

Teen Handbook

THIS IS YOUR TEEN HANDBOOK

You are not alone.

There are people available to help you, 24 hours a day.

Your handbook is a guide to the people, services and information that you need in order to understand your concerns, get help and take action.

HOW TO USE THE HANDBOOK

Find your topic (for example: Education, Counseling). If you cannot find what you need, the Community Resource Council of Bergen County might help – 201-343-4900.

If it is not an emergency, write your questions down first. This will help you describe your situation.

You matter! Please wait if you are asked to “hold”. Sometimes these phone lines are busy.

Leave your name and number if you cannot wait, or call back. In order to help you, the resource person you reach may need information – like your age or birth date.

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CRISIS PHONE LINES

Alternatives to Domestic Violence – 201-336-7575
Juvenile/Family Crisis Unit – 201-336-7360
Child Abuse: Emergency & Weekends – 800-792-8610
Housing – 201-646-2233
PESP – 201-262-4357
Rape Crisis – 201-487-2227
Runaways – 800-231-6946; 800-448-4663
Suicide – 201-262-4357

OTHER HOTLINES

AIDS – 800-342-2437
Alcohol/Drug Information – 800-262-2463
Educational Financial Aid – 800-792-8670
Gam-A-Teen – 800-425-4837
Gambling – 800-426-2537
Kid Save – 800-543-7283
STD Information – 800-227-8922
9 Line – 800-999-9999
drugs, runaways, homeless

GENERAL INFORMATION NUMBERS

American Civil Liberties Union – 212-549-2585
Bergen County Bar Association – 201-488-0032
Lawyer referral
Bergen County Department of Health, Office of Behavioral Health – 201-634-2751
Bergen County Division of Family Guidance – 201-336-7350
Bergen County Medical Society – 201-489-3140
Doctor referral
Bergen County Probation – 201-646-2121
Bergen County Youth Services Commission – 201-646-3534
Better Business Bureau – 609-588-0808
Center for Food Action – 201-569-1804
Community Resource Council – 201-343-6543
Conklin Youth Center – 201-646-2756
Food and Drug Administration – 973-526-6000
Consumer complaints
Juvenile Detention Center – 201-599-6185
Northeast New Jersey Legal Services – 201-487-2166
Lawyer referral
Office on the Disabled – 201-336-6500
Superior Court of NJ-Bergen – 201-646-2800
General Number; Juvenile Number – 201-646-3307

COUNSELING SERVICES

The following agencies and services offer individual, family and group counseling. Some are focused on specific areas, such as alcohol abuse or rape. Others are more general. If...

- You feel a need to talk with someone about how things are going in your life
- You are having trouble with any of your relationships
- You feel worthless and that nobody cares
- You avoid friends and activities
- You lose your temper easily
- You are feeling excessive anxiety
- You are having sleep or eating difficulties, counseling can help you to come to grips with troubling issues and feelings

DRUG/ALCOHOL – RELATED COUNSELING

Ala-call – 800-322-5525

24 hours, information.

Adapt – 201-996-5999

Hackensack Medical Center

Outpatient treatment program for adolescents 11-18.

AlAnon – Alateen – 973-744-8686 9-5 Mon-Fri; 973-783-3766 Sat & Sun.

If you have a family member with a drinking problem, call AlAnon. Separate teen meetings.

Adolescent Substance Abuse Program (A.S.A.P.) – 201-336-7350 (Hackensack)

Bergen County Division of Family Guidance; A 3-part program including parent participation.

Bergen County Council on Alcoholism & Drug Abuse – 201-488-8680

Non-profit, provides information about alcohol and drugs, provides referrals, operates the Safe Ride program.

Bergen Regional Medical Center Outpatient Addiction Clinic – 201-967-4222

(Paramus)

Are you 17 or older and having trouble with drinking or drugs? The Bergen Regional Medical Center Clinic can give outpatient or inpatient (21-28 days) support. Call for more information.

C.A.R.E. – 201-833-3000

Holy Name Hospital (Teaneck)

Center for Addiction Rehabilitation and Education. This service provides outpatient only medical detoxification, day/evening intensive rehabilitation program, aftercare counseling, and an education resource center. Ages 18-adult.

Carrier Center for Counseling – 800-933-3579 (Paramus)

Help if you have a drug or alcohol problem and live in the Ridgewood area.

Furman Clinic/Challenge Program – 201-670-1940 (Ridgewood)

The Clinic provides referral, evaluation, outpatient counseling, and aftercare services. Fees are adjustable.

Giant Steps – 201-792-8290

Intensive outpatient day treatment and after-school program.

Phoenix Academy – 800-435-7111 (Rockleigh)

A long-term inpatient program for adolescents.

Straight & Narrow, Inc. – 973-345-6000 (Paterson)

3-phase program, 30 days – 5 months.

“Teens Count” – 201-569-6667 (Englewood)

A free program of the Van Ost Institute for Family Living, Inc. Ages 13-18. For teens with family members who are involved with addictions. A variety of other services for people who have drug or alcohol abuse.

GENERAL COUSELING

Adolescent Family Therapy Program – 201-336-7350

Bergen County Division of Family Guidance (CRYF)

21 Main St., (Hackensack)

Bergen County Juvenile Fire Prevention Program – 201-265-8200

610 Industrial Ave. (Paramus) Serves anyone between the ages of 2-18 who expresses a continuing interest in fire play.

Bergen Regional Medical Center – 201-967-4000

230 E. Ridgewood Ave; Children and Adolescent Outpatient Unit:

If someone has never been there before: 800-730-2762; if someone has been there before: 201-967-4080

Professional Advisory Service – 212-769-2251

For Group referral: Dr. Robin Good

Family Services of Bergen County – 201-342-9200

10 Banta Place, (Hackensack)

Hackensack Medical Center – 201-996-2000

48 Second St., (Hackensack)

Child and Adolescent Unit, Outpatient Mental Health Services

Fair Lawn Mental Health Center – 201-797-2660

17-07 Romaine St. (Fair Lawn)

Outpatient Therapy: county-wide specialized children's services for DYFS clients; parenting skills and social skills training.

Mid-Bergen Community Mental Health Center – 201-265-8200

610 Industrial Ave. (Paramus)

The Mental Health Center at the Paramus location serves the residents of Elmwood Park, Fair Lawn, Hillsdale, Montvale, Paramus, Park Ridge, Saddle Brook, Washington Township, Westwood, and Woodcliff Lake.

Comp Care, Inc. – 201-646-0333 – 395 Main St. (Hackensack)
201-935-3322 – 516 Valley Brook Ave. (Lyndhurst)
201-460-0160 – 186 Paterson Ave. (East Rutherford)

These agencies serve the residents of Bogota, Emerson, Hackensack, Hasbrouck Heights, Little Ferry, Lodi, Maywood, New Milford, Oradell, River Edge, Rochelle Park, South Hackensack, Carlstadt, East Rutherford, Garfield, Lyndhurst, Moonachie, North Arlington, Rutherford, Wallington, and Wood-Ridge.

West Bergen Mental Health Center – 201-444-3550 – 120 Chestnut St. (Ridgewood)
201-934-1160 – 1 Cherry Lane (Ramsey)

This mental health center provides services for residents of the following towns: Allendale, Franklin Lakes, Glen Rock, Ho-Ho-Kus, Mahwah, Midland Park, Oakland, Ramsey, Ridgewood, Saddle River, Upper Saddle River, Waldwick, and Wyckoff.

Pascack Mental Health Center – 201-391-1355
114 Kinderkamack Rd. (Park Ridge)

COMMUNITY CENTERS FOR MENTAL HEALTH

Dumont Center – 201-385-4400
2 Park Ave. (Dumont)

Englewood Center – 201-567-0500
93 W. Palisades Ave. (Englewood)

Services for residents of: Alpine, Bergenfield, Closter, Cresskill, Demarest, Dumont, Harrington Park, Haworth, Northvale, Norwood, Old Tappan, River Vale, Rockleigh, Tenafly, Cliffside Park, Edgewater, Englewood, Englewood Cliffs, Fairview, Fort Lee, Leonia, Palisades Park, Ridgefield, Ridgefield Park, and Teaneck.

Catholic Community Services – 201-440-7077 (Hackensack)

Jewish Family Service – 201-837-9090
1485 Teaneck Rd. (Teaneck)

Ethical Culture Society of Bergen County – 201-836-5187

Bereavement Support Group – 201-833-3740 ext.2766
718 Teaneck Rd., Rosarii Hall

The Compassionate Friends, Inc. – 201-567-0089
444. Conrad Rd. (Englewood)

ADOPTION COUNSELING

Adoption Resource Center, Northern Region – 201-742-0063
22 Mill St. (Paterson) 07501

Children's Aid and Family Services – 201-487-2022 – Main St. (Hackensack)
201-445-7015 – Prospect St. (Ridgewood)

Counseling available for birth parents, adoptees and adoptive parents. Post-adoption counseling services also.

Catholic Community Services – 201-440-7077 (Hackensack)

Christian Home for Children – 201-342-4235
275 State St. (Hackensack)
Adoption, birth parent service, foster care, and counseling.

Lutheran Social Ministries of New Jersey – 609-585-0400
120 Rt. 156 (Yardville)
Adoption, foster care, counseling, and family life education.

GAMBLING

Gamblers Anonymous –201-756-1171

Gam-Anon – 908-756-1171
For families of gamblers.

Gam-a-Teen – 800-425-4837

GAY AND LESBIAN YOUTH

Adolescent Support Group – 201-385-4400
Dumont Mental Health Center

Lesbian Awareness – 201-719-1434
St. Paul's Lutheran Church (Teaneck)
Offers self-help, support and activities.

Gay Activist Alliance of New Jersey – 201-692-1794 or 973-285-1595
Groups and individual counseling and referrals.

Galy (Gay and Lesbian Youth) – 973-285-1595
Listing of groups, social events and activities.

SUICIDE

201-262-4357

Sometimes the pain you feel may seem unbearable. If you feel that suicide is the only way out, talk to someone. You can be helped, and you deserve to be! Call **201-262-4357**. If a friend talks to you about ending his/her life, take it seriously. Do not keep it a secret. GET HELP. Go to a trusted adult or call one of the resources in this book.

