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## Supervision of Youths

### 201.1 PURPOSE AND SCOPE

The purpose of this policy is to ensure the safety and security of the facility through appropriate supervision activities.

### 201.2 POLICY

It is the policy of this San Diego County Probation Department to provide for the safety and security of members of the public, staff members, and youths through supervision sufficient to safely and securely operate the facility and its programs.

### 201.3 SUPERVISION OF YOUTHS

When youths are not in their rooms, they shall be directly supervised. Youths are not to be left in any area of the building or grounds without a staff member in attendance. Continual supervision provides opportunity for staff to intervene in attempts to damage property, escape, assault others, or commit suicide.

At all times, there shall be sufficient wide-awake staff in the facility for the supervision and welfare of youths, to ensure the implementation and operation of all programs and activities as required by the Minimum Standards for Juvenile Facilities in Title 15 of the California Code of Regulations, and to respond to emergencies when needed. Staff on duty must not leave the facility while youths are present and should not be assigned duties that could conflict with supervising youths (15 CCR 1321). Pursuant to the Prison Rape Elimination Act (PREA), officer ratios within each facility shall be one officer for every 8 youths during resident waking hours and one officer for every 16 youths during youth sleeping hours, except during exigent circumstances, which shall be fully documented. Only officers actively supervising youths shall be included in these ratios (28 CFR 115.313).

At least one officer who is the same gender as the youths housed in the facility shall be on duty (15 CCR 1321). When both male and female youths are held at a facility, at least one male and one female officer should be on-duty in the facility at all times. At least two wide-awake youth supervision officers shall be on duty at all times, regardless of the number of youths in the facility (15 CCR 1321).

Staff members should not be placed in positions of responsibility for the supervision and welfare of youths of the opposite sex in circumstances that could be described as an invasion of privacy or that may be degrading or humiliating to the youths.

To the extent reasonably practicable, youth bathrooms will contain modesty screens that preserve privacy without creating areas that cannot be properly supervised (24 CCR 1230.2.2; 24 CCR 1230.2.4).

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The Division Chief or the authorized designee shall be responsible for developing staffing plans to comply with this policy. Records of staff deployment should be maintained in accordance with established records retention schedules.

#### **201.3.1 OTHER STAFF POSITIONS**

Staff members whose primary responsibilities do not involve youth supervision (e.g., administration, supervision of personnel, academic or trade instruction, clerical, kitchen, maintenance) shall not be classified as youth supervision staff (15 CCR 1321).

#### **201.4 STAFF POSITIONING**

At least one officer shall be present on each living unit whenever there is a youth in the housing unit (15 CCR 1321). Officers should be aware of the physical location of the youths who are out of their rooms and should conduct frequent population counts of the youths (see the Youth Counts Policy). Safety checks shall be conducted on youths who remain in their rooms or on their assigned beds, under the Youth Safety Checks Policy.

When a youth is in the youth's room, members shall not enter the youth's room without having an officer within eyesight at all times, except as needed to respond to an emergency in the room. Youths are not allowed to enter any other youth's room.

Officers should be within continuous eyesight and hearing of other officers.

#### **201.5 SEPARATION OF DUTIES**

The facility shall be adequately staffed to ensure that youth supervision officers shall not be diverted from supervising youths pursuant to section 1321 of Title 15 of the California Code of Regulations. Maintenance personnel are employed to perform preventive, routine, and emergency maintenance functions. Youth supervision officers will not be given physical plant maintenance or other duties that distract from their primary responsibility of supervising youths (15 CCR 1321).