

VISITING / TELEPHONE CALLS/ MAIL

Family visits are encouraged to maintain frequent and continuing contact with parents, guardians, children, siblings, and extended family members, through visits, telephone calls, and mail, in order to maintain and strengthen familial relationships. Youth are afforded the opportunity to make and receive confidential telephone calls, send and receive confidential mail , and have confidential visits with attorneys and their authorized representative, ombudspersons, and other specified individuals per JJC Policy and Youth Bill of Rights.

JJC visiting will have set days/times for each unit. They are subject to change due to unforeseen events or circumstances. You may have a visit with parents/guardians within 24hrs following your admission into JJC.

APPROVED VISITORS

VISITOR	REQUIRED ID
Parents/Legal Guardians	Government Issued Picture ID
Stepparents	Government Issued Picture ID and Issued Marriage Certificate
Grandparents	Government Issued Picture ID
Youth's Child(ren)	Birth Certificate (original or certified copy)
Youth's Spouse	Government Issued Picture ID and Valid Marriage License
Other visitors: siblings, extended family members & special visits as approved by JJC Administration or SJCO/Watch Commander	Government Issued Picture ID and other identifier.

Parents/legal guardians will be notified by the officer in the assigned unit regarding visiting days/times. If transferred to a different unit, the receiving unit staff will notify your parents/legal guardians of your new housing assignment and visiting days/times. Visiting may be suspended, for good cause, for any or all youth at the discretion of the Watch Commander (WC)/SJCO or JJC Administration. Other visitors may be approved by the WC/SJCO, JJC Administration or the Juvenile Court Judge or persons standing in loco parentis (instead of a parent).

Maintaining continuing contact with family members, through telephone calls, and mail, is highly encouraged for familial support.



Youth have the opportunity to make two telephone calls; one to the parents/legal guardian, person who takes care of them, or an adult relative; and one to an attorney. Other telephone usage is considered a privilege. An earned Phase due to good behavior can afford youth additional Phase phone calls. These are completed on designated days/nights, if programming permits.

There is no limitation of mail that youth can send and receive. However, mail is still subject to being inspected prior to being given to the youth.

PERSONAL HYGIENE/SHAVING/HAIR CARE SERVICES

Youth will be permitted to shower/bathe and provided clean clothing on a daily basis and given opportunity to brush their teeth after each meal.

Youth will have access to a razor daily, unless their appearance must be maintained for reasons of identification in Court. Youth will have equal opportunity to shave their face and body hair. However, shaving may be suspend should youth be considered to be a danger to themselves or others.

Hair care services will be available to youth during their stay at JJC. Youth will receive hair care services monthly. Hair care services will be scheduled by recreation coordinator for each unit and supervised by unit officers.

MEDICAL/MENTAL HEALTH SERVICES

Medical, Dental and Mental Health services are provided to youth while at JJC. Youth may complete a *Medical Slip* or *Mental Health referral* confidentially by submitting a form in the “**Medical, Dental, Mental Health**” box which medical staff will collect each shift. If a youth requests to speak with a Mental Health staff, youth may also advise any officer working in their unit and the officer may call or submit a referral via email to Mental Health personnel.

EMERGENCY PROCEDURES/USE OF FORCE

During an emergency or fire evacuation all youth are expected to follow officer’s instructions. Horse playing, fighting or any other negative action that distracts officers from their duties is strictly prohibited.

Failure to abide by officer’s instructions can lead to an officer to direct youth to a “Yard Check,” which they will then immediately lay on your stomach, interlace your fingers behind your head and cross your feet; and wait for further direction. Therefore, it is imperative that youth follow directions to ensure their safety.

Officers shall only use that amount of force that appears reasonably necessary given the facts and totality of circumstances known to or perceived by the officer at the time of the event to accomplish a legitimate government purpose such as to gain control of individuals; protect and ensure the safety of youth, JJC staff members and others; prevent serious property damage; prevent escape; obtain compliance with facility rules and staff member orders; or ensure the institution’s security and good order.

DISCRIMINATION POLICY

Fresno County Probation Department has a zero discrimination provision. The provision provides that all youth within the facility shall have fair and equal access to all available services, placement, care, treatment, and benefits, and 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, color, religion, gender, sexual orientation, gender identity, gender expression, mental or physical disability, or HIV status, including restrictive housing or classification decisions. Any complaints shall be made to the on duty WC or Program Supervisor.

PREA (Prison Rape Elimination Act 2003)

It is the Juvenile Justice Campus position to be committed to a **Zero-Tolerance** standard for sexual assault and staff sexual misconduct as stated in PREA 2003. If you have been subjected to any type of sexual assault/misconduct by another inmate or staff, or have knowledge of any sexual activity, assault/abuse and/or rape it is imperative that you immediately report it.

Youth’s Reporting Options:

- ◆ Call Rape Counseling Services at (559) 222-7273.
- ◆ Report to any staff, volunteer, contractor, or medical/ Mental Health staff.
- ◆ Submit a grievance or a sick call slip.
- ◆ Report to PREA compliance manager or JJC Administrator.
- ◆ Tell a family member, friend, legal counsel, or anyone else outside the facility. They can report on your behalf by calling (559) 600-5040 and ask to speak to an Assistant Deputy Chief.
- ◆ Youth can also submit a report on someone’s behalf using the above options.

