

Using This Form

This order is prepared by the judge of the juvenile and domestic relations district court, when upon the motion of the Commonwealth's Attorney, a defense attorney or *sua sponte*, the judge finds cause to close a juvenile felony hearing which would otherwise be a public hearing.

1. Copies
 - a. Original - to courts.
2. Prepared by judge.
3. Attachments - none.
4. Preparation details - The judge completes the order and it becomes a part of the public record in the case, even though the hearing is closed. Virginia Code § 16.1-302. Data element No. 7 must be completed, indicating the judge's reason for closing the hearing.

Data Elements

1. Court case number.
2. Court jurisdiction.
3. Style of the case - name of juvenile or adult accused.
4. Check appropriate box.
5. Check appropriate box indicating the party moving to close the hearing, or if closed *sua sponte*.
6. Hearing date and time.
7. Judge's reasons for closing or granting motion to close hearing.
8. Date order signed by judge.
9. Judge's signature.

ORDER TO CLOSE HEARING

VA. CODE ANN. § 16.1-302

CASE NO.: **1**

2

Juvenile and Domestic Relations District Court

In re:

3

It appearing to the Court that

☐ the above-named juvenile is fourteen years of age or older and is charged on a warrant or petition alleging an offense which would be a felony if committed by an adult; **OR**

☐ the above-named adult is charged with a crime,

the Court

☐ sua sponte

☐ on the motion of the accused

☐ on the motion of the Commonwealth's Attorney

ORDERS that the hearing scheduled in this matter on **6** at **7**
DATE TIME

is hereby CLOSED to the public for the following reasons: **7**

and this order shall be made a part of the public record in this matter.

8

DATE

9

JUDGE