

PERSONAL HYGIENE GUIDELINES

AUTHORITY:	Administrative Directive, California Code of Regulations, Title 15 – Minimum Standards for Juvenile Facilities, Sections 1485, 1486, 1487 and 1488
RESCINDS:	Procedure Manual Item 3-14-003, dated 12/16/2024
FORMS:	N/A
PURPOSE:	To establish guidelines and procedures for implementing and supervising hygiene and shaving for youth housed in juvenile facilities.

I. GENERAL INFORMATION ACROSS JUVENILE FACILITIES

- A. Each youth who is held over 24 hours will be issued a toothbrush, toothpaste, soap, comb, deodorant, lotion, shaving implements, shampoo, and post-shower conditioning hair products.
- B. Showers will be conducted daily.
- C. Youth will be given an opportunity to wash their face and comb their hair before breakfast and brush their teeth after each meal.
- D. For youth who desire extra personal care products beyond those provided upon entry, individual hygiene items can be purchased during visiting from vending machines. All hygiene items will be placed in individually assigned hygiene boxes **and** stored in one location within each unit. Youth will access their hygiene boxes only with staff permission at designated times, i.e. after each meal.
- E. Personal hygiene items, including those purchased at visiting, may not be taken away from a youth as part of a disciplinary process. If a youth is misusing personal hygiene items, the matter shall be referred to the Unit Supervising Probation Correctional Officer (SPCO).
- F. No hygiene items are permitted in a youth's room.
- G. Youth will not share personal care items listed in I. A. Liquid soap provided through a common dispenser is permitted.

II. HYGIENE PROCEDURE

- A. One staff member should directly supervise hygiene. Whenever there is more than one youth in the bathroom, direct supervision is required.
- B. All youth need to be structured on behavior expectations and time limits before hygiene begins.

- C. Youth will be called from the meal tables or carpet area, a few at a time, to brush their teeth and use the bathroom. There should be no more than five (5) youth in the bathroom without SPCO approval.
- D. Each youth is allowed to get their toothbrush and toothpaste from their hygiene box before going into the bathroom.

III. SHAVING

- A. Youth, except those who may not shave for reasons of identification in court **or** with special medical conditions, shall be allowed to shave **daily**.
 - 1. Male Youth.

Only one razor at a time is given out and only one youth is to be at the sink shaving. When the youth has finished and returns the razor to staff, another **razor** may be given out.
 - 2. Female Youth.

Shaving is to be **offered daily**. Only one razor at a time is given out and only one youth is to be using the showers when a razor is being used. When the youth has finished and returns the razor to staff, another **razor** may be given out.
- B. Youth shall not share disposable razors. Razors will only be used once.
- C. Double edged safety razors, electric razors, and other shaving instruments capable of breaking the skin, when shared among youth, shall be disinfected between individual uses by the method prescribed by the State Board of Barbering and Cosmetology in Sections 979 and 980, Division 9, Title 16, California Code of Regulations.
- D. All used razors must be disposed of in a "Sharps" container. Prior to disposal, ensure that the blade is still in the razor before placing the razor in the "Sharps" container.
- E. The facility administrator, **supervisor, or DO** may suspend a youth's razor access if they are considered to be a danger to themselves or others.

IV. HAIRCUTS

- A. All youth will be permitted one haircut per month by staff, **contracted vendor**, or volunteers in Probation (VIP).
- B. No youth is allowed to cut another youth's hair or their own hair.
- C. **Trained** probation staff may cut a youth's hair provided supervision of the group is not compromised.
- D. Shaved heads or fade haircuts using a blade clip less than number two clip are not permitted.

- E. All combs and clipper blades used to cut hair shall be disinfected between uses with an approved disinfectant. All combs, clippers and blades should be cleaned, disinfected and stored appropriately after use.

V. FEMALE HYGIENE

- A. All female youth shall be provided with appropriate feminine hygiene products including sanitary napkins, pantiliners, and tampons. All feminine hygiene products are to be stored in the unit restroom and readily available when needed.
- B. Soiled feminine hygiene products shall be disposed of in accordance with established bloodborne pathogen precautions and procedures.

VI. ADDITIONAL HYGIENE GUIDELINE FOR YOUTH AT YOUTH LEADERSHIP ACADEMY (YLA) AND YOUTH GUIDANCE CENTER (YGC).

All previous information governing personal hygiene, shaving, and haircuts apply unless changed or approved by the administration of YLA/YGC.

- A. . Hair care services are to be available monthly.

Male youths who wish to have their hair cut will receive a haircut using a number 2 or higher (clipper) blade. Shaved heads are not permitted.

- B. Corrective coloring of hair may be allowed with the approval of the youth's assigned DPO and unit SPCO.
- C. Each unit is to maintain a supply of hair clippers and implements.
- D. Hair clippers and implements must be washed with soap and water and then disinfected after each individual use.
 - 1. Oster brand disinfectant or other disinfectant approved by the State Board of Barbering (Title 16, Division 9, Sections 979 and 980, California Code of Regulations) shall be used for this purpose.
 - 2. Clippers and instruments are to be stored in a clear container separated from other items.
 - 3. Lubricate clipper as needed with Oster brand lubricating oil.
- E. While on a furlough, youth may have their hair cut with the approval of their assigned Deputy Probation Correctional Officer (DPCO), their assigned DPO and the unit SPCO. However, the same guidelines apply for haircuts received on furloughs.

REFERENCES:

Procedures:	1-3-308	Bloodborne Pathogens: Preventative Measures and Exposure Guidelines
	1-4-123	Prevention, Detection, Reporting and Response to Incidents of Sexual Abuse, Harassment and Misconduct in Juvenile Facilities (PREA)
	3-2-009	Supervising Youth of the Opposite Gender
	3-5-004	Youth's Rights/ Orientation
	3-8-004	Daily Schedule – Juvenile Hall
	3-8-005	Daily Schedule – Youth Leadership Academy
	3-8-006	Daily Schedule – Youth Guidance Center

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APPROVED BY: