



Office of Children and Family Services

ANDREW M. CUOMO
Governor

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Commissioner

Staff Allowable Items

All items must be contained within (1) DJJOY approved clear bag

- Food (reasonable amounts- **not to exceed authorized bag size**) should be packed in original packing if store bought, or in clear plastic containers (aluminum foil, metal and glass containers prohibited)
- Candy (packaged) 6 oz. maximum (**Chewing Gum is Prohibited**)
- Facility Authorized pens only – (**Click Pens are Prohibited**)
- Medications - in accordance with OCFS policy
- Drinks reasonable amounts; not to exceed more than one (1) gallon container – (No metal/glass containers)
- Cash, less than \$20, for vending machines and/or facility café
- Feminine products
- One travel size toothbrush and toothpaste (**Floss and Plastic Flosser Not permitted**)
- One (1) deodorant (3oz maximum- alcohol free)
- One (1) change of clothing kept in locker or vehicle
- One (1) chap stick or lip balm, lipstick (plastic container only, no metal)
- One (1) travel size tissue packet
- One (1) lotion (6oz maximum-alcohol free- (**No pumps**))
- One (1) pair sunglasses- in accordance with OCFS policy
- One (1) eye glass case
- One (1) contact lens solution 3 oz. original packaging
- One (1) contact lens case
- One (1) umbrella (not allowed in program area)
- Paperwork – **shall be work related, necessary, and not in excessive amounts**
Papers shall not block view of interior of bag

No items other than those listed above shall be allowed to be brought into the facility without the express written consent from the Facility Director

ALL cell phones, recording devices, cameras, laptops, unauthorized DVD and electronic devices (i.e. iPads, Nooks, flash drives, smartwatches) **are not** permitted in the facilities.

NOTE: Smart Watches are not permitted, Fitbits are limited to those without any internet or cellular capability.

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