

## Suspended Service Order

Participating  
in a **positive**  
future

## About your order

The Court has sentenced you to do a Suspended Service Order. This might be:

- to reduce crime;
- to change the way you behave and help you stay away from crime;
- to protect the public; or
- to make you pay back something to the community or to the victims of your crime.

Your Suspended Service Order is made up of one or more 'Requirements'. The Court has chosen a Requirement or a number of different Requirements based on the seriousness of your crime and your personal circumstances. You will be given a separate leaflet about each of the Requirements in your Suspended Service Order.

## About your responsible officer

You will have one person who you need keep in contact with while you are on your Suspended Service Order.

This person is called your 'responsible officer'. They may be an officer of the probation service, or the officer in charge

of an Attendance Centre, or an electronic monitoring officer (if the Court has said you must be tagged). You might be told to keep in contact with other people too.

The Court expects your responsible officer to make sure that you stick to the rules of your Requirements and complete your order successfully. If you do not do this, the Court expects your responsible officer to do something about it.

## It is important that you:

- listen carefully to what your responsible officer says and do what they ask you to do;
- turn up for appointments on time;
- stay out of trouble and make sure you turn up in a fit state to take part;
- show respect to probation staff and other people you meet during your sentence;
- tell your responsible officer if circumstances change for example if you move address, change phone number, are unable to keep your appointment or have any problems completing your sentence; and

- carry out any instructions you may be given when you attend your treatment.

It is very important that you attend your appointments and work hard to complete your sentence. If you think you are going to miss an appointment, please inform your responsible officer as soon as possible and tell them why.

If your reason is not acceptable, the responsible officer must take action.

- The first time anyone on a Suspended Service Order breaks the rules of any Requirement, they might receive a final warning – or, if their behaviour is particularly serious, they might be sent back to Court.
- If anyone breaks the rules for a second time within 12 months without a good reason, they must be taken back to Court.
- From 1st February 2015, all adults sentenced to more than one day in custody will be subject to License then Post Sentence Supervision in the community for a minimum of 12 months from their date of release. This also applies to the activation of the custodial element of a Suspended Sentence Order imposed after this date.

**The Durham Tees Valley Community Rehabilitation Company does not tolerate any forms of bullying, racism and other forms of discrimination or aggressive behaviour to any of its staff.**

## About your requirements

The Court has ordered you to do the Requirements that are ticked below. You should be given a leaflet to explain each Requirement you have to do:

The following are tick boxes:

- Rehabilitation Activity Requirement
- Alcohol Treatment
- Attendance Centre
- Curfew
- Drug Rehabilitation
- Exclusion
- Mental Health Treatment
- Programme
- Prohibited Activity
- Residence
- Unpaid Work

## Other information

For more information about this leaflet or if you need help or advice about anything to do with your sentence, please speak to your responsible officer.

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