201-262-4357 is a 24 hour hotline. You can also call your local police or hospital. Warning signs of suicide may include:

- Suicide threats
- Statements about wanting to die
- Sudden mood changes in behavior (withdrawal, moodiness, showing no feeling)
- Depression (crying, sleeplessness, hopelessness, loss of appetite, no future plans)
- Final arrangements (giving away possessions)

CHILD ABUSE

If someone hits you in a way that leaves bruises, or causes other serious injury, you are a victim of physical abuse. Not even your parents or other family members have the right to do this. Child abuse is against the law. Sexual abuse is another form of child abuse.

Family Help Line – 800-843-5437

Family Services of Bergen County – 201-342-9200

This service includes family, individual and group counseling for adolescents who have been sexually abused.

DYFS NJ Child Abuse Reports – 800-792-8610

Family Life Center – 201-996-3501

NJ Parents Anonymous – 800-843-5437

NJ Governor's Task Force on Child Abuse and Neglect– 800-422-4453

SEXUAL ABUSE/INCEST

If someone – a family member, relative, teacher, etc. – touches you in a way that makes you unhappy, uncomfortable, ashamed or confused, you may be a victim of sexual abuse. Incest is sexual abuse within the families, and it happens a lot. It may not include sexual intercourse, and it can happen to boys, too. It might involve a parent, sibling or a grandparent. This person may tell you that unless you keep “our secret”, something bad will happen to you. Even if fear is used to get you to agree (instead of force), sexual abuse is against the law. It is hard to know what to do if any of these things are happening to you. You may love the parent or adult involved and not want to get them in trouble. Help is available for you and the adult. Remember, it is NOT YOUR FAULT. One in every five young people will suffer some sort of sexual abuse. Tell someone – a trusted teacher, counselor or youth leader. You can also call:

Family Services of Bergen County – 201-342-9200

Shelter Our Sisters – 201-994-9600

Adult and Teen Survivors of Rape – 201-487-2227

Teen group age 13-17.

DYFS – 800-792-8610

Survivors of Incest Anonymous – 212-502-3600

Women only

Rape Crisis Hotline – 201-487-2227

RAPE OR SEXUAL ASSAULT

Sexual assault, including rape, unwanted sexual intercourse or other forced sexual acts. Both men and women can be forced to have sex with persons of the same or opposite sex. Some types of sexual assault – rape, anal and oral sex – are felony crimes. You are a victim – not a guilty party. Rape is a crime of violence and hate. It is sexual only in method. In nearly all sexual assault cases, the victim and offender know each other. Rape can occur on a date. Any type of forced sexual intercourse is rape.

What to do if you are raped:

Go to a hospital emergency room or call the police immediately. Do not bathe, wash, douche or change your clothes before going to the hospital. Call the rape crisis hotline. They will send someone to meet you at the hospital emergency room. This person will offer support and information about your rights. After the rape, you may feel very upset, confused, ashamed, frightened and more. The sooner you find someone to talk with, the better.

Rape Crisis Hotline – 201-487-2227
Family Services of Bergen County – 201-342-9200
NJ Division of Youth & Family Services – 800-792-8610

RUNAWAYS

Thinking about running away? Sometimes things get rough at home, and you feel trapped, with nowhere to turn. You may be abused or neglected, or you just cannot get along with your parents. Problems at school could be worrying you. You want to do something – anything – and running away may seem like the answer. Running away is probably more dangerous than the situation you are facing. Think about it. Where will you sleep? How will you get money for food? Before you run, make a call to get some help with your problems. The strangers on the street are not going to make them better.

Runaway Hotline – 800-231-6946
National Runaway Switchboard – 800-621-4000
Youth and Crisis Runaway Hotline – 800-448-4663
Juvenile/Family Crisis Unit – 201-336-7360
Women’s Referral Central – 800-426-5678
New York City Runaway Hotline – 800-246-4646
Child Find – 800-426-5678
Information of lost children.

Operation “Home Free” – 800-999-9999

A one-time only service to provide transportation home (Trailways). Report to the nearest police station to request this service. 24 hours.

PHYSICAL ASSAULT

If you are the victim or witness of a crime, contact your local police department immediately or call:

Alternatives to Domestic Violence – 201-336-7575
Victims Witness Assistance Unit – 201-646-2057
NJ Division of Youth and Family Services Child Abuse – 800-792-8610
Family Helpline – 800-843-5437
Rape Crisis Center – 201-487-2227

DATING AND/OR FAMILY VIOLENCE

Dating violence can be physical, verbal, sexual or emotional. Warning signs include:

- Someone trying to control your choices of friends, activities, clothes
- Jealousy and possessiveness
- Frequent put-downs
- Isolating you from friends and/or family
- Physical displays of anger - throwing or punching things, damage to possessions, and/or rough “horse-play”

If you fear what your partner will do or say and feel that you cannot be yourself call:

Alternatives to Domestic Violence – 201-487-8484
Shelter Our Sisters – 201-944-9600
Division of Family Guidance – 201-646-2233

EMERGENCY HOUSING

Juvenile/Family Crisis Unit – 201-336-7360
Youth Haven – 201-881-1611

HEALTH SERVICES

If you need assistance with a health problem, your town's health department may be able to offer information and services. You may also call the Bergen County Department of Health Services: 201-599-6100. Health Information tapes may be heard by phone, calling 201-586-5850. This service is called Tel-Med, <http://www.kennewickgeneral.com/telmed.html>. An operator will connect you with a tape of the information on your topic. You do not have to give your name.

