



WINNEBAGO COUNTY JUVENILE DETENTION CENTER PRISON RAPE ELIMINATION ACT (PREA)

Attorney/Volunteer and Contractor Training/Acknowledgement Tier 1 Training

Name of Office/Organization/Vendor/Company: _____

By reading and signing this form, you are acknowledging that you are aware of all policies and procedures governed by the Winnebago County Juvenile Detention Center and the United States Department of Justice Prison Rape Elimination Act of 2003.

WCJDC's PREA ZERO TOLERANCE POLICY

In accordance with the Prison Rape Elimination Act of 2003, the Winnebago County Juvenile Detention Center has a zero-tolerance policy for sexual abuse and sexual harassment of any youth in a state facility. This includes youth-on-youth sexual abuse or sexual harassment and staff-on-youth sexual abuse or sexual harassment. Winnebago County Juvenile Detention Center will have all reported incidents of sexual abuse and sexual harassment investigated, will address the safety and treatment needs of all youth involved in sexual abuse or sexual harassment, and will discipline and prosecute those who violate this policy.

WCJDC'S RESPONSIBILITY TO IMMEDIATELY RESPOND

- **ANY** employee, volunteer, contractor, vendor, intern, or visitor must accept any information from a youth regarding sexual abuse or sexual harassment. Employees will immediately report the information to their supervisor and follow first responder procedures.
- Volunteers, contractors, vendors, interns, or visitors will immediately report the information to any facility staff.
- All individuals are legally bound to immediately report the information for further actions, which will include criminal and/or administrative investigation, medical and/or mental health treatment, separation of the alleged victim and the alleged perpetrator, collection of evidence, and other necessary protocols. Time is of the essence in reporting sexual abuse and sexual harassment.

DEFINITIONS

- **Sexual Abuse** includes engaging in, or attempting to engage in, a sexual act with any youth or the intentional touching of a youth's genitalia, anus, groin, breast, inner thigh, or buttocks, with the intent to abuse, humiliate, harass, degrade, arouse, or gratify the sexual desire of any person. Sexual acts or contact between a youth and youth or a staff member and youth, even when no objections are raised, are always illegal, and by law, considered non-consensual.
- **Sexual Harassment** includes repeated or unwelcome sexual advances, requests for sexual favors, or verbal comments, gestures, or actions of a derogatory or offensive sexual nature by one youth directed toward another; and repeated or unwelcome verbal comments or gestures of a sexual nature to a youth by a staff member, contractor, or volunteer, including demeaning references to gender, sexually suggestive or derogatory comments about body or clothing, or obscene language or gestures.
- **Sexual Misconduct** by ANY employee, volunteer, contractor, vendor, intern, or visitor includes any act of sexual abuse and/or sexual harassment as defined herein.



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REPORTING SEXUAL ABUSE/SEXUAL HARASSMENT ON BEHALF OF A RESIDENT

- WCJDC accepts – and will immediately investigate – a report made on behalf of a resident, from a guardian or an attorney, as well as reports that are made anonymously. If you report a sexual abuse or sexual harassment incident on behalf of a resident, which occurred at WCJDC, ANY staff volunteers, or contractors have a duty to report any knowledge, suspicion, or information about sexual abuse or sexual harassment against residents,
- WCJDC takes ALL reports seriously and will be investigated. WCJDC will also ensure that the resident is not retaliated against by other residents or staff. This means that you should disclose any information you may have about possible sexual abuse/sexual harassment against a resident, even if you do not have proof of the abuse or are unsure.
- Reporting sexual abuse or sexual harassment means you are telling someone who works here or an agency that collaborates with WCJDC. Here are some ways to report sexual abuse or sexual harassment on behalf of a WCJDC resident:
 - **Call WCJDC directly:** (815) 516-2980 (Ask to speak with the Superintendent or Supervisor).
 - **Report in person at WCJDC:** 5350 Northrock Drive, Rockford IL 61103
 - **Contact Winnebago County Sheriff's Office:** (815) 319-6000
 - **Email:** WCJDCPREA@17thcircuit.illinoiscourts.gov

Please Answer the Questions below:

1. Have your actions while on the job ever caused your employer to take disciplinary action or have you ever resigned from a position while under investigation for sexual harassment? ___Yes ___No
2. Have you engaged in sexual abuse in a prison, jail, lockup, community confinement facility, juvenile facility, or other institution? ___Yes ___No
3. Have you been convicted of engaging or attempting to engage in sexual activity in the community facilitated by force, overt or implied threats of force, or coercion, if the victim did not consent or was unable to consent or refuse? ___Yes ___No
4. Have you been civilly or administratively adjudicated to have engaged in the activity as described above? ___Yes ___No

By signing this form, you attest that you have read and understand the Sexual Abuse and Sexual Harassment Policy, as well as received information on how to report sexual abuse or sexual harassment on behalf of a WCJDC resident. For more information about PREA, ask to speak with WCJDC's PREA Coordinator. For more information about WCJDC's programs and services, please review WCJDC's resident handbook.

Print Name Attorney/Volunteer/Contractor: _____

Signature of Attorney/Volunteer/Contractor: _____ **Date:** _____

Signature of WCJDC Staff Reviewing: _____ **Date:** _____