Judge’s Instructions

For Hearings to Verify Compliance by Offender

1. When everyone is in the courtroom and sitting down, hit the gavel once to the desk and say, “This Court is now in session.” Wait for silence.
2. The bailiff will then begin with “All rise…” and administer the oath of confidentiality.
3. When the bailiff finishes, ask “ Is the Advocate Attorney is present for the Complainant?” After response say, “Please stand and introduce yourself and the person you are representing.”
4. When they finish the introductions, ask them to tell the jury which remedies have been done by the offender, as assigned.
5. When the advocate attorney finishes speaking, ask the complainant, (if present) if they would like to add anything.
6. Then ask the Offender’s Advocate Attorney to introduce him/herself and the person they are representing. Then ask if the advocate attorney finds the actions taken acceptable.
7. Once all parties are satisfied, mark the court’s copy completed, and place it in the Youth Court binder under the divider that says “Completed Cases.”