

Placement and Monitoring, 4

Visitation Guidelines

For the Youth Services Center

In order to maintain the safety, security and enjoyment of your visit, all visitors are required to review and adhere to the visitation guidelines at the Youth Service Center (YSC).

Visitation Schedule

<u>Days</u>	<u>Units</u>	<u>Times</u>
Tuesday	A/B100	5:00 PM to 6:00 PM
	C/D100	6:15 PM to 7:15 PM
Thursday	A/B200	5:00 PM to 6:00 PM
	C/D200	6:15 PM to 7:15 PM
Saturday	A/B100	11:00 AM to 12:00 PM
	C/D100	12:15 PM to 1:15 PM
Sunday	A/B200	11:00 AM to 12:00 PM
	C/D200	12:15 PM to 1:15 PM

1. Visitors must be approved by the YSC Social Services Division prior to visitation periods and following the completion of the resident's initial 24 hours of admission to YSC. A visitor may consist of a parent, legal guardian, grandparents, siblings, and other responsible adult.
Visitors under the age of 13 will not be allowed and any visitors between the ages of 13 -17 must at all times be accompanied by a parent or legal guardian.
2. Only two (2) visitors per family will be approved a 30 minute visit, each visiting period.
3. All visitors must present a valid government issued photo identification card (i.e. driver/non-driver license, school identification card) in order to enter YSC. A birth certificate may also be accepted for identification of a person under the age of 18 who is accompanied by an adult.
4. All visitors are subject to physical pat search, metal detector scan and property search upon entrance to YSC. Failure to comply with search will result in the loss of visitation privileges.



5. Contraband is not permitted into the facility. Contraband includes but is not limited to: tobacco products, food, beverages, drugs, alcohol, writing utensils, soaps, lotions and anything that may be used as a weapon.
6. Coats, jackets, purses, bags, briefcases, book bags or any item which can easily conceal contraband is prohibited in the **visitation area**. Hats, kufis head wraps or other accessories worn on the head will be removed and searched for contraband. It is preferable that these items remain outside the facility or placed in a coin operated locker located in the lobby area at YSC.
7. YSC requires appropriate attire for visitation. Therefore, those wearing halter tops, mid-drifts, extremely tight fitting clothing or clothing which lacks sufficient coverage will not be permitted to enter for a visit. Clothing should not display images which reflect profanity, illegal substances, alcohol, tobacco or sexually explicit material, or affiliation.
8. An initial hug or embrace is permitted at the beginning of the visit. After that, no physical contact should be made by the youth and the visitors(s). The parties shall remain seated in their assigned chairs. Once a youth or visitors exits their chair the visit is considered completed.
9. Nothing shall be passed between the youth and the visitor. Hands shall always be visible to the staff supervising the visitation area.
10. A visit may be terminated either as the result of a formal disciplinary hearing or due to inappropriate or rude behavior by the youth or the visitor. Determination about a visit being terminated will be made by the **Shift Commander** or any other **Supervisory staff**.
11. The Metropolitan Police Department may be called to assist in the event that a visitor becomes unruly and uncooperative at any time while they are within the Youth Services Center or on its grounds.
12. **Special visits** may be arranged by contacting the Superintendent or designee at **202.576.8460**
13. **Professional visits** must occur between 7:00 AM and 8:00 PM, Sunday through Saturday.

Visitation Guidelines

For New Beginnings

In order to maintain the safety, security and enjoyment of your visit, all visitors are required to review and adhere to the visitation guidelines at New Beginnings (NB).

New Beginnings procedures for in-person visitation are as follows:

1. NB Youth have “Visitation Lists” that are created, edited and managed by our Juvenile Justice Institutional Counselor (JJIC) as well as the youth’s Case Manager
 - a. Anyone requesting to be added to a youth’s Visitation List must do so via the youth’s Case Manager.
 - b. The Case Manager is responsible for assuring that the requesting party is indeed a valid support system for that youth and eligible to visit the youth.
 - c. After the relationship has been confirmed, the JJIC or the Case Manager can add that party to the youth’s list
2. Persons approved and listed a youth’s Visitation List are informed of our visitation hours and protocol
 - a. Visitation hours are Saturday and Sunday from 12:30pm-2:30pm as well as Tuesday from 5:00pm-7:00pm
 - i. Transportation is provided to our families on Saturday and Sunday. Transportation departs the Minnesota Avenue Metro Station at 11:30am and transports visitors to New Beginnings. The bus then departs New Beginnings at 2:30pm to return passengers to Minnesota Avenue Metro Station.
 - b. Visitor entry Protocol is as follows:
 - i. Visitors are expected to wear appropriate clothing. The facility provides a list of proper clothing items to all visitors prior to visitation; that list is also available to all visitors in our front lobby. Our facility posts a large sign at the entrance of the facility that includes a description of proper attire.
 - ii. Visitors 16 and older are required to bring valid government issued identification; visitors 15 and younger are required to bring copies of birth certificates or a valid government issued form of identification (if applicable.)
 - iii. Visitors 17 and younger must be accompanied by an adult.
 - iv. Visitors who have children with a New Beginnings resident must have the said child with them during visitation; if that visitor is 17 or younger, they must be accompanied by an adult.



- v. Each resident is allowed to have 3 visitors at a time.
 - vi. Visitors are subjected to a thorough search including removing all jackets and accessories, removing shoes, proceeding through a metal detector, and a thorough pat search.
 - vii. Visitors identification cards are held in the lobby; visitors are given visitors tags that they are required to wear on their clothing for the duration of the visit; when a visitor exits the building, they are required to turn-in the visitor pass and, at that time, their identification is returned to them
3. Visitation face-to-face protocol
- a. Visitation takes place in the gymnasium at New Beginnings
 - i. If necessary, visitation can take place in the school or any other designated area (i.e. safety reasons, health reasons, etc.)
 - ii. Chairs are placed in an opposing fashion; the resident sits across from the visitors and are not allowed to touch during the visit
 - iii. Visitors are allowed to embrace the resident during greeting and salutation
 - iv. Visits can last for the duration of the 12:30pm-2:30pm period

