

A Summary of Texas Family Code Provisions Regarding Juvenile Records in Texas

Texas Juvenile Justice Department
Legal Help Desk Phone: 512-490-7121
Email: legalhelp@tjjd.texas.gov
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JUVENILE JUSTICE INFORMATION SYSTEM

The Juvenile Justice Information System (JJIS) is a computerized database maintained by DPS that serves as the record creation point for juvenile justice information maintained by the State and for the entry of records into the FBI database. Information in JJIS is subject to sealing and, unlike adult records, is not public. It may be accessed only as provided by state law.

JJIS includes only information relating to delinquent conduct, which is generally defined as conduct other than a fine-only misdemeanor that would be a criminal offense if committed by an adult. Certain conduct indicating a need for supervision is not delinquent conduct even though it would be criminal if committed by an adult.¹ Conduct indicating a need for supervision is not recorded in JJIS. Records of municipal and justice courts related to children receiving citations are not recorded in JJIS. [Section 58.104\(a\), Family Code](#). The juvenile board, juvenile justice agency, and clerk of the juvenile court are responsible for providing the necessary information to DPS. [Sections 58.105](#) and [58.108, Family Code](#).

- [Section 58.104, Family Code](#), sets out the information to be contained in JJIS, which includes information relating to:
 - the juvenile;
 - the intake or referral of the juvenile into the juvenile justice system;
 - the detention of the juvenile;
 - the prosecution of the juvenile;
 - the disposition of the juvenile's case, including the name and description of programs to which the juvenile is referred;
 - the probation or commitment of the juvenile; and
 - the termination of probation supervision or discharge from commitment of the juvenile.

- The information in JJIS is confidential and for the use of DPS. The information may be provided only to:
 - the military, with permission of the juvenile offender;
 - a criminal justice agency as defined by Section 411.082, Government Code;
 - a noncriminal justice agency authorized by federal statute or federal executive order to receive juvenile justice record information;
 - a juvenile justice agency;
 - the Texas Juvenile Justice Department;
 - the Office of Independent Ombudsman of the Texas Juvenile Justice Department;
 - a district, county, justice, or municipal court exercising jurisdiction over a juvenile; and
 - the Department of Family and Protective Services or the Health and Human Services Commission for background check purposes for licensing, employment, volunteers, and placement per Government Code Section 411.114.

¹ Specifically prostitution, certain sexting offenses (though sexting can only be committed up to age 18), and SWATTING (unless there has been a previous adjudication for that conduct).

- Information shared retains its confidential nature and may be shared by the recipient only if allowed by law. The information that DPS may share is only the information in JJIS; DPS is not authorized to share the underlying documents that contain the information. Private employers, colleges, and licensing entities are not authorized to access information in JJIS. [Section 58.106, Family Code](#).

COURT, PROBATION DEPARTMENT, PROSECUTING ATTORNEY, AND JUVENILE FACILITY RECORDS

- Records concerning juvenile matters are confidential and may not be shared except as authorized by law. A record is any documentation related to a juvenile matter, including the information contained in that documentation. A juvenile matter is a referral to juvenile court or juvenile probation and all related court proceedings and outcomes. [Section 58.251, Family Code](#).
- [Section 58.007, Family Code](#), provides that the records of a juvenile court, a clerk of court, a juvenile probation department, or a prosecuting attorney relating to a child are open to inspection or copying only to certain entities and individuals. The information retains its confidential information and may not be disclosed by the recipient except as authorized by law. The authorized recipients are:
 - the judge, probation officers, and professional staff or consultants of the juvenile court;
 - a juvenile justice agency, which is an agency that has custody or control over juvenile offenders;
 - an attorney representing the child's parent in a Title 3 proceeding;
 - an attorney representing the child;
 - a prosecuting attorney (defined by Section 51.02 as a prosecutor in juvenile court);
 - an individual or entity to whom the child is referred for treatment or services, including assistance in transitioning the child to the community after the child's release or discharge from a juvenile facility;
 - a public or private agency or institution providing supervision of the child by arrangement of the juvenile court or having custody of the child under juvenile court order; or
 - with permission of the juvenile court, any other individual, agency, or institution with a legitimate interest in the proceeding or work of the court.
- [Section 58.005, Family Code](#), provides that records of TJJD, an entity having custody of the child under a contract with TJJD, or another public or private agency or institution having custody of the child under order of the juvenile court, including a facility operated by or under contract with a juvenile board or juvenile probation department (such as a detention or post-adjudication correctional facility), may be disclosed only to:
 - the professional staff or consultants of the agency or institution;
 - the judge, probation officers, and professional staff or consultants of the juvenile court;
 - an attorney for the child;
 - a governmental agency if the disclosure is required or authorized by law;

