

**ALBERT M. "BO" ROBINSON**  
**ASSESSMENT AND TREATMENT CENTER VISITATION**  
375-377 ENTERPRISE AVENUE  
TRENTON, N.J. 08638  
609-695-7050  
[WWW.CECINTL.COM](http://WWW.CECINTL.COM)

PLEASE NOTE THAT THE FOLLOWING RULES AND PROCEDURES ARE SUBJECT TO CHANGE. ALL VISITORS MUST ADHERE TO THE DIRECTIVES GIVEN BY STAFF OR THEIR VISIT MAY BE CANCELLED.

**Welcome!**

The staff of Albert M. "Bo" Robinson would like to take this opportunity to welcome you to our facility. It is our goal to make your visit experience here as safe and pleasant as possible.

We have developed specific rules with regards to visits, which are designed to maintain the integrity of our program, while at the same time providing you and your loved ones with a safe and friendly family atmosphere.

It would be impossible for this handout to address each and every issue that may arise in the course of your visit, however, if you have any questions or concerns, please feel free to approach any of our staff with same. The Shift Supervisor will ultimately have the final authority on any rule interpretation, but please keep in mind that any decision will be based on safety and security interests.

Bo Robinson will provide storage space for any visitor to leave personal items in the main lobby. However, this program is not responsible for lost or damaged property. Therefore, it is recommended that you secure personal item in your vehicles or do not bring personal items to the visit.

**Directions to the Facility**

You may get driving directions or additional visit information by calling 609-421-2041, and follow the prompts.

**Public Transportation to the Facility**

NJ Transit serves this area and you may get route and scheduling information by calling NJ Transit at 800-772-2222.

Be advised that all efforts will be made to allow all visitors who arrive for Registration prior to the stated closing time to visit, however the number of visits is restricted to the allowed number of persons that maybe in the visit area at one time, in which case visits will be allowed on a first come first serve basis.

**VISIT RULES**

- Any violation of Bo Robinson visit procedures or rules may result in a forfeit of future visits.
- Visitors must conduct themselves in a respectful manner to residents, staff, and other visitors at all times
- Visitors can not introduce contraband of any type into the facility.
- Visitors cannot pass any personal property, money, phones, cigarettes or anything considered contraband to residents while you are visiting.

--Visitors may hug and kiss the resident 1 time each upon entering and exiting the facility. Any other physical contact is strictly prohibited.

--Visitors suspected of being intoxicated (drugs and/or alcohol) will not be permitted.

### **VISIT REGISTRATION**

**All visitors must be on the resident's approved visit list to enter.** It is the resident's responsibility to add names to this list and to inform visitors of visiting rules.

Only immediate family members, significant others (a sponsor, positive influential friend, or mother of child) are permitted to visit. A maximum of two (2) adults and four (children) may visit at any one time.

### **IDENTIFICATION**

Adults need proper identification to register for visits, property drop offs, and the family services program. This ID must be current, valid, have your photograph and current address on it.

**Acceptable forms of identification include the following: Valid State Driver's license**

**Valid State Non-drivers ID; Valid Passport;**

### **County Identification cards**

Unacceptable forms of identification include: Birth certificates; Joint Connection ID's; Social Security cards; employment IDs; Utility bills; Student IDs; Expired forms of ID; and IDs with only a PO Box listed.

### **Children**

Children (anyone under the age of 18) may visit, but must be accompanied by an adult relative. Visitors bringing children may have a resealable plastic bag with two spare diapers, baby wipes, a plastic (not glass) baby bottle, and a pacifier. No food or toys are permitted. Parents/adult guardians are solely responsible for supervising their children. Visitors must escort their children, 18 and under, to the restroom. The adult visitor must remain with the child until they are finished using the bathroom. Residents are not permitted to escort children to the restroom. Children are not allowed to stand on tables or chairs, nor run around the visit area.

### **DRESS CODE for Visitors**

**Proper attire is required as condition of admission to our facility. The following guidelines must be followed regardless of gender:**

- No pocketbooks, hand bags, baby bags, nor any type of bag is allowed in the facility unless it is transparent (see-through)
- No transparent, revealing, or fishnet clothing
- No clothing which exposes undergarments or any portion of the body considered private.
- No skin tight clothing
- Tops must cover the shoulder and midriff areas. No tube, tank or halter tops, low-cut shirts or shirts which expose the shoulders midriff areas, torso or back.
- No shorts or short length pants of any type or style, i.e. shorts, skirts, capris, pedal pushers, etc. Visitors must be properly attired in full length slacks or alternatively a dress or a skirt which covers the knees
- No low-rise skirts or pants that expose the midriff area or any portion of the buttocks.
- No shirts with drug slogans, alcohol, bar advertisements, or profanity will be allowed.
- Shoes or sneakers must be worn.

- No slippers flip flops, sandals or any type of open-toed shoe.
- Tank tops are not permitted.
- No gang related clothing, jewelry, or other paraphernalia is allowed.
- Military-Style clothing worn by persons not active or reserve military status.

**Any Attire can be deemed unacceptable at the discretion of the Shift Supervisor**

**The following items are some of the items considered contraband and are not permitted inside the facility. Attempts to introduce any of these items will result in visiting privileges being revoked and/or criminal charges being brought against the offending person:**

- Money
- Cell phones, pagers, or any other type of electronic device
- Weapons of any kind
- Drugs, Drug Paraphernalia or Alcoholic Beverages
- Glass bottles or Glass containers
- Electronic toys or games or any items that have batteries inside or connected to them
- Medication with the EXCEPTION of heart or asthma medication (Medication MUST be in the original container with the visitor's name printed on the bottle)
- Cigars, Black & Milds, Cigarettes, cameras, rolling paper, or any other tobacco contraband items
- Playing cards, dice or any other type of gambling paraphernalia

**Please note that giving anything to a resident during a visit is strictly prohibited.** This includes all items of contraband, as well as money.

**Any item Not listed on the Property Allowance sheet is considered to be contraband.**

***Last brochure update: 8/3/2015***

#### **PROPERTY DROP-OFF PROCEDURES**

Property Drop-off Days & Times

Tuesday - between the hours of (9:00am to 11:30am) and (1pm to 2:30pm)

Thursday - between the hours of (9:00am to 11:30am); (1pm to 2:30pm) & (4pm-8pm)

All property drop offs are conducted at the property drop-off room located at the older entrance to the facility. You must be listed on the residents visit card in order to drop off property of any kind. The address on your picture ID must be the same as on the resident's visit card.

Only one person can drop off property. Other visitors (except children under the age of 18) must wait outside.

Residents are permitted to receive one (1) Clothing drop off **or** package received through the mail every 90 days. Any subsequent packages received during those 90 day periods will be "Returned to Sender." Be advised that there are limitations to the number of items that the resident is permitted to have in their possession, as well as the types of clothing permitted. As a result, please discuss these limitations with the resident prior to sending them, or refer to the Property allowance pamphlet which can be found in the main reception area.

#### **FAMILY SERVICES PROGRAM**

The purpose of this Program is to increase the families' involvement in the hope of increasing the residents' chances of being successful upon program completion. This service is optional. The following activities will be provided on Monday evenings from 7pm – 8:30pm:

- 1) A 1 hour topic oriented multi-family group discussion
- 2) Residents play games and bond with their children

**If you are interested in participating in this program, please notify your resident family member in order to apply.**