

Visitation & Phone Policies

Visits

All visits should be arranged in advance with the Case Manager. If a visit needs to be changed or re-scheduled, the visitor is strongly encouraged to call the program in advance. If visitors require transportation assistance from Brandon staff (i.e., pick up at Natick commuter rail), advance arrangements are required. In case of unsafe behavior or emergency during off-grounds visit or home pass, parent / guardian should contact House Supervisor.

Phone Calls

Incoming calls are accepted from parents/guardians every day and may be received until 2:45PM during the school day and between 6:30- 9PM Monday - Friday, and 11AM - 9PM Saturday & Sunday at the residence.

Daily Schedule

WEEKDAY	WEEKEND	
7AM Wake-up/meds/ ADLs	9:00AM Wake-up/meds/ ADLs	
7:45AM Breakfast	9:30AM Breakfast	10:30AM Brunch
8:30AM-3PM School	9:15AM Group Mtg. 9:45AM Activity 12:30PM Lunch 1-3:30PM Activity	11:00AM Quiet Time 11:15AM Group Mtg. 11:30AM Free Time 12:30-3:30PM Activity
3-4PM Transition	3:30PM Snack	
4PM Snack/Chores/Room Check	4:00PM Quiet Time	
4:30PM Free Time	4:30PM Group Mtg.	4:30 PM Room Check 4:45 PM Chores
5:30PM Group Meeting	5:00PM Free Time	5:00 PM Free Time 5:30PM Group Mtg.
6PM Dinner	6:00PM Dinner	5:45PM Dinner
6:30PM Quiet Time	6:30PM Chores	6:15PM Quiet Time
7PM-9PM Activity	7PM-9PM Activity	6:30-9PM Activity
8PM Meds/snack/shower	8PM Meds/snack /shower	6:30-10PM Paid Activity 8 PM Meds/snack/shower
Bedtime according to level	Bedtime according to level	

Brandon's Mission is to:

- ◆ Emphasize individual growth while promoting positive social attitudes.
- ◆ Provide the highest quality residential, educational, case management, medical and clinical treatment services.
- ◆ Utilize the expertise and talents of all staff and foster professional growth
- ◆ Efficiently manage program resources while holding each other accountable for managing our own responsibilities.
- ◆ Instill a sense of pride in the Brandon community.
- ◆ Create a diverse environment which is safe, respectful, nurturing, supportive, tolerant and positive for all.



Parent & Guardian Reference Guide



Support for Students:

Individual & Group Therapy
Case Management
Educational Services
Medication Management
Therapeutic Milieu
Structured Schedule
Behavior Modification System
Student Council
Athletics
Pro-social Activities
Vocational Programming

Support for Families

Family Therapy
Case Management
Treatment Team Involvement
Parent Advisory Council
Family Events
Quarterly Reports
IEP Planning

We've chosen Brandon, now what?

Thank you for choosing Brandon. Our focus is to empower, strengthen, and support your family throughout the journey ahead. We seek to promote pro-social behaviors that can be reinforced at Brandon and within the family, the goal being that the student will have fully integrated these pro-social behaviors by the time they return to their home and community.

Admission decisions are carefully based on program match, availability and current population. If following the pre-admission interview the Intake Team agrees that Brandon a match with your family's strengths and needs, a Case Manager will contact you or your advocate to set up an intake date. At this time, you and your child will be asked to complete paperwork, sign releases and to bring the following items.

Intake List:

- ✓ Current Prescriptions
- ✓ Immunizations Records
- ✓ Record of last Dr. & Dentist appt.
- ✓ List of Collaterals (address & phone)
- ✓ Contact for therapist, attorney, GAL, etc.
- ✓ Approved Phone List for Student
- ✓ IEP*
- ✓ Discharge Summaries*
- ✓ Psych Testing &, Evaluations

*(if not in original referral)

Helpful Information

- Nursing services are available during the school day, most evenings until 8 p.m. and by phone at other times.
- Staff are CPR, First Aid and NVPI Certified.
- Parent Advisory Council meets monthly, please join.
- The provided Brandon Parent & Student Handbook can answer many common questions.
- A copy of the Brandon Policies & Procedures Manual is available upon request.

Student Packing List

Packing List:

(All items inventoried upon arrival)

- ☐ 2 weeks clothing (no inappropriate sayings/pictures/slogans)
- ☐ Personal Snack (no caffeinated drinks)
- ☐ Books, Magazines
- ☐ Activity Books, Art Supplies, Puzzles
- ☐ Appropriate Posters & Decorations
- ☐ Sneakers & Boots
- ☐ Soap
- ☐ Toothbrush
- ☐ Pillow/sheets/comforter (also provided)
- ☐ Personal Game System (No PSP, DS or other with internet capability)
- ☐ MP3 Player (No Ipod Touch, no inappropriate music)

Contact Numbers

Main Office

508.655.6400
8am-5pm

Medical Office

Medical Coordinator: Mary Callahan, R.N., BSN x 225
mcallahan@brandonschool.org
Medical Care Supervisor: Joseph Ryan, R.N. x 221
jryan@brandonschool.org

Emergency On-Call & Afterhours

Call: 508.655.6400 x 229, to be directed



House 1

508.653.2059

Case Manager: Maritza Colon x 210
mcolon@brandonschool.org

Weekday Supervisor: George Winborne x VM 650

Weekend Supervisor: David Lewis x VM 650

House 2

508.655.6400 x 242, 238

Acting Case Manager: Rachel Berry x 216
rberry-anderson@brandonschool.org

Weekday Supervisor: Lynn Fish x VM 240

Weekend Supervisor: Garland Houston x VM 240

House 3

508.655.6400 x 229, x 247

Case Manager: Sanmarie Gordon x 211
sgordon@brandonschool.org

Weekday Supervisor: Buddy Mitchell x VM 254

Weekend Supervisor: Kevin Edwards x VM 254

House 4

508.655.6400 x 230, x 227

Case Manager: Gillian Ahern x 256
gahern@brandonschool.org

Weekday Supervisor: Anthony Dore x VM 236

Weekend Supervisor: Troy Grant, x VM 236

House 5

508.655.6400 x 288, x 290

Case Manager: Nicole Lambert x 223
nlambert@brandonschool.org

Weekday Supervisor: John Johnson x VM 289

Weekend Supervisor: Olin Latimore x VM 289

Cedarbrook

508.881.4656

Case Manager: Besorene Best x 261
bbest@brandonschool.org

Weekday Supervisor: Walter Morse x VM 651

Weekend Supervisor: Kettler Cantave x VM 651

Nobscot

508.877.3516

Case Manager: Dan Riley x 232
driley@brandonschool.org

Weekday Supervisor: Garland Sweeting x VM 622

Weekend Supervisor: Robert Edmonds x VM 622