

## MAIL

We encourage our residents to write to family and friends as soon as possible after they arrive. We do not allow residents to receive newspapers or magazines while in the program. The residents will receive all mail addressed to them. A staff member will conduct the Mail Call during the evening shift. All mail will be opened by the resident in the presence of a staff member and inspected for contraband (inappropriate material) only. The staff member will not read the contents of the letter. Residents may not send mail to or receive mail from other facilities or prisons unless from immediate family (parent/guardian, grandparent or sibling) and it has been approved by the probation officer.

Contraband includes but is not limited to:

Drugs, razors, pills, matches, cigarettes, inappropriate language, sharp objects, gang symbols, drawings, extra issued Abraxas material, song lyrics or poems, and anything else determined by staff members.

## PHONE CALLS

- ◆ Our case managers facilitate phone calls each week.
- ◆ Incoming phone calls to our residents are not permitted.
- ◆ Conversations will be appropriate and respectful.
- ◆ Conversations will be with a parent or guardian unless otherwise approved by the probation officer.

## VISITATION POLICY

Visits are scheduled for parents and guardians five days per week. Residents may receive visits every other day, up to three visits a week. Residents may also visit with attorneys/clergy as scheduled.

Residents with last names starting with letters A-I will have visitation Monday & Wednesday 6:30pm - 7:30pm.

Residents with last names starting with letters J-R will have visitation Tuesday & Thursday 6:30pm - 7:30pm.

Residents with last names starting with letters S-Z will have visitation Friday 6:30pm - 7:30pm & Saturday 8am - 9am.

Families without transportation will be able to set up transportation on Sundays to be picked up and dropped off (Berks County only). Five families will be able to sign up on a first come first serve basis. Only two approved contacts will be able to have visitation.

## VISITATION REQUIREMENTS

- ◆ You must be on time for your scheduled visit.
- ◆ Only those people on the visitation list will be permitted to visit.
- ◆ You will need to present photo identification.
- ◆ All personal belongings must be secured either in your car or in a facility locker.
- ◆ Visitors suspected of being intoxicated or under the influence of drugs will be asked to vacate the premises.
- ◆ You will be subject to a metal detector search.
- ◆ Hostile, argumentative, or disruptive visitors will be asked to leave immediately and possibly denied any future visits.

**Abraxas**  
a GE Group Company®

## THE ABRAXAS ACADEMY SHELTER & DETENTION PROGRAMS



[www.abraxasyfs.com](http://www.abraxasyfs.com)

### Abraxas Academy

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(610) 913-8000

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## SANCTUARY MODEL

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Sanctuary is a trauma informed care method for creating or changing an organizational culture. The Sanctuary Model emphasizes the importance of “community” and mutual accountability through the S.E.L.F model and the Seven Commitments. Sanctuary has some similarities to BARJ which also focuses on accountability, community and competency development. One of Sanctuary’s three major components is the Seven Commitments. The Seven Commitments include a commitment to nonviolence, emotional intelligence, inquiry and social learning, shared governance, open communication, social responsibility, and growth and change. The Seven Commitments and the S.E.L.F model are based on community principles, focusing on restoring the connection with others.

Our residents and staff participate in a minimum of three community meetings daily. This is an opportunity to check-in to see how others are feeling, set goals and identify people you can go to if you are in need of help.

Sanctuary is a guide for creating a safe and non-violent environment for the residents and staff.

### SEVEN COMMITMENTS OF SANCTUARY

**Nonviolence:** Development of safety skills

**Emotional Intelligence:** Development of emotional management skills

**Social Learning:** Development of cognitive skills

**Democracy (shared governance):** Development of social/political skills

**Open Communication:** Development of trust, of flexible but firm boundaries

**Social Responsibility:** Development of relationship skills

**Growth and Change:** Ability to cope positively with change

## ABRAXAS RESIDENT RIGHTS

- A. The Abraxas Academy Shelter and Detention Programs and The Commonwealth of Pennsylvania have very strict rules regarding resident rights. Residents may not be deprived of specific, or civil rights. Resident rights may not be used as a reward or sanction.
- B. Residents may not be discriminated against due to race, color, religion, creed, disability, handicap, ancestry, sexual orientation, national origin, age or sex.
- C. Residents may not be abused, mistreated, threatened, harassed or subject to corporal punishment.
- D. Residents will be treated with fairness, dignity and respect.
- E. Residents and their families will be informed of the rules of the facility.
- F. Residents have the right to communicate with others by telephone subject to reasonable facility policy. Abraxas limits the frequency and length of conversations to provide equal access to telephones by all residents.
- G. Residents shall have the right to visit with family at least once every two weeks, at a time and location convenient for the family, the child and the facility unless visits are restricted by court order. This right does not restrict more frequent family visits. Abraxas Youth Center encourages families to be actively involved in the treatment process. Designated days/times have been allotted for visits. Visits must be scheduled one week in advance.
- H. Residents have the right to receive and send mail. Mail will not be read by staff members without resident’s consent. Mail will be opened in the presence of a staff member. This procedure allows for screening and prevention of contraband entering the facility. Residents will be provided with writing materials and postage. Residents are restricted to writing one letter daily.

## ABRAXAS RESIDENT RIGHTS

(cont.)

- I. Residents have the right to communicate and visit privately with his/her attorney and clergy.
- J. Residents have the right to be protected from unreasonable search and seizure. A facility may conduct search and seizure procedures, subject to reasonable facility policy.
- K. Residents have the right to practice the religion or faith of choice, or not to practice any religion or faith. When possible, Abraxas will accommodate dietary and other religious practices.
- L. Residents have the right to appropriate medical, behavioral, health and dental treatment.
- M. Residents have the right to rehabilitation and treatment.
- N. Residents have the right to be free from excessive medication.
- O. Residents may not be subject to unusual or extreme methods of discipline that may cause psychological or physical harm to the child.
- P. Residents have the right to clean and seasonal clothing that is age and gender appropriate.
- Q. Residents who feel they have been mistreated or deprived of any services are encouraged to file a formal grievance.

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## CASE MANAGER

Residents will be assigned to a case manager who is responsive to the needs of detained and shelter youth. If you have questions or concerns regarding your child call: (610) 913-8000