

Recording Incidents in Juvenile Facilities

950.1 PURPOSE AND SCOPE

The purpose is to establish and implement written policy and procedures for using hand-held video cameras, or camcorders, to record incidents within a juvenile facility. Recordings may be used for the following purposes, including but not limited to: training, evidence, to support written documentation of incidents, or debriefing. The presence of a camcorder may also act as a means of deescalating a youth who is creating a disturbance or acting out. Whenever possible, youth shall be recorded in a manner consistent with preserving their dignity. This policy applies to all juvenile facility staff.

950.1.1 DEFINITIONS

Definitions related to this policy include:

Camcorder - A self-contained, lightweight, hand-held audio-visual camera with an incorporated external memory storage capability.

Closed Circuit Television Security System (CCTSS) - A security camera system which continually maintains and records critical areas of juvenile detention or treatment facilities.

950.2 AUTHORITY AND REFERENCES

- Board of State and Community Corrections Title 15, § 1357;
- Policy 1008: Prison Rape Elimination Act of 2003 (PREA);
- Policy 1036: Evidence and Contraband.

950.3 POLICY

Juvenile facility staff shall use a camcorder to record all emergency events and critical incidents in a manner that is consistent with safety and security. Use of a camcorder to record an emergency event or critical incident shall not supersede staffs' responsibility to render necessary aid in an emergency.

950.4 REQUIREMENTS

Emergency events or critical incidents that shall be recorded include, but are not limited to: emergency code calls, shows of force, medical emergencies, actual and attempted escapes, uses of force or any unusual incident at the direction of the duty officer (DO), a supervising probation officer (SPO) or facility management.

Recording shall commence as soon as possible. The inability or failure to capture an incident from the beginning shall not deter staff from recording the incident.

The recording of incidents is intended to augment video captured via the facility's Closed-Circuit Television Security System (CCTSS). Staff shall record incidents with no expectation that any portion of the incident is being captured by the CCTSS.

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If it is determined that the video footage on the external storage device is potential evidence for a crime, the external storage device shall be secured per Policy 1036: Evidence and Contraband. Staff shall refer to Standard Work for specific procedures for the use of camcorder devices.

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