

ROBERT W. DEPKE JUVENILE JUSTICE COMPLEX
MINARD E. HULSE DETENTION CENTER

PARENT HANDBOOK



Introduction

Dear Parents and Guardians,

We are happy to make available to you the Hulse Detention Center Parent Handbook – a helpful resource that will provide you with information about some of the policies and procedures regarding the process while your child is detained here at the Lake County Hulse Detention Center. The Handbook should answer many of your questions about detention and help you to understand what your role will be while your child is detained.

In this handbook, you will find information on the following topics:

Juvenile Court & Detention
Visitation
Communication
Education & Programming
Medical and Mental Health Services
Safety
Grievances
Contact Information

JUVENILE COURT & DETENTION

Our Mission and Philosophy

The mission of the Division of Juvenile Probation and Detention Services is to support a juvenile justice system that ensures public protection from further acts of juvenile delinquency, and assists in the accountability and rehabilitative needs of youthful offenders.

Our current philosophy resembles a restorative justice model with three main components: 1) community protection from the offender's behavior, 2) accountability for the damage/harm as a result of the delinquent behavior, and 3) competency development so that offenders learn new skills to avoid the same delinquent thinking errors. In addition to these principals, the parents/legal guardians of residents are key elements for assisting in the change process for youth. The Juvenile Court Act requires the participation and compliance of parents/legal guardians whose children are before the juvenile court.



Confidentiality

Juvenile Court is confidential and is not open to the general public. However, the news media and the alleged victim(s) are allowed in the courtroom. Some information about what happens in court may be published in the newspaper and reported on the television news, but names of both parents/legal guardians and juveniles are omitted.

Why Is My Child in Secure Detention?

Your child is in Secure Detention because the police officer or the Judge feels he/she might try to run away, or he/she is a danger to him/herself, to others or to the property of others. It may be because a warrant was issued, or he/she is awaiting transportation elsewhere.

Once your child is remanded to Secure Detention (at the detention hearing) it is imperative that you bring the child's birth certificate, social security card, a clean change of clothes, the medical/insurance card, and all up to date medication.

When Will My Child Go to Court?



Within 40 hours of being apprehended by police, your child will appear before a Judge for a detention hearing (holidays, Saturdays and Sundays excluded). At the hearing, the Judge will decide where your child will stay until their next court date. This could be home, the detention center, or in the custody of DCFS (Department of Children and Family Services). If your child has already been to a detention hearing, their next court date will have already been set from one to fourteen business days away. Prior to their court hearing, the Judge may receive a progress report which will include their behavior while in detention. This report plays a major part in the outcome of their court hearing.

Obligations of Parents/Legal Guardians

When appearing in Juvenile Court you and your child must comply with the Judge's orders. For instance, if the Judge orders you and your child to meet with the Public Defender or a Probation Officer, you must arrange to do so. Parents/legal guardians are required to be present at all Court proceedings. In the event you cannot afford an attorney, you are able to complete a certificate of assets to determine if you qualify for a Public Defender. The Judge may order a parent to pay for an attorney and for their child's stay in detention.

What If I Don't Appear in Court If Ordered to Do So?

If the parent/legal guardian fails to appear in Court when ordered to do so the Judge can find you in contempt of court. A parent can be placed in the County jail up to 6 months. Also, the parent can be fined up to \$500.00.

Is There a Fee for My Child to Be in Secure Detention?

Yes. The Court will assess a fee not to exceed \$10.00 per day for room and board. Parents/legal Guardians are responsible for the payment. For out of county residents the Court could assess a fee of up to \$95.00 per day.

Do I Need to Bring Food, Clothing or Hygiene Products to The Detention Center?

No, the Juvenile Detention Center will provide your child with all of his/her basic necessities, including meals every day. Clean clothing will be issued to your child. Hygiene products are also provided to your child, such as toothpaste, soap, deodorant, and feminine products. Your child will be allowed to shower daily.

VISITATION

When Can I Visit with My Child?

Wednesday	Last Initials A - M	6:30 p.m. - 8:30 p.m.
Friday	Last Initials N - Z	6:30 p.m. - 8:30 p.m.
Sunday	Last Initials A - M	2:00 p.m. - 4:00 p.m.
	Last Initials N - Z	6:30 p.m. - 8:30 p.m.



Besides the Parents, Who Else Can Visit?

Legal guardians and siblings (over 21 years of age) are allowed to visit on a regular basis. Current State I.D., driver's license or picture identification is required by all visitors. If you forgot to bring in your child's birth certificate, social security card and health insurance Card this is a good time. This will ensure that if an injury occurs, or the Court asks for it to verify age, it will already be on file.

Note: In certain special circumstances, another relative, such as a grandparent or the minor's child, may be allowed to visit, but all special visitation requests must be made through the Superintendent.

