

PICTURES AND READING MATERIAL

AUTHORITY:	Administrative Directive
RESCINDS:	Procedure Manual Item 3-1-041, dated 09/11/15
FORMS:	None
PURPOSE:	To establish the criteria and procedure for accepting pictures/reading materials into juvenile facilities.

I. GENERAL INFORMATION

- A. All youth housed in juvenile facilities shall be provided with reasonable access to public information and written/pictorial forms of entertainment. Youth may receive publications, newspapers, and photographs from parents/guardians, friends, and volunteers. Incoming materials may be personally delivered to the juvenile facilities or via the postal service.
- B. Pictures and reading materials will not be accepted into juvenile facilities if:
 - 1. It is material the youth would not be permitted by law to purchase.
 - 2. It promotes/advocates the violent overthrow of the Federal and/or State government, the violation of any laws or statutes, or the violation of the civil rights of individuals or groups.
 - 3. It contains nudity, partial nudity, or a written/pictorial depiction of sexual acts.
 - 4. It is primarily occupied with death, human or animal sacrifices, suicide, or other destructive behavior.
 - 5. It depicts gang-related activities or gang ideation, hand signs, colors, graffiti on walls, buttons, badges, or articles of clothing that generally identify with gang-motivated behavior.
 - 6. It minimizes or depersonalizes the impact of crime on its victims.
 - 7. It provides written or pictorial advocacy for incarceration or those incarcerated.
 - 8. It relies on profanity or obscenity as its primary mode of communication, or if it is written in code or relies upon code as the primary means of communication.
- C. Expensive and hard-covered schoolbooks will be allowed into the facilities after the provider is informed that the Probation Department cannot guarantee maintenance.

- D. Individual facilities may limit the number of publications/pictures a minor may retain. The limit shall be based on fire, sanitation, or housekeeping reasons.
- E. Where posting pictures is permitted, it shall be limited to a 2' by 3' area in individual sleeping rooms and comparably limited in dorm rooms so as not to dominate the walls.
- F. The above guidelines will be posted in each unit or dorm for the youths' review.

II. PROCEDURE

- A. Unit staff shall inspect all incoming publications and materials for contraband. Legal materials shall be inspected for contraband only in the presence of the youth.
- B. Unit staff shall review publications and materials for content and inform supervisory staff of publications and materials that are unacceptable or questionable.
- C. Supervisory staff will review unacceptable material. **They shall advise the youth of the reason(s) the publications were unacceptable and of the disposition of the materials.**
- D. Unacceptable materials may be returned to the sender or stored with the youth's personal property if they request it.

REFERENCES:

Procedures:	3-7-003	Disposition of Contraband
	3-9-006	Personal Property
	3-5-004	Youths' Rights/Orientation
	3-9-001	Youths' Mail
	3-9-006	Property Control- Juvenile Hall
	3-8-012	Visiting – Juvenile Hall
	3-9-006	Property Control – Youth Guidance Center
	3-8-012	Visiting – Youth Guidance Center
	3-9-006	Property Control Youth Leadership Academy
	3-8-012	Visiting Youth Leadership Academy
Policy:	F-7	Personal Property of Youths in Juvenile Institutions

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APPROVED BY: