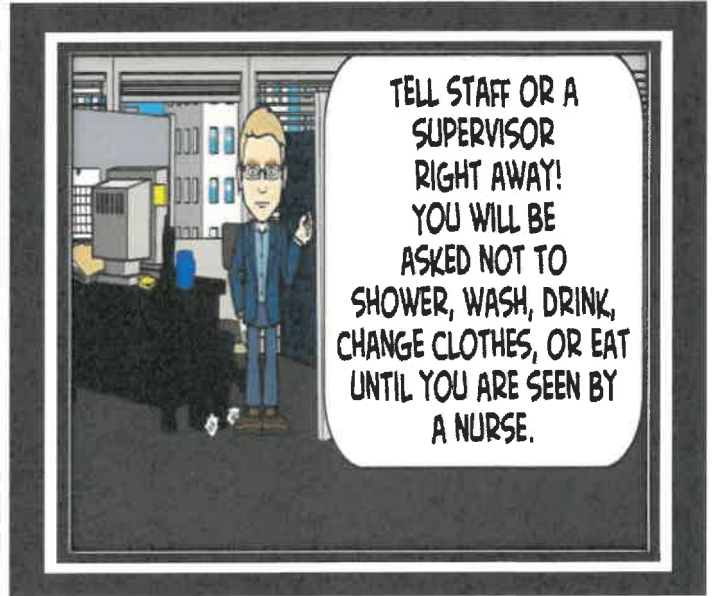
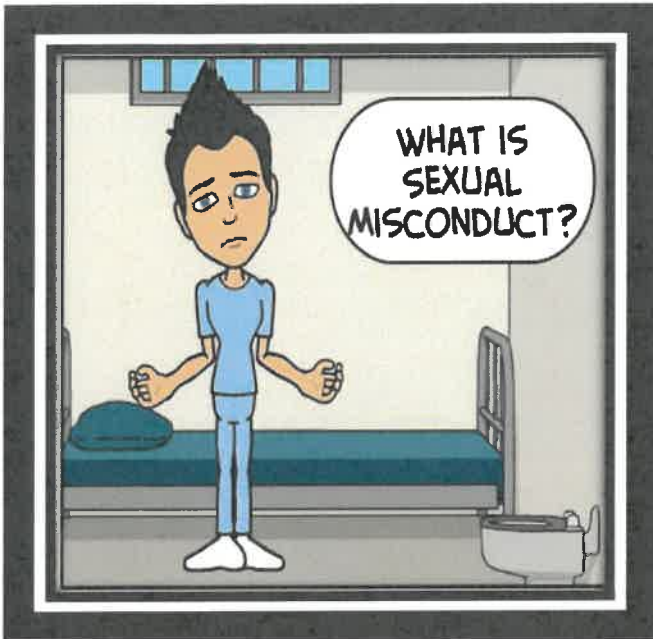
- To the rights afforded the parent or guardian under the Family Education Rights and Privacy.
- To the rights of a parent relating to school discipline issues, meetings, and proceedings.
- To represent a child with exceptional needs in matters relating to identification and assessment of those needs, instructional planning and development, educational placement, reviewing and revising the individualized education program and other aspects of the provision of a free, appropriate public education.
- To attend the child's individualized education program and other educational meetings, to consult with persons involved in the child's education, and to sign any consents to education-related services and plans.
- Notwithstanding any other provision of law, to consent to the child's individualized education program, nonemergency medical services, mental health treatment services, and occupational or physical therapy.

For further information, please contact the San Bernardino County Schools:

East Valley Area: 909-387-7490

Desert Area: 760-961-6708

WHAT IS SEXUAL ABUSE?



The San Bernardino County Probation Department strives to maintain safe and secure facilities; which includes:

- Zero tolerance for sexual harassment, sexual abuse and sexual assaults.
- Prohibits sexual misconduct, which is often the start of inappropriate interactions while in custody.
- Prohibits sexual abuse, which is when a person, a youth or an adult uses you for his or her own sexual gratification.

ZERO TOLERANCE POLICY

The County of San Bernardino Probation Department has a Zero Tolerance of sexual misconduct, sexual harassment, sexual abuse and sexual assaults within all detention and treatment facilities.