Medical Emergencies

Call 911, your local police department or ambulance, or get to the nearest hospital emergency room immediately.

Hospitals

Bergen Regional Medical Center – 201-967-4000
230 E. Ridgewood Ave (Paramus)

Englewood Hospital & Medical Center – 201-894-3000
350 Engle St. (Englewood)

Hackensack Medical Center – 201-996-2000
30 Prospect Ave (Hackensack)

Holy Name Hospital – 201-833-3000
718 Teaneck Rd. (Teaneck)

Pascack Valley Hospital – 201-358-3000
Old Hook Rd. (Westwood)

The Valley Hospital – 201-447-8000
223 N. Van Dien Ave (Ridgewood)

Poison Control Center – 800-962-1253

SEXUALITY/BIRTH CONTROL/PREGNANCY

Let's talk about sex:

Sexual feelings are normal. But you may have some questions:

What are my values?

Am I living according to what I believe?

Why am I doing this?

Do I feel pressure to have sex?

Am I willing to risk pregnancy? AIDS, STDS, or infertility?

Am I ready to accept the responsibilities of being a parent?

Could I support the child?

Could I put it up for adoption?

Could I have an abortion?

Decisions about sex may be the most important decisions you will ever make. So, think before you act! There are many ways to show affection without intercourse. Set your own limits and stick to them. You do not need parental consent to obtain a pregnancy or VD test or birth control devices.

Carrier Center for Counseling – 800-933-3579

625 From Rd. (Paramus)

Planned Parenthood – 201-489-1140

575 Main St. (Hackensack)

Birth control, pregnancy and VD testing.

Birthright – 201-845-4646

19 W. Pleasant Ave (Maywood)

Metropolitan Medical Associates – 201-567-0522

40 Engle St. suite B-1 (Englewood)

Women's Choice – 201-489-2266

10 Zabriskie St. (Hackensack)

Free pregnancy testing.

Prenatal Care

Local hospital clinics; see hospitals, beginning of Health Section.

Birthright – 201-845-4646

La Leche League of New Jersey – 201-837-5910

Contact Julie

Healthstart – 201-996-2491

Especially for teen/at-risk pregnancy.

1-800-No Abort – housing for pregnant teens

Support Services for Teens with Children

American Red Cross – 201-487-7470 (Hackensack)

Birthright – 201-825-4646 (Maywood)

West Side Infant Day Care Center – 201-568-2571 (Englewood)

New Hope Inc. – 201-641-4155 (Hackensack)

Teen Parent Program, Career & Life Counseling Center, Bergen County Technical School – 201-343-6000 (Hackensack)

Children's Aid & Family Services – 201-487-2022 (Hackensack)

Christian Home for Children – 201-342-4235 (Hackensack)

Florence Christian Home – 973-956-1189 (Wayne)

Life Advocates – 201-934-0887 (Allendale)

1-800-No Abort – Shelter for pregnant teens and infants to age 1.

Urban League of Bergen County – 201-568-4988 (Englewood)

Abortion Services

Abortion Services of NJ – 201-871-0740

Bergen Regional Medical Center – 201-967-4000

Metropolitan Medical Associates – 201-567-0522

Women's Choice – 201-489-2266

Fathers

National Congress for Men and Children – 800-733-3237

Instructs single fathers on a variety of issues.

STDS

- Have reached epidemic numbers
- Do not go away by themselves
- Can occur more than once in the same person
- Can be treated and/or prevented
- Do not require parental consent for testing or treatment
- May have no detectable symptoms
- If there are any symptoms, they may include: painless blisters or sores, itching in the genital area, painful, burning urination (mostly males), or discharge from the vagina or penis.

Free testing for STDS and AIDS are available at:

Hackensack Medical Center Outpatient Clinic – 201-996-2121

30 Prospect Ave (Hackensack)

Planned Parenthood – 201-489-1140

575 Main St. (Hackensack)

National VD Information Hotline – 800-227-8922

HIV & AIDS

One million Americans are infected with the HIV virus. This means one in every 250 men, women and children. Since there are fewer infections among the aged, the rate of infections is actually higher than one in 250 for younger people.

MYTH: AIDS is only a gay disease.

FACT: The fastest increase in HIV infection is among heterosexual women and injected drug users.

MYTH: You can tell who is infected by how they look, groom themselves or by their lifestyle.

FACT: HIV is invisible for years at a time. ANYONE can have the virus

Early detection of the HIV virus can lead to a longer, healthier span of time before the onset of AIDS. If you have had any unprotected sex, you owe it to yourself to have one AIDS test immediately, following another six months after the unprotected sex.

Free, anonymous AIDS testing:

Bergen County Health Services – 201-487-3243

151 Hudson St. (Hackensack)

Walk-in Monday, Noon – 2:30

Friday 9 – 11:00am, 1 – 3:30pm. Other days by appointment.

<http://www.umdj.edu/psyevnts/njBERGEN.html#BERGEN>

Hyacinth Foundation – 800-433-0254

Support services, information, hotline for anyone affected by AIDS.

New Jersey Buddies – 201-837-8125

Housing for HIV-positive men.

Bergen County HIV/AIDS Consortium and Resource Center – 201-461-2700

Center for Help in Time of Loss – 201-666-0009

For parents who have lost a child to AIDS.

