



# COURTHOUSE EXPERIENCE TOURS

Welcome to CLP! See below for some helpful information and tips to guide you through today's experience.

## THIS TOUR INCLUDES:

- Orientation at the CLP office.
- Stop One: The Justice Center
  - This building is dedicated to **criminal** and probation matters and arraignments. (It also houses a jail that is not included on the tour).
- Stop Two: Multnomah County Courthouse
  - This courthouse is for both **civil** and **criminal** matters.  
**Remember:** Not all proceedings will be appropriate for all ages. Take special care to look at today's docket and any notes about case details.

## ONCE YOU'RE AT THE JUSTICE CENTER

- There are usually only three or four hearings or arraignments happening at once.
- Divide up your students and listen in on the proceedings.

## ONCE YOU'RE AT THE COUNTY COURTHOUSE

- Look at the docket! Your tour guide will take you through security and to the elevators. From there, it's up to you and your students. Pick your cases and listen in on trial.
- Some judges are happy to answer questions if there is a break. Others will be more focused on the proceedings. Make note of the judges most familiar with CLP's programs marked on your docket.
- Exhausted all options? Refer to the provided "Call List".

## COURTHOUSE EXPECTATIONS

These buildings exist for you. But, expectations are different here than they are at school. Some important reminders below:

- You are walking into a place where people's lives are changed - maybe forever. Remember that. What is a field trip for you could be someone else's worst day. Also remember that **everyone** is innocent until proven guilty.
- While you're in the courthouse, be invisible. That looks like:
  - Maintaining low voices and secrecy outside of courtrooms. Witnesses and family could be anywhere around you, and what you say can compromise the trial.
  - Remaining **silent** while inside courtrooms and other proceedings.
  - Following the directions of all attorneys, judges, and court officers.
- Make sure to keep your CLP sticker on at all times.
- If a judge asks for participation from students, participate! If a judge doesn't acknowledge the class, please just silently observe.

## CLP CONTACTS

Jonathan Shubin - Program and Events Coordinator  
(971)-678-8944

Chris Parrucci - Senior Program Manager  
(503)-224-4424

## SAFETY INFORMATION

- You will be going through metal detectors
  - No weapons, knives, scissors, knitting needles, etc...
- **Students must always be with a chaperone or teacher (8:1).**
- No photos allowed during hearings. We suggest you leave all cellphones at the CLP office.
- Keep your bags and personal items with you at all times.
- Be safe in Downtown Portland. Be aware of your surroundings and keep track of all students.

## OTHER TIPS

- Leave time for lunch! There are great food carts that accommodate all dietary restrictions near the courthouse.
- Once the trials break for recess (usually around 12:00 PM), that is your time to leave the courthouse.
- Once your guide escorts you to the courthouse and shows you to the elevators, that is the last time you'll see them, so be sure to ask any questions before they depart.
- Remember that your classes will need to come back to the CLP office to pick up their things. Make sure you know when/where.
- Be safe, and enjoy watching *your* judicial system in action.
- Should something urgent come up, call or text CLP at the numbers below.

