



Deschutes County Juvenile Community Justice
Community Site—Community Service Release

63360 Britta St. Building One
Bend, OR 97701
Tel: (541) 388-6671
Fax: (541) 383-0165

Client Name _____ Date of Birth _____

Juvenile Reference Number _____ School _____

Charge(s) _____ Assigned CJO _____

I, the above-named youth, agree that I will complete:

_____ (CS) hours of Community Service and/or _____ (FS) hours of Fresh Start*

Community Service Completion Date _____

** I understand my participation in the Fresh Start Program is voluntary and will enable Deschutes County Juvenile Community Justice to pay restitution directly to my victim(s) at a conversion rate equal to the current Oregon State minimum wage for each hour of Fresh Start community service I perform.*

Youth Signature

Date

Name of Insurance Company

Plan or Policy Number

Name of Family Physician

Parent Emergency Contact Phone Number

Youth Medical and/or Allergy Conditions _____

MEDICAL RELEASE / PARENT OR LEGAL GUARDIAN CONSENT

My child has permission to participate in the Community Service / Fresh Start program until all service hours ordered in this case are completed. For my child and myself, I agree to hold harmless, the State of Oregon and Deschutes County and it's respective officers, agents, employees and volunteers from any and all claims, damages or liabilities arising from my child's program participation. I authorize Deschutes County Juvenile Community Justice to obtain medical, dental or other emergency treatment as may be necessary for my child while participating in the program.

Parent / Legal Guardian Signature

Phone Number

Date

Distribution: Original to Case File (CJO); Copies to Youth (1) and CS Supervisor (1)



Community Site—Community Service Rules

SIGN UP/CANCELLATION

Please contact **Jim Smith**, Community Service Program Supervisor at **(541) 322-7653**, Monday-Friday to register for a community worksite.

RESTORATIVE COMMUNITY SERVICE

Our primary goal is to provide a safe and supervised community service program that enables youth to give back to their communities and repair the harm caused to their victims.

Performing community service at a community work site is a privilege—not a right—and an opportunity for you to learn about the services that our community partners provide.

Juvenile Community Justice does not provide supervision for youth working at community sites. You are expected to read, understand and follow the program rules listed below.

PROGRAM RULES

- **Registration and schedule**
 - The Community Service program supervisor will provide you the name and phone number of the supervisor at the community site you are registered for.
 - Contact the supervisor at your assigned community site to schedule an initial appointment.
 - Bring this form to the supervisor on your first day. You cannot start your community service work without providing the signed release on the other side of the form.
 - The community site will provide you with specific rules and a work schedule. You may need to sign additional paperwork.
 - You and your parent/s are responsible for arranging transportation to the community site.
- **Attendance**
 - Contact the site supervisor as soon as possible if you are unable to work on a scheduled day or time.
 - If you fail to notify the site supervisor before you were scheduled to work and do not show up, you will be terminated and referred back to the Community Justice Officer.
- **Behavior**
 - Disrespectful behavior, foul language or harassment of any kind will not be tolerated.
 - Follow all directions and safety instructions. If you do not understand something, ask your site supervisor before beginning the task.
 - Remember you are working. Friends are not to visit you at the worksite. If you bring a personal phone, use it only during approved breaks, lunch and when you are finished for the day.
 - If you fail to obey the community site rules you will be terminated and referred back to your Community Justice Officer.
- **Documentation**
 - Document your hours every day on the Community Worksite timesheet provided to you, even if you are using an additional timesheet provided by the community site.
 - Keep the timesheet at your community site until you are finished with your hours.
- **Injury**
 - Report any personal injury or accident that occurs while at the community site to your site supervisor immediately.
 - Contact the Community Service Program Supervisor (541) 322-7653 as soon as possible to complete an accident report.

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