

## MAIL

We encouraged 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.

Contraband includes anything that is not issued by the facility.

## PHONE CALLS

- The appropriate staff members will 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 JPO/CYS.

## VISITATION POLICY

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

**Detention Residents:**

Visitation is held Monday – Friday 6:30pm – 7:30pm.

**Shelter Residents:**

Visitation is held Monday – Friday 6pm – 7pm.

Saturday and Sunday visitation hours are 11am – 12pm for both programs.

### Transportation

Berks County residents' families will be provided transportation (if needed) on Sundays on a first come, first serve basis. Please call the facility and arrange with your child's Counselor or Treatment Supervisor 72 hours in advance. Only three families with two visitors each are permitted to use the transportation. Pick up is at the Berks County Courthouse, 633 Court Street Reading, PA at 10:30am. Families will be returned to the Courthouse at approximately 12:30pm.

Lehigh County residents' families will be provided transportation (if needed) on Saturdays on a first come, first serve basis. The family is required to contact their child's probation officer 72 hours in advance to schedule transportation. Only three families with two visitors each are permitted to use the transportation. Pick up is at the Lehigh County Courthouse, 407 Hamilton Street Allentown, PA at 9:30am. Families will be returned to the Courthouse at approximately 1:30pm.

## VISITATION REQUIREMENTS

- Visits are to be scheduled at least 24 hours in advance.
- A maximum of 4 visitors per resident are allowed per visit.
- 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 are prohibited from bringing in personal items for residents.
- Family members should wear appropriate attire when visiting the facility.
- 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

1000 Academy Drive

PO Box 645

Morgantown, Pennsylvania 19543

(610) 913-8000

Fax: (610) 913-8294

## SANCTUARY MODEL

All Abraxas Detention and Shelter staff are trained in the Sanctuary® Model. 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 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 nonviolent 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

1. A resident may not be discriminated against because of race, color, religious creed, disability, handicap, ancestry, sexual orientation, national origin, age or sex.
2. A resident may not be abused, mistreated, threatened, harassed or subject to corporal punishment.
3. A resident has the right to be protected from all forms of sexual exploitation.
4. A resident has the right to be treated with fairness, dignity and respect.
5. A resident has the right to be informed of the rules of Abraxas Academy.
6. A resident has the right to communicate with others by telephone subject to reasonable facility policy and written instructions from the contracting agency or court, if applicable, regarding circumstances, frequency, time, payment and privacy.
7. A resident shall have the right to visit with family at least once every 2 weeks, at a time and location convenient for the family, the child and Abraxas Academy, unless the visits are restricted by court order. This right does not restrict more visits.
8. A resident has the right to receive and send mail.
9. A resident has the right to communicate and visit privately with his attorney and clergy.

10. A resident has the right to be protected from unreasonable search and seizure. A facility may conduct search and seizure procedures, subject to reasonable facility policy.
11. A resident has the right to practice the religion or faith of choice, or not to practice any religion or faith.
12. A resident has the right to appropriate medical, behavioral health and dental treatment.
13. A resident has the right to rehabilitation and treatment.
14. A resident has the right to be free of excessive medication.
15. A resident may not be subject to unusual or extreme methods of discipline which may cause psychological or physical harm to the resident.
16. A resident has the right to clean, seasonal clothing that is age and gender appropriate.
17. A resident may not be deprived of specific or civil rights.
18. A resident's visits may not be used as a reward or sanction.
19. A resident has the right to adequate food, shelter, and water.
20. A resident's rights may not be used as a reward or sanction.

## COUNSELOR

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