- an individual or entity to whom the child is referred for treatment or services, including assistance in transitioning the child to the community after the child's release or discharge from a juvenile facility;
- TDCJ and TJJJ for the purpose of maintaining statistical records of recidivism and for diagnosis and classification;
- a prosecuting attorney (defined by Section 51.02 as the prosecutor in juvenile court);
- a parent, guardian, or custodian with whom the child will reside after release or discharge from a juvenile facility;
- a governmental agency or court if the record is necessary for an administrative or legal proceeding and the personally identifiable information about the child is redacted before the record is disclosed; or
- with permission from the juvenile court, any other individual, agency, or institution having a legitimate interest in the proceeding or work of the court.

PERMISSION OF THE COURT

- The juvenile court, but no other court, is authorized to grant permission for these juvenile records to be released to an individual, agency, or institution that has a legitimate interest in the proceeding or in the work of the court.
- The juvenile probation department, but not the other entities, is allowed to release information from its records without getting permission from the court if the juvenile board has adopted guidelines allowing for the release to a specific entity, such as the military. [Section 58.007\(i\), Family Code.](#)

THE SUBJECT OF THE RECORDS

- The person who is the subject of the records is entitled to access the records for the purpose of preparing and presenting a motion or application to seal the records. [Section 58.007\(b-1\), Family Code.](#)
- The person who is the subject of the records and that person's authorized representative, which includes a parent, has a special right of access to the records. [Section 552.023, Government Code.](#)

ATTORNEYS

- Only the juvenile prosecutor is authorized to have these records because prosecutor is defined in Title 3 to be the juvenile prosecutor. [Section 51.02, Family Code.](#)
- A prosecuting attorney in an adult case is entitled to a certified copy of a record of adjudication in order to offer it as evidence in the punishment phase of a criminal proceeding if the record is admissible under [Section 3\(a\), Article 37.07, Code of Criminal Procedure,](#) unless the records

have been sealed. [Section 58.007\(g\), Family Code](#). An adult prosecutor is not otherwise entitled to the records.

- An attorney representing the child in any matter, such as immigration, appeals, or adult criminal matters, is authorized to access the records of the court, juvenile probation department, prosecutor, or facility.
- Only an attorney who is representing a parent in a Title 3 proceeding may have access to the court, probation department, and prosecutor records. An attorney representing the parent in another matter, such as a divorce proceeding, may only have the records if the court determines the parent in that matter has a legitimate interest in the work of the court.

REDACTION OF VICTIM INFORMATION

- Before a juvenile court record is disclosed, personally identifiable information regarding a child victim (under age 18) must be redacted except for when being shared:
 - within the statewide juvenile information and case management system (JCMS);
 - with an agency providing services to the victim;
 - with an attorney representing the child in a Title 3 proceeding;
 - with an attorney representing another person in a criminal or juvenile proceeding arising from the same act or conduct for which the child was referred to juvenile court; or
 - when disclosure is necessary for law enforcement purposes. [Section 58.004, Family Code](#).

LAW ENFORCEMENT RECORDS

- Law enforcement records concerning a child may be inspected or copied only by:
 - a juvenile justice agency, which is an agency that has custody or control over juvenile offenders;
 - a criminal justice agency as defined by Government Code §411.082, which is:
 - a federal or state agency engaged in the administration of criminal justice under a statute or executive order and that allocates a substantial portion of its annual budget to the administration of criminal justice; or
 - a nongovernmental railroad or campus police department that has obtained an originating agency identified from the FBI; and
 - the child and the child's parent or guardian. [Section 58.008\(d\), Family Code](#)
- Before the child or the child's parent or guardian may inspect or copy the law enforcement record, the custodian of the record must redact any personally identifiable information about a juvenile suspect, offender, victim, or witness who is not the child and any information that is excepted from disclosure under Chapter 552, Government Code (Public Information Act) or other law. [Section 58.008\(e\), Family Code](#).

