



## GLEN MILLS SCHOOLS

Service to youth since 1826

Dr. Randy A. Ireson  
Executive Director

### FACILITATED FAMILY VISITATION

Dear Parent/Guardian:

This letter is to notify you that you are eligible for **Facilitated Family Visits** with your son. This is a special visitation that your jurisdiction has agreed to. This allows you to bring your **son's siblings and his child(ren)**, if he has any, to visit once a month for **one hour**. These visits will be held on the **1st Saturday and 3rd Sunday** of every month between **10AM to 12:00 PM**.

#### **During the visit you must obey the following guidelines:**

- No Electronic Devices including cameras and cells phones
- Students cannot receive anything during the visit
- Student and visitors cannot leave the designated visitation area
- Visitors will end the visit one hour after start of visit
- Visitors will be wanded pre-visit for contraband
- A lock box will be provided to secure personal items
- All visitors will need to produce a photo I.D.
- **If traveling with an infant you must provide an infant car seat in order for transportation to be provided by Glen Mills' staff.**

To schedule a visit:

1. Call 1-610-459-8100, extension 9 between 8:30 AM and 4:30 PM
2. **NO visits can be scheduled after 4:30 PM on Wednesday for the upcoming weekend**
3. NO visits can be scheduled after 4:30 PM on Friday until 8:30 AM Monday
4. Your call will be answered by an automated answering service, please speak clearly and slowly and provide the following information:
  - Say and spell student's first and last name
  - Identify the Hall/Unit in which the student resides
  - Say the date you plan to visit (1<sup>st</sup> Saturday or 3<sup>rd</sup> Sunday)
  - Who will be coming – names and ages
  - Leave a telephone number where you can be reached. You will only be called if your message cannot be understood
  - Remember **only Parent(s)/Guardian(s), Grandparents, siblings and student's children** are permitted during this visit.

Please note that this special family visitation is in addition to our regular visitation policy which only includes parents/guardians and grandparents.

The Glen Mills Schools