

Delaware County Probate/Juvenile Court

DAVID A. HEJMANOWSKI, JUDGE

Juvenile Court
(740) 833-2600
FAX (740) 833-2599

Probate Court
(740) 833-2680
FAX (740) 833-2679

Dear School Personnel and Parents:

The Suspension Alternative Program goals and expectations for participants involved in the program are as follows.

- 1) The SAP day is six hours long. The day will consist of completing community service projects for the county, state parks, and other non-profit agencies. This program is funded through the Delaware County Juvenile Court, schools, and grants.
- 2) Participating schools agree to allow students to complete missed school work, receiving credit instead of a failed grade for assignments missed.
- 3) The program is designed to assist participants in realizing their decisions affect their personal outcome. All participants will be held accountable for their actions with subsequent consequences to correct behavior when participating with SAP.
- 4) Participants will receive a lunch break. Lunch will be provided. Participants may also bring their own lunch if they choose to do so.
- 5) Electronic devices including but not limited to cell phones, and other devices deemed inappropriate at the discretion of supervising staff are prohibited from the program. These items may be confiscated and held until the end of the day without liability to the Delaware County Court or its employees.

We are hopeful that the structure of this program will provide direction and opportunities to benefit participating students. As noted above, lack of compliance with a supervisor's request during the program will result in the youth being held accountable for their actions. The consequences for the participant may include but are not limited to the following: loss of credit for the current day in the SAP program, breaks delayed or cancelled, additional community service programs being assigned, seeing a Probation Counselor, violation of probation, and/or new charges filed.

For students that are driving or being dropped off by their guardian, The Delaware County Juvenile Court now has one single point of entry. The Delaware County Juvenile Court will be located at 140 N Sandusky Street. The youth will enter from Union Street and report to the Probation/ Programs waiting area. The student must arrive no earlier than 7:45am and no later than 8:00am. Pick up will be at the same location at 2:00pm.

For students using the bus, be advised that you should stay on the bus when it stops at the DACC North, and it will continue on to Delaware County Juvenile Court. The bus will drop the participants off at the Union Street entrance to the Juvenile Court. The participants will then go to the Probation/Programs waiting area. Your point of contact is Ken Ward.

At the end of the day, approximately 2:30, the student will be dropped off at DACC North. The student is to get directly on the bus and stay on the bus until it returns to the school. At no time is the student to go into DACC North.

The referring educational facility should provide at time of referral any special concerns or circumstances that should be noted for a participant. These include but are not limited to ADD, ADHD, illiteracy, LD, medical problems, mental health issues, and IEPs. This information will enable the SAP officer to provide the appropriate supervision to all participants.

This program is not only beneficial to students and their respective schools, but to the Delaware community. Through the services provided to non-profit agencies and area parks, the participating students are helping to better the community in which they live. The court appreciates your commitment and support in bettering SAP. We welcome feedback as we partner with you in assisting your students. Please feel free to contact the SAP Department at the number below.

Respectfully,

Ken Ward
Delaware County Juvenile Court
SAP/Restitution Coordinator
740-815-3045
740-833-2616

Scheduling:

To schedule SAP please call 740-815-3045 to speak with Ken Ward. Once the date is verified please email form to kward@co.delaware.oh.us

**Suspension Alternative Program
Delay or Cancellation Policies**

Weather Policy:

- There may be days when the temperatures are in the single digits and the wind chill factor is minus zero. In the event that this should occur, the Court will make a reasonable effort to adjust the program. These efforts will include working indoors. This will be at the discretion of the Supervisor.

School Cancellation:

- In the event that your school would be canceled, the juvenile from your district will not be required to participate in the program and will be given full credit or rescheduled at the school's discretion.
- If Delaware City schools and/or the Delaware Area Career Center are closed there will be no SAP, and the juvenile will be given full credit or rescheduled at the discretion of the referring school.

2 Hour Delay

- If Delaware City schools are on a 2 hr. delay there will be no SAP, the juvenile will be given full credit or rescheduled at the discretion of the referring school.
- If the referring school district is on a 2 hr. delay, the juvenile will not be required to participate in the program and will be given full credit or rescheduled at the discretion of the referring school. Please do not send the student to the Delaware County Juvenile Court after the two hour delay without talking to the supervisor.

Sick Days:

- There may be days when the SAP Supervisor will be absent. In the event that this should occur, the Court will make a reasonable attempt to find another supervisor. In the rare event that SAP would be canceled, the Court will make its best attempt to notify the schools before the juvenile would leave for Delaware County Juvenile Court if possible.

Early Dismissal from SAP:

- The Delaware County Juvenile Court policy on early dismissals from the SAP program area as follows:
 - The juvenile must have a **written excuse** from their parent or Court Staff;
 - If the juvenile indicates they have a Court hearing, counseling, etc. and they do not have a note, the supervisor will validate.
 - Juvenile are only permitted to leave with Court staff or their parent unless otherwise indicated by written documentation.

AUTHORIZATION FOR TREATMENT
(PLEASE PRINT UNLESS STATED)

_____ will be participating in a Delaware Juvenile Court Program. Although safety will be our first priority, accidents may happen and we need to be prepared.

In the event that medical or surgical care and/or anesthesia is necessary, and the parents cannot be contacted for consent, or delay of treatment to contact the parents would unreasonably jeopardize the health or life of the child, or consent by the parents is unreasonably withheld, then I hereby give my consent for _____ to receive such medical and surgical treatment or to be admitted to the hospital if said child, _____ develops a condition calling for such treatment. I further consent to the administering of an anesthetic and the performance of an operation upon this child, if in the judgment of the child's physician, Dr. _____, or in the event the Emergency Room physician cannot contact the doctor, that this is advisable.

