

## DAILY RESPONSIBILITIES

1. Follow ALL staff directions.
2. No trading or giving away food without staff permission.
3. No physical contact.
4. No profanity (cussing), obscene gestures, abusive language, or name-calling.
5. No entering anyone else's room or pod without staff permission.
6. No hitting or kicking doors, windows, desks, or walls.
7. No destruction of any property, yours or detention's. This includes writing or marking on walls or any other detention property. Destruction of detention property may result in new criminal charges.
8. No trading, lending, giving away, or transferring possession of property in anyway.
9. All youth must follow the hygiene schedule and staff directions with respect to showering, room cleaning, trading in pants and sheets, etc.
10. Do not cross the yellow lines on the floor into unauthorized areas.
11. Youth must assist with housekeeping chores when requested by staff.
12. All youth are to walk on the right side of the hallways and to the right of the Command Posts unless otherwise instructed by staff.
13. Youth are to remain silent when walking in the hallways, unless spoken to by staff.
14. Do not talk to others outside of your room while you are in your room.
15. Remain clear of your door including the window at all times.
16. Walkman radios are to be used only with the headphones on your ears. The volume must be kept at a level that allows you to hear staff address you over the intercom. Misuse of your Walkman may result in losing the privilege of using it.
17. Always close your door whenever leaving your room for any period of time. This includes when you are getting your meal tray.
18. There is to be only one person at any time on each flight of stairs. The middle deck on the stairs separates the upper and lower flights.
19. Keep your shirt tucked in at all times except when participating in physical activities.
20. Do not exit the pod without staff permission.
21. Pens and pencils are not allowed in your room.
22. Never touch the TV or the remote control.
23. No horseplay.
24. No gang activity of any kind in any form. This includes drawing and writing that might be considered gang related.
25. The call button in your room is to be used only for legitimate purposes (i.e. toilet paper, medical attention, emergencies, etc.). Misuse of the intercom may result in consequences.

# BENTON-FRANKLIN JUVENILE JUSTICE DETENTION CENTER



YOU MAKE THE DECISIONS

“The mission of the juvenile detention facility is to provide a safe and secure environment for youth who are detained awaiting court hearings, sentenced to detention, or awaiting other court actions. Detention staff will provide structured program and activities that encourage appropriate interactions with others, promotes in the youth a sense of self-worth, and teaches the relationship between behavior and consequences. Staff will strive to emulate the person we hope the youth would become by the positive, caring, and respectful manner in which we deal with both the youth as well as fellow staff.”

**VISITATION**

Visiting hours are as follows:

Youth last name beginning with A-I:

- Tuesday 6:30 PM to 7:30 PM
- Saturday 6:30 PM to 7:30 PM

Youth last name beginning with J-Z:

- Wednesday 6:30 PM to 7:30 PM
- Saturday 3:30 PM to 4:30 PM

Only parents, legal guardians, and grandparents may visit and only at the above times unless a detention supervisor or manager has granted exceptional approval prior to the visitation date. Youth on Isolation Level or whose current behavior causes staff to be concerned for safety will not be allowed visitation. The detention supervisor will determine this. When possible, staff will notify families of this limitation prior to visitation.

**MEDICAL CARE AND MEDICATION**

Emergency medical care is provided by our contracted medical provider. Parents are responsible for supplying prescription medications. All medication requires approval by the medical staff nurse prior to dispensing. All medication needs to arrive in the original bottle completed with the sticker showing the dosage, doctor's name, etc.

**GANGS**

We will not tolerate any form of intimidation or threatening behavior directed towards staff or other residents, including gang behavior. We will not allow gang signs, colors, nicknames, symbols, gang related communications or noises, or anything else that might be considered gang related. Staff members will confiscate any materials that they believe promotes gangs or violence and remove them from your cell or living area. This is for your safety and the safety of others.

**TELEPHONE**

During intake we will contact your parents to notify them that you are here. You may have a chance to talk with your parents at this time, if not, you will have an opportunity sometime within the first 24 hours. All calls except those to your attorney are collect calls. We encourage you to remain in meaningful contact with your family.

**MAIL**

You may write and send letters and receive mail as long as you are here. Staff will give you your mail within 24 hours of receiving it. Staff will open all of your mail (generally in your presence) except letters from your attorney and read mail for appropriateness. You may not write notes or letters to other detainees in this facility nor will you be allowed to receive or send mail to/from other institutions. Our address is: 5606 W. Canal, Kennewick, WA 99336

You have rights and responsibilities while you are here. You are being given this information so that you know what we expect of you and what your rights are while you are here. Please read this pamphlet. It will help you get along in detention and make your stay here as productive as possible. Please ask detention staff to help you if you have any problems reading or understanding this pamphlet.

**ADMISSION PROCEDURES:**

1. **ALL YOUTH WILL BE ENTRY LEVEL FOR 3-7 DAYS**
2. **YOU WILL BE ASSIGNED A BED**
3. **YOU WILL BE ALLOWED ONE PHONE CALL DURING INTAKE**
4. **YOU WILL BE PROVIDED CLOTHING, SHOES (SLIPPERS), BEDDING, AND HYGIENE SUPPLIES**