What is Sexual Misconduct?

Sexual misconduct includes youth-on-youth, staff-on-youth, and youth-on-staff sexual activities such as; kissing, flirting, sexual comments, asking or coercing one for sexual favors, touching for sexual pleasure, threatening a person for refusing sexual favors while detained in our facilities. It also includes invasion of privacy beyond that necessary for safety and security.



How do I report sexual misconduct or abuse?

All staff members and volunteers have been informed and trained about their responsibility and duty to report such activity; therefore you can report the sexual misconduct to any staff member including: Caseload Counselor, PCO, Supervisor, Teacher, Medical staff, FAST, and/or Volunteer.

However if you do not feel comfortable to tell staff, you can report the assault to the Compliance Officer or External Ombudsman. (Phone numbers are posted on each unit). The Compliance Officer is available so that all staff, youths, parents, guardians, and other interested parties may report sexual assault. We will take third-party reporting from parents, guardians, volunteers etc.

Youth may also file a grievance to report sexual misconduct or abuse.



What do I do if I am assaulted?

Tell a staff member or a supervisor immediately, so we can protect you from further abuse and provide you with medical and/or clinical treatment. Though you may want to clean up after the assault, it is important that you see the medical staff before you shower, wash, drink, change clothing, or use the bathroom. Medical staff will examine you for injuries, which may or may not be obvious to you. A medical professional may perform a pelvic and/or rectal exam. They will also check you for sexually transmitted infections and gather physical evidence of the assault. If the assailant is a staff, you do not have to report it directly to them, you can report the activity to any staff within the facility, or call the Compliance Officer, or call the External Ombudsman. A professional from outside the agency will help you through the examination and provide you with information to help you through this.

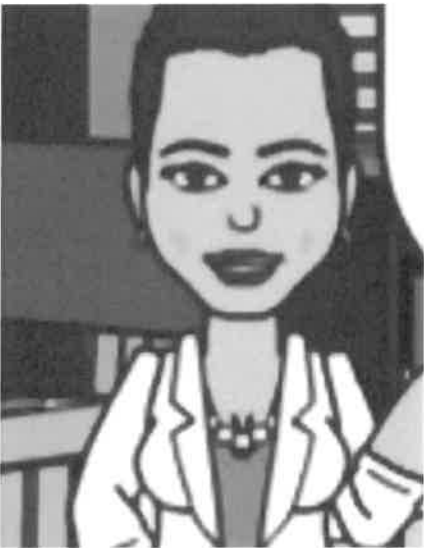


Do I have to consent to a medical exam?

Your consent is needed for this type of medical exam. You have the right to refuse the sexual assault examination; however, if you have been the victim of sexual abuse, it is very important to collect as much evidence as possible.

Can I get medical care without giving evidence of sexual abuse?

It is very important that you understand that you can receive medical attention for any injuries, and for pregnancy testing, without submitting to a sexual assault examination. The medical care is for the purposes of treating any injuries and keeping you healthy. Medical information gathered during treatment is confidential.



Do I have to reveal the assailant?

No, however, you are strongly encouraged to identify the assailant in order to protect yourself and others from future attacks. Individuals that sexually abuse or assault others can only be disciplined and/or prosecuted if the assault is reported. You can feel safe in reporting an attempted assault or assault without fear of retaliation regardless if the assailant is another youth and/or staff.

Getting better after someone hurts you can be a hard thing to do.

Tell a staff member if someone touches your or says something that is not appropriate

Recovering From Sexual Assault

Anytime you are pressured by using force or threatened to do a sexual activity it is degrading. Mental health staff are available to help you recover from the emotional impact of sexual assault. You can also seek help from local mental health agencies, Crisis Intervention Centers or Support hotlines.



What will happen to me if I knowingly make false allegations?

The department encourages the reporting of true sexual misconduct and incidents of abuse/assaults, but strongly discourages false accusations (not telling the truth). All allegations are taken seriously and will be looked into for further investigation.

