

	<p align="center">JUSTICE AND PUBLIC SAFETY CABINET DEPARTMENT OF JUVENILE JUSTICE POLICY AND PROCEDURES</p>	<p>REFERENCES: 505 KAR 1:110 2-CO-5C-01 3-JTS-5F-01-06 3-JCRF-5E-01-03 1-JDTP-3D-01 1-JBC-5F-01-05 4-JCF-5G-01-06 NCCHC Y- 43, 48</p>
<p>CHAPTER: Program Services</p>		<p>AUTHORITY: 15A.0652</p>
<p>SUBJECT: Recreation</p>		
<p>POLICY NUMBER: DJJ 317</p>		
<p>TOTAL PAGES: 4</p>		
<p>EFFECTIVE DATE: 1/04/2016</p>		
<p>APPROVAL: Bob D. Hayter</p>		<p>, COMMISSIONER</p>

I. POLICY

Organized recreation and structured leisure activities shall be provided for all youth in the Department of Juvenile Justice (DJJ) programs. Each recreation program shall be conducted with consideration for security, education, social services, religious services, and medical services.

II. APPLICABILITY

This policy shall apply to each DJJ operated day treatment program, group home, and youth development center (YDC).

III. DEFINITIONS

Refer to Chapter 300.

IV. PROCEDURES

- A. A movie with a rating of restricted (“R”) or higher shall be prohibited. A movie with a rating of parental guidance (“PG-13”) shall require approval from the Superintendent or designee before being viewed by youth.
- B. A video game with a rating of “Mature” or higher shall be prohibited. A video game with a rating of “Teen” shall require approval from the Superintendent or designee before being viewed by youth.
- C. Music with lyrics that are profane, violent, sexually explicit, or gang-related shall be prohibited.
- D. DJJ staff shall not bring music, movies, or video games that do not meet the rating for use by youth, into a DJJ facility or vehicle, regardless of whether the intent is to allow use by youth.

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- E. Any movie, video game, or music brought into a DJJ facility by staff shall not be pirated or obtained by illegal means and shall be approved by the Superintendent or designee.
- F. Youth shall not participate in water sports unless a lifeguard is present. An approved life jacket shall be worn for activities occurring on natural waters.
- G. Safety of youth shall be the primary concern during recreational activities.
 - 1. Staff supervising recreational activities shall monitor and eliminate safety hazards.
 - 2. Proper dress and behavior shall be maintained during recreational activities.
 - 3. Staff shall not participate in any sport in which physical contact between players is an accepted part of play.
 - 4. Staff shall demonstrate high levels of guidance, coaching, and sportsmanship when participating in recreational activities.
- H. Each day treatment Superintendent shall provide, or arrange for the provision of, appropriate indoor and outdoor recreation and leisure activities integrated within the program schedule.
 - 1. Each program may plan for off-campus activities involving field trips. Items needed shall include:
 - a. A signed parent or caregiver permission slip and necessary emergency medication; and
 - b. A first aid kit for injuries.
 - 2. Physical exercise shall not be used as punishment or discipline.
- I. Each group home and YDC shall provide recreation and leisure activities integrated within the facility schedule.
 - 1. Recreation shall be organized, planned, and supervised by a staff member.
 - 2. Two (2) hours of recreation shall be provided to youth each day. One (1) hour of recreation shall be in the form of large muscle group activity. The other hour shall be devoted to planned, leisure time activities.
 - 3. Each Superintendent shall ensure that youth are offered a varied recreation and leisure program utilizing both indoor and outdoor activities.
 - 4. Each YDC with a capacity of fifty (50) or more youth shall have a qualified recreation director to plan and supervise recreation. Each YDC with a capacity of less than fifty (50) youth shall have a staff member trained in recreation by the Division of Professional Development.
 - 5. In a YDC, the recreation program shall include the following:

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- a. A variety of physical activities;
 - b. Physical skill-building to help maintain lifetime health and fitness;
 - c. Encouragement for youth to self-monitor and set personal goals; and
 - d. A means to individualize the intensity of activities and measure individual improvement.
6. Physical exercise shall not be used as punishment or discipline, with the exception of the Cadet Leadership and Education Program (CLEP) who may issue an Exercise of the Day (EOD) for minor rule infractions.
 7. A recreation schedule and plan for constructive leisure time daily activities involving all youth shall be established.
 - a. An alteration to the schedule may occur with respect to safety and treatment concerns with the approval of a supervisor. The supervisor shall document an alteration and the necessitating circumstances in the program log or shift report.
 - b. The schedule shall be submitted monthly to the Superintendent for approval. The Superintendent shall make final approval for off-campus field trips, social events, and other recreational activities.
 - c. The occurrence of recreation and leisure activities shall be documented in the program log or shift report.
 8. A variety of fixed and movable equipment for indoor and outdoor recreation shall be provided, for example: bats, balls, pool sticks, and horseshoes. The equipment shall be inventoried and secured after each use for safety concerns.
 9. Youth who are restricted from activity by medical personnel shall not participate until a medical release is written. If a youth is unable to participate in the planned recreational activity due to a medical limitation, another recreational activity shall be arranged for that youth in consultation with medical staff.
 10. The academic program may collaborate and provide teacher certified oversight to the recreation program for purpose of earning high school credits in physical education.
 11. The facility recreation staff shall plan and promote activities for participation by youth in community programs and services consistent with the security concerns of the program.
 12. When coordinating off-campus activities, items needed shall include:

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- a. Emergency communication equipment, a photo or identification (ID) for each participating youth, procedures for medical emergencies, staff ID, and medication for youth;
 - b. A first aid kit for injuries;
 - c. Consent for treatment forms for emergency care; and
 - d. If a youth requires medication, a staff member trained in health services protocol shall accompany the group and shall administer medication as ordered.
13. For a youth who has committed a major rule violation, the treatment team may limit the youth to recreational activities required by the daily schedule. Upon completion of the disciplinary review the youth's recreational privileges shall be assessed by the treatment team on a day to day basis and restored by the treatment team upon resolution of the major rule violation.
14. A youth restricted from regular programming shall have an alternative recreation activity to provide the required one (1) hour large-muscle activity. The recreation may occur in the area where the youth is restricted.
- J. Facility staff shall plan and promote activities for participation by youth in community service and volunteer programs. Each activity shall be documented and individual youth participation shall be documented in the hard case file.

V. MONITORING MECHANISM

- A. Internal monitoring shall be conducted by the Superintendent or designee, the recreation leader, and the Facilities Regional Administrator (FRA).
- B. The Division of Program Services shall monitor the procedures related to recreation during the annual Quality Assurance (QA) monitoring.
- C. The Division of Professional Development shall monitor the training requirements of this policy annually.