

***Saint Gabriel's System
Family Guide***



***Residential and
Community Based Day
Treatment Programs***

***Saint Gabriel's Hall
Mitchell Program
Brother Rousseau Academy
De La Salle in Towne
De La Salle Vocational***

www.st-gabes.org

Keeping Faith with Youth for Over 100 Years

Dear Parent/Guardian,

Welcome to Saint Gabriel's System Family Guide. We have attempted to answer Frequently Asked Questions for each of our programs. We hope that it is helpful to you as you begin this journey. We are fully committed to provide quality treatment services and education to assist your child in becoming responsible, competent, productive members of the community through education, social work, youth care, clinical, and support services. (St. Gabriel's System Mission)

If after reading this guide you have additional questions or concerns we encourage you to call the program directly:

- | | |
|--|-------------------|
| <input checked="" type="checkbox"/> Saint Gabriel's Hall | 215-247-2776 |
| <input checked="" type="checkbox"/> Mitchell Program | 215-247-2776 |
| <input checked="" type="checkbox"/> Brother Rousseau Academy | 215-624-5600 x151 |
| <input checked="" type="checkbox"/> De La Salle in Towne | 215-567-5500 |
| <input checked="" type="checkbox"/> De La Salle Vocational | 215-464-0344 |

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Saint Gabriel's Hall

Frequently asked questions about the structure of residential life at Saint Gabriel's Hall

- ☑ ***What is the length of stay for a resident of Saint Gabriel's Hall?***
For residents in General Residential and the Drug and Alcohol Unit, the length of stay is between nine (9) and twelve (12) months; the length of stay for residents of the Pre-Adolescent Unit is between nine (9) and fifteen (15) months. However, lengths of stay are always decided by a Judge.
- ☑ ***Is there a level system at Saint Gabriel's Hall?***
Yes, levels range from Level A through Level E. All residents begin at Level A and are able to work their way up to Level E, the highest level with the most privileges, with proper behavior.

Client Information

- ☑ ***Am I permitted to make phone calls? If so, who can I call and how often can I call?***
You are permitted to make three (3) phone calls per month. You may call only members of your immediate family whose names have been placed on a pre-approved phone list.

- ☑ ***When can my parent or guardian visit? How often can they visit me? Are other people besides my parent or guardian permitted to visit me?***

Parents or guardians are permitted to visit you every other Sunday. On visiting Sundays, we will provide bus service to Saint Gabriel's Hall to parents and guardians who need assistance with transportation: We will pick parents and guardians up from City Hall and drive them to Saint Gabriel's Hall for a nominal fee of \$3. Each resident will have a list of approved visitors and no one under the age of twenty-one (21) is permitted to visit residents. However, all family members are invited to participate in family therapy sessions which are arranged by the assigned clinical therapist. Transportation via a van service is also available for this purpose.

- ☑ ***What can I bring with me to Saint Gabriel's?***

At the time of your commitment, we prefer that you do not bring any personal items with you. We will provide you with everything that you need, including clothing and hygiene products. While you are at Saint Gabriel's your parents or guardians may bring you personal items such as reading material and clothing. Items such as jewelry and electronic devices are not permitted.

- ☑ ***Is there a uniform at Saint Gabriel's Hall?***

Yes, all residents must wear shirts/sweatshirts issued by Saint Gabriel's with khaki pants which we also provide. You may wear your own shoes however, there is a limit as to the number of shoes a client has at one time.

- ☑ ***Does Saint Gabriel's Hall supply items such as a toothbrush, hairbrush, etc.?***

All hygiene products are provided by Saint Gabriel's Hall. However, if you need special soaps, lotions, etc., your parents or guardians may bring these items to you.

- ☑ ***Will I have to have my haircut at Saint Gabriel's Hall?***
As long as you maintain your hair in a clean and appropriate manner, haircuts are not mandatory. However, if you choose to have your hair cut while at Saint Gabriel's Hall, a barber comes to campus once a month for this purpose.