- Law enforcement records concerning a child from which a record could be generated shall be:
 - if maintained on paper or microfilm, kept separate from adult records;
 - if maintained electronically in the same computer system as adult records, accessible under controls separate and distinct from controls to access electronic data concerning adults; and
 - maintained on a local basis only and sent to a state or federal depository only as required by Subchapter B (JJIS), Subchapter D (Local JJIS), and Subchapter E (Caseworker/JCMS). [Section 58.008\(b\), Family Code.](#)

- Law enforcement records of a person with a determinate sentence who is transferred to TDCJ may be transferred to a central state or federal depository for adult records after the date of transfer and may be shared in accordance with the laws governing the adult records in the repository. [Section 58.008\(c\), Family Code.](#)

PREVENTION AND INTERVENTION RECORDS

- Records related to a youth who was provided prevention and intervention services under [Section 203.0065, Human Resources Code](#), are confidential and may only be inspected or copied by an individual or entity to whom the youth is referred for treatment or services. The individual or entity that receives the information under this section may not disclose it unless otherwise authorized by law.

EXCEPTIONS TO CONFIDENTIALITY PROVISIONS

- The confidentiality provisions in Chapter 58 do not apply to the following:
 - records maintained under laws regulating operation of motor vehicles;
 - records subject to disclosure under Chapter 62, Code of Criminal Procedure (sex offender registration); and
 - records maintained by a municipal or justice court. [Section 58.007\(a\), Family Code.](#) [Art. 45.0217](#), Code of Criminal Procedure, addresses the confidentiality of these records.

- Records must be released as required by [Article 15.27, Code of Criminal Procedure](#). [Section 58.007\(b\), Family Code.](#)

- After transfer of determinate sentence probation to adult court, the petition, grand jury approval, adjudication, and transfer order become a part of the district clerk's public record. [Section 54.051, Family Code.](#)

- If certified as an adult, the petition for discretionary transfer, order of transfer, and order of commitment (to jail or juvenile detention) become a part of the district clerk's public record. [Section 54.02\(s\), Family Code.](#)

- If a child has been reported missing by a parent, guardian, or conservator, information about the child may be forwarded to and disseminated by TCIC and NCIC. [Section 58.008\(f\), Family Code.](#)
- Criminal information relating to a child associated with a criminal street gang may be compiled and released under Chapter 67, Code of Criminal Procedure, regardless of the age of the child. [Art. 67.101, Code of Criminal Procedure.](#)
- The juvenile court may, for the purpose of apprehension, release information to the public regarding a child who cannot be located if there is a directive to apprehend or warrant. The following information may be shared: name; alias(es); physical description; photograph; and description of alleged conduct. [Section 58.007\(h\), Family Code.](#)

SHARING OF RECORDS BETWEEN JUVENILE SERVICE PROVIDERS

EDUCATIONAL RECORDS

- At the request of a juvenile service provider, which is defined as a “governmental entity that provides juvenile justice or prevention, medical, educational, or other support services to a juvenile,” an independent school district (ISD) or charter school must provide to the requesting juvenile service provider confidential information contained in the student’s educational records if the student has been taken into custody under Family Code §52.01 or referred to a juvenile court for allegedly engaging in delinquent conduct or conduct indicating a need for supervision.
- The juvenile service provider receiving the information must certify in writing that it has agreed not to disclose the information to a third party other than another juvenile service provider. The receiving juvenile service provider may use the information only to verify the identity of and to provide delinquency prevention or treatment services to the student. The shared information retains its confidential status, and the juvenile service provider receiving it may only share it with a third party as directed by a court order or as otherwise authorized by law. The school that shares the records must keep a record of the shared information for at least seven years. [Section 58.0051, Family Code.](#)

NON-EDUCATIONAL RECORDS

- The non-educational records provision applies only to multi-system youth (a person under 19 who has received services from two or more juvenile service providers). Because of the broad definition of juvenile service provider, which includes schools and the Texas Education Agency, every child in the juvenile justice system is a multi-system youth under this statute.
- At the request of one juvenile service provider, the other juvenile service provider must disclose certain information about the juvenile, such as a history of services provided, medical records, assessment results, special needs, program placements, and psychological diagnoses. However, the information may be disclosed only for: identifying a multi-system youth; coordinating and monitoring care; and improving the quality of services provided. The shared information retains

its confidential status; the receiving entity may only share it as directed by court order or as otherwise authorized by law. [Section 58.0052, Family Code](#).

