
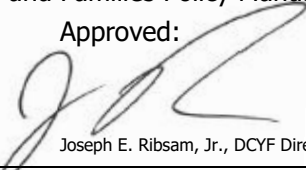


<b>2581 RESTORATIVE CONFERENCES</b>	
Chapter: <b>Prevention and Community Education</b>	Section: <b>Engaging the Community</b>
 <p>New Hampshire Division for Children, Youth and Families Policy Manual  Policy Directive: <b>19-05</b>  Effective Date: <b>March 2019</b>  Scheduled Review Date:</p>	<p>Approved:</p>  Joseph E. Ribsam, Jr., DCYF Director
Related Statute(s): <a href="#">RSA 169-B</a> , <a href="#">RSA 169-C</a> , <a href="#">RSA 169-D</a> , <a href="#">RSA 621</a> , and <a href="#">RSA 621-A</a> Related Admin Rule(s): Related Federal Regulation(s):	Related Form(s): <b>FORM 2580 and FORM 2582</b> Bridges' Screen(s) and Attachment(s):

Everyone deserves to be safe. The Division for Children, Youth and Families supports Restorative Conferences as a voluntary opportunity for individuals impacted by an offender's behavior to speak with equal voice. The process of a Restorative Conference involves the screening and preparation of participants to create a safe environment that supports all parties to share how they have been impacted. The focus is on: repairing the harm caused by the offender; building relationships and a sense of community for the offender to reintegrate into; and ultimately to prevent further conflict and recidivism.

### **Purpose**

This policy will guide best practice in preparing for and holding Restorative Conferences.

### **Definitions**

"**DCYF**" or the "**Division**" means the Department of Health and Human Services' Division for Children, Youth and Families.

### **Policy**

- I. The Restorative Practice Leadership Team will meet regularly to support Restorative Practices by:
  - A. Assigning a Responsive Restorative Practice certified facilitator to screen the participants and schedule and complete a restorative conference as appropriate if one is not available within the staff's worksite;
  - B. Facilitate the training of staff to support the purpose and process of restorative conferences if circumstances arise that indicate a need for education on restorative conferences; and
  - C. Reviewing the overall goals of the Division's Restorative Practices and the effectiveness of the implementation of Restorative Practices.

### **Restorative Conference Procedures**

- I. When a Restorative Conference referral (Form 2580) has been assigned, a Responsive Restorative Practice certified facilitator will:
  - A. Contact the referring staff to discuss the assignment of the Restorative Conference referral within five (5) business days;

- B. Contact proposed participants to individually screen each participant's appropriateness in the Restorative Conference process and the overall appropriateness of holding a Restorative Conference;
  - 1. Proposed participants will be advised that the Restorative Conference is completely voluntary;
  - 2. All ground rules and an explanation of the structure of a Restorative Conference will be explained; and
  - 3. The proposed participant will be asked all of the Restorative Conference questions to review the content anticipated and further gauge appropriateness.
- C. Within two (2) weeks of A above, follow-up in writing with the staff who referred the child/youth or family regarding:
  - 1. Any concerns that a participant or conference may not be appropriate; or
  - 2. Acceptance of the referral for a Restorative Conference.
- D. Maintain contact with the participants (including the referring staff if not a participant) during the process of preparing for the Restorative Conference;
- E. Schedule a Restorative Conference if the referral has been deemed appropriate and arrange for a venue to conduct the Restorative Conference;
- F. Facilitate the Restorative Conference based on a set of ground rules agreed to by all participants and a set of structured evidence-based questions to engage the participants; and
- G. Provide an atmosphere at the conclusion of the Restorative Conference to support the participants in debriefing amongst each other in a calm and respectful manner prior to exiting the venue.
- H. The facilitator of a restorative conference shall send the Restorative Circle Feedback Survey Form 2582 to each participant within two (2) weeks following the conference for the purposes of gaining feedback around the effectiveness of the process.