EATING DISORDERS

Anorexia Nervosa, Bulimia, Overeating

Anorectics diet excessively, leading to severe weight loss. They are obsessively preoccupied with food and terrified of being fat. Bulimics go on eating binges, then purge, causing excessive weight fluctuation. Both diseases are serious and can be life-threatening. It is important to get medical attention immediately from a doctor experienced in the treatment of eating disorders. Obsessive overeating often occurs during times of stress.

Anorexia/Bulimia Clinic of NJ – 201-797-2550 (Fair Lawn)

Eating Disorder Support Group – 201-996-5994

Hackensack Medical Center (Hackensack)

Overeaters Anonymous – 973-746-8787

Center for Treatment of Eating Disorders – 973-740-1262 (Livingston)

SMOKING

American Cancer Society – 201-343-2222

Bergen County Department of Health Services – 201-599-6110

Quit Smoking Program

American Lung Association of NJ – 201-791-6600

SPECIAL NEEDS

Community Resource Council of Bergen County – 201-343-6543

Publishes a directory of services for people with disabilities.

DIAL (Disabled, Information, Awareness & Living) – 973-470-8090

Office on the Disabled – 201-336-6500

LEGAL SERVICES

If you have been taken into police custody:

- Do not argue, talk or resist.
- Stay calm and polite.
- Tell the officers that you cannot tell them anything without first talking with a lawyer or your parents.
- Ask the court to appoint a lawyer for you if you cannot pay for one. Everyone is entitled to legal advice.
- Do not sign anything without advice from a lawyer or your parents.

Remember: The police DO have the right to search you for concealed weapons. They DO NOT have the right to read you your rights unless trying to get a statement. The police ARE REQUIRED to call your parents/guardians if you are under 18. You can be tried and punished as an adult for felonies if you are over the age of 14. Harsh punishment, including prison, can be ordered even if you are tried as a juvenile.

Bergen County

Legal Services – 201-487-2166

Bar Association – 201-488-0032

State

Public Defender – 201-996-8030

American Civil Liberties Union – 201-642-2084

Division of Civil Rights – 201-977-4500

Further listings can be found in the yellow pages.

Searches

Your possessions can be searched without a warrant:

- By your parents at any time.
- By your teachers and principals on school property.
- If you have fled in a car to a house, the house may be searched.
- In your house by the police if any adult resident gives them permission.
- If the police believe there is a weapon in a car, unlocked areas may be searched.
- If there has been a crime, the whole car may be searched.

If you are served with a search warrant, ask to see the warrant before you let the police enter your home. Ask for a copy of the warrant, and make sure you get a receipt for anything removed from your home. REMEMBER: you do not have to make any statement.

MOTOR VEHICLE ACCIDENTS

If you are involved in a motor vehicle accident:

- Do not leave the scene.
- Get the names and addresses of any other people involved in the accident and of any witnesses.
- Call the police or 911.
- Do not move seriously injured victims unless they are in danger from fire or traffic.

UNDERAGED DRINKING

Selling alcoholic beverages to a person under the ages of 21 is against the law. It is also illegal to encourage minors to drink. People under the age to purchase alcoholic beverages are not permitted to possess or consume them in any school, other public place or in a motor vehicle. Possession or consumption may lead to arrest and a \$500 fine. Driving under the influence will lead to arrest and the suspension of six-month postponement of driving privileges. People who serve alcohol to minors in their homes and permit them to leave and drive while under the influence may be held responsible for any injuries that may occur as a result of an accident.

EDUCATION

The information provided in this section is taken from the [New Jersey Student Rights Manual](#), published by the American Civil Liberties Union of New Jersey, and the [Student Codes of Conduct: A Guide to Policy Review and Code Developments](#), published by the New Jersey Department of Education.

Education Guarantee

A free public education is guaranteed by the New Jersey Constitution for all residents of the State between the ages 5 and 20. In addition, the state law requires regular attendance at a public school or an equivalent program for all those between the ages of 6 and 16. You may not be denied an education because of your race, sex, religion, ethnic background, disability, socioeconomic background or geographic location.

Residency

You are entitled to be educated in the school district in which you reside unless you have special educational needs which require a program that is not available in your district. If you live in the school district with you parents, guardian, or in an alternative living arrangement set up by the Division of Youth and Family Services, you are a resident of that district. There are special rules for homeless students who live in temporary shelters.

Student Rights

You have specific rights regarding your privacy and liberty in the school settings. Your school must provide a basic curriculum and set standards for promotion and graduation. You have the right to know, in advance, all the rules that govern your conduct in school, such as dress, smoking and graduation requirements, etc. Your school can discipline you, although you do have some rights if you are threatened with suspension or expulsion. As a student, you have a right to privacy, but some of your freedom of speech and freedom from search and seizure rights are limited in the school setting. You have a right to equal treatment while in school. Only in sex education courses and contact sports may a school maintain separate classes for male and female students. Public facilities and resources must be made available to all groups on an equal basis. A free public education is your right. Please call for further information regarding suspensions, expulsions and other educational issues:

Education Law Center – 973-624-1815

Pagers

Selling, leasing or giving a person under 18 years old a paging device is illegal, unless special permission is given for medical reasons. No student is allowed to bring a “beeper” onto school property, whether school is in session or not, without permission from the principal.