DFPS AND JUVENILE JUSTICE AGENCIES

- At the request of DFPS or a single source continuum contractor for foster care services, TJJJ or a local juvenile justice agency must share information necessary to improve and maintain community safety or that assists DFPS or the contractor in the continuation of services for or providing services to the juvenile. [Section 58.0052\(b-2\), Family Code](#). Likewise, DFPS must share information at the request of TJJJ or a local juvenile justice agency for the same purposes. This applies to a child who is or has been in temporary or permanent managing conservatorship, is or was the subject of a family-based services case, has been reported to DFPS as an alleged victim of abuse, or is the perpetrator or victim in a case in which DFPS concluded there was reason to believe abuse occurred. [Section 58.0052\(b-3\)](#).
- TJJJ and DFPS are to coordinate and develop protocols for sharing with one another, upon request, any information necessary to identify and coordinate provision of services to youth and prevent duplication of services, to enhance rehabilitation, and to improve and maintain community safety. [Section 58.0052\(b-1\)](#).

SEALING OF RECORDS

Although juvenile records are protected and can be shared only with the limited entities discussed earlier in this document, the law provides a mechanism to seal certain records to provide even greater protection. Sealing is similar to the adult concept of expunction, except that the records are not fully destroyed.

IMPACT OF SEALING

- The adjudication is vacated and the proceeding is dismissed and treated as if it had never occurred, unless the record is later unsealed as allowed by law. [Section 58.258\(c\), Family Code](#).
- All law enforcement, prosecuting attorney, clerk of court, juvenile court, and public or private agency or institution records ordered sealed must be stored in a manner accessible only to the custodian of records of the entity and written verification of that fact must be sent to the court within 60 days. [Section 58.259, Family Code](#).
- All entities receiving a sealing order must reply “no record exists” in response to an inquiry in any matter. [Section 58.259\(c\), Family Code](#).
- The juvenile is not required to state in any proceeding or application for employment, licensing, admission, housing, or other public or private benefit that he or she was ever a party to a proceeding in the juvenile system. [Section 58.261\(a\), Family Code](#).

- The information in the record, the fact that the records once existed or the person’s denial of the existence of the records or the person’s involvement in a juvenile matter may not be used against the person in any manner, including in a perjury prosecution or other criminal proceeding, a civil proceeding (including an administrative proceeding involving a governmental entity), an application process for licensing or certification, or an admission, employment, or housing decision. [Section 58.261\(b\), Family Code](#).
- The person who is the subject of the records is entitled to access the records for the purpose of preparing and presenting a motion or application to seal the records. [Section 58.007\(b-1\), Family Code](#).

NOT TRUE FINDING

- A juvenile court, on its own motion and without a hearing, is required to immediately order the sealing of all records related to the alleged conduct if the court enters a finding that the allegations are not true. [Section 58.2551, Family Code](#).

EXEMPTED RECORDS

- [Section 58.252, Family Code](#) provides that the following records are exempt from sealing:
 - records relating to a criminal combination or criminal street gang maintained by DPS or a local law enforcement agency under Chapter 67, Code of Criminal Procedure;
 - sex offender registration records maintained by DPS or a local law enforcement agency under Chapter 62, Code of Criminal Procedure; and
 - records collected or maintained by TJJJ for statistical and research purposes.

GENERAL INFORMATION

- To be eligible for sealing under a particular provision, all of a juvenile’s referred offenses must meet the criteria. For example, a juvenile adjudicated for a felony and two misdemeanors is not eligible for sealing without application due to the felony adjudication. However, a juvenile adjudicated for two misdemeanors and referred but not adjudicated for a felony may be eligible for sealing without application, depending on if the other criteria are met.
- A sealing order is for all of the juvenile’s records existing in the county or judicial district served by the court.
- A juvenile referred to juvenile court in multiple counties will need to apply in each county if required to apply.

