

# *Lake County Adult Detention Facility*

## **TDR/Work/School/ Release Rules and Regulations**

### **Requirements to participate in the TDR/Work/School Release Program**

Work/School and TDR release inmates must be sentenced by a court of law to participate in the release program. Although a court has ordered that an inmate participate in the release program, your release status can be terminated by the facility for infractions of any rule violation as established by the Adult Detention Facility. Release Inmates are required to follow all the rules and regulations of the facility as well as abide by all the laws that govern the state of Ohio.

All work/school release inmates are required to provide the facility with a copy of your work/school schedule. The schedule must be from your employer or the school on a company letterhead. The letterhead must include the days and hours of employment or classes. You will have three (3) days to provide proof of employment or your work release status will be terminated. Your school schedule must be received by the jail before you will be permitted to go out to school.

- **No work release is permitted to work seven (7) days a week unless ordered by the sentencing court.**
- **No work release is permitted to work more than twelve (12) hours a day**
- **No work release is permitted to work on major holidays unless the facility receives a Journal Entry from the sentencing court. This includes Christmas Eve and New Year's Eve.**

All work release are required to participate in the **Pay For Stay Program** and will be required to pay 20% of their net pay for their stay. Those that do not have taxes taken out of their weekly or bi-weekly pay will pay a fifty dollar (\$50.00) per diem based on a sliding pay scale. All work release are required to provide the facility with a pay stub each weekly or bi-weekly pay period. Everyone is required to show proof of wages.

### **1. Question**

What am I allowed to bring into the facility with me when I report to jail?

### Answer

The only items that work release or TDR inmates are permitted to bring into the facility are:

- Car keys
- Socks (2) two
- Underwear (2) two
- Shirts (2) two
- Pants (2) two
- Shoes (1) one pair
- Female attire for female work release (2) two sets
- No more than \$20.00 at any time
- Wedding Ring
- Prescription medication must be approved by the medical staff
- School books and training material must be approved by the supervisor **No other items are permitted in the facility**

### 2. Question

Can I bring cigarettes and a lighter or matches with me?

### Answer

No, the facility is non-smoking and any type of smoking device, tobacco, lighter or matches will be considered contraband and will result in disciplinary action and termination of work release if it is brought into the facility.

### 3. Question

On my way to work can I stop by the grocery store and shop and take the food home?

### Answer

No, work releases are not permitted to deviate from place of employment. You are permitted to go to work or school and return back to the facility only. The facility will be checking your place of employment or school on a regular basis. If you are found not to be at your place of employment or school you will be immediately removed from the work release program and face disciplinary action.

### 4. Question

On my lunch break can I have a beer?

**Answer**

No, work release not permitted to consume any alcoholic beverages or drugs during their time of incarceration. You will also be subject to random alcohol and drug testing.

**5. Question**

If I get sick or get hurt on the job can I seek medical care?

**Answer**

Yes, you are permitted to go to the doctor's office or the hospital. However, you must contact the jail immediately at 440-350-5601 upon your arrival there and advise the supervisor of the jail of your whereabouts. You must also bring back a note from the physician stating that you were at the doctor's office or hospital.

**6. Question**

If I get fired from my job can I get hired by another work release that is in jail on the work release program?

**Answer**

No, work release are not permitted to work for other work release inmates

**7. Question**

How do I get to and from work?

**Answer**

You must provide your own transportation. Laketrans is available through Dial A Ride or you may have a friend or family member pick you up.

**Note: These rules apply to all Work Release, School Release and Transitional Day Reporting Inmates (TDR)**