SEXUAL ASSAULT SERVICES — Local, State & Federal

SAN BERNARDINO COUNTY

San Bernardino Partners Against Violence

444 North Arrowhead Avenue, Suite 103
San Bernardino, CA 92401
Phone: 909-885-8884 Fax: 909-383-8478

Crime Survivor Services

49007 Arrow Route, Suite 150
Rancho Cucamonga, CA 91730
Phone: 844-378-0586

High Desert Partners Against Violence

15437 Anacapa Road, Suite 8
Victorville, CA 92392
Phone: 760-952-0041

Morongo Basin Partners Against Violence

58945 Business Center Drive, Suite C
Yucca Valley, CA 92284
Phone: 760-369-3353

Satellite Office - Yucaipa

4(inside Sheriff's station)
34144 Yucaipa Blvd.
Yucaipa, CA 92399
Phone: 909-918-2314

Satellite Office – Redlands Partners Against Violence

(Inside Redlands Police Department)
30 Cajon Street
Redlands, CA 92373
Phone: 909-335-8777

RIVERSIDE COUNTY

Coachella Valley Sexual Assault Services

78370 Hwy 111, Suite 130
La Quinta, CA 92253
Phone: 760-568-9071

Center Against Sexual Assault of Southwest Riverside County

1600 E. Florida Ave, #206
Hemet, CA 92544
Phone: 951-652-8300 Toll free: 866-373-8300

Riverside Area Rape Crisis Center

1845 Chicago Avenue, Suite A
Riverside, CA 92507
*Phone: 951-686-7273 Toll free: 866-686-7273
Fax: 951-686--0839*

LOS ANGELES COUNTY

Rape Hotline

605 Olympic Boulevard
Los Angeles, CA 90015
Phone: **213-955-9090**

SART/ SANE

California Hospital
1401 South Grand, Los Angeles, CA 90015
Phone: **(213) 742-5519**

Rosa Parks Sexual Assault Crisis Center

4182 South Western Avenue
Los Angeles, CA 90062
Phone: **323-295-8582**

East Los Angeles Women's Center

1431 South Atlantic Boulevard,
Los Angeles, CA 90022
Phone: **323-526-5819** Fax: **323-526-5822**
Crisis Hotline: **1-800-585-6231**

Peace Over Violence – Metro Headquarters

1015 Wilshire Boulevard, Suite 200 Los Angeles, CA 90017
Phone: **213-955-9090**

Peace Over Violence – West San Gabriel Valley

892 N. Fair Oaks Ave, Suite D
Los Angeles, CA 90017
Phone: **626-584-6191** Fax: **626-584-6193**

Project Sister Sexual Assault Crisis Services, Inc.

P.O. Box 1369
Claremont, CA 91771
Phone: **909-623-1619** Fax: **909-622-8389**

Rape Treatment Center, UCLA Medical Center

1250 Sixteenth Street
Santa Monica, CA 90404
Phone: **424-259-7208** Fax: **310-319-4809**

Valley Oasis Sexual Response Services

PO Box 2980
Lancaster, CA 93534
Phone: **661-949-6143**
24 Hr Hotline: **661-723-7273**

Rape Foundation

1223 Wilshire Boulevard, #410
Santa Monica, CA 90403
Phone: **310-451-0042**

YWCA of Greater LA Sexual Assault Crisis Program

1600 East Compton Boulevard
Compton, CA 90221
Phone: **310-764-1403** Fax: **310-763-9590**

ORANGE COUNTY

Community Service Programs Inc. – Sexual Assault Victim Service
1221 E. Dyer Rd, Suite 120
Santa Ana, CA 92705
Rape Crisis Hotline: 714-957-2737 or 949-250-0488

Community Service Programs, Inc. – Sexual Assault Victim Services
2130 E 4th St, Suite 150
Santa Ana, CA 92705
Phone: 714-558-3807

Community Service Programs Inc. – Sexual Assault Victim Service
17261 Oak Ln
Huntington Beach, CA 92647
Phone: 714-842-6600

Community Service Programs, Inc. – Sexual Assault Victim Services
700 W Civic Center Drive, Suite 292
Santa Ana, CA 92701
Phone: 714-834-4317 Fax: 714-834-2922

