

# **Reaching In: A Handbook for the Families of Parents Incarcerated in Wisconsin**



**Editor:**

**Jerry Bednarowski**

**Proofreaders:**

**Laura Reisinger and Barbara Rasmussen**

**Cover Design and Computer Assistance:**

**Margaret Done and DeNeal Ericksen**

**Published By:**

**Correctional Education Association – Wisconsin**

**Printed By:**

**Community Circles of Support, a Program of  
Goodwill Industries of North Central Wisconsin**

**February 2014**

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# Reaching In: A Handbook for the Families of Parents Incarcerated in Wisconsin

\*Note: Caregivers to children of incarcerated parents may be male or female. To keep the wording in this handbook simple and avoid using “he/she” or “him/her” over and over, we have chosen to refer to the caregiver as “she” or “her.” Likewise, the incarcerated parents may be male or female. In this handbook, we have chosen to refer to the incarcerated parent as “he” or “him.” We have also chosen to refer to the child as “he” or “him.”

## Introduction

More than 2 million children have a parent currently in prison or jail, and 10 million more have experienced incarceration of one or both parents as some time in their lives.

The incarcerated parent, the child, and the child’s caregiver all suffer as a result of the separation. The longer the parent and child are separated, the more likely they are to grow apart.

The imprisonment of a parent often causes a family’s financial and living situations to get worse. These problems can result in the children being more likely to:

- Show delays in development
- Do poorly in school
- Suffer emotional distress
- Develop substance abuse problems
- Commit serious delinquent acts
- Be incarcerated themselves in their lifetime

Studies have shown that communication and interest in each others’ lives reduces the harmful effects of incarceration and the child’s chances of following his parent into prison. Staying connected helps both the child and the offender to grow, learn and change. After the offender’s prison time is served, the move back to the home is easier for both the parent and the children when communication remains constant. There is less fear, less “catching up” to do, less bad feelings, more communication, more helping the child to heal, and less chance of continuing the cycle of incarceration.

Communicating on a regular basis:

- Helps the child to understand the parent being gone
- Allows the child to deal with feelings
- Helps the child learn to cope without judgment or fear
- Develops a healthier relationship between the parent and child
- Strengthens the parent-child bond

The Children of Prisoners Library states that “Prisoners who receive visitors, maintain family ties, and are released to a stable home environment are more likely to succeed in leading productive and crime free lives.” They go on to point out, “Prisoners who have failed as citizens can succeed as parents. Prison can be an opportunity to become a better parent — more caring, concerned, and informed.”

To help the incarcerated parent, the caregiver, and the child to cope with incarceration, the Correctional Education Association-Wisconsin (CEA-W) has created two handbooks: *Reaching Out: A Handbook for Parents Incarcerated in Wisconsin* and its companion, *Reaching In: A Handbook for Families of Parents Incarcerated in Wisconsin*. Goodwill Industries of North Central Wisconsin, the Wisconsin Department of Children and Families (DCF) and the Wisconsin Department of Corrections (DOC) have partnered with CEA-W to make the handbooks available to parents and caregivers. These handbooks are designed to help incarcerated parents and children's caregivers strengthen the bonds between separated parents and their children.

By using the advice and information in these handbooks, incarcerated parents will find ways to "Reach Out" to their children and caregivers will find ways to help the children to "Reach In" to their separated parent.

## **Thanks to:**

The Correctional Education Association-Wisconsin wishes to thank these agencies and people for the inspiration to create and publish this *Reaching In* handbook and permission to use their materials.

### **The Council on Crime and Justice and the Minnesota Department of Corrections**

A big thank you for all the inspiration and help we received from Pamela G. Alexander, President, and Mark Haase, Vice President of Operations, and their organization, the Council on Crime and Justice. They got us off to a great start by allowing us to use the design and some materials from their handbook, *Staying Connected and Staying Strong: A Handbook for Families and Friends of Those Incarcerated in Minnesota State Correctional Facilities*, that they developed with the Minnesota Department of Corrections.

The Council on Crime and Justice is an independent non-profit organization that works with the community and the criminal justice system to address the causes and effects of crime and violence. More information about them may be found on their website, [www.crimeandjustice.org](http://www.crimeandjustice.org). The full handbook is available on the Minnesota Department of Corrections website, <http://www.doc.state.mn.us>, under "Publications."

### **Family and Corrections Network**

The Family and Corrections Network maintains a large collection of pamphlets in its Children of Prisoners Library and Incarcerated Fathers Library on its [www.fcnetwork.org](http://www.fcnetwork.org) website. We thank them for allowing us to use quotes from many of their articles in this handbook.

### **Jan Walker**

Jan Walker is the author of one of the most valuable books for incarcerated parents, *Parenting from a Distance: Your Rights and Responsibilities*. Her book is used by parenting instructors in prisons throughout the country. Several passages from her book are used in this handbook. For more information about *Parenting from a Distance* and other books written by Jan Walker, go to her website at [www.janwalker-writer.com](http://www.janwalker-writer.com).

## **Community Circles of Support, a Program of Goodwill Industries of North Central Wisconsin**

Community Circles of Support helps people make the move from incarceration to the community by creating an environment of acceptance for the individual's return to the community, promoting positive social ties and responsibility, looking to the future rather than the past, focusing on the individual's strengths and struggles, supporting and recognizing individual successes, and using community resources.

CEA-Wisconsin wishes to thank President and CEO of Goodwill Industries of North Central Wisconsin Bob Pedersen, Executive Coordinator Sara Saxby, and Community Circles of Support Regional Leader Anne Strauch for generously arranging for Goodwill Industries to print the handbooks to be distributed to correctional institutions and community agencies.

# Coping with Incarceration

The caregiver to the children of an incarcerated parent may be the offender's spouse, unmarried partner, parent, grandparent, sibling, friend, or foster family. No matter what bond, a positive working relationship between the caregiver and the incarcerated parent is needed to build healthy communication between the incarcerated parent and the children.

Because of the separation, both the incarcerated parent and the child's caregiver face many changes in their relationship. You and the child may feel shame or made to somehow feel responsible. At times, you may feel like you are "doing time" just like the offender. While you may worry about taking care of the offender, you must first care for yourself and your family.

In *Staying Connected and Staying Strong: A Handbook for Families and Friends of Those Incarcerated in Minnesota State Correctional Facilities*, the Council on Crime and Justice and the Minnesota Department of Corrections give this advice to the spouses/partners and parents of incarcerated family members. We adapted their materials in the next three sections of this handbook.

## Married/Partner to an Offender

(adapted from *Staying Connected and Staying Strong*)

Having your partner incarcerated may put a lot of strain on your relationship. You have to deal with both the physical and emotional separation. In order to stay committed to each other, you will need to find ways to express your love and concern for your partner. You will also need to find ways to help your relationship continue to grow.

Here are some suggestions:

- Write letters daily and share honest details about your life. Tell your partner about what you have planned.
- Visit often, weekly if possible.
- Talk on the telephone, as your budget will permit.
- Bring some of your friends to visit with your partner.
- Share a common interest, such as reading the same book or watching the same television show.
- Share your budgeting concerns with each other.
- Make decisions about money, children, housing, and jobs together.

Your partner may feel a lack of control in your relationship. The offender may be angry or upset when you are not around when he phones you or when you miss a visit. Your partner may also get upset if you have to make an emergency decision without his input. Some offenders may not like having to depend upon others. These changes are normal, and your partner's fears are understandable. In these situations, talk about your feelings and concerns with each other openly and honestly. You will also have to learn to say 'no' when you cannot do something for your partner. You need to take care of yourself even if your partner feels threatened at times.

