

 <p style="text-align: center;">WEST VIRGINIA DIVISION OF JUVENILE SERVICES</p>	<p><u>POLICY NUMBER:</u></p> <p style="text-align: center; font-size: 2em;">508.00</p>	<p><u>PAGES:</u></p> <p style="text-align: center;">3</p>
<p><u>CHAPTER:</u> Juvenile Services</p>	<p><u>REFERENCE AND RELATED STANDARDS:</u> WV Code Chapter §§ 49-5-16a and 49-5E-1 et seq.; ACA 3-JTS-5G-01 thru 5G-05; ACA 3-JDF-5F-01/02/03; ACA 3-JCRF-5F-01</p>	
<p><u>SUBJECT:</u> Religious Programs</p>		
<p><u>DATE</u> April 1, 2012</p>		

POLICY

The purpose of this Policy is to establish the availability of religious services for all juveniles in the custody of the Division of Juvenile Services, for which participation is voluntary.

CANCELLATION

This policy has been reviewed and supersedes Policy 508.00, dated April 1, 2008.

APPLICABILITY

This Policy applies to ALL Division of Juvenile Services' Facilities.

PROCEDURES

1. The Division Director shall designate an appropriate staff person at the Division Religious Services Coordinator for state-wide purposes, hereinafter Division Coordinator.
2. The Facility Superintendent/Director or Designee shall designate an appropriate staff person from each facility as the Facility Religious Services Coordinator, hereinafter Facility Coordinator.
3. The Facility Coordinator shall plan and coordinate the delivery of all aspects of the religious services.
4. To the degree possible, authorized individuals/faith groups shall have equal access to designated area(s) of the facility for religious services. This may be done in proportion to the demographics within the facility.

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5. Purchases, specific use and storage of items shall be reviewed as necessary for a particular faith and all decisions shall be rendered consistent with facility operational procedures. The Division Coordinator shall be consulted when unusual requests are made, who shall then consult with Facility Superintendent/Director.
6. Reasonable accommodations shall be made to facilitate the observance of important religious holidays or celebrations that do not coincide with legal holidays, and facilitate that observance in accordance with specific requirements of a faith group, i.e., fasting, workshop, diet, or work requirements. Verification of the specific religious requirements shall be made.
7. Notification of religious services shall be made within a reasonable period of time before the event.
8. Persons wishing to volunteer any type of religious services/programming to residents must submit their request to the Facility Superintendent/Director. No one under the age of eighteen (18) will be permitted to volunteer at services or participate in any voluntary programs without the written consent of the parent(s) or legal guardian.
9. Residents shall have the opportunity to participate in practices of their religion subject to reasonable constraints necessary to ensure the safety and security of the facility. This would include special diets or accommodations and must be requested through the Facility Coordinator.
10. Religious diets shall be approved by the Facility Coordinator. Residents, once approved, who withdraw or are removed for non-compliance may not be immediately reinstated into the program and must reapply. If a resident declares upon intake that they are on a special diet for religious purposes, reasonable accommodation will be given for seventy-two hours or until verified by the Facility Coordinator.
11. A resident may confirm a conversion of religious faith in a written statement to the Facility Coordinator, citing the former religious designation and the affiliation under which he/she would like to be affiliated. In the event that the Facility Coordinator perceives a pattern of change, the Facility Coordinator may put the resident on notice that future changes may not be formally recognized.
12. The Facility Coordinator or designee shall be required to maintain attendance records of religious services, classes and other records and reports as required in the appropriate database by the Facility Director/Superintendent or designee.
13. Each facility will have in place an operational policy and procedural plan to ensure the standards and practices of this policy are followed.