Dress Code for Visitation

You must be appropriately dressed, and shoes must be worn at all times. Inappropriate clothing includes:

- Transparent (see through) outfits, tank tops, halter tops and/or low-cut tops;
- Short skirts or short dresses, or clothing exposing midsection of stomach;
- Clothing bearing inappropriate messages and/or insignias (such as guns, drugs or paraphernalia); and/or
- Bandanas, sunglasses, hats, coats or jackets.

Note: Any visitor suspected of being under the influence of alcohol or illicit drugs will not be allowed to visit.

Items Not Permitted During Visitation

- No controlled substances (Illegal drugs);
- No backpacks, fanny packs or purses;
- No electronic devices; including pagers, cell phones, cameras, iPods, DVD players, MP3 players, etc.;
- No writing instruments; including dry markers, pens, pencils or paper;
- No cigarettes, cigars, pipes, lighters or matches;
- No sharp instruments of any kind; including papers clips, staples, scissors, box cutters, tweezers, knives, etc.;
- No water bottles, alcohol, soda, candy, chips, etc.

Note: If any items mentioned above are found in your possession, or in the possession of your child, visitation will be immediately terminated.

COMMUNICATION

Can My Child Make and Receive Calls?

Your child will be allowed to make one phone call after he/she is admitted and three phone calls per week while they are here. Telephone calls may be made only to parents/legal guardians. Calls are limited to 15 minutes each. Your child may not save calls from week to week. If they do not use their weekly calls, they do not accumulate. However, they can make and receive calls to and from their attorney or probation officer as often as necessitated.

Can My Child Send and Receive Letters?

Your child may write as many letters as they like during their free time, however, they will only be permitted to mail out three letters per week; we will provide them with the three stamps. They may ask staff to provide them with a pencil and paper for their letter. They will be asked to return the pencil and give the letter to staff for mailing. This letter must be given to staff unsealed unless it is addressed to their attorney, the Department of Juvenile Justice or to the Judge. Letters to their attorney, the Department of Juvenile Justice and/or the Judge are not considered as one of their three weekly letters. Your child may receive as many letters that are sent to him/her; all stamps will be removed. In their presence, the letters will first be opened and scanned (not read) by staff. To write to your child, address the envelope as followed:

Hulse Detention Center
Attention: (your child's name)
24647 North Milwaukee Avenue
Vernon Hills, IL 60061

EDUCATION AND PROGRAMMING

Will My Child Attend School?



Yes, after your child's detention hearing, he/she will be attending school Monday through Friday even if they are not going to school in the community. Secure Detention has school all year (even in the summer). While participating in school at the detention center, he/she will be allowed to do individual assignments on the computer. Your child will be participating in the Apex Learning digital curriculum, which is a premier provider of web-based program primarily for grades 6-12. Curriculums offered are in all core subject areas as required by the Illinois State Board of Education for key courses in Middle School and High School graduation requirements. By doing this curriculum, they can earn credits in all of their core subjects such as math, language arts, social studies, and science. Most importantly, Apex Learning is easily tailored to meet special needs such as credit recovery, remediation, distance learning and advanced placement for the higher-level students. It has been accredited by the Northwest Association of Accredited Schools and approved by the Illinois State Board of Education for the past nine years, and is currently being used by many alternative settings in the nation, as well as the greater Chicagoland area.

Residents who are preparing for their GED (General Equivalency Diploma) exams will be provided materials and assistance to continue their studies while they are detained. A dedicated classroom for GED preparation has been instituted.

Will My Child Get Physical Exercise?



Yes, your child will receive up to two hours of physical education every day. However, there might be limitations if placed on disability by the facility nurse or doctor due to injuries, illness and/or special situations such as pregnancy.

What If My Child Wants to Attend Church?

Services and discussions are offered three times a week by local church groups. Participation is strictly on a voluntary basis.

Are There Other Activities?

In addition to school and church, we offer other programs such as physical education, arts and crafts. However, there are some additional group programs that are mandatory such as group discussions, social skills development, anger/frustration management and life skills. These topics are built into the weekly programming schedule.

MEDICAL AND MENTAL HEALTH SERVICES

What If My Child Feels Sick?



We are responsible for your child while he/she is here, as if we were their parent. If they become sick, or are simply not feeling well, they will inform a staff member. The detention center nurse will then be contacted. Your child will be placed on the sick call list so that he/she can be examined by the nurse and/or doctor as soon as possible.

If it is determined that your child needs further care and can be treated in house, the medical staff will facilitate. However, if your child requires hospitalization parents/legal guardians will be notified of the recommended care plan. Additionally, it is very important that the parent/guardian bring in the resident's current Insurance card once they have been remanded from Court. This will ensure proper medical attention if your child needs to be transported to the hospital due to an illness, injury or any medical problem that occurs. In any such event, you will receive a call notifying you of the reason for the hospitalization.

Note: You are not allowed to visit your child while he/she is being admitted to the hospital. Special circumstances may be granted while your child is being treated.

