

Youth Justice Policy Determination 4.3: Structured Day

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POLICY APPROVER	Name Title	Jeanette Kerr Deputy Chief Executive Officer Operations
	Date	18 January 2018
POLICY OWNER		Executive Director Youth Justice
POLICY RESPONSIBILITY		Senior Director Youth Justice Programs
IMPLEMENTATION RESPONSIBILITY		Manager Youth Programs - Superintendent

Document Control

VERSION HISTORY	EFFECTIVE DATE	REASON FOR UPDATE
Version 1.01	January 2018	Update to position titles and policy determination references
Version 1.0	January 2018	Deputy Chief Executive Officer Operations approval

NEXT REVIEW DATE	January 2020, or as directed prior to the scheduled review date.
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Policy Purpose

Territory Families will ensure young people in youth detention are provided with opportunities for rehabilitation through daily routine and program delivery.

Authority / Responsibility

The Executive Leadership Group and Senior Managers have responsibility for ensuring that supervisors and employees understand and comply with this policy.

This policy applies to all Youth Justice Officers, Senior Youth Justice Officers, Shift Supervisors, the Manager Youth Programs - Superintendent and Assistant Manager Youth Programs - Deputy Superintendent.

Policy Statement

Daily routine will provide structure, clear expectations and a framework for young people to access programs that assist to address their offending behaviours and support successful reintegration back into the community by promoting their social, behavioural, educational and vocational development.

Structured Day

Schedule

The purpose of a Structured Day is to ensure a schedule of daily activities that maximise opportunities for young people to engage in meaningful developmental activities and focused interventions that address the nature of each young person's offending. Daily activities should be consistent with the normal daily activities expected of young people in the community, including attending education and vocational programs during school hours and participation in housekeeping and maintenance duties at a level commensurate with the young person's age, experience, physical ability, cognitive development and maturity level.

Youth detention centres will ensure a schedule of daily activities that permits young people to be out of their rooms for a minimum period of 12 hours per day unless they have been separated:

- Because they are ill;
- At their request;
- At the recommendation of their 'At Risk Management Plan';
- To protect themselves, another person or property; or
- To restore order of the centre.

The structured day schedule is to be developed in coordination with partner agencies and includes regular meal, beverage and hygiene breaks.

Program Delivery

It is the responsibility of Territory Families to provide young people with access to a range of offence focussed and developmental programs including general education, vocational education, behavioural, social, recreational and cultural programs, services, mentoring and activities that are designed and tailored to be culturally appropriate.

Programs delivered in youth detention centres must be designed to meet young people's individual needs, characteristics and learning styles. This will include consideration of:

- The use of visual teaching aids;
- Group work;
- Gender and cultural background of instructors as relevant;
- Literacy and numeracy levels of young people; and
- Needs of young people who have difficulty communicating in English or are hearing impaired.

Wherever possible program continuity should be maintained by identifying and developing programs that young people can continue to attend following their release from youth detention.

All programs and services delivered in youth detention require evaluation in accordance with contractual agreements. Attendance and participation records are to be maintained for all programs and services. Program evaluations are to be conducted by the Manager Youth Programs - Superintendent and Senior Clinician.

Education Delivery

In partnership with the Department of Education, Territory Families will ensure:

- Teachers involved in the education of young people in detention have access to information about each young person, and participate in integrated case planning, education programming and throughcare of the young person through the Young Person Support Plan (Refer to [Youth Justice Policy Determination 4.9: Young Person Support Plan](#));
- Young people are provided with education and training programs and services a minimum of five days a week for a minimum forty weeks per year to the age of 17 in line with the *Education Act 2015*;
- Rigorous assessment processes are undertaken allowing programs and services to be tailored to the needs of the individual young person;
- Staff members working in education in youth detention are appropriately qualified to conduct specialist education and receive training in how to deliver successful education programs in youth detention, using a trauma-informed approach;
- Young people are provided with access to specialist student support personnel; and
- Young people receive school work appropriate to their ability during any period of suspension, exclusion or other non-attendance at school if all avenues for participation have been exhausted.

Engagement and Participation in Programs

Young people are expected to participate in all education and programs offered to them as part of their individual case management. If a young person refuses to participate in a program, an alternative program is to be offered where possible, in discussion with the young person, providing a sound rationale for their participation.

Disruptive behaviour in the classroom or refusal to attend programs is classified as misbehaviour and consequences may be applied through the Incentives and Earned Privileges System and Positive Behaviour Support Framework. If a young person is restricted from participating in education with the general youth detention population, program resources must be made available to the young person in another suitable location and where practicable one to one instruction be provided.

A young person who has been exited from the classroom or refused to attend education must have the opportunity to re-enter education classes at any point as agreed with Education and Youth Justice Staff.

Refer to [Youth Justice Policy Determination 4.8: Positive Behaviour Support](#) and [Youth Justice Policy Determination 4.6: Incentives and Earned Privileges](#).