Court Information

- ☑ ***Is there a restitution program at Saint Gabriel's Hall?***
Yes, we have an on-campus work program which you may be eligible to participate. After achieving Level C on your fraternity at Saint Gabriel's Hall, you may be permitted to work in the kitchen, school department or activities department. Seventy-five percent (75%) of any money earned by you in these positions will be applied to restitution units that you owe.
- ☑ ***Will I be able to complete my court-ordered community service hours while a resident at Saint Gabriel's Hall?***
All residents of Saint Gabriel's Hall are required to participate in community service activities, regardless of whether they have been court ordered to do so. As such, you will have many opportunities to perform community service and can use these hours towards the fulfillment of your court-ordered community service hours.
- ☑ ***Will a counselor be assigned to me? If so, how often will I meet with him or her?***
Every resident of Saint Gabriel's Hall is assigned a social worker/clinical therapist. You will meet with your social worker bi-weekly and your social worker will meet with your parents or guardians once a month.

Education

- ☑ ***Can I earn a high school diploma while at Saint Gabriel's Hall?***

Yes, we have an educational curriculum which, if successfully completed, will enable you to earn a high school diploma.

- ☑ ***Can I earn a GED while at Saint Gabriel's Hall?***

Yes. Although the Hall does not run a GED program, eligible residents can enroll in our Alternative Diploma Program. Residents who participate in the Alternative Diploma Program and successfully complete all aspects of the curriculum, including community service activities, projects and courses, have the opportunity to earn a GED.

- ☑ ***Is school at Saint Gabriel's Hall in session all year?***

Yes. However, during the summer months, school is in session for only one-half (1/2) of a day and all residents participate in a recreation program for the remainder of the day.

- ☑ ***Does Saint Gabriel's Hall offer a night school program?***

Yes. During some sessions night school is offered one to two nights per week and participation is voluntary. The purpose is to recover credits to make high school graduation a reality.

- ☑ ***Does Saint Gabriel's Hall offer any college preparation/ SAT preparation?***

Yes, we do offer SAT preparation classes. Our school counselor will assist residents of Saint Gabriel's Hall with completing applications to take the SAT.

Career Technical Education (Vocational Training)

- ☑ **What vocational training opportunities does Saint Gabriel's Hall provide?**

The Hall provides Career and Technical Education in the following areas: Microsoft Office Specialist Certification; Culinary Arts (including ServSafe Certification); Building and Landscape and General Construction through **YouthBuild**, a national organization that provides paid job training and educational opportunities.

Home Passes

- ☑ **How long after arriving at Saint Gabriel's will I be eligible for a home pass?**

You must be at Saint Gabriel's for seventy-five (75) days before you are **eligible** for a home pass. Following the seventy-fifth (75th) day of your stay at Saint Gabriel's Hall, you may be eligible for the next regularly scheduled home visit: All home visits are scheduled at the beginning of the calendar year, they are normally scheduled at the end of a month and at the time of major holidays, i.e. the Fourth of July, Labor Day, Thanksgiving, etc. Additionally, you must have achieved Level B status to be eligible for a home pass. **However, per a judge's order this may change.**

- ☑ **How long do the home passes allow me to stay at home?**

Home passes are typically for three (3) or five (5) nights. The first home pass that you earn will be for only one-half (1/2) of a visit; you will either be permitted to stay at home for one-half of three (3) nights or one-half of five (5) nights. Following this initial, abbreviated visit home, all future home passes will be one-half (1/2) of the allowed time or the entire allowed time, depending on your behavior and other circumstances.

- ☑ ***How do I get home once I have earned a home pass? How do I arrange to return to Saint Gabriel's Hall at the end of my home pass?***

Your parent or guardian can pick you up at Saint Gabriel's Hall or we are able to drive you to 49th and Chestnut Streets in Philadelphia. You will only be released to a parent/guardian so you **must** have a parent/guardian pick you up at 49th and Chestnut Streets. The same procedure is used for returning to Saint Gabriel's Hall.

Other Information

- ☑ ***Can I work on campus to earn money?***

Yes, if eligible, you can work on campus but we hold seventy-five percent (75%) of any of your earnings to be applied to any restitution payments that you owe. Following the fulfillment of your restitution responsibility, any money earned by you is yours to keep. Qualifying students may be able to participate in **Youth Build**, a national organization, to earn real wages, earn college credits, and get an OSHA 18 certification, and job placement assistance after they leave.

