

**DRESS CODE – YOUTH
YOUTH LEADERSHIP ACADEMY**

AUTHORITY:	Administrative Directive
RESCINDS:	Procedure Manual Item 3-8-015, dated 12/13/17
FORMS	Special Incident Report (Facilities) (F057-7018)
PURPOSE:	To provide guidelines for youth's appearance and attire at the Youth Leadership Academy (YLA).

I. PROCEDURE

A. Appropriate Attire

1. All youth will wear County clothing, to be issued upon arrival at YLA. Youth are expected to wear only County clothing during the duration of their stay at the facility, except when medical orders indicate otherwise. Youth are permitted to wear their own athletic/tennis shoes provided they meet YLA's Shoe Guidelines (see #7 below).
2. Assigned clothing will be sequentially numbered by staff for each youth and checked on a daily basis by staff during showers. Youth may not trade clothing nor allow anyone else to wear their clothes or shoes. Youth are responsible for all County clothing issued to them until it is turned in upon their release, checked and returned to the laundry.
3. Clothing must be clean, neat, in good repair and fit properly. Torn or frayed clothing is not permitted and must be reported immediately to unit staff.
4. **Shower shoes** may be worn during showers, p.m. free time and per medical orders. **Shower shoes** may not be worn outside of the unit, except under medical orders.
5. T-shirts and polo shirts must be worn tucked in both within the unit and during movements to and from school and outside recreational activities. County issued polo shirts are color coded according to appropriate unit assignment. County-issued pants must fit properly and be worn in compliance with YLA expectations. All youth clothing is to fit properly and be worn in an appropriate manner. Gang-related attire and style of dress is strictly prohibited.
6. Youth must wear T-shirts anytime they are out of their rooms. Youth may wear sweatshirts over their T-shirts during cool weather. Sweatshirts shall be numbered in accordance with all other County-issued clothing and checked daily by supervising staff.

7. Socks must be worn with tennis shoes and boots. Shoelaces must be tied in proper fashion.
8. Youth are permitted to possess their own personal shoes as long as they meet YLA shoe guidelines. Shoes must be athletic cross trainers, running, "skater" or basketball shoes. Black or white must be the predominant color with black, gray, red or blue accents. The shoelaces must be white and laced from the bottom to top. Loose and/or fat laces are not permitted. The shoes may not have numbers on them. "Chuck Taylors" are not permitted. Any abuse of this privilege will result in the removal of the shoes and issuance of YLA county shoes. Youth are only allowed to possess one pair of work boots. If a youth does not have personal shoes that meet the above guidelines, unit staff will issue him/her a pair of County shoes.
9. Shorts may not be worn to school without the Supervising Juvenile Correctional Officer's (SJCO's)/Duty Officer's (DO's) approval. From May 1st until October 1st, youth may wear shorts after school and all day on weekends without further approval. From October 1st until May 1st, youth must have the SJCO's/DO's approval to wear shorts except when participating in Large Muscle Exercise (LME).
10. Youth must present a neat and clean appearance. Any questions regarding clothing or appearance will be clarified by the SJCO/DO.
11. Youth are responsible for keeping their hair clean, neat and out of their eyes. Hair may be tied back; however, headbands are not permissible except as approved during sporting events. Youth are to consult with staff regarding the acceptable methods for tying hair back.
12. If, upon arrival to YLA, a youth has an established beard or mustache, he will be allowed to keep this. Otherwise, youth will be required to shave daily or as needed to present a "clean-shaven" appearance.
13. Torn clothing will be brought to the attention of staff on duty. If, upon investigation, the damage was discovered to be the result of abuse by a youth of his County issued property, SJCOs will seek restitution from the youth's parents. A Special Incident Report (SIR) will be prepared by staff reporting such abuse.
14. No personal jewelry is permitted. Cloth rosaries youth receive from church may be kept in their personals. They may not wear them around their neck or keep them in their pockets.

B. Clothing issued to the wards at YLA may include the following:

Pants, T-shirt, color-coded polo shirt, sweatshirt, underwear, socks, tennis shoes, work boots, shorts (seasonal), shower shoes and pajama shorts.

REFERENCES:

Procedures: 3-1-022 Youths' Rights

Policies:	A-1	Policy, Procedure and the Law
	F-7	Personal Property of Minors in Juvenile Institutions

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APPROVED BY: