

# Introduction



Welcome materiel for young people

placed at Sønderbro and their relatives



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# Introduction

In this welcome folder we have gathered various information about the daily life at Sønderbro, that may be helpful for you to read, once it is decided, that you are to be placed at Sønderbro.

We emphasize that time spent during your placement is used sensibly and efficiently, and that we cooperate with you to define and work on your personal goals and action plan. Therefore, we want to make you, as well as ourselves, more aware about the specific resources, you have available, and what support you need.

We want to give you and the other young people at the institution as much responsibility as possible for your own development, involvement in the activities and daily operations. Everyone will receive daily feedback on their development and well-being.

We know that it is important for all people to be heard and understood. It is therefore important that we create a cooperation, with room for disagreement - but where we respect each other's limits.

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# First days at Sønderbro

If you are to be placed in custody, after the constitutional hearing, the police will transport you to Sønderbro. Here you are welcomed by two staff members with whom you will have an enrollment conversation. Together we review the legal basis you are placed under, you will be informed about the rules that apply to Sønderbro (house order), how daily life is here, etc. We also take care of formalities (completing room contract, declaration of health, etc.).

1. After the meeting you will be followed to one of our three sections, and you will be given your room and the key to it. In your room there is a bed, a TV, a bookcase, a window and you have your own shower and toilet. You will receive a starter kit which, in addition to the quilt and pillow, consists of:
  - Bed linen
  - Towels
  - Hygiene items that you do not have to bring yourself (hand soap, shampoo, toothbrush, toothpaste and necessary sanitary napkins or tampons)
  - Disposable scrapers and shaving foam are provided as needed.

# What can you bring?

In case you don't have the opportunity to pack a bag of clothes yourself, before you go to Sønderbro, your parents or guardian can bring it, first time they visit you at Sønderbro. We recommend that you bring these items for your placement:

- Ordinary everyday clothes, outerwear, underwear, socks, shoes and flip flops.
- Workout clothes for indoor and outdoor workouts as well as running shoes (we go outside in all kinds of weather).

We do not replace lost clothes - everything is carried at your own risk. Therefore, we do not recommend that you bring expensive clothes and shoes.

# Everyday life

## Mornings:

To help you get off to a good start of the day and ensure you are fresh and ready when the program begins at 09:00, the staff will start to wake you up from 8:00 to 8:30 on the weekdays. If it is difficult for you to get up in the morning, you can make an agreement on how you prefer to be woken up, to help you get started with the day in a good way.

When you are around other people all day, it is important to be clean and groomed. Whether you just want to just wash your hands and face or take a bath in the morning, is your choice. But you are expected to brush your teeth, clean yourself and put on clean clothes before you meet the others at breakfast or school.

## Breakfast and morning brief

Breakfast is served between 8:00 and 9:00. School and activities starts at 9:00, where you are expected to be ready for participation. Initially there will be a morning brief where the program for the day is presented.

# Everyday life

## Daily schedule

The daily program covers the time from 9:00 to 14.30 in the weekdays. Each section has its own weekly schedule where you participate in the agreed activities with the rest of the group. The weekly schedule ensures, that you go to school and that you get to work on yourself in the areas, that are important for your school and development - while staying at Sønderbro and afterwards.

Each day the program ends with a review of the day and an employee evaluating your efforts in today's school and activities.

## Lunch

Lunchbreak is from 12.00 to 13.00. It is important that everyone contributes to creating a pleasant atmosphere during the meals, so employees and youth can enjoy each other's company. This means that conflicts and disagreements should not be brought to the table but be resolved at another time.

## Room time

During the day and evening, you participate in activities and meet with many different people, so often you will need a break in the middle of the day, where you can be alone and have some rest. Therefore, on weekdays, there is room time from 14:30 to 15:15. During this time, you are in your own room and spend the time as you prefer. The TV signal will be turned on at this time.

# Everyday life

## Debrief

Each afternoon there is a short meeting (a debrief) for employees and young people. Here relevant topics are discussed, and you can make suggestions if there is something specific, that you would like to talk about.

You also have the opportunity to help plan the evening's activities and talk about how the day has gone so far. It is also typically during this meeting, that we plan the time for your area of responsibility and activities for the rest of the day.

All young people are obliged to take responsibility for the various tasks that are carried out each day at the sections. The tasks include cleaning and keeping track of the section - and everyone helps, since we are all part of the same community. The responsibilities are part of your life skills training, which are evaluated with you every day.

# Everyday life

## Dinner

We eat together every day at 18:00. On weekdays, dinner is prepared in Sønderbro's big kitchen. On weekends, the individual sections prepare the evening meals themselves and you are welcome to participate in the cooking.

## Evening activities

The evening activities that have been planned at the debrief start after dinner. You and the rest of the group have the opportunity to work out, play games or PlayStation and watch movies/TV. You will talk to an employee for an evaluation of how your participation has been during the afternoon and evening every night before bedtime.

