

	WEST VIRGINIA DIVISION OF JUVENILE SERVICES	<u>POLICY NUMBER:</u> 507.00	<u>PAGES:</u> 3
<u>CHAPTER:</u> Juvenile Services	<u>REFERENCE AND RELATED STANDARDS:</u> WV Code Chapter §§ 49-5-16a and 49-5E-1 et seq.; ACA 3-JTS-5F-01 thru 5F-06; ACA 3-JDF-5E-01 thru 5E-04; ACA 3-JCRF-5E-01/02/03		
<u>SUBJECT:</u> Recreation Activities			
<u>DATE:</u> January 24, 2014			

POLICY

This policy governs the facility's recreation and outdoor activities programs for residents, including program coordination and supervision, facilities and equipment, community interaction and activities initiated for residents.

CANCELLATION

This policy has been reviewed and supersedes Policy 507.00 dated July 1, 2012.

APPLICABILITY

This Policy applies to all Division of Juvenile Services' residential facilities.

DEFINITIONS

1. **Active Recreation** – any activity that utilizes large muscle movement including basketball, ping pong, volleyball, aerobic activity, walking, etc.
2. **Passive Recreation** – any activity that is done during leisure time including video, board and card games, television time, reading, arts and crafts, etc.
3. **Therapeutic Recreation** – any activity that combines exercise with meaningful learning opportunities to improve or maintain physical, mental and emotional well-being by teaching social and/or coping skills in an effort to reduce depression, stress and anxiety.

PROCEDURES

1. Each facility with a capacity of 50 or more residents will have a full-time, qualified recreation director who plans and supervises all recreation programs. Facilities with a capacity of less than 50 residents will have a staff member trained in recreation or a related

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field.

2. Each facility will have a recreation plan that includes at least one hour per day of active or therapeutic recreation and one hour per day of passive recreation.
3. Recreation activity for residents on specialized housing or loss of privileges can be modified from the general population's activities.
 - a. Residents will not participate in recreation while in mechanical restraints.
 - b. The modified plan will include recreation privileges, both indoor and outdoor, based on resident compliance with specialized housing rules and regulations.
 - c. Multiple residents can participate together in recreation based upon a written directive from the Facility Superintendent/Director or designee. This directive must include a list of all residents who are authorized to participate in recreation together and is updated weekly.
 - d. However, the guidelines of one hour of passive recreation and one hour of active recreation each day shall be followed. Participation or refusal of recreation by any resident shall be documented on the Segregation Daily Activity Form (Attachment #1 to Policy 332.00 – Specialized Housing).
4. All residents have access to indoor and outdoor recreational opportunities and equipment. Outdoor climate conditions will determine when and how long residents can safely participate in outdoor activities. Each facility will document and submit to the Division Director each month a Daily Recreation Log that includes the following information regarding resident recreation:
 - a. Date
 - b. Time Started/Ended
 - c. Number of Male/Female Residents
 - d. Recreation inside/outside
 - e. If not outside, give reason: temperature/weather conditions
 - f. Staff Supervising
 - g. Recreation Activity

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5. A variety of fixed and movable equipment is provided for each indoor and outdoor recreation period.
 - a. A master inventory list of all recreational equipment will be maintained by each facility to include all items used in either passive or active recreational activities.
 - b. All recreational equipment will be accounted for after each use and inventoried monthly.
 - c. Any donated recreational items will be inspected and approved by the Facility Superintendent/Director or designee prior to use and added to the inventory list.

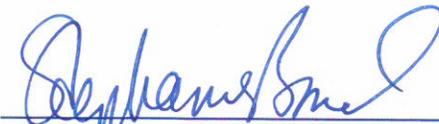
6. The Facility Superintendent/Director or designee shall coordinate the use of community recreational activities.
 - a. Staff will seek the cooperation of various community groups offering activities in the facility that benefit residents.
 - b. Staff plan and promote activities for participation by residents in community programs and services.
 - c. Staff within a secure perimeter facility must have prior approval from the Division Director or designee before taking any resident off grounds for any community recreational activity.

7. Each facility will have in place an operational procedure to ensure the standards and practices of this policy are followed.

RIGHTS RESERVED

The Director reserves the right to modify, suspend or cancel any provision herein in part or entirety, without advance notice, unless prohibited by law.

APPROVED:



Director

1/24/14

Date