



**TIMOTHY C. EVANS**  
CHIEF JUDGE

**STATE OF ILLINOIS**  
**CIRCUIT COURT OF COOK COUNTY**  
**CHILDREN'S ADVOCACY ROOMS**  
**COOK COUNTY ADMINISTRATION BUILDING**  
**69 WEST WASHINGTON, SUITE 3300**  
**CHICAGO, ILLINOIS 60602**  
**PHONE: 312/603-1945**  
**FAX: 312/603-9810**

**SYLVIA L. McCULLUM, MSW, ICDVP**  
**DIRECTOR**

**Juvenile Court – The Children's Advocacy Room**

1100 S. Hamilton, Main Floor  
Chicago, IL 60612

**General Rules**

1. The Office of the Chief Judge provides children with a room staffed by full-time attendants to assure a safe, educational and nurturing environment where children can have fun, relax, learn and have snacks free of charge while parents or guardians conduct business in the court building. *The Children's Advocacy Room is not available to children of court employees.*
2. The Children's Advocacy Room is open to children between the ages of 2 years and 12 years. It is required that all children are toilet-trained; otherwise they will not be admitted. Caregivers are responsible for changing diapers and attending to accidents of their own children.
3. To provide a safe environment for all, children with fevers, head lice, ringworm, measles or other childhood diseases will not be admitted into the Children's Advocacy Room.
4. If a child must take medication, only the caregiver can administer or supervise the child's taking of such medication. The Children's Advocacy Room staff will not provide or administer medication.
5. The Children's Advocacy Room is open Monday through Friday from 8:30 a.m. to 4:30 p.m., except for special circumstances.
6. Please allow time for the following registration procedure:
  - a. The parent/caregiver or authorized agent must obtain a blue Authorization Form to Admit & Pickup Children from The Children's Advocacy Room that has been completed and stamped by one of the following: an assistant public defender, public guardian, an assistant state's attorney or DCFS personnel from the appropriate courtroom before the admissions process. This form confirms to the staff that pre-screening was successful and the child's caregiver can now complete and sign the registration form.
  - b. For parents/caregivers or authorized agents leaving their child(ren), a valid driver's license or state ID must be presented to Children's Advocacy Room staff after

**TO: PARENTS/CAREGIVERS:**

In the event of an evacuation, a deputy sheriff will escort the children to the safest place in the courthouse based on the type of emergency and its location. Only the parent or caregiver listed on the registration form will be able to retrieve children. **Please contact the Sheriff's Department at telephone number: (312) 433-5248 for the location to pickup your children.**

completing the registration form. For those parents/caregivers or authorized agents who are at the site for visitation, the identification will remain with the registration form.

- c. If identification is not available, a digital picture will be taken of the social worker or authorized agent facilitating the visit; the child(ren) scheduled for the visit; and the parent or caregiver visiting the child(ren).
7. Children must be picked up by the same adult parent/caregiver that registered the child(ren) or with the authorized parent/caregiver or agent indicated on the registration form or one appointed by the public defender, public guardian, state's attorney or DCFS.
8. If the parents/caregivers have to move to another location in the courthouse after registering child(ren), it is their responsibility to notify the Children's Advocacy Room staff of the change in their locations at (312) 433-5248.
9. Parents/Caregivers are not to leave the courthouse building while they have children in the Children's Advocacy Room.
10. Under no circumstances will a child be released to anyone other than the adult who registered the child(ren), the adult authorized on the registration form or one duly authorized by the public defender, public guardian, state's attorney or DCFS (even if the child identifies another adult as a relative or known person).
11. No adult other than staff and the adult parent/caregiver or authorized agent will be allowed contact with the child while in the Children's Advocacy Room.

Please contact supervisor with questions or concerns at (312) 603-1945.

**TO: PARENTS/CAREGIVERS:**

In the event of an evacuation, a deputy sheriff will escort the children to the safest place in the courthouse based on the type of emergency and its location. Only the parent or caregiver listed on the registration form will be able to retrieve children. **Please contact the Sheriff's Department at telephone number: (312) 433-5248 for the location to pickup your children.**