## **Parent of an Offender**

(adapted from *Staying Connected and Staying Strong*)

Having a child who is incarcerated can place a heavy burden on you. You may have many mixed feelings. You may feel guilty and think that you should have done more for your child. You may feel that you have done something wrong which led to your child being incarcerated. These feelings of guilt are shared by many parents. It is common for parents to dwell on their incarcerated child, such as thinking that you need to “make up for” what you did not do “right” in the past. You need to remind yourself that every person is responsible for his own actions and that you are not responsible for your child’s incarceration. To dwell on your child will only increase your stress; it will not free your son or daughter.

You may also feel angry with your child because of what he did. Your child might have brought you shame from people in your community. You may also be suffering physical and emotional hardships or have bad feelings and even hate. These feelings you have may also be mixed with feelings of love. Anger mixed with love is common. Don’t try to mask these feelings, because they are normal. Talk about your feelings with family or friends you trust. This will help you find a way to accept the fact that your child is in prison.

Eventually, you may come to terms with these mixed feelings. However, it is important for your own health and well being to keep living a full life on your own. Get involved in things that you enjoy. Consider a new activity or hobby. Focus on your spouse or other children. Taking an interest in them will help you adjust to the new situation.

## **Children of an Offender**

(adapted from *Staying Connected and Staying Strong*)

A child can have many different feelings when a parent is in prison. Children often become confused and fearful, thinking, “What is going to happen now that Mom or Dad is gone?” They may feel that someone close has been lost and may grieve this loss. A child may also feel lonely when a parent goes to prison. You and your family may be busy trying to make ends meet and supporting the offender in prison and may not have as much time for your child as you did before. A child may feel like he is being shuffled around in the process. Children who have a parent incarcerated need to be told that both the absent parent and the caregiver parent still care.

Children may feel guilty about having a parent in prison. Young children may not understand that it was Mom or Dad who did something wrong. They may think it is their fault and have thoughts such as, “If only I had been a better child, this would have never happened.” If the child was home when the parent was arrested, he may feel upset by the sight of a parent being handcuffed or may feel guilty if he opened the door for the police to come into the home.

At first, a child may feel anger or fear toward Mom or Dad who is in prison, and may not want anything to do with the parent. Children often feel the offender caused them a lot of pain and may not want to deal with the situation. If substance abuse or domestic violence occurred in the home before the arrest, a child may be fearful of having a parent who might be released to re-abuse him.

Shame may affect the child. Due to the disgrace of having a parent in prison, a child may be embarrassed because he needs time off for visiting a parent in prison. Other children may bully and tease him. Studies

show that some children will withdraw and may become depressed while others become aggressive, fearful and hostile. Having so many strong feelings can make the child feel sad or upset. It is important for you to try to encourage your child to talk about his feelings.

If a child does not talk about the feelings, he may act them out in harmful ways. The child may do poorly in school, wet the bed, get into fights, cry a lot for no reason, steal things, or have bad dreams. You may notice some of these or other new behaviors in your child. These changes in behavior are cries for help. They need to be heard.

## **Tips to Help Children Cope**

(adapted from *Staying Connected and Staying Strong*)

The *Staying Connected and Staying Strong* handbook gives these tips to help children of incarcerated parents cope:

- Encourage your child to do things that help him feel better. When children have outside interests and special talents such as sports, painting, dancing, biking, or reading; it helps build their confidence so that they can feel good about themselves. Make time to do some of these activities with your child. By helping build your child's confidence, you will find that you are building your own confidence at the same time. You can be a family, even with one parent in prison! Your child needs to know this.
- Allow children to express their feelings and respond to them. Don't tell children what they should be feeling, but urge them to talk about it. It is also important to remember that a child may not want to talk about it right away. Give children space to explore their feelings and come to you when they are ready to talk.
- Listen to your child's words and actions. If he says he misses mom or dad, that's a good time to begin talking about his feelings. If you see a change in behavior during special times such as Father's Day or Mother's Day, that is an opening to talk. Be prepared for holidays and other special days. Think of creative ways to spend the day, such as making a Christmas card and sending it to Mom or Dad.
- Talk to the child about his parent being gone. For example, a child may feel better knowing that his parent is no longer in danger because he is not on the streets. Answer his questions honestly.
- Help the child express his feelings in appropriate ways. Words or tears are a better way of expressing feelings than fighting, getting into trouble with the law, or using alcohol or drugs.
- Support the child who wants to write his parent in prison, send pictures, or greeting cards.
- If you are angry with your partner, you may want to punish him by not visiting. Try to put your feelings aside and do what is best for the child.
- Outside support can often help a child and the family. A favorite aunt or uncle, teacher, social worker, church group, or community programs such as Big Brothers/Big Sisters can help you and the child during this difficult.
- When the time comes, help the child prepare for his parent's release. This is also very important even if a child will not be reunited with their parent.

## Telling Children the Truth

A child whose parent is incarcerated feels many mixed emotions. The handbook *Staying Connected and Staying Strong* stresses the importance of helping the child deal with these feelings by telling the child the truth about what is happening:

*“To help your child deal with all of these feelings, it is important to tell the truth about what is happening. It is more frightening for your child not to know the truth. If you tell a child that Mom or Dad is away at school or in the Army, it can be harmful because your child will wonder why Mom or Dad never comes home to visit. When your child is told a story to protect him from the truth, more stories will need to be made up to answer further questions.”*

*By telling your child the truth, you and the offender can help him build trust in both of you. Talk with your child and answer questions honestly. One way to share what is happening with your child is to say something like, “Daddy did something wrong; he broke the law. He is not a bad person just because he did a bad thing. He loves you and does not like to be away from you, but he was sent to a place to be punished.” From here, you can talk about what life is like without Dad being home and talk about visiting at the facility. You can also talk with your child about what to say to kids at school or people in their neighborhood. When your child sees that you can handle the new situation, your child will feel more confident about being able to handle the situation as well. Keep in mind that every child is different and will react in different ways to the truth about a parent being in prison. Help your child draw his own conclusions about the situation. Overall, you, the offender, and your child will have a better relationship and feel good about each other because you are dealing honestly with the new situation together.*

*The first talk with your child will be one of many. Your child will continue to have questions and feelings about a parent being locked up. You may also notice that your child is competing for the time and attention from you or the offende. This may happen when your child is feeling insecure. Your child needs attention, love, understanding, and honesty more than ever now. If you feel too much stress to help your child deal with the situation, talk with someone about the problem. You may be able to talk with a school guidance counselor, a mental health professional or a ministry group. You may also be able to find a mentor for your child. In some communities, you may also be able to connect with other families who have loved ones incarcerated. These people can help support you and your child because they understand the situation as no one else can.*

*It is important that you take responsibility for explaining your absence. You must be open and honest.”*

In her book *Parenting from a Distance*, Jan Walker writes to incarcerated parents, “You have the right to choose what you want your children to know about your separation and to give them that information. You will not be able to control what others tell them, though, so you will want to consider very carefully what you tell them. If you give them accurate information, but that information does not fit with what they hear from other persons, they will have to weigh the validity of what they hear from each of you. Most children are capable of sensing when adults are telling the truth. Regardless of what others tell them, your relationship with your children will be healthier if you tell the truth.”

When children are separated from a parent for any reason, they may suffer “separation anxiety.” They need to know that the incarcerated parent still cares about them and they can rely on other adults in their life for help. The amount of information you tell children and how you tell them will vary depending on

the age and personality of the child. You need to plan what you are going to tell them and how you are going to say it. The children not only need information about the incarcerated parent's separation from them, but also need to know about your relationship with the incarcerated parent, divorce issues, and custody issues.