Community Service Programs Inc. – Sexual Assault Victim Service
1275 N. Berkeley Ave
Fullerton, CA 92832
Phone: 949-250-4058

SAN DIEGO COUNTY

Center for Community Solutions – Coastal
4508 Mission Bay Drive
San Diego, CA 92109
Phone: 858-272-5777 or 858-385-4657

Center for Community Solutions - East
460 North Magnolia Ave
El Cajon, SCA 92020
Phone: 619-697-7477

Center for Community Solutions – North
210 S. Juniper Street, Suite 101
Escondido, CA 92025
Phone: 760-747-6282 Fax: 760-747-1635

Women’s Resource Center
1963 Apple Street
Oceanside, CA 92054
Phone: 760-547-8800 or 24 hr. Hotline: 760-757-3500

CALIFORNIA

California Coalition Against Sexual Assault

Esquire Plaza

1215 K Street, Suite 1850

Sacramento, CA 95814

Phone: 916-446-2520

Fax: 916-313-3742

National Sexual Violence Resource Center

2101 N. Front Street

Governor's Plaza North, Building #2

Harrisburg, PA 17110

Phone: 877-739-3895 (Toll free)

or **717-909-0715** TTY

Fax: 717-909-0714

National Rape, Abuse, Incest National Network (R.A.I.N.N.) | 800-656-4673

2000 L Street, NW Suite 406

Washington, DC 20036

Phone: 202-544-1034 Fax: 202-544-3556

info@rainn.org

IMPORTANT CONTACT INFORMATION/OPTIONS FOR REPORTING

Important Contact Information for Reporting:

Correctional Staff or Supervisor: Report Directly

Compliance Officer: In Custody or Out of Custody Call

(909) 387-6002 (*accepts collect phone calls*)

External Compliance Officer (Ombudsman): In Custody or Out of Custody

Call (909) 534-8044 (*accepts collect phone calls*)

PREA Coordinator: In Custody or Out of Custody

Call (909) 387-6002 (*accepts collect phone calls*)

Forensic Adolescent Service Team (FAST):

❖ Central Valley Juvenile Detention and Assessment Center: (909) 387-7118



San Bernardino County Probation Department encourages the reporting of sexual misconduct but discourages false accusations.



**LOOK
BE NEATH
THE SURFACE**

**HUMAN TRAFFICKING IS
MODERN-DAY SLAVERY**

A victim of trafficking may look like many of the people you see everyday.

If you think someone is a victim of trafficking, **call 1.888.3737.888**
For more information about human trafficking, visit www.acf.hhs.gov/trafficking



WHAT IS HUMAN TRAFFICKING?

Human trafficking is a modern-day form of slavery. Victims can be young children, teenagers, men and women. Victims of human trafficking are subjected to force, fraud, or coercion to compel them to engage in commercial sex or involuntary labor. What's more, any child who has engaged in commercial sex is a victim of human trafficking. Approximately 600,000 to 800,000 victims are trafficked across international borders annually according to the U.S. government. According to the U.S. Department of State, more than half of these victims worldwide are children.

If you think you have come in contact with a victim of human trafficking, call the National Human Trafficking Resource Center.

Learn the help line number by heart, so that no one can ever take it away from you!

