

### NIGHTLY SECURITY CHECK YOUTH LEADERSHIP ACADEMY

**AUTHORITY:** Administrative Directive

**RESCINDS:** Procedure Manual Item 3-8-104, dated 01/04/18

**FORMS:** None

**PURPOSE:** To standardize the procedure for nighttime security of the Youth Leadership Academy (YLA).

I. GENERAL INFORMATION

Youth Leadership Academy Deputy Juvenile Correctional Officers (Days/Nights) will ensure that all exterior doors of each building are secured during the hours of [REDACTED] through [REDACTED]. This includes the [REDACTED], and the [REDACTED] and [REDACTED] of each unit.

II. PROCEDURE

Deputy Juvenile Correctional Officers (Days/Nights) or designated staff will secure the facility in the following order:

- A. [REDACTED]
- B. [REDACTED])
- C. [REDACTED]
- D. [REDACTED]
- E. [REDACTED]
- F. [REDACTED])
- G. [REDACTED]
- H. [REDACTED]
- I. [REDACTED]
- J. [REDACTED]
- K. [REDACTED]
- L. [REDACTED]

M.



**REFERENCES:**

Procedures:	3-2-020	Security
	3-8-020	Security at the Youth Leadership Academy
	3-8-105	Perimeter and Gate Security Youth Leadership Academy

G. Dransfeldt

**APPROVED BY:**