- ☑ ***Does Saint Gabriel's Hall have a sports program?***

Saint Gabriel's Hall has an intramural sports program which includes basketball, flag football, soccer, softball and volleyball. We also have an outdoor pool at Saint Gabriel's Hall and offer swimming lessons in the summer months.

- ☑ ***What types of activities are available at Saint Gabriel's Hall?***

Arts, crafts, home economics and a rope challenge course are some of the activities offered at Saint Gabriel's Hall.

- ☑ ***Will Saint Gabriel's Hall staff members help me to get a job?*** We do not currently have a job developer, but the academics and vocational training that you participate in will assist you in securing a job.



Mitchell Program

- ☑ ***What is the average length of stay for a resident of the Mitchell Program?***

Residents of the Mitchell Program spend four (4) months in the residential program and six (6) months in the aftercare program, for a total of ten (10) months.

- ☑ ***What is encompassed in the aftercare program?***

The aftercare phase of the Mitchell Program lasts for a period of six (6) months and begins immediately following your release from the residential program. You are required to sign an aftercare contract that outlines the expectations of you in this phase. While committed to aftercare, your social worker will personally visit with you once a week and you will have daily phone contact with him/her. Additionally, your social worker will work with your probation officer to arrange additional services to be provided to you in the community. While in the aftercare program, you are required to attend school every day.

- ☑ ***Will the Mitchell Program staff help me to get a job?***

The Mitchell Program has a full-time job developer who will work with you to secure employment.

- ☑ ***Will I have to attend school every day, year round?***
Yes, you will be required to attend school throughout the year. However, during the summer months, classes are in session only one-half (1/2) of the day. The remainder of the day is spent working on the farm.
- ☑ ***Will I have the opportunity to earn a diploma or GED while I am in the Mitchell Program?***
Yes, this is possible depending upon your educational level, prior credits earned and academic ability.
- ☑ ***What personal items can I bring with me to Mitchell?***
You will be provided with everything that you need, including clothing and hygiene products.
- ☑ ***Is there a uniform at Mitchell?***
Yes, residents of the Mitchell Program are required to wear a uniform.
- ☑ ***Will I have to get my haircut while at Mitchell?***
Yes, haircuts are mandatory.
- ☑ ***Can I earn home passes while at the Mitchell Program?***
Because the residential phase of the program is only four (4) months long, home passes are not available.
- ☑ ***Can my parents or guardians come to visit me while I am committed to the Mitchell Program?***
Yes, your parents or guardians are permitted to visit you every Sunday from 1:00 P.M to 3:00 P.M. The names of all visitors must be on a pre-approved visitors list and only your immediate family members over the age of twenty-one (21) may visit you. Visits are strongly encouraged.
- ☑ ***Am I permitted to make phone calls? If so, who can I call and how often can I call?***
You are permitted to make two (2) phone calls per month to members of your immediate family whose names have been placed on a pre-approved phone list.

- ☑ **Does the Mitchell Program have a restitution program?**
Yes. As a resident of the Mitchell Program, you will have the opportunity to not only cultivate and grow various fruits and vegetables, but also to sell these products at a local farmers' market. The Mitchell Program has established a restitution fund into which all money earned from the sale of these products at the farmers' market is deposited. If you owe restitution and successfully complete the program, we will pay a portion of the restitution that you owe, up to approximately three-hundred dollars (\$300.00) based upon the amount of community service that you have performed.

- ☑ ***Will I have the opportunity to complete my community service hours while a resident of the Mitchell Program?***
You will be able to work towards the completion of your court ordered community service hours while a resident of the Mitchell Program, as we have at least two (2) opportunities for community service per week. All residents of the Mitchell Program are required to perform community service, regardless of whether it has been ordered by the court.

- ☑ ***What responsibility will I have with respect to the animals and garden?***
You will work in the garden on a daily basis. Additionally, you will work with the animals daily, providing them with necessary care such as feeding and maintenance as well as a twice daily cleaning.

- ☑ ***Does the Mitchell Program have a sports program?***
While there is no organized sports program at Mitchell, you will have the opportunity to go to the gym on campus four (4) to five (5) times per week.

