

## Section 2: Reception

### Subject: Admitting Juveniles

Minimum Standard: 5120:1-8-01(A)(12) / 5120:1-8-02(B)(4) / 5120:1-8-04(K)

Revised: 06/2000, 07/2004, 01/2008, 12/2011, 09/2015

Authorized: \_\_\_\_\_ Effective date: \_\_\_\_\_  
Sheriff Paul A. Sigsworth

### POLICY

The Erie County Jail shall implement policies and procedures and produce documentation that evidences compliance showing Juveniles will only be accepted at the Erie County Jail under court order, when all other alternative placements have been considered and rejected, and after the jail provides the juvenile court with information regarding the conditions under which the youth shall be held in the jail and the jail's ability to comply with juvenile specific standards including 5120:1-8-01(A)(12), 5120:1-8-02(B)(4), and 5120:1-8-04(K) of the Administrative Code. Status Offenders (i.e. runaways, curfew violators) are prohibited from the facility. Every effort shall be made to ensure that juveniles are held in the jail for the minimum amount of time necessary and kept separate from adult inmates. Juvenile and adult inmates are to be separated in a manner pursuant to section 2151.311 and 2152.26 of the Revised Code.

### PROCEDURE

1. The booking officer will exercise every available means to determine the age of inmates who may be juveniles, before accepting such inmates into custody. Such means may include, but not limited to:
  - a. Inspection of inmate's personal identification.
  - b. Questioning of inmate and escorting officer.
  - c. Telephone calls to relatives and others, named by the inmate, to determine age.
2. If the inmate is found to be a juvenile and if the commitment documents do not specify that the inmate is a juvenile to be detained at the Erie County Jail, the booking officer will direct the escorting officer to the Juvenile Detention Center.
3. If an inmate is determined to be a Juvenile they:
  - a. Are subject to special requirements because of their age and shall be handled consistent with sections 2151.311, 2151.312, and 2152.26 of the Ohio Revised Code.
  - b. Must be kept out of the sight and sound of adult inmates.
  - c. Shall not be physically secured to any stationary furnishings.
  - d. Are only to remain in the booking area for no more than the length of time it takes to be fingerprinted and photographed.

**Section 2: Reception**

**Subject: Admitting Juveniles (Continued)**

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4. Juvenile inmates shall have access to all care given to adult inmates including but not limited to access to: communication, visitation, medical care, mental health care, dental care, and recreation and programming.
  - a. The jail administration will set a schedule for any inmate housed in the Erie County Jail for visitation, phone access, recreation, and programs.
5. Status Offenders (charged with a crime an adult cannot be) shall not enter the Erie County Jail.
6. The admission of a juvenile for temporary detention will be recorded in a Jail Incident Report in the Jail Management System and forward to the Jail Administrator.