

San Diego County Probation

Juvenile Institutions Core Training

Unit 10: Daily Supervision

Module(s): 10.1: Safety/Health Standards and Procedures

10.2: Group Dynamics

10.3: Recreation and Leisure

10.4: Disciplinary Procedures and Handling Grievances

10.5: Clothing, Bedding, Mail and Telephone

10.6: Work Details

Instructional Time: 5 hours

1. Introductions

2. Objectives

a. Module 10.1: Safety/Health Standards and Procedures

- i. Identify the key points to follow in conducting an inspection for cleanliness and identify what to look for/at during the inspection of room and dorms.
- ii. Identify the key rules to follow when supervising use of bathroom facilities and shower.
- iii. Generate a list of things to observe when supervising use of bathroom facilities and shower.
- iv. Explain the value of good hygiene habits.
- v. Identify the reasons for promoting proper safety and health procedures.
- vi. Describe the importance of maintaining count and control over returnable hygiene supplies.
- vii. Describe the “Universal Safety Precautions” and their application to the institutional environment.
- viii. Identify situations that require the use of Personal Protective Equipment (PPE) kits.

b. Module 10.2: Group Dynamics

- i. Identify the reasons for effective group management when working in a juvenile detention facility.
- ii. Describe common patterns of group dynamics in a juvenile detention facility.
- iii. Given a description of situations with groups of juveniles, identify a group dynamics problem common to each situation.
- iv. Given a sample description of a situation involving a group of juveniles, identify the group leader and the juvenile most likely to be victimized.
- v. Given a visual or verbal description of the behavior and appearance of a group of juveniles, generate an opinion and rationale regarding the likelihood of conflict.
- vi. Given a role play scenario, demonstrate the ability to give instructions or directions to a group of juveniles in: (1) a controlled environment; and (2) an agitated environment.

c. Module 10.3: Recreation and Leisure

- i. Identify the principles involved in supervising juveniles during recreational/social activities.
- ii. Identify reasons for proper supervision of recreational activities.
- iii. Describe various games and recreational activities that can be used in a juvenile detention facility, both competitive and non-competitive.
- iv. In small groups of trainees, develop a recreational activity that minimizes conflict among juvenile participants.
- v. Role-play giving instructions for and supervising a recreational activity in a juvenile detention facility.
- vi. Identify unique aspects of supervising juveniles on field trips from a camp or ranch setting.

d. Module 10.4: Disciplinary Procedures and Handling Grievances

- i. Identify Title 15 and legal issues concerning juvenile grievances.

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- ii. List the steps in the grievance process as outlined in Title 15.
 - iii. Identify common mistakes juvenile corrections officers may make handling a grievance procedure.
 - iv. Given a sample situation involving a juvenile's violation of a rule, generate steps for the juvenile corrections officer to take in the handling of rule infractions.
 - v. Explain a juvenile's right to appeal a disciplinary action pursuant to Title 15.
 - vi. Identify the rules for isolation or removal of juvenile from a group using Title 15 for reference.
 - e. Module 10.5: Clothing, Bedding, Mail and Telephone
 - i. Identify the key things to observe in handling clothing and bedding.
 - ii. Identify the rules for handling juvenile's phone calls.
 - iii. Identify reasons for proper supervision of juvenile's phone calls.
 - iv. Identify Title 15 mandates and postal regulations relevant to the opening and reading of legal and non-legal mail.
 - v. Define "legal mail" using Title 15 as a reference.
 - vi. Identify signs and symbols that may appear on envelopes or letters indicating gang affiliation.
 - vii. Identify types of contraband commonly found in mail.
 - f. Module 10.6: Work Details
 - i. Given a sample description of various juveniles, generate work assignments for each juvenile.
 - ii. Identify the principles for supervising a work detail.
 - iii. Describe the benefits to juveniles and the facilities for proper supervision of work details.
3. Daily / Weekly Schedules for Youth
 4. Inspecting for Cleanliness
 5. Bathroom Supervision
 6. Promoting Property Safety and Health Procedures
 7. Hygiene and Dress Code Standards
 8. Clothing
 9. Universal Safety Precautions
 - a. Personal Protective Equipment
 10. Group Dynamics
 - a. Discussion
 - b. Role play / Scenarios
 11. Recreation / Social Activities / Leisure
 - a. Group Discussion
 - b. Role plan / Scenarios
 12. Field Trips
 13. Title 15: Legal Issues
 - a. Grievances
 - b. Rule Violation(s)
 - c. Disciplinary Removal
 14. Clothing and Bedding
 15. Mail and Telephone
 - a. Discussion
 - b. Role play / Scenarios
 16. Work Detail / Work Crew
 17. Late Night Duty
 18. Expectations
 19. Security Concerns

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20. Additional Tasks

21. Review / Closing / Evaluations