## ADDRESSES

Justice Center  
1120 SW 3rd Ave, Portland OR, 97204

Multnomah County Courthouse  
1200 SW 1st Ave, Portland OR, 97204

## BASICS OF THE JUDICIAL SYSTEM\*

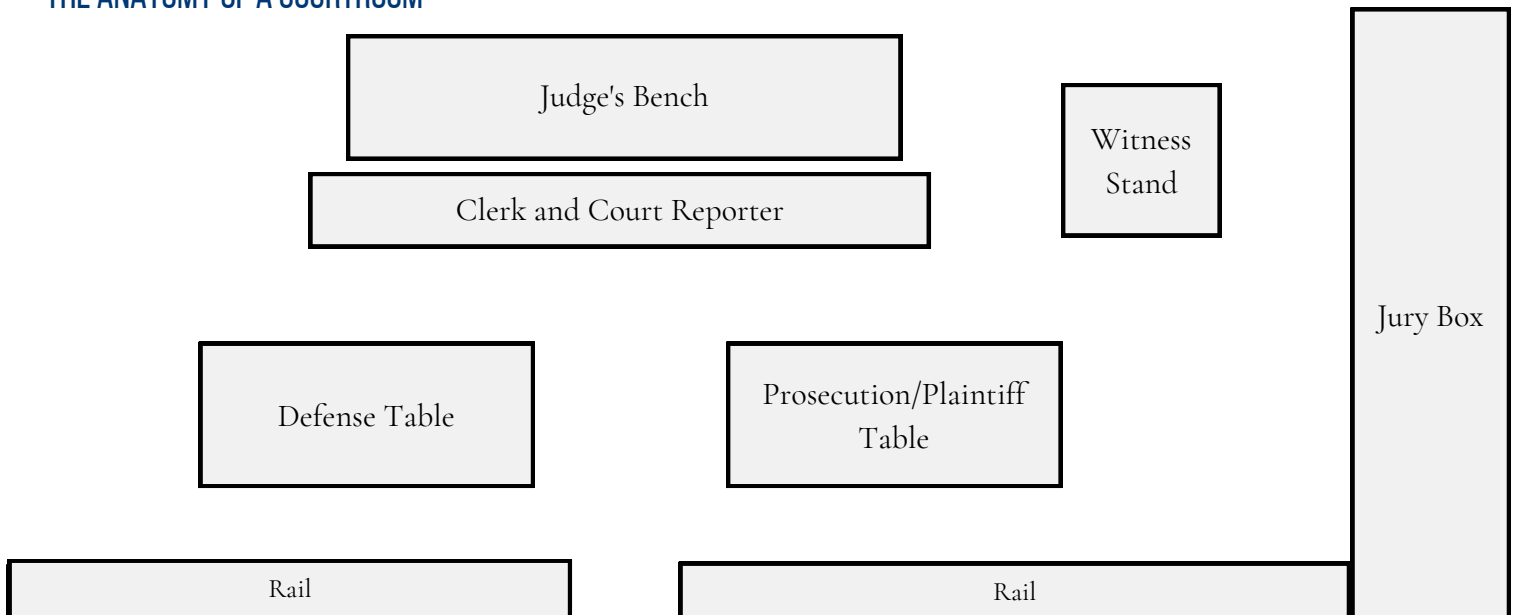
Use this page as reference for yourself and for students

Type of Law	Who is Involved?	What's at Stake?	Burden of Proof
<p><b>Civil Law:</b> Civil Cases involve disputes between two or more private citizens. (i.e. car accidents, or contract disputes.)</p>	<p>One side of the case, the <b>Plaintiff</b>, brings the case against the other side of the case, the <b>Defendant</b>.</p>	<p>In civil cases, people or companies are held <b>liable</b>. The winner, or <b>prevailing party</b>, gets a monetary award.</p>	<p>The <b>Plaintiff</b> must prove its case by the <b>preponderance of the evidence</b>.</p>
<p><b>Criminal Law:</b> Criminal Cases involve disputes between one or more people, and the government.</p>	<p>In these cases, the state/government, or the <b>Prosecution</b>, brings its case against a person, or a group of people, the <b>Defendant(s)</b></p>	<p>In criminal trials, constitutional rights are at stake. Here, the government is accusing someone of a crime. If they are found <b>guilty</b>, they could go to jail.</p>	<p>The <b>Prosecution</b> must prove its case <b>beyond a reasonable doubt</b>.</p>

### WHAT IS AN ARRAIGNMENT?\*

An **arraignment** is the very first hearing in a **criminal matter**, when the person accused, the **criminal defendant**, is informed of the charges against them and pleads guilty, not guilty, or no contest. These happen only in **criminal trials**. At arraignments, **Criminal defendants** learn more about their rights and are given an attorney if they do not have one already. Generally, arraignments also include a judge's decision on whether or not the defendant will be held in jail or released until trial. Arraignments are required by the 6th Amendment to the U.S. Constitution.

### THE ANATOMY OF A COURTROOM\*\*



\*We have more resources available on our website

\*\*Actual courtroom may vary