

**Thomas W. Barnes**  
Superintendent of Corrections

**Calvin L. Rogers**  
Deputy Superintendent

**280 North Fair Avenue**  
**Hamilton, Ohio 45011**  
**(513) 887-3815**

**Web site:** [www.butlercountyohio.org](http://www.butlercountyohio.org)  
**Link to David J. Niehaus Juvenile Justice Center**



## **VISITATION FACT SHEET**

### **WHEN IS VISITATION?**

Visitation days for the Butler County Juvenile Rehabilitation Center (BCJRC) are Wednesday and Saturday. The times for visitation depend on what unit the child is assigned. **AUTHORIZED VISITORS SHALL BE CALLED BY THE FACILITY TO NOTIFY THEM OF THE RESIDENT'S UNIT ASSIGNMENT AND CORRESPONDING VISITATION SCHEDULE.**

<b>UNIT</b>	<b>WEDNESDAY</b>	<b>SATURDAY</b>
<b>O</b>	<b>8:00-8:30 p.m.</b>	<b>2:10-2:40 p.m.</b>
<b>A</b>	<b>6:10-6:40 p.m.</b>	<b>3:00-3:30 p.m.</b>
<b>B</b>	<b>6:10-6:40 p.m.</b>	<b>1:15-1:45 p.m.</b>

### **WHO CAN VISIT?**

Authorized visitors shall include legal custodians, biological parents and step-parents, as identified by the referring Juvenile Court. However, due to space constraints, no more than two visitors per resident shall be permitted at regular visitation. In the event that family members cannot agree on the two visitors, BCJRC staff shall give priority to legal custodians and then biological parents. **NOTE: BIOLOGICAL PARENTS WHO HAVE LOST PARENTAL RIGHTS SHALL NOT BE PERMITTED VISITATION RIGHTS.** Visitors' names will be checked against the approved list provided by the referring court.

The attorney of record, as well as clergy affiliated with the youth, are able to visit with the resident throughout their stay. To accommodate the daily BCJRC schedule, attorneys and clergy are asked to call the facility prior to arriving.

### **WHAT ABOUT SPECIAL VISITS?**

Special visitation requests shall be discussed with the child's Primary Therapist and Probation Officer. If the Probation Officer and the Primary Therapist agree that the visit shall be beneficial to the child, they shall make a recommendation to BCJRC Administration. These special requests will be approved or denied by the Superintendent of Corrections or Deputy Superintendent.

### **VISITATION OVERVIEW**

To maintain facility security, authorized visitors will arrive at the facility with very little in the way of personal belongings, limited to car keys and photo identification. **NOTE:** Parent(s) / custodian(s) may bring resident's medications to visitation, where they shall hand them over to BCJRC staff handling visitation. Staff will contact medical staff who will document receipt. Medications should be in the properly labeled bottle, including the child's name, the doctor's name, name and milligram of medication, administration information, date and number of refills. Medications will not be accepted unless it is in the properly labeled pharmacy bottle.

## **VISITATION RULES:**

1. Authorized visitors attending regular or special visitation shall be in the public lobby of the Butler County Juvenile Court at least ten minutes before the scheduled visitation. All visitors will be subject to a search by a deputy of the Butler County Sheriff's Office upon entering the facility. Therefore, visitors should provide ample time to accommodate the search. NOTE: VISITATION BEGINS AT THE SCHEDULED TIME. FAILURE TO BE IN THE PUBLIC LOBBY AT THE ESTABLISHED TIME WILL RESULT IN VISITATION BEING DENIED. Visitors shall enter the facility free from contraband and personal belongings, limited to car keys and photo identification. Key rings shall not have handcuff keys or personal safety devices (Chemical Mace/pepper spray). Other personal belongings (cigarettes, lighters/matches, personal medications, cell phones, purses/bags, hats) should be left at home or secured in a vehicle. NOTE: BCJRC IS NOT RESPONSIBLE FOR THE PERSONAL PROPERTY OF VISITORS. Visitors attempting to smuggle contraband into the facility shall be charged with ILLEGAL CONVEYANCE OF PROHIBITED ITEMS INTO A DETENTION CENTER, 2921.36 ORC (F-5).
2. Before the scheduled visitation, BCJRC staff shall announce the visitation. Visitation shall be limited to those authorized individuals identified earlier in this document. Visitors must produce photo identification. Visitors shall sign the Visitor's Log, identifying their relationship to the child. BCJRC staff shall check the Visitor's Log against the approved Visitor's List submitted by the referring Juvenile Court Probation Department. Any individual found to have falsified information to gain access to the facility shall be charged with FALSIFICATION, 2921.13 ORC (M-1). BCJRC staff shall provide a quick review of facility rules prior to the group entering the facility. Coats will be secured and the group will be transported for the visitation.
3. Visitors coming to visitation shall not leave unauthorized visitors (children or other family members) in the public lobby during the scheduled visitation.
4. BCJRC staff shall not accept resident belongings (e.g. books, letters) from visitors. Parent(s) / custodian(s) may bring resident's stamps, envelopes, paper, folders<sup>1</sup>, pictures, and shoes<sup>2</sup> as outlined in the Parent Handbook
5. Visitors are subject to search. Visitation shall be visually monitored and recorded by BCJRC staff.
6. Visitors believed to be under the influence of drugs or alcohol will not be permitted access into the facility.
7. Visitation may be denied if there are reasonable grounds to believe that the visit might endanger the safety and security of the facility.
8. Parents / custodians may hug their child at the beginning and end of the visitation. Visitors will sit across the table from the child and will refrain from physical contact. Passing of items is strictly prohibited. At the conclusion of the visitation, the group will be escorted out of the facility. NOTE: VISITORS WILL LEAVE AS A GROUP. INDIVIDUAL RELEASES WILL NOT BE ALLOWED. The time after visitation provides an opportunity for parent(s)/custodian(s) to voice concerns or questions to BCJRC staff.
9. Any visitor who becomes disruptive during the course of their visit will be asked to leave.
10. Violation of these rules will result in the visitation being denied or terminated, and potentially resulting in a complete loss of visitation privileges.

1 Folders may not have metal inside or notes.

2 All white gym shoes are preferred. Metal string tips, metal eyelets, or other accessories will not be permitted.