

Smoking

In compliance with state laws, children are not allowed to or be in possession of smoking materials while at Shelter Home. Those violating this rule, will have their smoking materials (vape pens, lighter, cigarettes, marijuana, etc.) confiscated, will have privileges restricted and may be charged by law enforcement. If a resident is found to be smoking or in possession of an illegal substance, it will be confiscated and law enforcement will be contacted.

What if my child runs away?

Shelter Home staff will contact the Juvenile Reception Center in the event of a runaway. The Juvenile Reception Center staff will issue an apprehension request for your child. Shelter will notify you. If your child does not return in 24 hours, Staff will pack belongings in your child's room. Please contact Shelter to make arrangements to pick up your child's belongings. We will store the belongings for up to 30 days. Items left past that time will be disposed of.

Grievances

All grievances should be directed to Suzanne Stute, Community Program Manager.

STAFF PHONE

608-246-3889

Please call your child at this number

RESIDENTS PHONE

608-246-3891

Available for youth to call friends and non-parent relatives

Community Program Manager

Suzanne Stute,
Supervisor

608-246-3277

stute@countyofdane.com

Case Manager

Veronica Hereford

608-246-3278

hereford@countyofdane.com

The Dane County Juvenile Shelter Home

2402 Atwood Ave
Madison, WI 53704

This pamphlet contains information for parents of youth placed at the Shelter Home.

What is Shelter Home?

Shelter Home is a temporary living facility for youth. The Shelter houses up to 16 youth, ages 10-17, for up to 60 days. Male and female staff members are on duty 24-hours daily to serve boys and girls in placement.

May I visit my child at Shelter Home?

Yes. Parents and other family members may visit residents at any reasonable time. It is recommended to call ahead to make sure that your child will be at the facility when you wish to visit. Relatives, who are under age 21, must be accompanied by a parent/guardian or other approved caregiver.

May my child leave the Shelter Home?

Yes, if the court order allows for it. Residents earn the sign out privilege by means of good behavior, household jobs completion, attending school, and keeping their rooms in order. Staff must approve all sign out plans, times, and destinations. The Case Manager will usually speak with the resident's social worker to coordinate sign out options and which adults can sign out the resident. The sign out rules are quite strict.

Can my child come home?

It is possible that your child could visit home for a few hours or on an overnight basis on weekends. Arrangements for visits must be made in advance with the Shelter Home Case Manager. The Case Manager will consult with the Social Worker. Court authorization is needed in some instances. Please contact the Case Manager no later than Wednesday of any given week for weekend requests.

Will my child attend school?

Yes. Youth actively enrolled in a Madison school program are expected to continue in that program. They will walk or bus to school (bus passes will be provided for those in need). Attendance will be monitored. During the school year youth from outside of Madison or Madison youth who are not actively engaged in their home schools are required to participate in the Shelter Home School program. An MMSD schoolteacher and SEA are provided.

Meals

Youth housed at Shelter are offered three well-balanced meals per day as well as snacks. Healthy options such as fruit, whole grains and vegetables are always available. If a youth has special dietary needs, Shelter staff will make every effort to accommodate that. Please make staff aware of any known food allergies your child may have. If you wish to bring your child a meal, please make plans to stay and visit with them while they eat. Dropping off a meal for your child to enjoy while other residents do not have the same opportunity is problematic.

Medical Care

Shelter Home staff make efforts to assure all residents maintain good health. Shelter staff will coordinate with you regarding any medical attention your child may need. If your child takes medication, they will also consult you regarding the medication and to obtain refills. Financial responsibility for physicals or follow-up medical care remains with whoever had responsibility at the time of admission. Parents are asked to sign a Medical Consent form, which authorizes Shelter Home staff to secure care for their child in the event that such care is needed. Parents are also asked to inform Shelter Home staff of any medical concerns (allergies, medications, etc.) on this form. Parents will be informed of any medical concerns that arise during their children's stay.

Clothing/Other Possessions

Children should have sufficient clothes and personal items for seven to ten days, up to five outfits total. A washer and dryer are available for residents use. Residents may bring their own soap, toothpaste, toothbrushes, shampoo and other personal hygiene items. If they do not wish to bring their own, Shelter Home can provide basic hygiene items. Some hygiene products are not permitted; typically those containing alcohol or are in aerosol cans, staff will inform you what is allowed and what is not. Razors or liquid hair remover are not permitted. Items of significant value should not be brought to Shelter Home; items are sometimes lost or stolen. All items residents bring into the facility is at their own risk. Electronics or electronic accessories are not permitted.

Money

Children earn a small allowance each week (\$3-\$5) by performing assigned household chores and can earn more by doing extra chores. Parents may supplement these allowances or provide money for special activities as they wish. Providing your child with large amounts of money (\$10-\$20) is not recommended. If residents owe restitution, it is strongly encouraged that a part of their allowance go toward their debt. Residents can also do community service instead of earning allowance to complete their Court ordered obligations.

Shelter Home is not responsible for any lost or stolen items.