


SEPARATIONS

This area allows you to add and view people who must be kept separated for whatever reason.

FROM THE MENU: Detention, Separations

List Separations
Dora The Explorer (File# 23)
Current location: A Pod

Separation violation with Mary Ingalls

Name	File #	Age	Current location
Add a new separation 			
Laura Ingalls	147	16	n/a
Mary Ingalls	2	13	APod

From the Facility Stay Detail:



- Separations Top				Add
Name	File #	Age	Current location	
Laura Ingalls	147	16	n/a	
Mary Ingalls	2	13	APod	

From the **Separation Detail** screen, click on the **Get separated from Name** button and do a [name search](#) on the other person.

Separation Detail

Dora The Explorer (File# 23)

Separate from:*

[Get separated from name](#) 

Click the person's name to add them to this screen.

Click the **Update** button to save your work.

SEPARATION NOTICE:

If a person who is separated from another person is put into the same location as that first person, you will get a violation notice when you add the location.

In the following example, Dora and Laura are to be separated. If I add a facility stay for Laura and attempt to put her in A Pod, I get a violation notice.

Facility Stay Detail
Laura Ingalls (File# 147)

Updates completed successfully
 Separation violation with Dora The Explorer

[Locations](#) | [Reasons](#) | [Attributes](#) | [Deadlines](#) | [Visitors](#) | [Phone List](#) | [Separations](#)
[Events](#) | [Classifications](#) | [Privilege Levels](#) | [Visits](#) | [Log visit](#) | [Documents](#) | [Contacts](#)

Facility Stay

Start date/time: 12/30/2022 10:18:09 AM Location: APOD

Separation Violations can be displayed on the Detention List if they are in the same location.

Name	File #	Age	Race	Location	Classification
Explorer, Dora The	23	14	White	A Pod/05	Contract
Separation Violation Laura Ingalls (147) Mary Ingalls (2)					

A Separation Advisory can also be displayed on the detention list.

Name	File #	Age	Race	Location
Explorer, Dora The	23	14	White	A Pod/05
Separation Advisory Laura Ingalls (147) Mary Ingalls (2)				

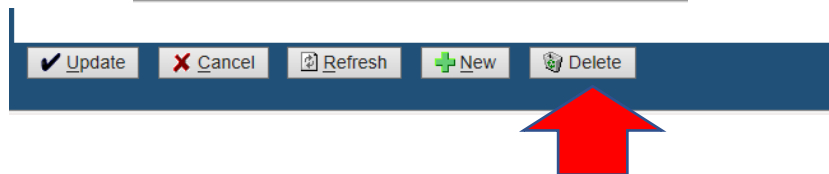
TO REMOVE A SEPARATION:

Click on the existing separation name of the person you wish to remove.

Name	File #	Age	Current location
Laura Ingalls	147	16	E Dorm
Mary Ingalls	2	13	C Pod

Separation Detail Laura Ingalls (File# 147)

Separate from: Dora The Explorer



Once inside the **Separation Detail** screen, delete the separation.

Click the **Delete** button to delete. You must click the **Delete** button twice, as a safety precaution.