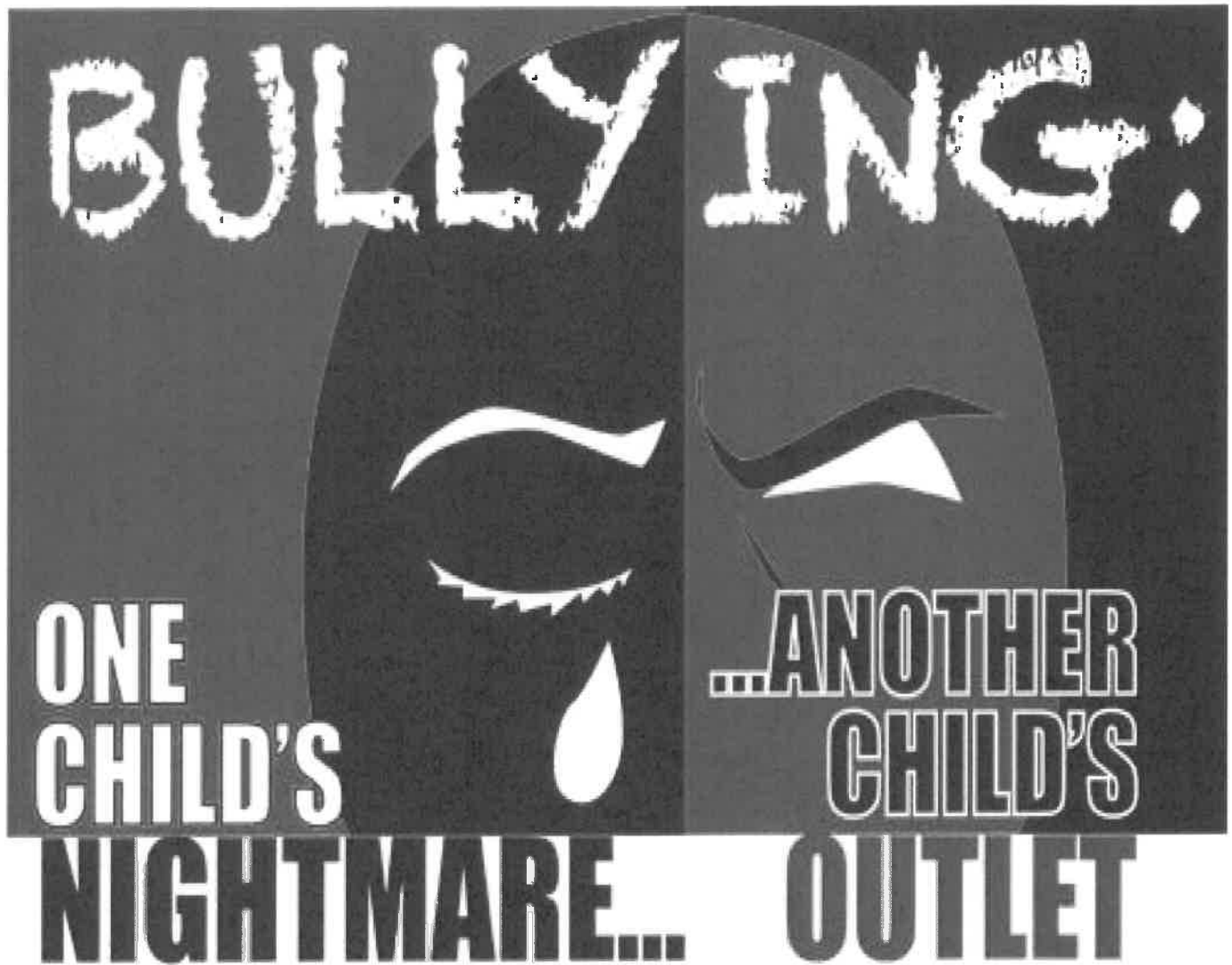
Teach it to a friend!

1-888-373-7888

Or

Text HELP to 233733 (BE FREE)

BULLYING



Bullying is the use of force, threat, or coercion to abuse, intimidate, or aggressively dominates others.

If you are being bullied tell someone!

Tell staff, your teacher, submit a grievance, or call the Compliance Officer at:

In Custody or Out of Custody

Call 909-387-6002

(Accepts collect phone calls)

VOTING RIGHTS



Persons with a Criminal History

PRE-REGISTER TO VOTE

Online pre-registration is now available for eligible 16 and 17 year olds by visiting registertovote.ca.gov. California youth who pre-register to vote will have their registration become active once they turn 18 years old.

Pre-registration does not change the voting age, which is 18. Instead, it allows eligible Californians ages 16 or 17 to complete the online voter registration form providing sufficient time and opportunity to get ready to vote.