### **Guidelines for Explanations**

- Be open and honest
- The incarcerated parent must accept responsibility for his actions
- Include what you think is important
- Exclude what is not needed or confusing
- Prepare for the children's questions
- Urge them to express their feelings
- Waiting too long leaves the children open to being told by someone else
- Discuss with the incarcerated parent what you are telling the children

### **For More Advice:**

See the Family and Corrections Network articles "*Telling the Children*" and "*Conversations: Questions Children Ask*" for more guidelines. Their website is [www.fcnetwork.org](http://www.fcnetwork.org) .

In "*The Explanations*" chapter of the book *Parenting from a Distance*, Jan Walker gives more specific advice on how to tell the toddler, the preschooler, the grade school child, the preteen, or the teen.

In many communities, social service organizations or churches sponsor support groups for families with incarcerated family members. Check with these groups for information on how they explain things to the children.

# Helping Children Stay Connected

If you are concerned about the child and his needs and you want to help him stay connected with the incarcerated parent, the following facts taken from the book *Parenting from a Distance* by Jan Walker will be important to you.

## Facts to Remember

- Parenting from a distance will be a stressful task
- Recognize that the incarcerated parent's needs are second to the children's needs
- Work with the incarcerated parent to reduce tension between the two of you
- Show the incarcerated parent that you care about his relationship with his child
- Offer encouragement, not criticism
- Remember, giving up because the hurdles are too great damages the parent-child relationship and does not help the child's self-esteem
- Avoid blaming the incarcerated parent
- If the incarcerated parent is willing to work at the task of parenting from a distance, he will have some rights as a parent
- One of the most difficult facts about parenting from a distance is that the incarcerated parent has a very unequal balance of power in the relationship with the child and you. Let him know his role is valued.

## For more advice:

See the Family and Corrections Network articles "*Tips for Caregivers – from Caregivers*", "*What Do Children of Prisoners and Their Caregivers Need?*" and "*Questions from Caregivers.*" Their website is [www.fcnetwork.org](http://www.fcnetwork.org).

## Letters

Letters are one of the main tools for communication between the child and his incarcerated parent. Letters can allow the child to share feelings without shame or fear of judgment. Some children are freer to express anger and hurt in writing and drawing. This may clear the way for a closer future relationship. Likewise, some incarcerated parents can express love and remorse more freely in a letter.

Urge the incarcerated parent to communicate (with age appropriate details) the truth about where he is and why he is not with the children. He should be very clear that his being gone has no relation to the child. The child often feels the parent's absence is his fault or the parent lacks interest in him.

Encourage the child to write regularly to the incarcerated parent. If the child is too young to write, have him dictate a letter to you. If he has trouble expressing their feelings of sadness, abandonment and anger, help them find the words.

The child can be unsure of what to put in a letter. Keep a running list of things he can write about. He may choose to discuss things like going to school, what he is learning, or what they have in common. He can

talk about the love he has for the incarcerated parent and how he misses him. Encourage the child to tell his feelings to the incarcerated parent. Tell the child that the feelings are not “bad” or “good,” but it is what he does with them that is important. Remind him that feelings are natural and learning how to cope with them is the goal.

It is helpful to set a routine of communication. Have the child send a letter the same day every week so the child has regular communication and can look forward to receiving a return letter on the same day every week.

### **Suggested Topics to Write About:**

- Common interests (sports, school, books)
- Current events in both your lives (going to school, what he is learning, friendships, new interests)
- Special events such as birthdays, holidays. Share how you are celebrating it and ask what the incarcerated parent is doing to celebrate it
- Favorite memories (especially about the incarcerated parent)
- Interest and updates with familiar people (family members, friends, coaches, important individuals in his life)
- Classes he is taking and what he is learning

Urge the child to draw pictures or write poems to send to the incarcerated parent. Have the child send completed school work or test papers.

### **Sample Letter for Child to Write Parent:**

*Hi Dad,*

*How are you doing? I miss you so much. I hope you are ok. Things are going good in school. I got an A in math class and I made the baseball team! I'm being good and working hard in school.*

*Mom says we are coming to visit you next weekend. I can't wait to see you. I drew you a picture of the family. I hope you like it. Mom and Sis say hi and send their love. See you Saturday.*

*Love,  
Child's Name*

## **Division of Adult Institutions Mail Guidelines**

Certain things cannot be mailed into institutions. All mail that is sent to an offender will be opened and checked by staff for items that are not allowed. Staff will also check the content of letters.

This is a list of what you **can** send to an offender:

- Paper with words and drawings
- Signed greeting cards and postcards (Musical cards are not allowed)
- Photographs (Polaroid photos must have backing removed)
- Magazines, newspapers and published materials shipped directly from the publisher
- Clippings or photocopies of published materials that meet criteria

This is a list of what you **cannot** send to an offender:

- Cash
- Coded material
- Photos and personal information of DOC staff
- Sexually explicit materials
- Personal photos displaying nudity
- Unsanitary items such as hair, saliva, and body secretions
- Stamps, instant cash cards, phone cards, and credit cards
- Items that pose a safety or sanitation hazard, including lipstick stickers or other foreign substances that have an odor, including perfume and aftershave

You may **not** write about the following things:

- Criminal activity
- Security threats
- Inferiority of an ethnic, racial or religious group
- Anything gang related

Legal mail is opened and inspected in the presence of the inmate. Legal mail includes letters to or from courts, court staff, and attorneys. Special mail includes letters to and from state and federal agencies and officials.

To address mail to an offender, you must include the offender's full legal name and DOC identification number and the institution address. Here is an example of how to address an envelope to an offender:

John Doe, DOC #000000  
Dodge Correctional Institution  
PO Box 700  
Waupun, WI 53963-0700

## Visits

(adapted from *Staying Connected and Staying Strong*)

Bringing a child into a prison to visit can be a very meaningful way for the child to connect with an incarcerated parent and continue a relationship. To prevent any unexpected delays and make the visit a positive experience for the child, make sure everyone knows what to expect.

Each prison in Wisconsin has slightly different rules that you should be aware of before you bring a child on a visit. There are some general guidelines for bringing children to visit in a facility:

- In all DOC facilities, a guardian can bring in a see-through bottle of formula, diapers that are not packaged, wet wipes in a see-through bag, and a blanket.
- Anyone under 18 years of age must be with their parent or legal guardian. If a child is with an adult other than their parent or legal guardian, this adult must be on the approved visitors list of the offender. Any person visiting under the age of 18 also requires the written approval of the minor's parent or legal guardian to be on file with the department.
- Parents or legal guardians are responsible for supervising children with them on a visit.
- No diaper bags will be allowed into the visiting area.

It's a good idea to call the visiting office before you visit with children so you know what is allowed at the facility you will be visiting.

Before you take the child to see a parent, prepare the child for a prison visit. If possible, make one or two visits alone before the child visits so you can tell him what the prison looks like, where the visits take place, how long the visit will last, and what the rules are.

Nothing is more important to the relationship between an incarcerated parent and the children than visits. But visiting can be stressful. Whether the stress is positive or negative will depend on what the child and you expect.

### **Before the Visit:**

Children are likely to be frightened by the prison environment. Before the visit, explain to the child:

- Security procedures that will occur (metal detector, pat-downs, etc)
- The incarcerated parent will be dressed differently
- Layout of the visiting area
- Behavior which is acceptable
- Time limits of the visit

### **For more advice:**

See the Family and Corrections Network articles "*Preparing a Child for a Prison Visit*" and "*Visiting Mom or Dad*" for more advice on visits. Their website is [www.fcnetwork.org](http://www.fcnetwork.org).