RECORDS ELIGIBLE FOR SEALING WITHOUT APPLICATION: DELINQUENT CONDUCT

- [Section 58.253, Family Code](#), provides that a person who was referred to juvenile court for delinquent conduct (misdemeanor, felony, or both) is entitled to sealing at age 19 without applying to the juvenile court if the person:
 - was never adjudicated for a felony;
 - has no pending delinquent conduct matters;
 - was never certified as an adult;
 - has no adult convictions of a felony or jailable misdemeanor; and
 - has no pending adult charges for a felony or jailable misdemeanor.
- When records appear eligible for sealing, DPS sends notification to the probation department that submitted the records to JJIS. No later than the 60th day after receiving the notification, the probation department gives the court notice and a list of all referrals and outcomes relating to the person.
- If the juvenile probation department has reason to believe the records are not eligible to be sealed (for example, the probation department knows there is a pending juvenile matter, such as a post-18 certification, that was not reported to DPS), the juvenile probation department shall notify DPS within 15 days and the two entities must work together to ensure the DPS records are correct and updated if necessary. If the update results in the person not being eligible for sealing without application, no further action is taken. If it is determined that the person is in fact eligible for sealing without application, the juvenile probation department has 30 days to get the notice and list of referrals and outcomes to the court.
- No later than 60 days after receiving the notice and list from the juvenile probation department, the juvenile court shall issue an order sealing the records. [Section 58.254\(a\), Family Code](#).

RECORDS ELIGIBLE FOR SEALING WITHOUT APPLICATION: CONDUCT INDICATING A NEED FOR SUPERVISION

- If a person who was referred to a juvenile court for conduct indicating a need for supervision (CINS) (but not for delinquent conduct) has CINS records filed with the court clerk, the person is entitled to have the records sealed at age 18 without applying if the person:
 - has no conviction of a felony as an adult; and
 - has no pending felony or a jailable misdemeanor charges as an adult.
- TJJJD notifies probation departments each month of the records of a juvenile referred for only CINS who has turned 18. The probation department compares the notices to its own records and runs a CJIS search to determine if there are disqualifying adult convictions or pending charges. If it is determined the record is eligible for sealing, the juvenile probation department gives the juvenile court notice and a list of all referrals and outcomes. The court shall issue an order sealing the records within 60 days. [Section 58.255, Family Code](#).

RECORDS ELIGIBLE FOR SEALING WITH APPLICATION

- Whether or not a person is eligible under [Sections 58.253](#) and [58.255, Family Code](#) (related to sealing without application), a person may file an application for sealing in the juvenile court served by the juvenile probation department to which the person was referred.
- No fee may be charged for filing the application. [Section 58.256, Family Code](#).
- [Section 58.256, Family Code](#), states that an application that has been filed may be sent to the juvenile court by any reasonable method authorized under Rule 21, Texas Rules of Civil Procedure, including secure electronic means. This was intended to provide for electronic filing of a sealing application. However, Rule 21 specifically states that documents to which access is otherwise restricted by law or court order must not be filed electronically. Because access to juvenile records is restricted by law, applications for sealing are not authorized to be filed electronically under Rule 21.
- The court may order sealing if the person:
 - is at least 17 or, if younger than 17, at least one year has elapsed since the date of the final discharge in each matter for which the person was referred;
 - has no pending delinquent conduct matters;
 - was not certified as an adult;
 - has not been convicted of a felony as an adult; and
 - has no pending charges as an adult for a felony or jailable misdemeanor.
- A court may not order the sealing of the records of a person who:
 - received a determinate sentence;
 - is currently required to register as a sex offender (such a person may be eligible for sealing was the duty to register has expired); or
 - was committed to TJJ and has not yet been discharged.
- The court may order the sealing without a hearing or may hold a hearing to determine whether or not to order the sealing. The court is not authorized to deny the application without a hearing.

HEARING REGARDING SEALING OF RECORDS

- [Section 58.257, Family Code](#), provides that, if the court decides to hold a hearing, the hearing must be held no later than the 60th day after the court receives the application.
- The court shall give notice of the hearing to:
 - the person who is the subject of the records;
 - the person's attorney who made the application, if there was one;
 - the prosecutor;

- all entities named in the application that the person believes possess eligible records; and
- any individual or entity whose present is requested by the applicant or prosecutor.

ORDER SEALING RECORDS

- An order sealing records must include the information set out in statute.
- No later than 60 days after entry of the order, the court shall provide a copy of the order to:
 - DPS;
 - TJJJ (only if the juvenile was committed to TJJJ);
 - the clerk of court;
 - the juvenile probation department;
 - the prosecutor’s office;
 - each law enforcement agency having contact with the person in relation to the conduct that is the subject of the sealing order;
 - each public or private agency that had custody of the or provided supervision or services to the person;
 - and each official, agency, or other entity the court has reason to believe has any record containing information related to the conduct that is the subject of the sealing order. [Section 58.257, Family Code.](#)
- [Section 58.258\(c\), Family Code](#), provides that the clerk may send the order by any reasonable method, including certified mail or secure electronic means. Because of the word “including,” these are only examples of methods for providing the order. Regular mail and email may also be reasonable methods of delivery.