Student Records

Your parents, legal guardian, or you (if you are over 18 and officially signed out of school) have the right to see your entire student record according to the procedures set up by the school. Your request to see the files should be honored within a reasonable amount of time. You may take notes or make copies of any items in the record. You have the right to request that misleading or inaccurate information be removed, and to have clarifying material added.

Corporal Punishment

New Jersey law prohibits any conduct which inflicts bodily pain or suffering. A teacher or school official may use reasonable force to stop a disturbance or protect people or property.

Religious Freedom

Your religious freedom is guaranteed by the Constitution. You may decline to participate in any ceremonies, religious songs, pledges or sex education classes if these are against your religious or ethical beliefs. Your conduct may not infringe on the rights of those who are participating.

Academic Penalties

A teacher may not lower your grade(s) to punish you for general misbehavior.

Special Education Programs

Some students have difficulty learning certain basic school subjects in the way they are usually taught. These students may have average or above average intelligence. A student with a learning disability needs a carefully planned, individualized approach, which may require alternative presentation or testing methods. If you think that you may have a learning disability or other special education needs, contact your school guidance counselor.

Other sources of help are:

The BC Special Services School District – 201-265-6300

Learning Disabilities Association – 908-542-7282

The Learning Disabilities Association of America – 412-341-1515

Health Resources – 800-544-3284

Office on the Disabled – 201-336-6500

Pregnancy

You have a right to remain in your regular program if you are pregnant as long as your doctor says you are physically able. You must be provided with adequate instruction in order to continue or make up school work without penalty when you decide to leave. After your child is born, you have the right to return to classes as soon as you are able.

Searches

As a result of recent court decisions, the Supreme Court of New Jersey ruled that school officials are free to conduct reasonable searches of student property and lockers, if they have reasonable grounds to suspect that the search will reveal evidence that the student has violated, or is violating, either the law or the rules of the school. To make sure students understand, school districts should issue written notices to students that lockers or other storage facilities are subject to periodic inspection.

Free and reduced price lunches

If your school participates in the National School Lunch Program, you may be entitled to a free or reduced-price lunch if your family receives federal, state or local assistance or if your family's income falls within certain guidelines. Check with your school to see if you qualify.

Problems in Your School

If you are having problems getting along with students or teachers or with a particular subject, contact someone at your school who you trust. It is not important whom you choose. What is important is that you reach out for help when you need it.

Truancy

According to the Compulsory Education Law and the Juvenile Code in New Jersey, all teens under the age of 16 are required to attend school. If you do not have a valid reason for nonattendance, you and your family may be required to go to court. If you have a problem that prevents you from going to school, you should talk to your counselor or a counselor at the Juvenile/Family Crisis Unit at 201-336-7360.

Exclusion from Extra-curricular Activities

You may not be excluded from activities such as sports or school clubs unless there is a legitimate reason.

Expulsion, Suspension, and other Punishments

Any time you are sent home from school or prevented from going to class, you have been suspended. Your right to an education is basic and may not be taken away without just cause. Some of those causes are: continued and willful disobedience, open defiance of the authority of any teacher, conduct which constitutes a danger to the physical well-being of other students, assault, and habitual use of profanity. You can be given a detention or other minor punishment without a hearing.

Suspension (10 days or less)

In this case, you have the right to an informal hearing which, in many cases, is conducted by the school principal prior to the suspension. If you have been suspended, you have the right to:

- Know the charges.
- Receive an explanation of the charges the school has made against you.
- Have an opportunity to present your side of the story.
- Participate in an informal conference between you and the principal, at which time your parents may question witnesses who made the complaint against you.

Suspension (more than 10 days) and Expulsion

In this case, school officials must provide you with a more formal hearing which includes:

- A written notice of charge(s).
- The right to have representation at the hearing by your parent, friend, teacher, or attorney.
- An impartial hearing officer.
- Student defense.
- The presentation of evidence and the opportunity to ask witness to testify in your behalf.
- The opportunity to appeal any adverse decision against yourself.
- A fair decision on evidence presented.
- The ability to have your record of the hearing wiped clean if you are found not guilty.

Family Problems Related to School

If you are having problems at home because of a school situation, you may contact any of the people in the above section or you may contact a counselor at the Juvenile/Family Crisis Unit at 201-336-7360.

Other Educational Resources

Staying in school is the most direct route to controlling your own life. Even if you feel tired of it all, remember that a high school diploma is a must for all but the lowest paying jobs. Make the most of your educational opportunities, and talk to your counselor at school. You may get a list of private, vocational, alternative and parochial high schools from your guidance counselor.

Post-High School Education

If you are interested in attending college or university, you may want to seek the advice of your school guidance counselor. The Educational Hotline provides information about colleges and other post-secondary school education opportunities. 800-962-4636

School Loan and Financial Assistance Information

There are many places to go for information about school loans and other financial assistance. It is probably best to begin with your school guidance office. You may also want to check the Financial Aid Office of the college or other educational institution you want to attend. Besides student loans, two other types of assistance you may be eligible for are grants and scholarships, which is aid you do not have to pay back and work study, when the school you attend lets you work for them. Call the following agencies for more information:

Educational Hotline – 800-962-4636

NJ Department of Higher Education Office of Student Assistance – 800-792-8670
Gifted Child Society –201-444-6530

190 Rock Rd. (Glen Rock)

This offers services for gifted and talented children and Saturday and summer programs as well.