The main purpose of the child visiting with the incarcerated parent is to maintain a positive relationship with him. Do not use visiting time to discuss the child's poor behavior or grades. Do that in letters. Spend your short time together talking about positive things.

Starting the visit may be awkward, especially if the children do not visit often. Be prepared to start the conversation.

### **Possible Conversation Starters:**

- Similar interests
- Updates on family, friends, pets
- School events
- Special events like holidays or birthdays
- Something the children discussed in a recent letter

During a visit, you and the incarcerated parent are responsible for your child's behavior. Usually giving the child attention will reduce the chance of misbehavior. But have a plan if misbehavior should occur.

If they are available, be prepared to play with toys or games or read books with the child. If more than one adult is visiting with the child, develop a tag-team approach where one adult plays with the child while the other visits with the incarcerated parent.

## **Division of Adult Institutions Visiting Information**

The Department of Corrections encourages and supports visiting for offenders and their approved visitors. The following guidelines help ensure a safe and secure visiting area while promoting a family atmosphere.

### **Prohibited Items and Controlled Substances:**

Wisconsin laws ban delivery of any article to an inmate of a State Correctional Institution or depositing or concealing an article within the State Correctional Institution or receiving an article to take out of the institution that is contrary to the rules without the knowledge or permission of the Warden. Any person found in violation of this law is subject to imprisonment of not more than three years or a fine not exceeding \$500.

The DOC is committed to maintaining drug-free institutions and will actively investigate and prosecute any individuals bringing drugs into a prison.

### **Getting Permission to Visit an Inmate:**

Anyone wishing to visit an inmate in a Wisconsin Correctional Institution must be listed on the inmate's visitors list. It is the inmate's responsibility to add visitors to his list.

All visitors, including children, must complete the Visitor Questionnaire (DOC-21AA) for approval to visit. It is the inmate's responsibility to obtain and mail the Visitor's Questionnaire to a visitor. The visitor needs to return the form to the institution to be added to the inmate's visitor list. Inmates will be notified when a visitor has been added to their visiting list. Visitors may be denied visitation on a number of grounds listed in administrative code. If denied, a visitor must wait 6 months to re-apply.

Any child under the age of 18 must have the written consent of the legal, non-incarcerated parent or guardian prior to visiting. This consent is contained on the Visitor Questionnaire. Unless a minor visitor is the legal spouse of the inmate, any visitor not yet 18 must be with an adult who is on the approved Visitors List.

### **Number of Visitors Allowed:**

The Assessment and Evaluation (A&E) intake units at Dodge Correctional Institution (DCI), Milwaukee Secure Detention Facility (MSDF) and Taycheedah Correctional Institution (TCI) have several visiting rules that are different from other institutions. Offenders in A&E are permitted up to four adult, close family member visitors. A close family member is an offender's natural, adoptive, step, foster parents, spouse, children, grandparents, grandchildren or siblings. If the spouse's last name is different than the offender's, the spouse must send a copy of the marriage license to prove the relationship. Offenders in A&E are allowed to have their own children visit. Offender's children under the age of 18 are not counted against the four visitor limit. However, offenders in A&E with sexually related offenses are not allowed to have visitors under the age of 18.

Once offenders have left DCI, MSDF or TCI, or have transferred out of A&E status and into DCI, MSDF or TCI General Population, they are allowed to have twelve adults on their visitors list. Children of the offender and minor children of approved visitors may also visit, and are not counted against the limit of 12 visitors. With the approval of an institution's Warden or Superintendent, an inmate may have more than 12 visitors on the visiting list if all visitors are close family members.

## **General Visiting Information:**

In addition to department-wide policies, each institution has its own specific visiting rules and procedures. They may be found at <http://www.wi-doc.com/Institution&Bureau%20Links.htm>. Scheduled visiting hours and number of visits allowed per week vary between institutions. The number of visitors on any single visit can vary between institutions, due to available space. It is a good idea to contact the specific institution, prior to visiting, when being newly added to an offender's visiting list or when having a special or extended visit.

Visitors should not arrive more than 15 minutes prior to visiting hours. No loitering is allowed in the parking lot area. No one is allowed to wait on state property for other persons who are visiting, including waiting in the parking lot or in vehicles. Persons or animals are not allowed to be left unattended in vehicles. Vehicles must have their windows rolled up and doors locked. If your vehicle is found unsecured, your visit may be ended. Handicap parking spaces are provided for visitors who have a physical disability. Verbal communication, waving, sounding of horns or blinking headlights to signal inmates is strictly prohibited.

Upon arrival at the lobby, visitors may be required to complete a Request to Visit Offender Form (DOC-176).

Visitors age 16 or older must provide photo I.D.s. Acceptable forms of photo I.D. are:

- State Driver's License
- Passport or Visa
- Department of Transportation Picture I.D. (Motor Vehicle Department)
- Military identification card
- Tribal I.D. (if it has a photo)

Only visitors on the approved visiting list will be allowed to visit. Visitors will not be allowed to stay in the lobby unless waiting to enter the institution. Anyone denied visitation must leave state property immediately, including parking lots. Waiting in vehicles is not allowed.

Lockers are provided at no cost for items not allowed in the visiting room. Visitors' hands may be stamped and checked by Security staff when entering and leaving those areas.

Visitors will be denied entry to the visiting room if they are unable to successfully pass metal detection inspection after three attempts. In order to speed up the entrance process, visitors should avoid wearing clothing with metal attached, such as buckles, snaps, excess jewelry, bib overalls, and wire in undergarments.

Visitors who have a disability or medical condition that prevents them from clearing lobby or metal detector procedures will need to have their doctor complete a Visitor Requesting Accommodations form (DOC-2424). A visitor may ask for this form when they complete the Visitors Questionnaire (DOC-21AA) by checking the appropriate box. The visitor must then send the Visitor Requesting Accommodations form to a doctor who can complete, sign and return the form to the facility Security Director. Any visitor who uses a wheelchair on a visit must use an institution approved wheelchair. This may be a personal wheelchair or one provided by the institution, as determined by the institution. Personal wheelchairs may be searched.

## **Visiting Areas:**

Each institution has a visiting area. Some institutions have both inside and outside visiting areas which may be used during appropriate times of the year. During outside visiting, offenders and visitors are not allowed to sit on the ground.

Offenders in segregation or under no-contact visiting restrictions may have added restrictions which may include using audio visual equipment or limited hours, length of visits and number of visitors. Visitors may call ahead to find out if an inmate is on a no contact visiting restriction.

Some institutions may provide video conferencing visiting. Please check the visiting information for each institution.

## **Behavior While Visiting:**

Visitors must act in a proper and courteous manner and must follow all visiting rules. It is the offender's duty to provide visiting rules to their visitors.

Visitors appearing to be under the influence of intoxicants will not be allowed to visit.

Whether visits are outside or inside, parents are responsible to supervise their children. Any child leaving the "visiting area" must be with an adult.

Excessive displays of affection are not allowed. Offenders may hug and kiss visitors at the beginning and end of each visit. Offenders may hold their own children who are age 5 or under. An offender's hands must be in view at all times.

Inappropriate conduct by visitors and offenders or their children may result in the end of the visit and suspension of visiting privileges depending on the inappropriate conduct.

