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## BASIC RULES FOR THE WEEKENDER PROGRAM

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**PAYMENTS**– Any outstanding balance with the jail needs to be paid **BEFORE** you begin your weekend confinement. All payments are due by Thursday at 4:00 p.m. of the week you are due to start your weekends. **THIS INCLUDES MID-WEEK WEEKENDERS.** The accounting office is open 8:30 a.m. to 4:00 p.m. Monday – Friday. Questions call the Accounting office 385-7662 leave a message. **VIOLATION of the Program Forfeits Any money that has been paid.**

If paying with a money order, please include the inmates first and last name as well as the last 4 digits of their social security number. The afterhours drop boxes are located in the visitation lobby and Magistrate’s office. The drop boxes are for MONEY ORDERS ONLY! In addition, family members and friends may make payments for inmates, however, if a credit card is used, the name must match the person physically there making the payment. No credit card payment will be accepted by anyone trying to make a payment with someone else’s credit card. Payments made in advance are always welcome.

**MEDICATION** – Medications should be approved in advance through the medical department. You can check to see if your medication is on the approval list by **calling the medical department at 385-8516**. Any medications brought into the facility need to be in their original bottle and just the amount needed for your weekend stay. Depending on the medication you are prescribed and currently taking, medical may assign you to our Detox block as a precaution.

**MEDICAL** – While you are in the facility, if you should see the nurse and/or doctor for a medical issue, a charge will be accrued. If you get a prescription from the doctor while incarcerated, an additional charge will be accrued. It is \$10.00 to see a medical professional and \$5.00 per prescription.

Any and all fees accrued from medical during your weekend incarceration will need to be paid **in full** before Thursday at 4:00 p.m. prior to reporting for your next weekend. This applies all individuals on the weekender program. Failure to pay any outstanding medical balance by the Thursday before your next reporting weekend will result in your weekends being amended to straight for an unpaid jail balance.

**CONTRABAND** – Any items brought into the facility that are not on the approved items list is considered contraband. This is to include cell phones, wallets, purses etc. Books and other reading material are not allowed to be brought into the facility. Please refer to the “WEEKENDER PROPERTY” form included in your sign-up packet for further information. Any possession of contraband when you report will result in your sentence being amended from weekends to straight time and you will be held to serve the remainder of your sentence until completion.

**ATTIRE** – All approved “whites” are optional. If you do decide to purchase these items for use inside the facility, they must be worn in when you report. Wear your normal clothes over these items, please do not report only wearing these items. The type of shoes you wear in doesn’t matter, you will be issued shower shoes when you get dressed out. Your “street clothes” and any other items that you are not allowed to have on in the facility will be kept for you during your stay and will be returned to you upon your release.

**FEMALES** – You will be supplied feminine hygiene products during your stay. You do not need to, nor should you, bring these items with you. You will not be able to keep the items you bring in and they will be considered contraband.

**HYGEINE** – You will be supplied with a small bar of soap, a towel, a washcloth (female only), a toothbrush, and tooth paste for your stay. Each weekend you will be supplied with another set. You will have access to a shower for the duration of your stay.

**CANTEEN** – Orders must be made by midnight on the Monday before your report. **MID-WEEK WEEKENDERS ONLY** may purchase canteen items with cash they bring in upon their arrival at the time of dress out from the property window. Any questions or concerns need to be addressed to the canteen department 385-4668.

**TELEPHONE ACCOUNT** – The weekender staff is not responsible for the phone account. Any questions or concerns need to be addressed to the third-party company GTL. 814-949-3303 OR 877-856-3184.

**DRUGS/ALCOHOL** – The weekender staff (and any deputy) reserves the right to perform a drug and/or alcohol test to any weekender at any time. In the event of a failed drug test, your sentence will be amended from weekends to straight time and you will be held to serve the remainder of your sentence until completion. This is excluding any prescription medications that might result in a positive drug test that has been disclosed to medical in advance. Being under the influence of alcohol is a violation of the weekender program rules. In the event of a failed PBT test (this includes any presence of alcohol, any result over 0.000 is considered a violation), your sentence will be amended from weekends to straight time and you will be held to serve the remainder of your sentence until completion.

**INMATE ID CARDS** – Once admitted into the jail you will receive and inmate ID card. This card must stay on your person at all times while in the facility. Upon your release, your ID card will be given to the property deputy to be held until your next confinement. If you lose or damage this ID, you will be charged a \$15.00 fee that will need to be paid by Thursday at 4:00 p.m. before you are due to report again. In the event this fee does not get paid, you will be held straight time for non-payment of a jail balance until your sentence is complete.

**INMATE** – The weekender and accounting offices prefer to talk to the individual reporting for the program. Please do not have family members call to ask questions.

**TEXT** – An alternative to calling the Weekender office 385-1050, you can text (757) 335-0488 AND/OR (757) 335-0226. These number are for **text only**; phone calls will not be answered. Most replies are within 24 hours. When texting, please let us know who you are so we can answer your questions accurately.

**EMPLOYMENT – In accordance Virginia State Code §53.1-131:** Any court having jurisdiction for the trial of a person charged with a misdemeanor, traffic offense, any offense under Chapter 5 (§ [20-61](#) et seq.) of Title 20, or a felony that is not an act of violence as defined in § [19.2-297.1](#) may, for good cause, if the defendant is convicted and sentenced to confinement in jail and the active portion of the sentence remaining to be served is 45 days or less, impose the remaining time to be served on weekends or nonconsecutive days to permit the convicted defendant to retain **gainful employment**.