

## **ADDITIONAL REQUIREMENTS FOR PROBATION DEPARTMENT JUVENILE CAMPS**

Los Angeles County juvenile detention facilities are maintained for the protection of the community and welfare of minors entrusted to the Probation Department's care. These fundamental objectives must be considered at all times by employees, outside contractors, visitors, and other personnel authorized to enter Probation Department Juvenile Camps for any reason.

Therefore, it is essential that the following rules and precautions be taken to ensure proper security and supervision of minors.

- Smoking is not permitted.
- Personnel entering Probation Department Juvenile Camps for work projects, inspections, etc. **must** not engage in any conversation with detained minors.
- All working tools, equipment, ladders, or other loose objects must be secure at all times.
- Cars or trucks needed on the grounds to complete work projects **must** be secured and locked at all times.
- To perform their assignments or work details Probation Department Juvenile Camps Probation Department will provide access and escorts as scheduled ahead of time.
- Keys **must** remain in the custody of authorized Probation Department staff.
- Workers from ISD, visitors and outside contractors are to conduct themselves in a courteous and professional manner at all times while on the grounds of Probation Department Juvenile Camps.
- Personal attire: No shorts, tank tops (muscle shirts), sandals, Adverse T-shirts, ie; clothing imprinted with lettering, pictures or graphics pertaining to or illustrative of sex, profanity drugs, alcohol, tobacco, illicit conduct or advocating political or religious beliefs or messages.
- Visible, appropriate identification **must** be worn in the chest area, picture forward. Visitors Badges may be obtained at the reception in exchange for proper identification.
- Tools used in performing tasks **must** be counted at the **beginning** and **end** of each day before securing.

Any missing tools must be reported **immediately** to the Service Director.

- Contractor's team is expected to acknowledge that they understand and will abide by facility rule. (Probation PM will provide the necessary form shortly.
- Cell phones are not allowed to be kept unattended. Use of cellphones is expected to be used for the sole purpose of work and photographing of youth is not permitted.