The following items are not allowed in any institution:

- Weapons
- Illegal drugs
- Alcohol
- Tobacco and related products
- Matches and lighters
- Cell phones, pagers, or other electronic equipment
- Pets or other animals, except for those required as service animals for persons with disabilities
- Purses
- Cameras/video recorders (An offender photographer may be available if requested. There is a cost per photo, payable by the offender.)
- Food items (Vending machines are available)
- Reading materials or other papers without prior approval
- Children's books, games and toys (These are provided in the children's play area at each institution)
- Strollers
- At most institutions, visitors may not bring in any items for an offender

All items brought in will be inspected. Check with the institution about allowable medications. The list of allowed items is limited to the following

- Coins and bills, not to exceed \$15.00 for each adult visitor
- Comb, pick or brush, limited to one for each visitor
- Up to two baby blankets for each child
- Up to four diapers for each child (diaper bags are not allowed)
- Up to two plastic baby bottles for each child.
- One hand-held baby seat for each child
- Diaper wipes kept in a clear plastic bag
- One pacifier for each child
- One coat and one pair of gloves for each visitor
- Headwear (provided it does not conceal identity)
- One institution locker key

Visiting areas have a "family" atmosphere for family and friends of all ages. Visitors should dress and act accordingly. The following clothing is considered inappropriate and will result in the denial of visits.

The following restrictions apply equally to men, women and children:

- See-through clothing
- Shorts that are shorter than fingertip length with the visitor standing with proper posture, arms straight down, fingers extended
- Skirts and dresses shorter than fingertip length plus three inches with the visitor standing with proper posture, arms straight down, fingers extended
- Strapless, tube and halter tops and dresses
- Tops and dresses that expose the midriff (front or back)
- Spandex-like or Lycra-like clothing
- Exposed underwear
- Clothing with revealing holes, tears or slits
- Clothing or accessories with obscene or profane writing, images or pictures
- Gang-related clothing, headwear, shoes, logos or insignias
- Any clothing that may have the potential to cause a disruption
- Footwear and acceptable attire must be worn at all times

## **Telephone Calls**

Telephone calls may be more personal than letters, but they are more costly. Because you get the bill, you must discuss with the incarcerated parent the responsibility for limiting phone expenses. It is not fair to put the caregiver in the position of having to choose between accepting charges to allow the incarcerated parent to talk with their children and paying other bills.

Some children have a hard time talking with parents on the phone. Parents often feel pressure to make the conversation meaningful. This stressful situation often results in the parent asking a million questions.

Have the children make a list of things to talk about on the telephone. Tell them to use the notes as hints while talking on the phone. Encourage the children to talk about their lives – what they are doing each day.

### **Guidelines for Telephone Calls:**

- Decide with the incarcerated parent in advance how long the call will be (what phone expense the caregiver can afford)
- Arrange to be called when the child is likely to be free to talk
- Put your thoughts in order before the phone call
- Make a list of topics, because during the emotion of the call, you may forget something
- Focus on the child and encourage him to talk about his feelings and experiences
- Avoid topics that are too sensitive or require long explanations
- End the conversation on a positive note
- Remember, telephone calls are not a substitute for letter writing

### **Holidays and Special Occasions**

Birthdays, Christmas, Thanksgiving, Easter, and other holidays are hard times for parents and children to be separated. Yet, they build family traditions which help bind the family together. Even though parents are incarcerated, they may play a role in family events.

Start by having the child keep a calendar of birthdays, holidays, school events, and sporting activities. Realize that the planning is an important part of the event to the child. To involve the incarcerated parent, you must write your letters or make telephone calls before the event. Mail takes time. Mail in advance.

For most children, it is the attention and celebration that makes the day special. Focus on ways to make the children feel special on these days. Encourage the child to write about the meaning of the day to him and share memories of past holidays. Plan a telephone call to go along with the holiday. Have the child pick out holiday cards to be sent. Homemade cards containing the child's own words or drawings are very special to the incarcerated parent.

If the child wishes to send a gift, help him to decide what to give and what is allowed in the institution. Again, homemade gifts and photographs can become valued keepsakes. If the child makes homemade gifts that cannot be sent into a prison, have him take a picture of it and send the picture. Keep a "treasure box" of gifts the parent will get upon release.

# Encouraging Your Children's Education

Children whose parents take an interest in their education do better in school and life. Although the children's parent may be incarcerated, he may still be involved in his child's education.

Even before the child attends nursery or preschool, the incarcerated parent should start writing about learning. The caregiver or other family members need to make up for the missing parent by reading to the child and buying books and educational games for him.

When the child starts school; send the incarcerated parent information about the school, teachers, and subjects the child is taking. Keep him informed about the child's progress. Send copies of the child's assignments, test papers, and report cards. The child may even send some assignments that aren't so good. Then the incarcerated parent may help by sending back ideas to make the assignments better.

Some institutions have special projects for parents to encourage the children to develop their reading skills. These projects may involve inmates reading children's books while recording on audiotape or DVDs and sending the books and tapes/DVDs home to the children. Some institutions may also have special visiting projects which encourage inmates to read to their children. Urge the incarcerated parent to participate in these projects.

# Family Finances

(adapted from *Staying Connected and Staying Strong*)

During an incarceration, the family members on the outside and the family member inside both become very worried about money issues. Having a family member in prison can cause a real strain on your budget. You may have lost a paycheck or a child's caretaker. You probably will have to come up with money for a mortgage payment or rent, as well as money for food, clothing, medication, and all of the normal living expenses.

If the offender is incarcerated far from your home, you will also have the cost of long-distance collect calls, and travel costs when visiting. In the inmate's desire to see you and phone you, he may forget how tough it is on your budget. Your loved one may want you to buy things that you just cannot afford. Life in prison can be boring if the inmate is not involved with programming. He may want you to buy a television or send money to buy things at the canteen. This can leave you torn between showing that you care by sending money and paying the bills that have to be paid.

Even if the offender understands that you cannot afford to send much money, money can still be an issue. Your loved one may have many different feelings about money and may feel guilty or worthless since he is not helping with the family budget. The longer your loved one is in prison, the harder it is for the offender to understand how much things cost and how difficult it can be to live on the outside.

The offender may also become angry if you apply for some temporary aid from a social service agency, such as welfare or medical aid. However, you need to consider your family's health needs and need for a stable home and good nutrition. There are a number of programs designed to provide short-term aid. If you have a child, you can have a surprisingly high income and still get some types of aid. Wisconsin has many special programs to help families through hard times. Your local county Social Services Office will have information about these programs.

Money can be a problem for any family. One of the best ways to share money responsibilities is for you to go over the family budget with the offender. Make sure you work on the budget together and talk with each other about budget concerns. Be honest about your money problems and listen to the offender's concerns. Figuring out your budget can help you plan and also help answer all the offender's questions about money. Talking about these problems can help limit stress and frustrations so you can focus on yourself, your family and your relationship.

## Child Support

If an offender in prison is paying child support, he may be able stop or reduce payments until he is released. Here are the steps he must take:

- Send a written request to the child support agency to review the support order. The request should state why the offender wants a review.
- The child support agency will look at the information provided to see if, based on the offender's current income, changing the existing order would result in a significant change as defined in Wisconsin law. If the order meets the standard for agency review, the child support office will send the offender a packet of forms and instructions.

- The offender must follow the instructions carefully. He must complete the forms and return them to the child support agency within the time limits.
- If the order does not meet the standard for agency review, the child support office will send the offender a letter stating that they will not file a motion for change of the child support order and, if the offender still wants a review, he can file a motion asking the court to change the support order.

## **Health Insurance**

As well as a paycheck, your family may also have lost health insurance when a member was sent to prison, or maybe you didn't previously have health insurance. Medical care is important for you and your children! If you do not have health insurance, you may be able to use one of Wisconsin's health care programs. These insurance programs for low-income families and individuals are available through the Wisconsin Department of Health and Family Services.