Directions to the Mitchell Program

1350 Pawlings Road, Audubon, PA 19407
(for mapquest directions use 1350 Pawlings Road,
Phoenixville, PA)

From Philadelphia:

- 76 West (Schuylkill Expressway) to Exit 328B-A toward King of Prussia/West Chester/Pottstown
- Merge onto 422 West/Exit 328A toward Pottstown/Swedesford Road
- Merge onto South Trooper Rd/Rt. 363 toward Audubon/Trooper
- At first traffic light turn right on to Audubon road.
- Follow Audubon Road to the end
- Turn Left on to Pawlings Road.
- Proceed on Pawlings Road for approximately one mile. Saint Gabriel's Hall is on the left.

Brother Rousseau Academy



Parent/Client information

- ☑ **Where is the school located?**
Brother Rousseau Academy is located at
7201 Milnor Street
Philadelphia Pa 19135
215-624-5600 x151

- ☑ **How long is this program?**
Brother Rousseau Academy is a 9-12 month program with the intention of having students continue their education either in the Public School System, Charter School System, or at De La Salle in Towne. These decisions will be made by the Judge based on recommendations made by Brother Rousseau, your Probation Officer, and family. Ultimately, the final decision is made by your committing judge.

- ☑ **Will I have to attend school every day, year round?**
Yes, the program operates year round **Monday thru Saturday**. Saturday classes are half a day. During the summer months, classes at Brother Rousseau Academy are half a day.

- ☑ **What time does class start at Brother Rousseau Academy?**
Classes at Brother Rousseau Academy start at 8:30 a.m. and end at 3:00 p.m. However, there is an extended school program that operates from 3:00—6:00 p.m.

- ☑ **Can I visit Brother Rousseau Academy?**
Yes, an initial intake visit is required by your parent/guardian. The following documents are required:
 - birth certificate immunization records
 - social security card educational information
 - medical information

- ☑ ***Is there a uniform at Brother Rousseau Academy?***
Yes, clients at **Brother Rousseau Academy** have to wear uniforms. The program provides the uniforms shirts and clients are to wear khaki or blue pants.
- ☑ ***Do I have to bring school supplies?***
No, all school supplies are provided by the school.
- ☑ ***Are meals provided at Brother Rousseau Academy?***
Yes, clients at Brother Rousseau are provided with breakfast lunch , and late snack each day free of charge.

Court Information

- ☑ ***What happens when I'm late or absent from school/class?***
Clients are expected to attend classes and be on time for school every day. Being absent from Brother Rousseau Academy is a violation of your probation and will be reported to your probation officer. Additionally, clients are expected to make up any class time that they miss due to tardiness or absence. If there is a legitimate reason why you will be absent or late please have your parent/guardian call the school.
- ☑ ***Why do I have to attend this program?***
You have been committed by a Family Court Judge to Brother Rousseau Academy to provide you with the needed education and treatment in assisting you in making better choices in the future. Brother Rousseau Academy is committed to providing you with a quality education and treatment services to support you in becoming a responsible, competent, and productive member of your community. Once committed to Brother Rousseau Academy, you are required to attend the program for the period set by the Judge.

- Will I have the opportunity to complete my community service hours while enrolled at Brother Rousseau Academy?***

Yes, all clients at Brother Rousseau are required to participate in community service activities, regardless of whether the court has ordered them to do so. Students are able to use these hours of community service toward the fulfillment of their court-ordered community service responsibility.

Education

- What classes are offered at Brother Rousseau Academy?***

All middle school subjects prescribed by the PA Department of Education are taught.

Activities

- Does Brother Rousseau Academy have a sports program and/or team?***

Brother Rousseau does not have a sports team, but does offer many recreational activities including intramural sports which students can participate and compete.

Transportation

- Is transportation to Brother Rousseau Academy provided?***

Yes, Brother Rousseau provides door-to-door van transportation from and to your home each day that school is in session.



De La Salle in Towne

Parent and Client information

Where is the school located?

De La Salle in Towne is located in center city on
25 S Van Pelt Street
Philadelphia Pa 19103
Their contact number is 215-567-5500

How long is this program?