The new online pre-registration applies to California youth who are 16 or 17 and meet the following criteria:

- A United States citizen and a resident of California,
- Not currently in state or federal prison for the conviction of a felony (for more information on the rights of people who have been imprisoned, please see the Secretary of State's Voting Rights: Persons with a Criminal History), and
- Not currently found mentally incompetent to vote by a court (for more information, please see Voting Rights: Persons Subject to Conservatorship).

ELIGIBILITY REQUIREMENTS TO VOTE

You can vote if you are:

- A United States Citizen and a resident of California
- 18 years of age at the time of the next election,
- Not currently imprisoned for the conviction of a felony serving a state or federal prison term, and
- Not currently found mentally incompetent to vote by a court (for more information, please see Voting Rights: Persons Subject to Conservatorship at <https://www.sos.ca/elections/voting-info/conservatorship>).

PERSONS WITH A CRIMINAL HISTORY WHO CAN REGISTER AND VOTE:

- In county jail:
 - Serving a misdemeanor sentence (a misdemeanor never affects your right to vote)
 - Because jail time is a condition of probation (misdemeanor or felony)
 - Serving a felony jail sentence
 - Awaiting trial
- On probation
- On mandatory supervision
- On post-release community supervision
- On federal supervised release
- A person with a juvenile wardship adjudication

PERSONS WITH A CRIMINAL HISTORY WHO CANNOT REGISTER AND VOTE:

- Currently imprisoned in:
 - State prison
 - Federal prison
- Currently serving a state prison felony sentence in a county jail or other correctional facility*
- Currently in county jail awaiting transfer to a state or federal prison for a felony conviction
- Currently in county jail for a parole violation
- Currently on parole with the California Department of Corrections and Rehabilitation
 - Once you are done with parole your right to vote is restored, but you must re-register online at RegisterToVote.ca.gov or by filling out a paper voter registration card.

HOW TO REGISTER TO VOTE

Please use this tool to determine your eligibility:
Restore your vote.

You may request a voter registration card from the Secretary of State or your county elections office. If you are in jail, you are entitled to receive a voter registration card if you are eligible to vote.

You may also apply to register to vote on the Secretary of State's website RegisterToVote.ca.gov. Your voter registration application must be received or postmarked at least fifteen (15) days before Election Day to be eligible to vote in that election.

In elections conducted by your county elections official, you can "conditionally" register and vote provisionally at your county elections office after the 15-day voter registration deadline. For more information please go to the Secretary of State's webpage on conditional registration and voting (<https://www.sos.ca.gov/elections/voter-registration/conditional-voter-reg>) or contact your county elections official.

Voter registration cards and voting materials are available in English, Chinese, Hindi, Japanese, Khmer, Korean, Spanish, Tagalog, Thai, and Vietnamese.

Voter registration cards are available at most public libraries and government offices. See the attached list for state and local elections office contact information.

VOTE BY MAIL

If you are already registered to vote at your current home address, you may request a vote-by-mail ballot application by contacting your county elections office.

Once you receive your vote-by-mail ballot application, you must complete and return it to your county elections office at least seven (7) days before Election Day.

If you are not registered to vote at your current home address, you may register or re-register to vote and request a vote-by-mail ballot on the Secretary of State's website RegisterToVote.ca.gov.

RELEASE FROM CUSTODY

If you requested a vote-by-mail ballot but are released from custody before you receive your ballot, you can still vote. Just go to the polling place for your home address or any polling place in the county where you are registered and vote a provisional ballot.

If you change your name, home address, mailing address, or party preference you must complete a new voter registration card.

KNOW YOUR RIGHTS

Starting January 1, 2017, a new California law called the TRUTH Act protects immigrants' basic rights in local detention facilities. Know your rights!

You always have the right to remain silent. When talking to or in front of law enforcement, anything you say can and will be used against you—don't talk about your immigration status, citizenship, when or how you came to the US, or where you're from.

You have the right to say "no" to an interview with Immigration and Customs Enforcement (ICE).

Under the TRUTH Act, ICE can only interview you in custody if you sign a consent form beforehand and agree to the interview. This means that you have the right to refuse the interview and the right to remain silent!

If for any reason ICE tries to interview you, you can exercise your right to remain silent. You can also request to have your attorney present. If you do not have an immigration attorney, you can find one at your own expense or, in some places, from a local non-profit organization.