# Returning Home

(adapted from *Staying Connected and Staying Strong*)

Your family and incarcerated loved one may be anxiously waiting the time he returns home. Hopes that everything will be perfect are common with friends and family members. However, these hopes may not be realistic.

Even if the offender had a short sentence, both of you will have experienced many changes since you were last together. The person on the outside had to become the sole head of the household. Your duties may have changed or expanded since a member of your family was absent. If you managed the home before the offender's arrest, you had to become more independent or start working outside the home. You might have had to use daycare for your children for the first time. If you were used to working before the incarceration, it may have been a change when you had to handle child and home care duties.

For the offender, the prison experience was a major change from his old life. Even the most humane prison environment is stressful. The prison environment is made up of very strict rules, and the offender had to watch his behavior.

On the positive side, the offender may have received treatment and education for problems that hurt his ability to get along in society. For example, if the offender had a substance abuse problem when arrested, he may have received treatment. Education is available for most offenders. The offender may have grown both emotionally and intellectually as a result of attending these prison programs. Either way, the offender has had many experiences that could change the way he acts in certain situations.

The children have probably grown up in a one-parent household. They may not remember a time when both parents lived together. Your children may not be used to sharing you with someone else or obeying someone else.

With all of these changes, it may take a while after the release before your family settles back into a comfortable routine. Meeting the rules of supervised release, getting the family financially stable and dealing with mandatory treatment can be hard. You may feel as though you are starting all over again. If you have problems dealing with some of these issues, you might want to seek some support or counseling to help you through this period.

Some agencies have support groups to help you and the offender adjust to life outside of prison. Support is offered in order to help a released parent avoid returning to prison and develop other skills necessary to "make it" in society. The groups also help the family of the offender adjust when the offender returns home. If no groups are available in your area, you may want to speak with a counselor or a social worker for individual counseling. It helps to remember that starting over can mean a fresh start as well. You have the strength to make a better life for you and your family.

Fair Shake is a non-profit website loaded with free services to help offenders reenter the community. Check the Fair Shake information in the next section of this handbook for the programs available to recently released parents and their families.

# Help for Incarcerated Parents and Caregivers

Being a caregiver to the children of an incarcerated parent can cause stress and problems that may seem too hard to handle. While you may often feel alone, there are programs for the parent within the institution and for the caregiver in the community that can help you manage your family's life and find strength. You can find help with things like food, clothing, child care, housing, work, education, counseling, and mentorship programs.

Within the institution, parents may take programs that may help them move back to the community. Urge him to check into these kinds of programs:

- Parenting skills classes
- Parent support groups
- Chapel programs
- Volunteer groups
- Parent/child reading projects
- Re-entry programs

Many community and social service groups can provide support for caregivers. Here is information on some of these agencies:

## Circles of Support

Circles of Support is a Goodwill Industries program that helps recently released prisoners with a support group of local volunteers (a Circle). The Circle provides advice and direction to the offender in all areas of life: work, education, housing and social.

Community Circles of Support are groups of volunteers who meet with men and women being released from prison to help them in making a successful move from prison to the community. Circles build positive friendships and responsibilities and work together to help them become productive citizens.

### Community Circles of Support:

- Create a feeling of acceptance for the individual's return to the community
- Build positive friendships and responsibility
- Focus on the future rather than the past
- Focus on the person's strengths and struggles
- Plan for success
- Support and recognize personal successes
- Locate community resources

The Regional Community Circles of Support operate in the Fond du Lac, Fox Valley, Green Bay, Manitowoc, and Oshkosh communities. For more information or to join a Community Circle of Support in your region, visit [www.circles-of-support.org](http://www.circles-of-support.org), email Anne Strauch at [astrauch\\_gw@gwicc.org](mailto:astrauch_gw@gwicc.org), or call 877-490-3120.

## Correctional Education Association-Wisconsin

In 2004, the Correctional Education Association-Wisconsin formed a Parenting Special Interest Group (SIG) to help incarcerated parents to become more caring, concerned, and informed. The Parenting SIG's goal is to promote Parenting programs in prisons and jails.

Among the Parenting SIG's activities are:

- Creating a national network of parenting educators in prisons and jails
- Publishing a bi-monthly *Parenting Connection* newsletter which highlights parenting programs in correctional settings
- Publishing two handbooks: *Reaching Out: A Handbook for Parents Incarcerated in Wisconsin* and *Reaching In: A Handbook for Families of Parents Incarcerated in Wisconsin*
- Publishing a directory for correctional educators: *Prison Parenting Programs: Resources for Parenting Instructors in Prisons and Jails*
- Presenting workshops for conferences and organizations
- Providing advice to staff and volunteers on developing parenting programs for incarcerated parents and caregivers

All of the *Parenting Connection* newsletters, handbooks and directories are posted on the [www.ceawisconsin.org](http://www.ceawisconsin.org) website. For more information about the services provided by the Parenting Special Interest Group, contact Jerry Bednarowski at [jerrybednarowski@new.rr.com](mailto:jerrybednarowski@new.rr.com).

## Fair Shake, Inc.

Fair Shake, a non-profit organization, focuses on successful prisoner reentry. Through its interactive website, reentry awareness, and community building; Fair Shake encourages all stakeholders to be involved in the successful reentry of former prisoners back into society.

Leaving prison and successfully returning to families and communities is just the first step in re-starting a former felon's life. Most are faced with huge challenges ranging from finding a job and housing, to paying restitution or fines, to restoring relationships. Central to all of that is finding and keeping self-confidence and a positive outlook. Because most inmates have limited or no access to computers while in prison, it is a difficult jump from prison into today's computer world.

Fair Shake offers former felons a free virtual office that can be used from any computer. In addition to email, data storage and a personal resource directory, members can create a web page to use to apply for jobs or housing. The website is also loaded with information for all stakeholders: former offenders, families and friends, employers, landlords, communities and corrections.

### Benefits of Fair Shake

- 24-hour access to tools found on the website
- Email account and web page hosting for former inmates
- Information on local resources
- Ability to quickly create a Reentry Packet
- Self-empowering non-authoritative approach
- Workshops to build skills

To find out more, visit Fair Shake's website at [www.fairshake.net](http://www.fairshake.net) or contact Sue Kastensen at [sue@fairshake.net](mailto:sue@fairshake.net), Alex Wikstrom at [alex@fairshake.net](mailto:alex@fairshake.net) or call 608-634-6363 or 414-810-0398.

## Madison Urban Ministries

Madison Urban Ministry provides services for incarcerated parents and their families in the Dane and Columbia County area. Among Madison Urban Ministry's programs are:

- **Circle of Support** – recruits volunteers to meet weekly with those newly released from prison. The newly released person finds a support network as he adjusts to the demands and challenges of life on the outside.
- **Journey Home** – builds a network of services to help those returning to the community from prison. The goals of the Journey Home Program are to: provide “ex-offender friendly” links to job opportunities, links to needed services, ongoing support, and job training.
- **Windows to Work** – provides re-entry planning and job services to men currently in prison at Oakhill Correctional Institution who are within six months of their release, offering classes in job readiness, resume writing, educational and vocational planning and links to community services. Program staff work with individuals for up to twelve months after release.
- **The Phoenix Initiative** – provides peer support and help for men and women returning to the community from prison. The program focuses on finding housing, work, support and treatment. After finishing the core program, members move into the Alumni Group that helps mentor other newly released individuals.
- **Children of Incarcerated Parents** – programs address the needs of children with a parent in jail, prison or awaiting sentencing. The three programs are: Mentoring, Family and Reading Connections. Family Connections takes children and caregivers to visit their moms in Taycheedah Correctional Institution. Reading Connections provides books for moms to choose and program volunteers to record the moms reading to their children. Mentoring Connections provides mentoring services by matching volunteers with children who have a parent in jail, prison or awaiting sentencing.
- **Re-entry Simulations** – are held in several Wisconsin prisons with the goal of helping to prepare inmates for their release. In these simulations the participants rehearse handling tasks necessary for successful re-entry.
- **Returning Prisoner Simulations** – educate the community about what formerly incarcerated people are expected to do when released. This workshop is conducted for professional and student groups, faith groups and the general public.