## Bedtime

Sleep is very important when it comes to how your body and brain functions throughout the day. It is important for your well-being that you get at least 8 hours of sleep every night. For this reason, you must be in your room by 23:00 and get ready for bed. If you want something from the kitchen or need something to read, you should do this before 22.45.

# Everyday life

## Night

The door to your room is always locked between 23.00 and 08.00. If you need something throughout the night you can call for the nightguard on the call-button which is placed by the entrance to your room. There is no tv-signal in your room between 01.00 and 14.30 on weekdays and between 01.00 and 08.00 on weekends.

## Weekends

On the weekends you will have the opportunity to do what you want with your time. You can sleep in until 10.00 o'clock both Saturday and Sunday. Brunch will be served instead of lunch at 12.00 where plans for the rest of the day will be made.

You can decide on working out, movie night, play PlayStation, baking a cake etc. It is room cleaning time every Saturday at 13.00 before afternoon activities start. Here you have to clean your room so that it is tidy and a nice place to be.

## PlayStation and boardgames

Your section will have a PlayStation that you can use after room time and in the evenings. You will have to sign out games or boardgames when you borrow them until you return them. The group will have to save up to buy a new PlayStation if it is destroyed.

# Everyday life

## Absence

You have to make the personnel aware at wake-up time if you won't participate in the school activities because of sickness or other. You will have to spend the day in the room (until room time) if you are not participating in school. You also eat in your room. You cannot change your mind throughout the day. An employee will figure out if you can get some alternative schooling, but you will still be registered as sick/absent.

You will be able to smoke 2 times before room time when you are not participating in the school. The smoking breaks are at 10.30 and 13.30 and you will not have breaks with the rest of the group.

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# School and learning at Sønderbro



Sønderbros school



# School and learning at Sønderbro

During your time at Sønderbro you will learn things from different fields that can strengthen your development on multiple levels.

- Academic studies
- Physical education
- Woodwork and kitchen
- Social skills (your ability to handle conflicts and how you behave around others)
- Personal (your thoughts and feelings)

Furthermore, we will focus on supporting you in doing everyday tasks that comes with being an adult. Your life at Sønderbro will be planned after different goals and sub-goals to strengthen your skills in the areas that you decide on in cooperation with the personnel.

## School

It is important that you gain skills while you are at Sønderbro that strengthens your possibilities for further education and work. That is why you will be offered schooling in the traditional school subjects and practical subjects where you will learn different skills.

## Academic studies

If you still have compulsory schooling or want to prepare yourself for further education then it is possible to receive and take the exam in Danish, English and math's. You will also have a social science subject. The schooling will be fit to your academic level, and you can choose what areas you want to focus on.

# School and learning at Sønderbro

## Woodwork and kitchen (beskæftigelse)

Woodwork and kitchen consist of construction work in the different sections, in the woodwork shop or in the big central kitchen. This work will give you the opportunity to gain practical skills and you will be part of a production where you will assist on an even level with the employees.

## Physical education

At Sønderbro we focus on physical education and that everyone does some sort of sport every day. We know that working out has a positive effect on the body's physical and mental well-being and it also gives you the opportunity to work on yourself and your ability to collaborate with others. You will get the opportunity to get a personal diet and exercise plan to get an understanding of how you can support your own health development.

You will get an exercise test every 4 weeks to track your progress. The physical education also consist of games, yoga and more.

## Behavior studies, conflict training and robustness

You will be asked to work on yourself and your behavior while you are at Sønderbro. This means that you will be taught how to become more robust and how to handle your own emotions and how you react in different situations. There will also be a focus on developing your social skills. You will have 1 on 1 talks with the personnel and group work with the other young people in your section.

# School and learning at Sønderbro

## Life skills

Being able to do different practical tasks is an important part of being an adult so that you can take responsibility for what will affect your life later on. This could be skills such as housework, hygiene, IT and using borger.dk, NemID etc.

## Focus area during the week

Outside of the daily schooling all weeks will also have a theme/focus area that will be apparent both in and outside of school. The focus areas consist of different things that are relevant to you and your development.

The focus areas change every 2 weeks and are the same on all sections.

Click to add text

# Responsibilités



# Responsibilities

We will have a special focus on the effort you make while you are at Sønderbro - meaning how much or little you do to show active participation in school and activities. This also means that it is not whether you are good or bad at the activity but how seriously you work on yourself as well as how much responsibility you take for your actions and challenges.

The more involvement you show in school and take responsibility for the chores you get and the group you are a part of the more you will have the ability to influence your daily life here at Sønderbro.

This specifically means that:

1. You will get a daily personal evaluation and brief on your participation, how well you do your chores and your overall behavior.

The evaluation will help ensure that we can focus on the areas of development that are relevant to you.

It also helps to make it clear to you how your attitude towards school, activities, chores and people has an influence on your opportunities and how much you have control over in your everyday life.