Payment for Services: I understand that I am responsible for any medical expenses arising from my child's involvement in this program.

Known allergies: _____

Date of last tetanus shot: _____

Disabilities: _____

Chronic medical conditions: _____

Date _____

Parent/Guardian Signature/Emergency Contact #

Second Contact Person/Relationship/Emergency Contact #

**DELAWARE COUNTY JUVENILE COURT
RELEASE FROM LIABILITY**

I, _ (Parent/guardian) _____, parent/guardian of the
aforementioned juvenile wish for _ (youth) _____ (hereinafter "Juvenile") to
participate in a program(s) offered through the Delaware County Juvenile Court (hereinafter "Program"). I understand that this
Program may require physical exertion, which may be strenuous and may cause physical injury, and I am fully aware of the
risks and hazards involved with participation in this Program.

I understand that it is my responsibility to consult with a physician regarding my participation in this Program prior to
and during participation. I represent that the aforementioned juvenile is physically fit and has no medical conditions which
would prevent their full participation in the Program. I understand that my physical inability to participate in this program will
not be held against me.

I am aware that the juvenile shall dress appropriately for the weather and for the work to be completed. For Programs
lasting longer than five (5) hours, I am aware that the juvenile may bring a lunch from home or will be provided a lunch from
the court at no cost.

I am aware that the juvenile must abide by the rules of the Program. Failure to abide by the rules of the Program may
results in additional consequences.

In consideration of being permitted to participate in this Program, I agree to assume full responsibility for any risks,
injuries, or damages, whether known or unknown, which I might incur as a result of participation in the Program. I knowingly,
voluntarily, and expressly waive any claims, causes of action, demands, damages, expenses and/or compensation that I may
have against Delaware County Juvenile Court, its employees, staff, or any and all organizations that work with the juveniles
who are involved in this Program, for any injury or damages that I may sustain as a result of participation in this Program.

**I HAVE READ THE ABOVE RELEASE AND WAIVER OF LIABILITY AND FULLY UNDERSTAND ITS
CONTENTS. I VOLUNTARILY AGREE TO THE TERMS AND CONDITIONS AS STATED ABOVE. I
UNDERSTAND AND INTEND FOR MY SIGNATURE TO BE A COMPLETE RELEASE OF ALL LIABILITY FOR
ANY INJURY OR DAMAGE SUSTAINED AS A RESULT OF MY PARTICIPATION IN THIS PROGRAM. BY
SIGNING THIS RELEASE, I ASSUME ALL RISK FOR THE JUVENILE'S HEALTH AND WELL BEING AND
ANY RESULTANT INJURY OR MISHAP THAT MAY OCCUR DURING THIS PROGRAM.**

Youth's Signature

Date _____

Parent's / Legal Guardian's Signature

Date _____

*If the juvenile is eighteen (18) years of age at the time of participation in the Program, and is not residing with a parent/guardian, the juvenile is authorized to
sign the necessary forms without parent/guardian approval.

Delaware County Juvenile Court
Rules and Participation Requirements for Suspension Alternative Program and Community Service Restitution Work
Program

1. Youth must treat supervisors, fellow youth and the public with respect. Youth must act in a mature manner at all times. Compliance with the supervisors' direction is required. Youth may make complaints to supervisors if youth is feeling mistreated by fellow youth, the public and/or court personnel.
2. Youth must stay in the supervisors' sight at all times.
3. Smoking or the possession of tobacco products is strictly prohibited for anyone participating in any court-sponsored program. Tobacco products, lighters, and/or matches are not permitted in or around the area of the juvenile court or juvenile court programs. Violation of this will result in the confiscation of the item. Possession of these items could result in a complaint being filed and the imposition of a fine. You are subject to search during the day.
4. The possession and/or consumption of alcohol and/or any controlled substance is illegal. Incidents will result in confiscation of the item along with a filing of a report.
5. Cell phones, ipod's, mp3 players, psp, walkie-talkies, discman, lasers, 2-way radios, video games and any other electronic devices at the discretion of supervising staff are prohibited from the program. These items will be confiscated and held until the end of the day without liability to the Delaware County Court or its employees.
6. Intentional damage to supplies or property will be reported. The damaged item must be replaced or a restitution plan will be made to pay for the item.
7. No obscene language, words, gestures, and/or inappropriate conversation towards anyone will be permitted.
8. Youth must dress accordingly for the current weather conditions, including closed toed shoes. We will be working outdoor and will do so year round. Youth will not be permitted to sit out an assignment due to their lack of compliance with this rule. There will be consequences for not dressing in accordance to the weather conditions. No hats are permitted in the buildings.
9. Youth must dress appropriately. Appropriate attire will be at the discretion of the supervising staff.
10. Seat belts including the shoulder strap must be worn while being transported. Safety Vests are required to be worn at all times.
11. Youth are not permitted to take a break without prior consent from the supervising staff.
12. Youth in this program may receive a lunch break. Youth may bring their lunches from home; all liquids must be sealed at the time of arrival. Lunches will be collected and passed out when the lunch starts. Youth are not permitted to possess snacks, soda, gum, or candy during this program. These items will be confiscated and will not be returned to the youth. Youth are not allowed to purchase food or soda outside the court program. Youth are not permitted in offices or rooms without permission.
13. Youth are not permitted to engage in horseplay.
14. Youth must attend and be attentive during group/program time.

Lack of compliance with a supervisor's request will result in the youth being held accountable for their actions. The consequences for the youth may include, but are not limited to the following; loss of credit for the current day, immediate physical consequences, breaks delayed or cancelled, additional community service programs being assigned, seeing a Probation Counselor, violation of probation or new charges filed.

Youth Signature _____ Date _____

Parents Signature _____ Date _____