You have the right to know if ICE agents are looking for you in custody.

Under the TRUTH Act, Probation has to give you a copy of any ICE holds (requests by ICE to the juvenile detention facility to hold you for extra time**) or ICE notification requests (requests by ICE for the date and time you will be released from custody).

The Probation Department also needs to inform you and your attorney, or a person that you choose in writing if Probation is going to tell ICE when you will be released from the custody. This gives you more time to prepare to fight your case.

**In most cases, it is against the law for local juvenile detention facilities to hold someone for extra time, just for deportation purposes. If any local law enforcement agency like the Probation Department, Police, or Sheriff - detains you on an ICE hold without probable cause issued by a Judge they can be sued and they may have to pay you compensation.

If you or a loved one are interviewed by ICE in a juvenile detention facility without your consent or are wrongly transferred to ICE from the local juvenile facility you can call the ICE Out of California Hotline at 1-844-878-7801.



COMPLIANCE OFFICER

The primary focus of the Probation Department is to effect positive systemic change, which reflects the evolving rights of persons with Disabilities, including Learning Disabilities, who come to be placed in the custody of the San Bernardino County Probation Department. In addition, the purpose is to define the legal responsibilities of the department in exercising custody and providing educational and therapeutic services to the persons in our care.

The Compliance Officer is available so that all staff, youth, parents, guardians, and other interested parties may express concerns or clarify any issue regarding the Juvenile Detention and Assessment Centers (JDAC's) or Treatment Facilities.



COMPLIANCE OFFICER DUTIES

- Spend time at each facility so that all staff, youth, parents and others may easily express concerns, ask questions or clarify any issue regarding the JDAC's and/or the Treatment Facilities.
- Give all interested parties a non-threatening way to request information and investigations without fear of reprisals.
- Conduct random inspections that involve programming and/or the treatment of youth.
- Collect and retain data to identify disabilities and the special needs of youth in custody.
- Periodically attend staff meetings, briefings or any other meeting at which staff are instructed on policies, procedures, or provisions of services to youth.



CONTACTING THE COMPLIANCE OFFICER

Any person may contact the Compliance Officer by calling:

In Custody or Out of Custody
Call 909-387-6002
(Accepts collect phone calls)

Central Valley Juvenile Detention and Assessment Center

High Desert Juvenile Detention and Assessment Center

YOU HAVE THE RIGHT...

- To be protected from physical and psychological harm. Each JDAC has a zero-tolerance policy regarding abuse of youth including physical, sexual, and emotional abuse. This means you should not be picked on or abused by staff or other juveniles. You are to tell a staff member, supervisor, or director. You may also call the Compliance Officer at **(909) 387-6002**.
- To food, clothing, shelter, behavioral health services, medical and dental care while you are at the JDAC.
- To have all treatment decisions made with your needs in mind.
- To have an interpreter to help you communicate, as needed.
- To not have food or sleep taken away from you as punishment or part of treatment.
- To not be discriminated against for any reason.
- To be safe.



SEXUAL ASSAULT PREVENTION FORM

I, _____

Youth-Print Name

ACKNOWLEDGE THAT I HAVE BEEN GIVEN A COPY OF THE SAN BERNARDINO COUNTY PROBATION DEPARTMENT JUVENILE DETENTION AND ASSESSMENT CENTER ORIENTATION HANDBOOK AND REVIEWED ALL ITS CONTENTS TO INCLUDE BUT NOT LIMITED TO:

- Rules and Expectations
- Sexual Assault Prevention Information (PREA)
- Human Trafficking Information
- Compliance Officer Purpose and Duties
- Rights While at The JDAC
- Educational Rights

_____ <i>Youth-Signature</i>	_____ <i>JPIN #</i>	_____ <i>Date</i>
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_____ <i>Staff-Print Name</i>	_____ <i>Signature</i>	_____ <i>Date</i>
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_____ <i>PCSI/ II-Print Name</i>	_____ <i>Signature</i>	_____ <i>Date</i>
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(This form is to be completed and placed in youth facility file)

