

Visitor Bus for Families in Southeast Wisconsin (January – December 2009)

Visits are an integral part of the overall treatment program at Lincoln Hills School, especially visits from immediate family members. A chartered coach bus will be available to assist families from southeast Wisconsin on the following remaining **Thursday** in 2009: November 19.

To assist visitation for families not able to travel on weekdays, the bus will be available on the following remaining **Saturdays** in 2009: October 24 and December 26.

The bus will depart from Lee's School at 921 W. Meinecke Avenue, in Milwaukee, promptly at 7:00 am. The bus will then travel to the East Towne Mall in Madison, boarding at the front of the J.C. Penney store, and will depart from that point by 8:30 am, continuing on to Lincoln Hills School. The bus seats 47 individuals on a first come-first served basis.

Visiting Rules and Regulations

- Two visitors per youth are permitted in order to allow more youth to get visits.
- All visitors are required to provide identification prior to entering the institution. Unauthorized visitors will not be granted admittance.
- Children 12 years old and under who are not on the institution approved visiting list will be required to remain on the bus with the adult that accompanied them. Exceptions will not be granted.
- All visitors are required to pass through a metal detector.
- No purses or handbags will be allowed into the institution. We recommend you carry a small wallet.
- Cell phones, pagers, and smoking materials *are not* allowed in the institution.
- The only medications allowed into the visiting area are heart medications and prescribed inhalers.
- Visitors are limited to one (1) carry-in item container (i.e. picnic lunch) per group. Everything carried in must be in that container (example: one 32-pint cooler). Sharing coolers between groups is not allowable.
- Silverware, glass containers, and aluminum cans *are not* allowed in the institution.
- Paper plates, plastic ware and Tupperware items *are* allowable.
- Food is to be consumed in the visiting area only. Youths cannot take anything back to the cottage from visits.
- Youth and visitors must sit at a table in the visiting area and remain together. Each group of visitors must remain separate from other visits unless advance approval is given by the institution.
- Hair braiding is not allowed during visits.
- Picture-taking is allowed at a time designated by our staff. Cameras will be stored in a locker until / after that time.
- It is the parent or guardian's responsibility to assure that visiting children are not wandering or running through the visiting area or hallways.
- Visits for youth in security units will be held in the cottage they are residing in at the time of the visit. No items may be brought into the security units. Only immediate family over age 18 may visit in the security units.
- **Violation of visiting policy will result in immediate termination of the visit.**

Questions regarding *the bus service or schedule* should be referred to John Ourada at Lincoln Hills School, (715) 536-8386 x 1273. Specific questions about *visitation approvals* should be referred to your son's institution social worker.