For more information contact John Givens at [john@emum.org](mailto:john@emum.org), Jackie Austin at [jackie@emum.org](mailto:jackie@emum.org), Fabu Phillis Carter at [fabu@emum.org](mailto:fabu@emum.org), phone (608)256-0906, or visit Madison Urban Ministries' website at [www.emum.org](http://www.emum.org).

## St. Rose Youth & Family Center, Inc.

St. Rose's Family Reunification Program serves children with incarcerated parents and the families who support them. The Family Reunification Program helps the children cope with feelings of sadness, anger, shame, and confusion. The program helps them cope with the loneliness they experience, while building coping skills, protective behaviors, and family strength. They also provide help with the reentry of former

inmates into the community, enhancing the chance of successful family reunification and decreasing the chance of future incarcerations – of both parent and child.

Working with children ranging in age from birth to older adolescence who are in foster or kinship care while their mothers are in prison, the program offers:

- Child-parent prison visits
- Support groups for children and incarcerated parents
- Specific programs for boys and girls
- Pre-release planning
- Community reentry support
- Help with individual and family counseling

While providing activities to unite families, the Family Reunification Program promotes of responsible behaviors, long-term family stability, and the safe reentry of formerly incarcerated people into the community.

For more information, go to St. Rose's website at [www.ladlake.org/about-us/st\\_rose\\_center](http://www.ladlake.org/about-us/st_rose_center) or phone 414-466-9450.

## **Sesame Workshop**

Sesame Workshop, the nonprofit organization behind Sesame Street, has started a new program, *Little Children, Big Challenges: Incarceration*. The program has tools to help caregivers with young children (ages 3–8) face some of the challenges that a parent's incarceration can bring and helps the children develop skills to deal with their situation.

Sesame workshop sees child care workers as playing an important role in helping families cope with the incarceration of a loved one. The *Little Children, Big Challenges: Incarceration* program has created resources solely for service providers to help them guide the caregivers and children through the changes they run into.

All of the resources are available at: [www.sesameworkshop.org/news/pressroom/incarceration](http://www.sesameworkshop.org/news/pressroom/incarceration).

### ***Little Children, Big Challenges: Incarceration* is designed to:**

- reduce worry, sadness, and confusion that young children may have during the incarceration of a parent
- provide at-home caregivers with plans, tips, and plain words they can use to talk with their children about incarceration
- tell incarcerated parents themselves that they can parent from anywhere, and provide them with simple parenting tips about the importance of communication

### **The *Little Children, Big Challenges: Incarceration* program includes:**

- Multimedia resource kits
- Sesame Street DVD featuring a Muppet story, live-action films with real children and their families, and a short cartoon
- Guide for parents and caregivers

- Children’s storybook
- Sesame Street: Incarceration app for adults to use on tablets and phones
- SesameStreet.org/Incarceration website
- Online toolkit with downloadable versions of all materials
- Tip sheet for incarcerated parents
- Training webinars for service providers on how to use the resources with children and families
- A playlist of videos from the *Little Children, Big Challenges: Incarceration* program

## Family and Corrections Network

Family and Corrections Network (FCN) provides information and training on families of offenders, children of prisoners, parenting programs for prisoners, prison visiting, and the impact of the justice system on families. FCN's web site has over 100 articles, an e-mail list, a directory of programs and links to offender family websites.

FCN has two collections of pamphlets which provide practical advice and information for incarcerated parents and their children’s caregivers. Pamphlets may be downloaded without charge. Copying is permitted and encouraged, so long as the materials are not altered or sold. All the materials of the Children of Prisoners Library are also available in Spanish.

All of the materials are available at: [www.fcnetwork.org](http://www.fcnetwork.org) or by contacting Ann Adalist-Estrin or Carol Burton at 215-576-1110 or [fcn@fcnetwork.org](mailto:fcn@fcnetwork.org).

### The Children of Prisoners Library

The loss of a parent to incarceration means a crisis for that child. Caring people who are dealing with children of incarcerated parents and their caregivers often need basic information and training. To help meet this need, Family and Corrections Network created a resource – the Children of Prisoners Library which contains these pamphlets:

#### Facts and Issues - pamphlets for all readers

- 101: Introduction to Children of Prisoners
- 102: Why Maintain Relationships?
- 103: Conversations – Questions Children Ask
- 104: Risk and Protection
- 105: Visiting Mom or Dad
- 106: Jail and Prison Procedures
- 107: Communication Tips for Families

#### Materials for Caregivers

- 201: Caring for Children of Prisoners
- 202: Questions from Caregivers
- 203: What Do Children of Prisoners Need?
- 204: Tips from Caregivers for Caregivers

#### Materials for Health Care Providers

- 301: Impact of Parental Incarceration
- 302: Challenges for Health Care Providers
- 303: Common Stress Points

- 304: Different Children/ Different Behaviors
- 305: Strategies for Intervention
- 306: Tips for Fostering Trust & Safety
- 307: The Caregiver's Situation

FCN also has a Resource section that has a list of agencies, a children's book list, a glossary of key terms, links to additional material online, a list of reading materials, and videos. FCN offers trainings to go along with the information in the Children of Prisoners Library.

### **Incarcerated Fathers Library**

This Library contains a number of pamphlets that have helpful information for incarcerated fathers and those that serve them. A printed set of the full Library (ten pamphlets) can be ordered for \$15.00, plus shipping.

#### **Pamphlets**

- #1 – A Fathers Story
- #2 – Almost 1.5 Million Children – U.S. Department of Justice Report
- #3 – Child Support Enforcement
- #4 – Long Distance Dads
- #5 – National Resources
- #6 – Preparing a Child for a Prison Visit
- #7 – Prisoner Child Support – Broke But Not Deadbeat
- #8 – Statewide Fatherhood Programs
- #9 – Telling the Children
- #10–Tips from a Father in Prison

#### **Additional Materials on Incarcerated Fathers**

- Bringing Family Literacy to Incarcerated Settings: An Instructional Guide
- Every Door Closed: Barriers Facing Parents with Criminal Records
- Constructing and Coping with Incarceration and Re-Entry: Perspectives from the Field.
- How to Explain Jail and Prison to Children – Oregon DOC Booklet
- Incarcerated Parents Materials at Center for Policy Research
- Teaching Parenting Skills To Incarcerated Fathers

## **Other Wisconsin Resources**

### **Big Brothers, Big Sisters of Metro Milwaukee**

Telephone: 414-258-4778  
 Address: 788 North Jefferson Street, Suite 600, Milwaukee, WI 53202  
 E-mail: [info@bbbsmilwaukee.org](mailto:info@bbbsmilwaukee.org)  
 Website: [www.bbbsmilwaukee.org](http://www.bbbsmilwaukee.org)  
 Area Served: Metro Milwaukee

Children with an incarcerated parent often need support and guidance. Big Brothers Big Sisters has a special Mentoring Children of Prisoners program that matches children, ages 6-18, with adult volunteers in one-to-one relationships that help broaden their hopes on what they can achieve in life.