# Responsibilities

2. You will get an area of responsibility that contains daily chores in your section:

The chores will be similar to chores that most kids and young people will have at home. You will experience a positive effect when you get involved in the chores connected to your section because it means you will get a bigger say in what your day should consist of, and you will develop skills to be in control of your own life going forward.

## Debrief and evaluation

Your participation in activities and chores as well as your overall behavior will be evaluated daily with you. The evaluation will happen twice a day with the day-time personnel (after 14 o'clock) and with evening personnel (between 21 and 23 o'clock). The daytime personnel will also register absence from activities.

# Responsibilities

There are 3 areas of responsibilities that you can be assigned:

- Meals and kitchen
- Windows and surfaces
- Yard and laundry room

The responsibility of the areas are shared in pairs where you and another young person in your section will take care of the different chores that come with the area. You have possibility to choose whom you want to share your area of responsibility with, and you will also get support from someone from the personnel if needed. You and your partner will have the same area of responsibility one week at a time and this counts for all seven days of the week. All pairs switch to a new area after a week and this will continue for your whole stay.

Even though you only get one primary area of responsibility at a time you should still care about the other areas. Your group has a collected responsibility for the section looking well kept, that the house rules is being followed and that both staff and young people are treated properly.

# Practical information



For youth and relatives



# Finances

You will receive pocket money and money for clothes while living at Sønderbro. The amount is decided by KL (Local Government Denmark). You will receive the money every Friday.

## Pocket money

### *Rates for 2021*

12-13 years old per week kr. 69

14-15 years old per week kr. 138

16 years or older per week kr. 278

## Money for clothes

### *Rates for 2021*

12-13 years old per week kr. 138

14-15 years old per week kr. 161

16 or older per week kr. 177

You or your family can transfer 200 kr. For your pocket money account when you arrive at Sønderbro. You will get your pocket money and money for clothes transferred if you are moving from another institution to Sønderbro.

# Finances

## Expenses

50 kr. Will be deducted from your "money for clothes" to cover hygiene expenses. 50% of your pocket money will also be deducted if you have a claim to damages, this will continue until you have paid the whole amount.

If you haven't paid your whole claim to damages when you are leaving Sønderbro the rest of the amount will be deducted from your account.

## Purchasing goods

You can order cigarettes and other goods Monday and Thursday. Your goods will be delivered Tuesday and Friday. The personnel will purchase the shared goods for the group on Thursdays.

## Purchasing clothes

Purchasing and agreements surrounding clothes should always happen in coordination with the evening personnel.

If you need clothes from home, then the personnel can make an agreement with your parents or guardian about bringing the clothes for their next visit.

You can also buy clothes from Sønderbro's clothing supply 

Type	Pris
Work out set	300 kr.
T-shirts (2-pak)	100 kr.
Boxershorts - Hummel (2-pak)	100 kr.
Socks - Hummel (3-pak)	100 kr.
Shoes - Adidas	450 kr.

# Finances

## Work rewards

If you take care of your area of responsibility (which is compulsory) you will be able to make some extra money doing work in the evenings or in the weekends. You could do this if you want to save up to some clothes or pay of your claim to damages faster.

Work rewards are practical work-tasks in your section or in the outdoor area that you will get paid for. You can talk to the personnel about potential tasks that you can do to gain rewards.

The hourly pay for doing work at the institution is decided by the municipality - at the moment it is 33 kr. an hour. You can do a maximum of 3 hours of work daily. You can do the work between 19:00 and 22:00 on weekdays and between 13:00 and 22:00 on weekends. You will not be payed for work done outside of these hours. If you have a damage claim, then you will repay with what you make from doing work.

You can only do work for rewards on weekends after you are done with your room cleaning and other chores. Your regular responsibilities do not count as work rewards.

# Telephone and Communications

Your phone and other devices for communication will be kept by Sønderbros personnel during your stay at the institution. You can communicate with your friends and family if you don't have restrictions on your communication in the hours mentioned below.

There is a one-hour limit on making calls in consideration of the other young people in your section. You will have unlimited access when it comes to your lawyer, caseworker in the police or municipality, priest or imam, social services or Red Cross and this will also be anonymous if possible. We can deviate from the call times if it is an emergency.

- Weekdays: 12:30-13:00, 16.00-18.00 & 19.00-22.00
- Weekends: 09.00-12.00, 13.00-18.00 & 19.00-22.00

# Visits

You are expected to follow the personnel's guidelines and behave well in general when you have visitors. The personnel or the police can stop the visit if you show inappropriate behavior. We can also deny visitors access if they don't follow the visiting rules.

- If you are not constricted by visit and letter control: you can get up to 3 visits per week, only one per day and the visiting days are Wednesday, Thursday, Saturday and Sunday.
- If you are constricted by visit and letter control: the police will be there during your visit, and you are limited to one visit per week. The visit can last up to one hour unless it is with your lawyer or someone from the authorities.