Dropping Out

If you drop out, you still have other ways to earn a high school diploma or an equivalent: G.E.D. (General Educational Development): Test and free preparation classes are available from Workforce – 201-599-6273 or Adult Learning Center – 201-489-1551.

CAREER COUNSELING/JOB TRAINING

A college or associates degree or technical training is a tremendous advantage in getting the kind of job you can turn into a career.

What to do:

- Talk to your school counselor about careers.
- Go to the library and read about different kinds of careers.
- Ask people you know about their jobs.
- Find out what educational training you will need for the careers that interest you.
- Ask your school counselor about requirements, scholarships and financial aid.
- Try to get work or volunteer experience in jobs/careers you think you would like.

To Get a Job in NJ:

You will need your social security number, working papers, and a green card in some cases. To get a Social Security number, go to a Social Security office with your birth certificate and some other form of I.D. (example, school I.D. card). There are two offices in Bergen County: 22 Sussex St., Hackensack or 201 Rock Rd, Glen Rock, or call 800-772-1213. Fill out an application. You will be mailed a Social Security card in 6-8 weeks. If necessary, you can get a letter providing that you have applied. To get working papers, you must be 14 and have a promise of employment from your employer, stating the hours you will work and what you will be paid. You also need proof of your age, a statement of physical fitness signed by your doctor, and your school records signed by your principal.

Job Training

Workforce – 201-599-6273 (Paramus)

A program for high school dropouts, age 16-21. It provides services in job readiness training and basic education and preparation for the GED, vocational assessment and counseling, substance abuse assessment and education, and life skills education. (9am-4:30pm M-F)

Job Training Partnership Act Program – 201-329-9600 (Hackensack)

Career, skills and job exploration program for those under 18, vocational training, on-the-job training, also training and educational counseling for adults.

NJ Division of Vocational Rehabilitation – 201-487-7890 (Hackensack)

A state agency which provides services to enable disabled persons to become or remain employed. Services offered include vocational counseling and training, medical treatment, physical therapy, psychiatric treatment, job placement and post-employment services.

Career & Life Counseling Center for Women – 201-343-6000 (Hackensack)
Bergen Technical High School
For women 14 and older.

Exploring Program of the Bergen County Boy Scout Council – 201-342-8600 (River Edge)
Career choice orientation, citizenship development, social opportunities, etc.

Urban League: Career & Educational Guidance Program – 201-568-4988 (Englewood)
Edison Job Corps Center – 908-985-4800 (Edison)
The program is co-ed for people ages 16-21. Parental consent must be given for those under 18. The corps prefers that referrals be made through schools or public agencies.

NJ State Employment Services – 201-996-8950 (Hackensack)
The service offers both job placement and on-the-job training. You must present your social security card, proof of age, a financial statement of your parents (if living at home) or your own, and if you are a male born after 1960, your draft registration card. The service will certify that you qualify for job training and refer you to an appropriate program.

Part-Time/Summer Jobs

Before you are 16 and old enough to get a regular job, there are some things you can do to earn money and get experience. You may even meet adults who may help you to find employment later. You can baby-sit, mow lawns, wash cars, pet sit, deliver newspapers, or volunteer at church, school or in your community.

Some questions to ask yourself:

- How will I get to and from my job?
- How many hours and days a week can I work?
- Am I willing to give up some of my spare time?
- Do I have any special skills – typing, auto repair, photography, etc.?

How to get a Job:

Post a note in a supermarket, store, laundry room or similar place with the service you want to provide, other relevant information, and a phone number where you can be reached. Check bulletin boards in stores, community center, places of workshop, etc. Make flyers with all your information and leave them on doorsteps or pass them out at supermarkets and all of the places you left the first note. Ask friends and neighbors if they need help with odd jobs around the house, etc.

Summer Youth Employment & Training Program of the Job Training Partnership Act Program – 201-329-9600

Armed Services

Air Force – 201-489-3120

Army – 201-343-4444

Coast Guard – 201-645-2635

Marines – 201-487-4080

Navy – 201-487-6055; 201-487-6056

The Army will accept you with a GED or high score on a qualifying test, but the other branches of the service require high school graduation. You will need your birth certificate and social security number. Only the Army will consider you if you have a (minor) law violation.

HOUSING

See also- Hotlines.

Youth Haven – 201-881-1611; 201-881-1612

Crossroads – 201-836-1243

For males 16-21

Sojourner's Place – 201-646-3422

For females 16-21

Bergen County Community Action Program – 201-488-5100

Bergen County Housing Coalition – 201-488-6767

Shared Housing for One-Parent Families – 201-568-3942

Urban League of Bergen County – 201-568-4988

DRIVING/TRANSPORTATION

Train Information – 201-488-0840

NJ Transit – 800-772-2222

Bus schedules and information.

Motor Vehicles – 609-292-6500

Motorcycle Information – 609-292-6500

To operate a motorcycle you must be 17 years old, have a valid motorcycle operator's license or endorsement on your driver's license. (There are separate written and road tests for this.) You must have valid registration and insurance cards and you must use a helmet and shield or goggles.

Moped Information – 609-292-6500

To operate a moped you must be 15 years old, pass the eye, written, and road tests, have a permit and then a photo license, and have the moped titled, registered, and insured. You must wear a helmet. (Shield or goggles are strongly recommended.)