It is important to note that false allegation is prohibited and may result in disciplinary action.

TITLE 15 MINIMUM STANDARDS FOR JUVENILE FACILITIES

During your child’s stay at JJC, they may request access to Title 15 Minimum Standards for Juvenile Facilities. Youth may ask any officer and they will provide them a copy to review and answer any questions they may have regarding these standards.

This brochure does not cover all information reviewed with your child by their housing unit officer, but to be used as a reference guide for information that may deem important to your child while at JJC.

FRESNO COUNTY JUVENILE JUSTICE CAMPUS



Parent/Guardian JJC INFORMATION Brochure

3333 E. American Ave

Fresno CA 93725

INTRODUCTION

Your child is being detained at the Fresno County Juvenile Justice Campus (JJC) for a law violation. It is our goal to ensure that you better understand JJC, your child’s rights and what happens next. This brochure will help answer as many of your questions and concerns as your child awaits his custodial status. It is imperative that we collaborate to assist your child through this process in hopes that your child makes positive decisions moving forward. We are here for you, as part of your team, and we are committed to the success of your child.

You may request information regarding your child’s stay at JJC, medical, school and mental health, by contacting JJC Booking at (559) 600-5040. An officer will direct you to the appropriate personnel to assist you with answering your questions.

HOUSING ASSIGNMENT

The main goal of the JJC is to provide your with a safe and secure place to stay. Therefore, it is important to assign your child to a unit that best meets their needs. Gender, age, criminal sophistication, seriousness of charges and behavior are all considered when assigning your child to a unit.

If your child feels the need to be reassigned to a different housing unit, education, programming, or work assignments, they will notify the unit Senior Officer for a request to be submitted and evaluated by their housing unit’s Program Supervisor.

COURT PROCESS/LEGAL SERVICES

Your child will be going to a detention hearing within three court days. Unless they were brought in for a warrant, which typically go to court the next court day. At the hearing your child’s custodial status will be determined. If your child does not have an attorney, one will be provided to them and will make contact with them to discuss your child’s case.

Any questions regarding immigration legal services, your child will notify the unit Senior Officer who will provided appropriate resources and contact information.

RULES OF CONDUCT

While your child is in the Fresno Juvenile Justice Campus your child is required to obey the Rules of Conduct:

- 1. Follow instructions by Officers.
- 2. Obey posted safety rules.
- 3. Do not destroy County of Fresno Property.
- 4. No possession of contraband items such as tobacco, drugs, or weapons.
- 5. Do not disrupt or cause disturbance in unit during activities.
- 6. No fighting or gang activity.
- 7. Attend school and behave in school.
- 8. No talking about planning or trying to escape.
- 9. Keep yourself clean and neat.
- 10. Keep the pod and your area clean and neat.
- 11. Treat others with respect.
- 12. Do not swear, put down, threaten, or scare others.
- 13. Youth shall not handle chemicals.

DISCIPLINARY PROCEDURES

It is essential that youth within the facility follow the established rules and procedures. This assists officers in being able to provide the best services available to youth housed at the JJC. For those youth who choose not to comply with JJC rules and/or the law, disciplinary sanctions will be administered. Disciplinary sanctions can range from the use of our Behavior Management at JJC, a temporary time-out to writing an essay regarding better decision making. The level of disciplinary action shall be consistent with the level of negative actions displayed by the youth. If your child is found to have violated JJC rules and discipline is imposed, they will have an opportunity for “Due Process.”



YOUR CHILD’S RIGHTS AT THE JUVENILE JUSTICE CAMPUS

- Encompasses those rights in Youth Bill of Rights.
- A place to sleep.
- Full meals made up of a balanced diet. During the evening hour you will be provided with a snack.
- Full complement of clean clothes.
- Parental visits.
- Items necessary for personal hygiene.
- Minimum exercise to include at least one hour each day of exercise involving large muscle activities.
- Visits/telephone contacts with attorneys and probation officer.
- Receive and send unlimited letters each week.
- The opportunity for a daily hot shower and access to a toilet and water as needed.
- The opportunity to attend religious services and/or religious counseling of your choice.
- Clean and sanitary living conditions.
- Medical care and necessary mental health assistance. Mental Health services are available as needed.
- Access to reading materials.
- A school program approved by the state.
- Counseling and case work services.
- Copy of facility rules and disciplinary procedures. Refer to your brochure.
- Access to Grievance form
- Availability of services and programs in a language other than English, if appropriate.

GRIEVANCE PROCEDURES

Anytime during your child’s custody stay at the JJC, they feel their Rights have been infringed upon, your child has the right to submit a grievance.

The Grievance process will consist at the lowest level if at all possible, which may require that the youth and the person wanting to file a grievance against speak to resolve the issue.

Depending on what the concern is, the youth does have a Right to submit a grievance ***confidentially*** by placing the grievance form in a confidential locked box located in each unit.

A grievance that is submitted is time sensitive; therefore, the youth’s grievance will be answered in a timely manner to avoid any delay given the concern or issue presented on the grievance.

The youth does have a Right to move a grievance forward to the Senior Juvenile Correctional Officer (SrJCO), Supervising Juvenile Correctional Officer (SJCO), and finally, to a ***Grievance Review*** –an opportunity for the youth to present evidence and testimony to the Deputy Chief or designee, free from any threat or act of reprisal.

JJC GRIEVANCE