The curriculum at De La Salle in Towne focuses on education, and when successfully completed, clients are provided with the ability to return to public education closer to grade level or to earn a high school diploma. The average length of the program is one (1) year, but this varies according to which program track a client is placed; this is determined by the number of credits that a client has earned upon his arrival at the program, levels of achievement, academic experience, and social services needed.

Will I have to attend school every day, year around?

Yes, the program operates year round, Monday thru Friday from 8:12 – 3:00. However, during the summer months, classes at De La Salle in Towne are half a day.

Is there a uniform requirement at De La Salle in Towne?

No, clients are permitted to wear their own **appropriate** attire to the program.

Do I have to bring school supplies?

No, all school supplies are provided by the school.

Will the staff of De La Salle in Towne help me get a job?

Clients of De La Salle in Towne will participate in a career exploration course and close to the time of graduation will participate in a school to work transition program. Students of the Culinary Arts Program may have the opportunity to intern at local eating establishments, with possible opportunities for employment following completion of the program. Additionally, clients who have regular attendance at De La Salle In Towne are given preference for a limited number of paying jobs available within the program building.

Are meals provided at De La Salle in Towne?

Yes, clients of De La Salle in Towne are provided with breakfast and lunch each day that is prepared by the Culinary Arts Program free of charge.

Court Information

Why do I have to attend this program?

You have been committed by a Family Court Judge to De La Salle in Towne to provide you with the needed education and treatment in assisting you in making better choices in the future. De La Salle in Towne is committed to providing you with a quality education and treatment services to support you in becoming a responsible, competent, and productive member of your community. Once committed to De La Salle In Towne, you are required to attend the program for the period set by the Judge.

- ☑ ***What happens when I'm late or absent from school/class?***
Clients are expected to attend classes and be on time for school every day. Being absent from De La Salle in Towne or late is a violation of your probation and will be reported to your probation officer. Additionally, clients are expected to make up any class time that they miss due to tardiness or absence. If there is a legitimate reason why you will be absent or late please have your parent/guardian call the school.

- ☑ ***Will I have the opportunity to complete my community service hours while enrolled at De La Salle in Towne?***
Yes, all clients of De La Salle in Towne are required to participate in community service activities, regardless of whether the court has ordered them to do so. Students are able to use these hours of community service toward the fulfillment of their court ordered community service responsibility.

Education

- ☑ ***What classes are offered at De La Salle in Towne?***
All major subjects such as English and math are offered. The education curriculum is aligned with the PA Department of Education. In addition, clients have the option of pursuing a Career Technical Education certificate in Culinary Arts and/or Microsoft Specialist Certification.

- ☑ ***Can I graduate from De La Salle in Towne?***
Yes, Students at De La Salle in Towne have the opportunity to earn a diploma that is recognized by the PA Department of Education and participate in a commencement ceremony.

Career Technical Education (Vocational Training)

- What Career Technical Education does De La Salle in Towne offer?**

Culinary Arts which includes the following Industry

Recognized Certificates:

- ServSafe
- Baking
- Sanitation

Microsoft Office Specialist Certification

- Word
- Excel
- Publisher
- PowerPoint

Sports

- Does De La Salle in Towne have a sports program and/or team?**

De La Salle in Towne does not have a sports team, but does have an intramural sports program in which students can participate and compete.

Transportation

- Is transportation to De La Salle in Towne provided?**

Yes, for the first week of attending De La Salle in Towne students are provided with tokens. On Fridays of each week students will be provided with a weekly SEPTA transpass to and from De La Salle In Towne.



De La Salle Vocational

Parent and Client information

☑ ***Where is the school located?***

De La Salle Vocational is located in Bensalem, Pa
1265 Street Road
Bensalem, Pa 19020
215-464-0344

☑ ***How long is this program?***

The curriculum at De La Salle Vocational focuses on education and Career Technical Education skills training and, and when successfully completed, clients are provided with the ability to earn a high school diploma and/or a Career Technical Education competency certificate or an Industry Recognized Certification. The average length of the program is one (1) year and/or 500 hours of shop work, but this varies according to which program track a client is placed; this is determined by the number of credits that a client has earned upon his arrival at the program, levels of achievement, academic experience and social service needs.