### **Community Re-Entry Program – Racine Vocational Ministries**

Telephone: 262-633-9591

Address: 214 7<sup>th</sup> Street, Racine, WI 53403

Website: [www.rvmracine.org](http://www.rvmracine.org)

Area Served: Racine

The Community Re-Entry Program builds a bridge from incarceration to community through support in employment, education, AODA counseling, family and social services and faith-based guidance.

### **Family Connections of Wisconsin**

Contact: Laurie Bibo, Executive Director

Telephone: 608-279-5797

Address: PO Box 259533, Madison, WI 53725

Area Served: Dane County

Family Connections is a non-profit agency based in Madison providing opportunities to maintain and strengthen family relationships affected by incarceration.

### **Family Law Project – University of Wisconsin Law School**

Telephone: 608-262-1002

Address: 975 Bascom Mall, Madison, WI 53706

Website: [www.law.wisc.edu/fjr/flp](http://www.law.wisc.edu/fjr/flp)

Area Served: Wisconsin

Law students work under experienced family law attorneys to provide information and represent prison inmates and caregivers in their family law matters including divorces, paternity actions, child support modifications, child placement, visitation and guardianship.

### **Kids Matter, Inc.**

Telephone: 414-344-1220

Address: 1850 N. Martin Luther King Drive, Milwaukee, WI 53212

Area Served: Milwaukee

A team of social workers, family advocates and attorneys help caregivers deal with criminal justice and child welfare agencies. Kids Matter provides caregivers with knowledge and skills to help them meet the needs of the children they love.

### **Wisconsin Community Services, Inc.**

Contact: Stephen B. Swigart, Executive Director

Telephone: 414-271-2512

Address: 230 W. Wells Street, Suite 500, Milwaukee, WI 53203

E-mail: [sswigart@wiscs.org](mailto:sswigart@wiscs.org)

Website: [www.wiscs.org](http://www.wiscs.org)

Area Served: Southeast Wisconsin

Wisconsin Community Services provides family reunification support, counseling, and activities for parents and youth, gifts for children and support groups. It also provides case management, counseling, family therapy, parent education, public information, re-entry support, information and referrals.

### **Wisconsin Council on Children and Families**

Contact: Ken Taylor, Executive Director and Jim Moeser, Deputy Director

Telephone: 608-284-0580

Address: 555 West Washington Avenue, Suite 200, Madison, WI 53703

E-mail: [ktaylor@wccf.org](mailto:ktaylor@wccf.org)

Web site: [www.wccf.org](http://www.wccf.org)

Area Served: Madison area

The mission of the Wisconsin Council on Children and Families is to ensure that every child in Wisconsin grows up in a just and nurturing family and community.

## Other National Resources

### Center for Children of Incarcerated Parents

Contact: Tamara Satterwhite, Administrator or Denise Johnston, M.D., Executive Director

Telephone: 626-449-2470

E-mail: [ccip@earthlink.net](mailto:ccip@earthlink.net)

Website: [www.e-ccip.org](http://www.e-ccip.org)

The Center for Children of Incarcerated Parents provides services in four components:

1. The Information component includes publications and audio-visual materials free of charge to prisoners, their children and their families; and provides advice to groups of incarcerated parents and family members.
2. The Educational component provides materials and holds parent education training for parents in the criminal justice system. A correspondence course in parent education is offered free of charge to incarcerated parents.
3. The Family Reunification component has about 60 service projects to help prisoners and their children maintain a relationship.
4. The Therapeutic Component provides therapy for incarcerated mothers and their infants and young children.

### Federal Interagency Working Group for Children of Incarcerated Parents

Website: <http://csgjusticecenter.org/wp-content/uploads/2013/06/COIP-Toolkit.pdf>

Roughly 10% of incarcerated mothers in state prisons have a child in a foster home or other state care. To address this problem, the Federal Interagency Working Group for Children of Incarcerated Parents has created a toolkit to encourage communication and cooperation between child welfare agencies and federal prisons so that parents can stay involved in their children's lives.

### Long Distance Dads

Contact: Marcos Torres, Executive Director of Incarcerated Programming or Roland Warren, President

Telephone: 301-948-0599

E-mail: [mtorres@fatherhood.org](mailto:mtorres@fatherhood.org)

Website: [www.fatherhood.org](http://www.fatherhood.org)

Long Distance Dads provides parent education training for incarcerated fathers. The Long Distance Dads curriculum is used in over 145 correctional facilities in 24 states of the USA and in Canada, Great Britain and Africa. The Long Distance Dads lesson plans on responsible fatherhood, interactive CDs and many other books and resources can be ordered from their on-line bookstore.

### National Fatherhood Initiative

Email: [corrections@fatherhood.org](mailto:corrections@fatherhood.org).

Website: [www.fatherhood.org](http://www.fatherhood.org)

InsideOut Dad is a curriculum developed by the National Fatherhood Initiative for incarcerated fathers that bridges the gap between the inmate father and his children. Through the program, inmate dads deal with their past in order to discover their futures – even the chance that they can parent differently from their own, often absent, fathers. InsideOut Dad consists of 12 one-hour core sessions and includes 24 optional sessions.

### **National Incarcerated Parents and Families Network**

Contact: Charles E. Stuart, President/Founder  
Telephone: 717-657-0982  
E-mail: [cstuart@incarceratedparents.org](mailto:cstuart@incarceratedparents.org)  
Website: [www.incarceratedparents.org](http://www.incarceratedparents.org)

National Incarcerated Parents and Families Network provides training and information on parent education programs aimed at incarcerated adults and juveniles. The program model supports positive family involvement during incarceration and after release.

### **Osborne Association of New York**

Telephone: 800-344-3314  
Website: [www.nyinitiative@osborneny.org](http://www.nyinitiative@osborneny.org)

The Osborne Association has published *Stronger Together* is a series of three handbooks that focus on the experiences and needs of children with an incarcerated parent. Volume I describes the feelings and behaviors that are common when a parent is incarcerated, as well as what parents and caregivers can do to support children and reduce negative responses. Volume II focuses on the importance of maintaining parent-child relationships, how to deal with the criminal justice system, and the power of communication – especially between a child and his incarcerated parent. Volume III is for non-parent caregivers and provides important information for any caregiver caring for children with an incarcerated parent.

### **Parenting Inside Out**

Contact: Mindy Clark, [mindy@childrensjusticealliance.org](mailto:mindy@childrensjusticealliance.org).  
Websites: [www.parentinginsideout.org](http://www.parentinginsideout.org)  
[www.childrensjusticealliance.org](http://www.childrensjusticealliance.org)

The Children's Justice Alliance, a program of Pathfinders of Oregon, has published a prison version of its Parenting Inside Out curriculum to improve outcomes for children whose parents are involved in the criminal justice system. The parenting skills training program is suited for both incarcerated mothers and incarcerated fathers who are parenting from prison. The community version is appropriate for parents on parole or probation. The Parenting Inside Out curriculum is available in four versions: Prison 90 – 90 hours of instruction, Prison 60 – 60 hours of instruction, Community – 48 hours of instruction, and Jail – 20 hours of instruction

### **Urban Leadership Institute**

Contact: David Miller, Chief Visionary Officer  
Telephone: 410-339-4630  
E-mail: [dmiller@urbanleadershipinstitute.com](mailto:dmiller@urbanleadershipinstitute.com)  
Website: [www.urbanyouth.org](http://www.urbanyouth.org)

Urban Leadership Institute provides training on mentoring children of prisoners, with emphasis on working with African American males. They have published a workbook, *Dare To Be King: What If the Prince Lives - a Survival Workbook for African American Males* and lesson for fathers who return home from prison, *Dare To Be King: What Happens When Daddy Comes Home*.