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New: 6/2017
Revised: 11/19

JUVENILES IN CUSTODY

Title 15 Standards: 1050, 1100

California Penal Code Sections 4000, 4001, 4002

California Welfare and Institutions Code Sections 208, 6600, 6601, 6602

I. POLICY

- A. The Mendocino County Sheriff's Office does not accept juvenile arrestees/inmates into its Adult Correctional Facility.
 - 1. The Adult Correctional Facility does not have the ability to comply with Title 15 Minimum Standards for housing juvenile offenders.

II. DEFINITIONS

- A. **Juvenile** -- A juvenile is anyone who has not reached the age of 18 on or before the date of incarceration.

III. PROCEDURE

- A. If it comes to the attention of staff that there is a possibility of someone under the age of 18 being housed, they will immediately bring it to the attention of an on-duty supervisor.
- B. The supervisor will be responsible for verifying that the inmate is a juvenile. This can normally be accomplished by contacting a relative of the inmate, Juvenile Probation or Juvenile Hall.
- C. Once age has been verified, the supervisor will either arrange to transport the juvenile to Juvenile Hall or will contact Juvenile Hall and request that they transport the juvenile.
- D. The juvenile will immediately be moved to an area away from adult inmates. Since the facility has no location that is out of sight and sound of adult inmates, staff will do their best to provide adequate separation in order to minimize contact.

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- E. A staff member will remain with the juvenile until the facility supervisor can arrange transportation from the facility.
- F. Records will be notified and will pull all appropriate records. Copies of the Pre-Booking Sheet and Probable Cause, or booking face sheet will be made available for the transporting officer.
- G. Personal property and money will be pulled and necessary receipts made out for signature of the transporting officer.
- H. The deputy discovering the juvenile will write a report documenting the incident.

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