ACTIONS TAKEN ON RECEIPT OF ORDER SEALING RECORDS

- [Section 58.259, Family Code](#), provides that, within 60 days of receipt of an order sealing records:
 - DPS will limit access to the records to only TJJJ for the purpose of research and statistical studies; destroy any other records in its possession, including DNA records; and send the court written verification of the limitation and destruction.
 - TJJJ will seal all records relating to the person, other than those maintained for statistical purposes, and send written verification of the sealing to the issuing court. Records are considered sealed if they are not destroyed but are stored in a manner that allows access to the records only by the custodian of the records for the entity possessing the records.
 - Juvenile probation department, prosecutor, law enforcement entity, and public or private agency having custody of or providing supervision or services to juvenile will seal all records relating to the person and send written verification of the sealing to the issuing court. Records are considered sealed if they are not destroyed but are stored in a manner that allows access to the records only by the custodian of the records for the entity possessing the records.

- Any other entity receiving an order will send all records relating to the person to the issuing court; delete all index references to the person's records; and send written verification of the deletion to the issuing court.
- If the entity receiving the order is unable to comply because the information in the order is incorrect or insufficient to allow the entity to identify the records that are the subject of the order, the entity shall notify the issuing court within 30 days of receipt of the order. The court shall take any actions necessary and possible to provide the needed information to the entity, including contacting the person who is the subject of the order or the person's attorney. [Section 58.259\(d\), Family Code](#).
- If the entity receiving the order has no records related to the person, the entity shall provide the issuing court with written verification of that fact no later than the 30th day after receiving the order. [Section 58.259\(e\), Family Code](#).
- If an entity receiving an order to seal records later receives an inquiry about a person or the matter contained in the records, the entity must respond that no records relating to the person or the matter exist. [Section 58.259\(c\), Family Code](#).

INSPECTION AND RELEASE OF SEALED RECORDS

- A juvenile court may allow, by order, the inspection of sealed records only by:
 - the person named in the order, on petition of the person who is the subject of the records;
 - a prosecutor, on the prosecutor's petition, for the purpose of reviewing the records for possible use in a capital prosecution or enhancement of punishment under Section 12.42, Penal Code; or
 - a court, TDCJ, or TJJD for the purposes of Art. 62.007(e), Code of Criminal Procedure, related to risk assessment for person required to register as a sex offender.
- After a petitioner inspects the records, the court may order the release of any or all of the records to the petitioner on the motion of the petitioner. [Section 58.260, Family Code](#).

EXPUNCTION

- Juvenile court records are not subject to an order of expunction issued by any court. [Section 58.265, Family Code](#).

DESTRUCTION OF RECORDS

NO REFERRAL

- If a child is not referred to juvenile court on or before the 10th day after being taken into custody, the law enforcement agency must destroy all information, including photographs and fingerprints, relating to the child. This provision does not apply if the child is not taken into custody.
- If the child is placed in a first offender program under Family Code §52.031 or on informal disposition under Family Code §52.03, destruction is not required until after completion of the informal disposition or until the 90th day after successful completion of the first offender program. The law enforcement entity may maintain information after the 90th day, but only for the purpose of determining eligibility to participate in first offender program. [Section 58.001\(c\), Texas Family Code.](#)

NO PROBABLE CAUSE

- The court must order the destruction of records, including records in JJIS, if:
 - intake determines there is no probable cause and the case is not forwarded to a prosecutor; or
 - upon referral to the prosecutor, the prosecutor determines there is no probable cause. [Section 58.263, Family Code.](#)
- This requirement applies whether the child was taken into custody or referred to the juvenile court without being taken into custody.

PERMISSIBLE DESTRUCTION (I.E. SPRING CLEANING)

- Physical records, including entries in a computer file or information on microfilm, microfiche, or other electronic storage media, may be destroyed if criteria are met.
- This destruction method is an option for records custodians of law enforcement entities, prosecutors' offices, and probation departments only.
- This method is not a sealing provision, and there is no authority for a juvenile to request it.
- This type of destruction does not result in the removal of the records from JJIS or from the court records.
- If the record or file contains information regarding more than one person referred to a juvenile probation department, the information may only be destroyed if it can be separated from information not authorized to be destroyed. [Section 58.264\(c\), Family Code.](#)

