

**Restrictive Housing Assignment – Juvenile Offender Administrative Segregation Assignment Memo**

**FACILITY:** \_\_\_\_\_

**Date:** \_\_\_\_\_

**RE: Restrictive Housing Assignment – Juvenile Offender Administrative Segregation Assignment**

**Juvenile Offender:** \_\_\_\_\_ **GDC #:** \_\_\_\_\_

**Present Assignment:** \_\_\_\_\_

**The above named juvenile offender is being assigned to the Restrictive Housing Assignment – Juvenile Offender Administrative Segregation for the reasons indicated:**

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**Date:** \_\_\_\_\_ **Warden’s/Designee Signature:** \_\_\_\_\_

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**I acknowledge the receipt of this Assignment Memo for placement in Restrictive Housing Assignment – Juvenile Offender Administrative Segregation.**

**Date:** \_\_\_\_\_ **Juvenile offender’s signature:** \_\_\_\_\_

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**I acknowledge that the offender received the Restrictive Housing Assignment – Juvenile Offender Administrative Segregation Assignment Memo on this Date.**

**I acknowledge that the offender received the Restrictive Housing Assignment – Juvenile Offender Administrative Segregation Appeal form on this Date.**

**Date:** \_\_\_\_\_ **Staff Signature:** \_\_\_\_\_

**Copies: Juvenile Offender**

**RETENTION SCHEDULE: Upon completion of this form, it shall be placed in the juvenile offender's case history file.**