

## Clothing for Children in Custody

### SUMMIT COUNTY CHILDREN SERVICES

<p><b>ORC:</b> 5153.16</p> <p><b>OAC:</b> 5180:2-47-19; 5180:2-47-15</p> <p><b>USC:</b> N/A</p> <p><b>CFR:</b> N/A</p> <p><b>Other Supporting Authority:</b> N/A</p> <p><b>BOT Resolution #:</b> N/A</p>	<p><b>ORIGINAL:</b> 9/22/2006</p> <p><b>REVISION/REVIEW:</b> 11/29/2006; 4/04/2007; 9/23/2008; 8/2009; 12/2009; 05/2010; 08/2010; 12/28/2011; 6/08/2015; 2/11/2020; 3/23/2021; 3/6/2026</p> <p><b>NEXT REVIEW:</b> 3/6/2031</p> <p><b>RELATED FORM(S):</b> Clothing Checklist; Placement Services Agreement; Request for Kinship Resources; Placement Funds Request</p> <p><b>RELATED PROCEDURE/POLICY(IES):</b> N/A</p>
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| <input type="checkbox"/> Administrative<br><input type="checkbox"/> Fiscal<br><input type="checkbox"/> Human Resources<br><input type="checkbox"/> Information Technology | <input type="checkbox"/> Legal<br><input type="checkbox"/> Safety & Security<br><input checked="" type="checkbox"/> Social Services – All Departments<br><input checked="" type="checkbox"/> Social Services – Foster & Adoption |
|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|

All Staff     
  Bargaining Unit     
  Non-Bargaining     
  Management

#### **POLICY:**

Summit County Children Services (SCCS) collaborates with resource caregivers to ensure that a child’s clothing needs are met while they are in agency custody.

#### **PROCEDURE:**

##### Initial Placements

SCCS provides a \$350 stipend to all resource caregivers at the time a child is placed in agency custody to pay for clothing and/or incidentals. The same initial stipend may also be requested, based on need, for relatives/kin who assume emergency temporary custody. In order for caregivers to receive an initial stipend, the necessary documentation needs to be provided to the SCCS caseworker.

#### **Placement Funds Request Distribution Process:**

- The emergency or initial placement funds request is completed by the child’s caseworker, kinship caseworker, placement caseworker, resource coordinator, or supervisor on behalf of the caregiver.
  - For non-licensed resource caregiver homes, the Request for Kinship Resources form is sent to the clerical specialist(s) in the kinship unit for processing.

- For licensed resource caregiver homes, the Placement Funds Request form is sent to the Fiscal department via the Placement Card Request email (JFS SUMMIT-PCSA-PlacementCardRequests).
- All other requests are sent to the Placement Services administrative assistant or designee for processing.

### **Placement Changes**

A stipend for children already in SCCS custody who are changing placements may be requested by the child's caseworker if it is determined that a need exists.

Stipends are not issued within ninety (90) days of each other, unless extenuating circumstances apply. Clothing purchased for children with the stipends goes with the child when a placement change occurs. SCCS reviews and issues stipend requests for children who are changing placements within five (5) days of the placement change. If the licensed resource caregiver home has received a stipend in the last ninety (90) days, department director approval is needed.

### **Maintenance**

#### **Non-Licensed Resource Caregivers and Licensed Kinship Resource Caregivers**

Non-licensed resource caregivers and licensed kinship resource caregivers receive an ongoing stipend for clothing every six months, in the amount of \$250, via direct deposit to the caregiver's checking or savings account.

#### **SCCS Licensed Traditional Resource Caregivers**

Beyond the initial stipend, foster parents must provide clothing to foster children utilizing funds received through the foster care per diem. SCCS provides foster parents with a clothing checklist which outlines the clothing that must be provided based on the age of the child. Resource coordinators review the checklist with the caregivers quarterly, and SCCS reserves the right to review the clothing checklist with the resource caregivers at any time. Failure to provide adequate clothing may result in removal of the child, or an inability to place children in the resource caregiver home in the future.

Clothing and footwear must be:

- Kept clean and well maintained
- An appropriate size
- Seasonally appropriate
- Age appropriate

Any clothing with permanent damage must be replaced. When placement terminates, all caregivers provide children with the clothes that have been purchased for them.

### **Special Clothing Requests**

Resource caregivers may request reimbursement for special clothing in limited situations, as defined below. Caregivers contact their resource coordinator, kinship assessor, or the child's caseworker for special clothing reimbursement.

Resource caregivers who are approved for a stipend to purchase clothing for any one of the following special circumstances are issued the stipend via direct deposit into a checking or savings account. Advance approval is needed for the following:

**I. Lost/Damaged/Destroyed**

Caregivers may request a special clothing stipend if clothing is lost, destroyed or stolen as long as the loss was not through the fault, omission or acts of the caregiver.

**II. School Uniforms**

If the child is enrolled in a school district that requires school uniforms, SCCS approves a reimbursement to the caregiver for uniforms up to a maximum of one hundred seventy-five dollars (\$175.00) per school year. The caregiver may purchase the uniforms at a store of their choice and submit the receipts to SCCS for reimbursement.

**III. Extracurricular Activity Uniforms**

SCCS may pre-approve, once per year, up to eighty dollars (\$80.00) for extracurricular activity uniforms. Any additional clothing required over the \$80 for an extracurricular activity uniform is to be covered through the resource caregiver per diem or biannual kinship clothing stipend.

**IV. Special Occasion Events**

SCCS reimburses up to seven hundred dollars (\$700) for prom dresses or tuxedos, graduation expenses such as a class ring, letterman's jacket, senior pictures, and a cap and gown.

**V. Other Exceptional Circumstances**

SCCS may approve a special circumstance request for up to five hundred dollars (\$500.00) in the following circumstances, including but not limited to:

- Pregnancy
- Extreme weight gain or loss
- Other circumstances as approved by a supervisor and department director

*See also: SCCS Placement Services Agreement for clothing provisions for children placed with contracted providers.*