- Converting the physical records to electronic records and destroying the physical records while maintaining the electronic records is not considered destruction of a record. In such instance, however, the electronic records may be destroyed only in compliance with the statute. [Section 58.264\(e\), Family Code.](#)
- If authorized by the juvenile board (for juvenile probation departments), head of the law enforcement agency (for law enforcement records), or prosecuting attorney (for prosecutor records), records in a closed juvenile matter related to a person referred to a juvenile probation department may be destroyed if:
 - the person is at least 18 and no action was taken because the referral did not relate to CINS or delinquent conduct;
 - the person is at least 18 and the most serious alleged or adjudicated conduct is CINS;
 - the person is at least 21 and the most serious conduct adjudicated was a misdemeanor;
 - the person is at least 21 and misdemeanor and/or felony conduct was alleged but there was no adjudication; or
 - the person is at least 31 and there was a felony adjudication. [Section 58.264\(b\), Family Code.](#)
- In addition to the rules above, the records must meet the destruction criteria in the entity's own records retention guidelines.
- Converting physical records to electronic records and then destroying the physical records while maintaining the electronic records is not considered destruction.
- Electronic records are considered to be destroyed if the electronic records, including the index, are deleted.

COURT RECORDS

- Court records are not subject to permissible destruction and remain intact unless there is a sealing order or destruction order from the court.
- Physical copies of court records may be destroyed only after they have been duplicated in a computer file, on microfilm or microfiche, or in any other electronic storage medium. The electronic records may not be destroyed. If never converted to electronic format, the physical court records may not be destroyed. [Section 58.264\(f\), Family Code.](#)

FREQUENTLY ASKED QUESTIONS

These questions and answers reflect the author's interpretation of the law and are provided as technical assistance. They do not constitute legal advice. We recognize there may be other interpretations.

To which records does the law apply?

The laws apply to juvenile records, regardless of the date on which they were created.

How will a juvenile probation department know a person's records are eligible for sealing without application?

If the juvenile was referred for delinquent conduct, DPS sends notice to the juvenile probation department when the criteria for sealing without application are present.

TJJD sends a monthly notice of juveniles who have turned 18 years of age who were referred to the probation department for conduct indicating supervision but not delinquent conduct. The probation department should compare this list to their own records and should also run a check in CJIS to determine if the person has any adult cases that render him or her ineligible for sealing without application.

Is there a requirement for the probation department to run a check of DPS records after receiving the certification from DPS?

No. The certification indicates the person is eligible for sealing according to DPS' records. However, if the probation department waits too long before sealing the records, it may be necessary to run another check. Additionally, a probation department may become aware of an error in those records when preparing the list of referrals and disposition outcomes for the court. If this occurs, the probation department is to contact DPS to ensure DPS' records are correct.

Is there a requirement to check other states' records to determine eligibility?

No. The eligibility standards are based on Texas records only; there is nothing in statute that indicates a nationwide search is required.

Is a juvenile entitled to sealing without application if adjudicated for a felony?

No. Juveniles adjudicated for a felony are not eligible for sealing without application. They are, however, eligible to apply for sealing, assuming the other criteria are present.

Is a juvenile who was certified as an adult or who was given a determinate sentence (probation or TJJD commitment) eligible for sealing?

No. Juveniles certified as adults or given a determinate sentence are not eligible for sealing.

Is a juvenile who is required to register as a sex offender eligible for sealing?

As long as the duty to register exists, the juvenile is not eligible for sealing. Once the duty to register has expired, the juvenile is eligible to apply for sealing.

Is a juvenile committed to TJJD eligible for sealing?

A juvenile committed to TJJD without a determinate sentence is eligible for to apply for sealing after the juvenile has been discharged from TJJD. A juvenile committed with a determinate sentence is not eligible for sealing. This answer is the same for a juvenile committed to Travis County's local commitment program.

When may a juvenile apply for sealing? Is an attorney required? Is there a filing fee?

A juvenile may apply for sealing at age 17; however, a juvenile may apply for sealing before age 17 if at least one year has passed since the final discharge in every juvenile matter. An attorney is not required for an application for sealing. Courts and clerks may not charge a fee for filing an application for sealing, no matter what form that application is in.

Is sealing case by case or for the entire record?

The criteria for sealing are based on the juvenile's statewide record. Sealing eligibility is based on the most serious outcome (adjudication or not) and then the most serious offense by level (felony delinquent conduct, misdemeanor delinquent conduct, CINS).

