



**Maryland-National Capital Park Police
Prince George's County Division**



DIVISION DIRECTIVE

TITLE JUVENILE HOLDING FACILITY		PROCEDURE NUMBER PG1102.0	
SECTION Juvenile Procedures	DISTRIBUTION A	EFFECTIVE DATE 12/22/16	REVIEW DATE 05/01/21
REPLACES PG1102.0 "Juvenile Holding Facility", issued 02/01/05			
RELATED DIRECTIVES PG1100.0	REFERENCES CALEA 44, 72, 82	AUTHORITY <i>S.R. Johnson</i> Chief Stanley R. Johnson	

I. PURPOSE

This directive establishes policy and procedures for the processing, detention and disposition of juveniles arrested or legally detained by officers of this Division.

II. POLICY

It is the policy of this Division to secure all arrested and/or detained juveniles in compliance with the juvenile's constitutional rights and in compliance with the Juvenile Justice and Delinquency Prevention (JJDP) Act of 2002, as amended.

III. DEFINITIONS

- A. Juvenile Criminal Offender - juveniles taken into custody and charged for any violation that could result in the juvenile's incarceration.
- B. Juvenile Status Offender - runaways, truants, incorrigibles, curfew violators, tobacco and alcohol related juvenile offenders (except those charged with driving a motor vehicle under the influence of alcohol or drugs).
- C. Juvenile Non-Offenders – Juveniles who are not charged with any offense, and who are aliens, or alleged to be dependent, neglected or abused.
- D. Juvenile Holding Facility - that area of a Division police facility specifically designated for the detention and processing of juveniles.

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IV. RESPONSIBILITY

A. All Officers

1. Shall transport all juveniles taken into custody or detained to Southern District Station for processing and disposition without delay.
2. When a juvenile is taken into custody for committing a delinquent act; AND the arresting officer does not intend to seek pre-court temporary detention or shelter care; AND the juvenile's parents or guardian are presently available to take custody of the juvenile either at the scene of the arrest or at their residence; AND the juvenile's fingerprints are not to be taken, the juvenile need not be transported to Southern District Station for processing. The juvenile may be taken home and/or released to his/her parents or guardian on the scene after necessary reports and release forms are completed.
3. Shall secure all Juvenile Criminal Offenders (those being charged with a delinquent act) in a juvenile holding cell.
4. Shall make periodic checks (at least once in each half-hour period) of all juveniles detained in a holding cell, to ensure the safety and well being of the juvenile.
5. Shall secure all Juvenile Status Offenders within a non-secure area of the facility, such as the lobby or lounge. Officers shall not place Juvenile Status Offenders or Juvenile Non-Offenders in the juvenile holding area at any time.
6. Shall ensure that male and female juveniles are separated by sight and sound while being held in the Juvenile Holding Facility.
7. Shall ensure that all juveniles taken into custody/detained are separated by sight and sound from any and all adult arrestees at all times.
8. Shall complete the necessary processing documents and arrange for the Juvenile Criminal Offender's release from Division custody within six (6) hours of arrest.
9. Shall complete the necessary processing documents and arrange for the release of Juvenile Status Offenders and Non-Offenders within six (6) hours.

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10. Shall complete the Juvenile Detention Log when detaining any juvenile taken into custody. After release the Juvenile Detention Log will show a disposition, i.e., released to parents/guardian, released to DSS or DJJ, etc.

B. Shift Supervisors/Operations Duty Officers

Shall ensure that officers comply with the responsibilities enumerated above, especially those involving separation of arrestees/detainees and time limits.

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