

### Visitation Hours:

- Minimum - 3:00pm to 7:00pm Monday, Wednesday, Friday
- Maximum –3:00pm to 7:00pm Tuesday and Thursday
- Weekends and Holidays 12:00pm to 5:00pm
- Parents and legal guardians can visit fifteen (15) minutes on scheduled days.
- Attorneys, social workers, counselors, etc. may visit as needed.

### Mail:

- Incoming and outgoing mail will be checked for contraband.
- Postage will be provided for mail sent to parents, legal guardians, and/or attorneys. (If the detainee wishes to write someone else the letter will be sent to the parents.)

### Medical Services:

- You are not permitted any medication other than prescribed by a physician.
- If you get sick, injured or have any physical problems while you are here, please inform staff. Sick call will be conducted weekly by a nurse.

### Education Program:

- School is provided by the Sevier County Board of Education. Special Ed & IEPs are available.
- Residents are required to attend school. Those who refuse to attend will remain in their rooms.

### Recreation:

- Residents will be given at least one hour of recreational activities daily.
- Television privileges may be revoked for not following the Resident Admin. Guideline.
- Residents are allowed to have (2) two soft cover books at any given time.

## ZERO TOLERANCE

Sexual Violence is both sexual abuse and sexual harassment by another detainee, staff member, volunteer, or other person.

Report all sexual violence by any of the following:

1. Tell any Facility officer, nurse, counselor or attorney.
2. Make a written request to any staff member.
3. Make a written report to : SCJF PREA Coordinator, 157 West Main St, Sevierville, TN 37862
4. Make a written report to : Helen Ross McNabb, 647 Wall St, Sevierville, TN 3782—865.429.0557
5. TN Dept of Children’s Services Abuse Hotline - **1.877.237.0004**

Any form of sexual abuse will not be tolerated at the Sevier County Juvenile Facility. The goal of the SCJF is the safety & security of the detainees Incarcerated in its facility. The SCJF will hold accountable any person found to have committed any form of sexual abuse against another person.

# Sevier County Juvenile Facility

Resident Admission Guide



**Safety & Security is Priority # 1 .**

Tel: 865.774.3800

**No Means No**

## Telephone Visitation/Rules

- Parents or legal guardians will be contacted upon admission
- Phone calls to parents, legal guardians will be during visitation hours.
- Attorney calls must be court related.
- Phone calls other than to an attorney may be monitored by the staff.
- You are expected to keep your conversations calm and polite.

Phone privileges may be restricted or revoked for security or safety considerations.

## Personal Hygiene

- Residents are required to shower upon admission & daily.
- Residents will be issued: uniform, underwear, socks, footwear, towel, washcloth, blanket, and sheets. Toothbrush, toothpaste, and combs. Razors are allowed under supervised conditions.
- Haircuts are available upon request every other month.
- (Hypo-Allergenic soap/shampoo is in all showers.)

## Detention Facility Rules

- All instructions of staff must be followed.
- Staff members must be addressed by "Officer" and the staff member's last name.
- Residents are responsible for any damage they do to the facility. Damage includes: defacing property by drawing or scratching surfaces, destroying clothing and/or bedding or items in the classroom. Destruction of any property will result in additional charges.
- Absolutely no scuffling, horseplay, fighting, arguing, or profanity permitted.
- Living areas will be kept neat and clean. Beds will be made when not in use.
- Excessive noise such as yelling, singing or screaming is prohibited.
- No resident will possess or attempt to obtain contraband. (Anything not received from staff of the Facility will be considered contraband.)
- Verbal harassment to staff or other residents or unruly behavior is prohibitive.

## Major Violations

- Any illegal conduct/delinquent act.
- Being non-cooperative with staff.
- Not following instructions of staff.
- Being in possession of contraband.
- Sexual Violence/Harassment

## Minor Violations

- Unruly behavior.
- Being disrespectful.
- Failure to maintain personal and/or common housing areas
- Failure to attend School

**Violation of rules may result in one or more of the following:**

- Loss of privileges.
- In room detention ranging from one hour to an indefinite period.
- Formal report sent to the Judge.
- Filing of additional charges

**Residents may respond to discipline reports in writing or may appear before the Disciplinary Board to discuss the discipline report.**

**Grievance forms are available upon request.**

\*\*\*\*\*

**The Sevier County Juvenile Facility will follow all Federal and State Guidelines to include Deinstitutionalization DSO-TCA 37-1-114, TCA 37-1-130 (b) & 42 USC—147.**

**SCJF is located at 157 West Main St. Sevierville, TN 37862.**

**[www.Seviercountytn.gov](http://www.Seviercountytn.gov)**