However, certification of eligibility will be sent to each county that received a referral. Similarly, statute provides that an application should be filed in the county where a juvenile was referred. A juvenile with referrals in multiple counties will likely be subject to multiple sealing orders. If more than one county has records for a referral, the county ordering the sealing will need to send the order to the other counties.

How can someone verify their own record is sealed?

The best way for a person to verify if their juvenile record has been sealed is to have a criminal history background check run through DPS. If the records appear, they have not been sealed.

Why is an employer able to see a person's juvenile record?

Except for a criminal justice agency, an employer should not be able to access a juvenile record, whether or not it has been sealed. However, if the person is running the check and then providing it to the employer, it is possible the person is running what is referred to as an I-Check, which will show the juvenile record because the person is authorized to have the juvenile record. When running a background check for anyone but oneself, the person should make sure that an E-Record check is what is being run.

What if there is no cause number because the case was handled informally?

The Juvenile Justice Reporting Form [CR44-J] creates a statewide record after contact event information is sent to the Department of Public Safety for inclusion in the JJIS. Many cases handled non-judicially (i.e. informal cases) may not have a cause number; however, these cases are to be included in the sealing order because records do exist. Clerks may determine the best way to handle cases with no cause number. Some may wish to create a cause number associated with the sealing order. Others may create a single cause number for filing such orders.

Were the provisions of law allowing sealing after completion of certain programs removed?

Yes. The legislatively-created workgroup that revised records laws in 2017 discussed this at length. It was determined that this information is important for probation departments and others to have available while a person is of juvenile age in order to give a complete picture of services already received in order to ensure that appropriate services are used for juveniles. Sealing the records meant this information was not available. Records are protected prior to sealing because they may only be provided to limited entities as allowed in Section 58.106, Family Code.

Can the court seal on its own motion at any time?

No. This provision of law was removed for the same reason that specialty court sealing was removed, as discussed above. Sealing is without application or with application, when the criteria is met.

Can the court order destruction at the same time it orders the records sealed?

No. Court-ordered destruction is only available when there is a finding of no probable cause by intake or the prosecutor. However, juvenile probation departments, prosecutors, and law enforcement entities may destroy records under the “spring cleaning” provisions of Section 58.264. Such sealing does not involve a court order.

Any of those entities could choose to implement procedures that allow for destruction of eligible records when the entity receives a sealing order, assuming the records meet the eligibility requirements for destruction. For example, juveniles referred only for conduct indicating a need for supervision who have records with the court are entitled to have those records sealed at age 18; those records are also eligible for permissible destruction by the probation department, prosecutor, and law enforcement at age 18. Any of these entities could create a policy that allows for destruction of those records on receipt of the sealing order, provided destruction is also permissible under their records retention schedule. Similar procedures could be implemented for older cases that will be sealed under the new sealing without application law.

Can sealed records be destroyed under the “spring cleaning provisions?”

As long as a record meets the eligibility for destruction under Section 58.264, it may be destroyed. It does not matter if it has been sealed or not.

Is a sample application available?

The Juvenile Law Section of the State Bar of Texas has created a sample application, available at www.juvenilelaw.org.

Are sample sealing orders available?

The Juvenile Law Section of the State Bar of Texas has created sample sealing forms, available at www.juvenilelaw.org. Local attorneys should review and update the documents for legal sufficiency and local drafting preferences.

Why aren't schools included in the statute or the sample sealing application and orders?

When the statutes were revised by a workgroup created by legislative act, the issue of school records being sealed was raised by schools. Schools indicated that sealing records left them unable to pass audits by TEA. They further indicated that school records are protected by federal law (FERPA) and so could not be released. The requirement that schools seal records was removed from drafts and schools were not included in the new sample sealing order (whereas they had been included in older orders).

Is there a brochure that may be provided to juveniles regarding sealing?

TJJD has opted to prepare a document rather than a brochure that may be provided to juveniles. It is available on TJJD's website. TJJD has also created a printable version of the law that may be provided to juveniles, as required by law.

Where can I get additional information on other questions?

A digital copy of Texas Juvenile Law, 9th Edition, is available [here](#). Additionally, TJJD has a Legal Help Desk that is available for questions, including those regarding records. You may call the Legal Help Desk phone number at 512-490-7121 and leave a voicemail with your name, phone number, and brief description of the question. You may also email the Legal Help Desk at legalhelp@tjtd.texas.gov. Emails typically receive a faster response.