Insurance: All insurance companies offer 10% discount if a student has a Driver's Training Certificate. To get this, you must have behind-the-wheel as well as classroom instruction.

Driving Schools are listed in the Yellow Pages. Some insurance companies offer a "good student" discount to those who have a B average or better. Check with your insurance company.

MONEY PROBLEMS

Center for Food Action – 201-934-5085 (Mahwah); 201-703-9857 (Elmwood Park); 201-569-1804 (Englewood)

Bergen County Food Bank – 201-489-9454

Food Stamp Program – 201-368-4200

Bergen County Board of Social Services – 201-368-4200

Heat and Emergency Assistance – 201-968-0200

Board of Public Utilities – 800-624-0241

Assistance when utilities are shut off.

Urban League of Bergen County – 201-568-4988

US Small Business Administration Loan Assistance – 973-645-3572

Minority Business Program – 973-645-2531

COMMUNITY OPPORTUNITIES

Giving to others is a gift to yourself as well. Meet new people, expand your understanding of them, and take pride in making a difference. Whether it is reading to a child, working the phones or feeding the hungry, your community needs the gift that only you can give – yourself! The possibilities are endless. For a broad range of opportunities, call the

Volunteer Center of Bergen County, Inc – 201-489-9454

64 Passaic St. (Hackensack)

You can also check out your local library, school, Red Cross, nursing home, day-care center, rescue squad, etc., for other volunteer jobs.

Social/Cultural/Recreational

Bergen County 4-H Youth Development Program – 201-599-6164

327 E. Ridgewood Ave. (Paramus)

This organization offers a wide variety of indoor and outdoor recreational and educational experiences for youth that promote leadership, citizenship, career goals, and life skill development.

Boys/Girls Club of Lodi – 973-473-7410

460 Passiac Ave. (Lodi)

This year-round program offers physical education, social, cultural and vocational shops, a kitchen, a game room, a library, and pre-school and after-school programs – all of which are offered to all Bergen County residents. There is a \$20 fee. Donations are accepted and fund raising activities are held.

Boys Club of Garfield – 973-478-7662

490 Midland Ave (Garfield)

Features of this club include a full-sized gym room, exercise room, arts and crafts and music room. The program is open to all Bergen County boys 7-17 years old, for \$15 a year.

Boy Scouts of America, Bergen Council – 201-342-8600

1060 Main St. (River Edge)

Salvation Army – 201-342-6531

89 State St. (Hackensack)

Offers Friday night gym activities for youths up to 16 years old.

Meadowlands YMCA – 201-935-5540
Veteran's Boulevard (Rutherford)

YMCA of Bergen County – 201-487-6600
360 Main St. (Hackensack)

YMCA and YWCA of Ridgewood – 201-444-5600
112 Oak St. (Ridgewood)

Wyckoff Family YMCA – 201-891-2081
691 Wyckoff Ave (Wyckoff)

YWCA of Bergen County – 201-487-2224
75 Essex Street (Hackensack)

YMHA, YWHA of Bergen County – 201-666-6610
605 Pascack Rd. (Washington Township)

Bergen County Department of Parks & Recreation – 201-646-2680

Palisades Interstate Park – 201-768-1360
Cultural & Education: concerts plays, dance exhibits.
Recreation: trails, picnic areas, boat basin, and more.

Reflections –201-646-3297
Division of Family Guidance, 21 Main St. Rm 110 West (Hackensack)
A teen improvisational theater group that addresses adolescent issues. The cast members discuss topics that are of importance during the teen years. They then create scenes (often drawn from their own personal lives) and perform them for schools, camps, community groups, etc. Interactive discussion then takes place with the audience members.

"Just Say No" International – 800-258-2766
1777 N. California Blvd., Suite 210, Walnut Creek, CA 94596
Helps communities form clubs of children 7-14, who are committed to not using drugs or alcohol.

Museums

The Morris Museum – 201-538-0454
6 Normandy Heights Rd

Montclair Art Museum – 973-746-5555
3 S. Mountain Ave. (Montclair)

Bergen Museum of Art & Science – 201-265-1248
E. Ridgewood & Fairview Ave (Paramus)

Ridgewood Historical & Preservation Society – 201-447-3242
650 Glen Ave. (Ridgewood)

American Labor Museum Inc. – 973-595-7953
83 Norwood (Haledon)

Other Amusements

Closter Golf Center – 201-768-0990

153 Homans Ave. (Closter)

Hillman's Golf Land Inc. – 201-796-1265

700 River Drive (Elmwood Park)

Sportsworld Indoor Amusement Park – 201-262-1717

200 State Highway 17 (Paramus)

Dietl Ice Skating Rink – 201-666-9883

639 Broadway (Westwood)

Mackay Ice Rink – 201-568-3133

130 W. Englewood Ave (Englewood)

Skater's World Roller Rink – 973-694-9440

Wayne

The Rink – 201-391-9068

1-A Chestnut Ridge Rd. (Montvale)

For other activities and interests see: Comics, music instructions, theaters, sports equipment, art instruction, dance instruction and more in your yellow pages.

VOTING INFORMATION

Your vote matters! Make your voice heard. Register to vote when you turn 18.

Bergen County Commissioner of Registration – 201-646-3176

Leagues of Women Voters – 800-792-8683

We hope that this handbook may prove to be a valuable resource. Use it in good health!