What If My Child Has Allergies to Certain Foods, Products or Insect Bites?



No need to worry. When your child is being admitted to Secure Detention, he/she will be asked a series of questions pertaining to their medical history. This is not done to pry into ones history, but to ensure that all residents are processed accurately as to what types of allergies they have.

Below are some of the questions asked during the admission process:

- 1) At this time, do you have, or have you ever had any of the following:
 - a. Medical problems? If so, explain.
 - b. Allergies to any foods or medication? If yes, what are they?
 - c. Asthma?
 - d. Epilepsy?
 - e. Other medical problems (retainers, glasses, contact lenses)?
- 2) Have you ever had surgery? If so, what type of surgery?
- 3) Do you currently take prescription medication? If so, what kind?

What If My Child Takes Medication?

It is the parent's/legal guardian's obligation to bring in medication as soon as possible. All medication should be current and in the correctly labeled prescription container. Medication that does not meet mandated requirements will not be accepted under any circumstances. We will only accept medication within thirty (30) days from the date it was filled by the pharmacy.

Are Mental Health Services Available to My Child?



Yes, any resident who wishes to speak to a therapist can request to do so at any time. Our therapists are in-house and are trained mental health professionals. Mental Health Assessments are completed upon admission and those residents who are experiencing mental health symptoms will be referred to a therapist. Residents who have suicidal ideations are placed on a suicide prevention plan and monitored closely.

If you feel your child is currently experiencing signs of depression or anxiety, you may contact the detention center and ask for a therapist to meet with your child.

SAFETY

What If My Child Is Acting in An Unsafe Manner?

In the event that your child is acting in an unsafe manner to themselves or another person they will be placed in Handle with Care (HWC) by trained and qualified staff members. This action is the least physical response to an unsafe situation and is designed to keep your child and others safe. This action is the last resort after the resident has failed to comply with staff directives and all verbal de-escalation techniques have failed. Once the resident has made a commitment to be safe, the following will occur:

1. The resident will be released from HWC;
2. The resident will see our medical staff to assess any possible injury;
3. The resident will serve room time (to be determined) in accordance with his/her behavior; and
4. A courtesy call will be made to you regarding the issues surrounding your child being placed in HWC.

Prison Rape Elimination Act (PREA)

The Prison Rape Elimination Act of 2003 (PREA) is a federal law that prohibits and seeks to eliminate sexual abuse and sexual harassment in juvenile facilities. The Hulse Detention Center is committed to providing a safe and healthy environment for residents and staff and has adopted a zero-tolerance policy for sexual abuse and sexual harassment.

While in our custody, your child is not able to consent to any form of sexual contact. Your child will receive age appropriate information about the zero-tolerance policy concerning sexual misconduct upon admission to our facility. Additionally, we provide your child with information on how to report any incident of sexual abuse or sexual harassment.

If you have information regarding a resident who has been sexually abused or sexually harassed while in our custody, please call 847-377-7825 and ask for management. If you would like to remain anonymous, contact the Department of Children and Family Services (DCFS) hotline. All allegations of sexual abuse or staff sexual misconduct are investigated by the Lake County Sheriff's Office in a timely, confidential and discrete manner.

If you would like further information or have any questions regarding PREA, please contact the detention center at 847-377-7800.

Mandated Reporting

All employees of Juvenile Probation/Detention Services are mandated to report any incident or suspicion of child abuse or neglect to the Department of Children and Family Services.

GRIEVANCES

If your child feels he/she has received unfair treatment, or that their rights have been violated, he/she may file a grievance.

The process is as follows:

1. Your child can ask any staff member for a grievance form.
2. He/she needs to complete the form and return it to a staff member.
3. The Unit Manager will give the resident a decision within two (2) days of their receipt of the grievance. The response will include a reason for their decision.
4. No action will be taken against any youth as a result of filing a grievance.

Note: The filing of a Resident Grievance Complaint does not relieve your child of his/her responsibility for complying with the rules, regulations and programs of this facility; including the rule or policy about which they have complained.

If your child is not satisfied with the decision of the Unit Manager, they may seek to have the decision reviewed by one of the Deputy Superintendents. If he/she elects to have the decision reviewed by one of the Deputy Superintendents, they must fill out the reason why on the back side of the Grievance form and give it back to staff.

As a parent, you may file a grievance on behalf of your child if you suspect your child was subject to sexual or physical abuse while in our custody. The Third-Party Grievance Form is located on our website and on the table near administration.

Contact Information

Phone Numbers:

Administration:	847-377-7800
Juvenile Intake:	847-377-7875
Juvenile Detention:	847-377-7825
Juvenile Probation:	847-377-7925
Public Defender's Office:	847-377-7900
State's Attorney's Office:	847-377-7850

Our Address:

Depke Juvenile Justice Complex
24647 N. Milwaukee Avenue
Vernon Hills, IL 60061

Website:

<http://www.19thcircuitcourt.state.il.us>

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