☑ ***Will I have to attend school every day, year round?***

Yes, the program operates year round Monday thru Friday from 8:00 – 3:00. However, during the summer months, classes at De La Salle Vocational are in session for half a day.

☑ ***Is there a uniform at De La Salle Vocational?***

No, clients are permitted to wear their own **appropriate** attire to the program.

- ☑ ***Do I have to bring school supplies?***
No, all school supplies are provided by the school.

- ☑ ***Will the staff of De La Salle Vocational help me to get a job?***
Yes, De La Salle Vocational has a full-time job developer who will work with you to find employment. Additionally, clients of De La Salle Vocational participate in a school-to-work program where they are required to complete one hundred twenty (120) hours of employment/community service prior to graduation.

- ☑ ***Are meals provided at De La Salle Vocational?***
Yes, clients of De La Salle Vocational are provided with breakfast and lunch each day provided by the Culinary Arts Program free of charge.

Court Information

- ☑ ***Why do I have to attend this program?***
You have been committed by a Family Court Judge to De La Salle Vocational to provide you with the needed education and treatment in assisting you in making better choices in the future. De La Salle Vocational is committed to providing you with a quality education and treatment services to support you in becoming a responsible, competent, and productive member of your community. Once committed to De La Salle Vocational, you are required to attend the program for the period set by the Judge.

- ☑ ***What happens when I'm late or absent from school/class?***
Clients are expected to attend classes and be on time for school every day. Being absent from De La Salle Vocational or late is a violation of your probation and will be reported to your probation officer. Additionally, clients are expected to make up any class time that they miss due to tardiness or absence. If there is a legitimate reason why you will be absent or late please have your parent/guardian call the school.

- ☑ ***Will I have the opportunity to complete my community service hours while enrolled at De La Salle Vocational?***

Yes, all clients of De La Salle Vocational are required to participate in community service activities, regardless of whether the court has ordered them to do so. Students are able to use these hours of community service toward the fulfillment of their court-ordered community service responsibility.

Education

- ☑ ***What classes are offered at De La Salle Vocational?***

All major subjects such as English and math are offered. The education curriculum is aligned with the PA Department of Education. In addition, clients have the option of pursuing a Career Technical Education certificate in one of the following shops: Culinary Arts, Building maintenance and Repair, General Carpentry and Auto Services.

- ☑ ***Can I graduate from De La Salle Vocational?***

Yes, Students at De La Salle Vocational have the opportunity to earn a diploma that is recognized by the PA Department of Education and participate in a commencement ceremony. Additionally, De La Salle Vocational offers SAT preparation classes for clients. School counselors are also available to assist clients with the completion of SAT materials and college applications.

- ☑ ***Will I have the opportunity to earn a diploma while I am at De La Salle Vocational?***

Yes, De La Salle Vocational offers an educational curriculum which, if successfully completed, will enable clients to earn a high school diploma and/or a certificate of competency or an Industry Recognized Certificate. Clients have the opportunity to participate in one of the following four vocational shops: Building Maintenance and Repair; General Carpentry; Auto Services; and Culinary Arts.

Career Technical Education (Vocational Training)

What Career Technical Education does De La Salle Vocational offer?

- Culinary Arts –ServSafe Certification
- Building Maintenance and Repairs
- General Carpentry
- Auto Services –
 - Automotive Technician
 - Auto Collision Repair and Refinishing Technology
- Qualifying students have the opportunity to participate in De La Salle Vocational's **Learn to Earn Program** where they can earn a high school diploma, earn wages, receive work-place mentorship, and prepare for full-time employment

Sports

Does De La Salle Vocational have a sports program and/or team?

De La Salle Vocational does not have a sports team, but does have an intramural sports program in which students can participate and compete.

Transportation

Is transportation to De La Salle Vocational provided?

Yes, for the first week of attending De La Salle Vocational students are provided with tokens. On Fridays of each week students will be provided with a weekly SEPTA transpass. Students are required to get to Bridge and Pratt each morning where they will receive a bus shuttle service to and from Bridge and Pratt to De La Salle Vocational free of charge.