



Chesterfield County, Virginia

Adolescent Resource Pathways

9610 Krause Road, Chesterfield, VA 23832

Phone: 804-748-1612 – Fax: 804-748-1295 – Internet: chesterfield.gov

Chesterfield Adolescent Resource Pathways (CARP) Contract/Rules of Supervision

CARP Agrees:

Your case manager will complete a service plan which will include goals for you to work toward achieving while you are in the program.

CARP operates the following programs:

- **The Day Reporting Program** is for youth who are out of traditional school because they have been suspended or expelled or do not attend a traditional public school. It operates during the school year from 8:30 am – 2:30 pm, Monday through Friday. Clients must attend until they have completed their out of school requirements.
- **The Summer Program** is for youth who have violated the terms of their probation or need positive activities during the summer months. It operates mid-June through the end of August, Monday through Friday, 10 am – 4 pm.
- **The Pocahontas Youth Service Corps** is an employment program for youth who are doing well on probation and want an opportunity to learn job skills. It operates for three weeks during July and August.

CARP staff will inform participants of general requirements for the program, including rules of conduct and expectations of performance.

CARP staff will instruct youth participants in evidence-based classes designed to reduce criminal thinking and improve work and study skills.

CARP staff will instruct participants to complete various in-class assignments, as well as homework assignments. Clients will work on assignments from their home school, when available. We will furnish participants with any materials required for assignments.

CARP staff will not physically prevent a youth participant from leaving the premises during the stated hours of the program; however, a parent/guardian and probation officer will immediately be notified should this occur.

Threats – If a youth participant threatens harm to himself or others, Chesterfield County's Department of Mental Health Support Services' Crisis Team will be contacted. CARP staff who are trained in restraint techniques approved by the Department of Juvenile Justice may physically restrain the youth. Such restraint will be documented and reported in compliance with state and program regulations.

Juvenile Agrees:

Compulsory Attendance:

I understand that my participation in this program provides the 12th District Court Services Unit with an alternative sanction in lieu of, or in addition to, the sentence imposed at my court disposition.



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I will notify the Adolescent Reporting Program prior to any absence, change of address, phone number or employment while I am in the program. All absences must be approved and must be made up.

I will work toward achieving my service plan goals while in CARP.

I will not commit any further law or probation violations while in the program. I understand that my probation officer will receive a weekly summary of my behavior.

I will try to keep a good attitude throughout the day. I will take responsibility for my actions. I will speak to program staff if I am having problems. I will actively participate each day, interact with peers and staff appropriately, and complete all assignments required during sessions and at home.

Medication:

If I take medication during the program hours, I will bring a separate, labeled bottle from the pharmacy which will be kept by the reporting program for my use. I understand that all prescription and over the counter medication shall be kept at the staff station and administered to me by trained and certified staff.

Not Allowed:

- Cell phones are not allowed in the morning or summer programs. If I bring my cell phone or other electronic devices to the evening program, I will be sure to turn it in to staff when I enter the building. Staff may permit the use of the program phone by students if they need to make a call to a parent or guardian, probation officer or attorney.
- Weapons, firearms, or knives
- Pornographic material in the program or on the computers
- Abusive language, threatening behavior, fighting, disrespect toward others
- Candy, gum, food, or drinks
- Clothing that may cause a disturbance

Transportation Rules:

I agree to remain in my seat and follow the instructions of the driver. I will wear a seat belt while riding in a county vehicle. I will be waiting at the agreed upon time and location for transportation each day.

Release of Information:

I understand that CARP uses the services of other agencies in order to help me, therefore I give CARP permission to discuss my needs and to release information to these other agencies, organizations, and to receive relevant information about my case from their files in return.



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I have read, or had read to me, the above conditions and have been provided a copy. I fully understand that if I fail to follow the above conditions CARP will terminate my participation and refer my case back to the Court Service Unit (Juvenile Probation).

Signature of Participant

Date

Parent/Guardian Agrees:

Parental Participation:

In order for my child to participate in CARP, I assume the risk of any and all injuries caused by my child. I agree to hold harmless Chesterfield County, its employees and volunteers for injuries or damages resulting from my child's participation in CARP.

In recognition of the importance of my participation, I agree to cooperate with the CARP as required by the court and/or probation officer. I agree to attend monthly parent groups and to keep in contact with program staff regarding my child's participation.

Emergency Treatment:

I agree to allow transportation of my child to the nearest physician or hospital for necessary medical treatment and agree to allow for immediate first aid to my child when deemed necessary. I agree to supply the program with any prescription medications my child needs during program hours and to allow my child to be administered over the counter medications as indicated by standing orders.

Transportation:

I understand that my child may be transported to other sites for additional activities during the course of the program. I will be responsible for arranging transportation to and from CARP. I will notify program staff if transportation is to be by anyone other than CARP or a parent/guardian. I understand that my child must be at the program on time and be picked up on time. Transportation by CARP must be scheduled in advance and the charge for missed rides is the Federal Government rate of 57.5 cents per mile.

Fees will be calculated by miles to home from CARP:

miles X .575 = fee for each missed trip.

Closures:

In the event of inclement weather that causes schools to be closed, CARP will also be closed. **CARP follows all county holidays**, which do not always coincide with school holidays.

Building Safety:

I understand that food, drink, smoking, weapons or knives of any kind are not allowed in the building. I have read and will encourage my child to follow the rules stated for him above. If my child fails to follow the rules, I understand that I may be required to pick him up immediately upon being notified.



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I hereby certify that I have read the above agreement, will comply with its terms and conditions and have received a copy. If I have complaints or compliments, I understand that I can contact the director at the telephone number above.

Parent/Guardian _____ Date _____

Parent/Guardian _____ Date _____

Case Manager _____ Date _____