

<b>Chapter No.</b> 4114	<b>Page 1</b>
<b>Issue Date:</b> 03/04/04	
<b>Revised:</b> 03/16/19	

**Notes and  
References**

## **Clothing, Bedding, Laundry, and Personal Hygiene**

### **I. Clothing**

- A. Each youth will be issued clean clothing for his or her stay in the juvenile hall. Undergarments issued to youth will be free of stains. All clothing issued will be reasonably fitted and in good repair. The clothing items will include:
1. Clean undergarments and socks issued daily. Undergarments include underwear, tee-shirts, and bras. Youth will be issued a set of underwear assigned specifically to that youth with the youth's last name labeled in permanent marker. Youth will be issued three pairs of underwear. Youth shall receive their own underwear back at exchange. When released from custody, the youth may take assigned underwear home otherwise their issued underwear shall be discarded.
  2. Youth shall be permitted to dress and present themselves in a manner consistent with their gender identity, and shall be provided with the institution's clothing and undergarments consistent with their gender identity.
  3. Clean and serviceable footwear is issued upon admission. Youth will be issued one pair of sneakers and one pair of sandals.
  4. Clean outer clothing including jumpsuits, shorts, and sweatshirts are exchanged three times per week.
  5. Clean towels and brown wash cloths are issued daily to be used during showers only.
- B. Towels and clothing are sorted, folded and stored on the appropriate shelves in the locked linen closets in each housing or central storage area. Towels and clothing should never be stored on the closet floors.

Title 15  
1480

Title 15  
1482

Title 15  
1352.5

National  
Commission  
on  
Correctional  
Health Care  
(NCCHC)

<b>Chapter No.</b> 4114	<b>Page 2</b>
<b>Issue Date:</b> 03/04/04	
<b>Revised:</b> 03/16/19	

**Clothing, Bedding, Laundry, and Personal Hygiene (continued)**

**Notes and  
References**

**II. Bedding**

- A. Each youth who is expected to remain overnight will be supplied with clean bedding during his or her stay in the juvenile hall. The following bedding items will include:
  - 1. Clean and sanitary linens that include two sheets and a pillowcase will be exchanged on a weekly basis.
    - (a) No pillowcases will be issued to those with a combo mattress/pillow.
  - 2. Two blankets are issued upon admission. Blankets will be exchanged monthly.
- B. Safety smocks and safety blankets will be cleaned after each use,
- C. One fire retardant mattress and pillow or mattress/pillow combination is issued to each youth. It must be cleaned with spray disinfectant after a youth has vacated the room. Mattresses conform to the size of the bed, and are 30” x 75 ¾” x 4”. All pillows and mattresses issued to youth will be in good repair.

Title 15  
1500

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Title 24  
1230.2.5

**III. Laundry**

- A. Bulk laundry will be laundered by a contracted laundry service two times per week.
- B. Undergarments, towels, brown washcloths, T-shirts and socks will be laundered at juvenile hall on the 3<sup>rd</sup> shifts.
- C. Clean bedding, linen, clothing and towels are sorted, folded and stored on the appropriate shelves in the locked linen closets in each unit or central storage area. Bedding, linen, clothing and towels should never be stored on the closet floors in the supply cabinets where chemicals are kept.

<b>Chapter No.</b> 4114	<b>Page 3</b>
<b>Issue Date:</b> 03/04/04	
<b>Revised:</b> 03/16/19	

**Clothing, Bedding, Laundry, and Personal Hygiene (continued)**

**Notes and  
References**

- D. As staff/youth sort, fold and store bedding, linen, clothing and towels, they should inspect all items for stains and state of repair. Torn, worn or stained items are removed and are either repaired, used as cleaning rags, or discarded. Property maliciously destroyed by a youth shall be documented in a Worker's Special Report (WSR) and restitution may be requested.
- E. Laundry which has been soiled with blood or other potentially infectious materials or may contain sharps must be segregated in red laundry bags.
1. Other potentially infectious materials means the following human body fluids:
    - a. Semen
    - b. Vaginal secretions
    - c. Cerebrospinal fluid
    - d. Synovial fluid (which is fluid in joints)
    - e. Pleural fluid (which is fluid around the lungs)
    - f. Pericardial fluid (which is fluid around the heart)
    - g. Peritoneal fluid (abdominal fluid)
    - h. Amniotic fluid
    - i. Saliva in dental procedures
    - j. Any other blood fluid that is visibly contaminated with blood, such as saliva or vomit
    - k. Any body fluids in situations where it is difficult or impossible to differentiate between body fluids

Cal OSHA

Blood borne  
Pathogen  
Exposure Control  
Plan

<b>Chapter No.</b> 4114	<b>Page 4</b>
<b>Issue Date:</b> 03/04/04	
<b>Revised:</b> 03/16/19	

**Clothing, Bedding, Laundry, and Personal Hygiene (continued)**

**Notes and  
References**

2. Items with urine that has no visible blood in it should be handled as regular laundry.
3. Items with pepper spray only and no bodily fluids, other than saliva or vomit with no visible blood, shall not be placed in red bags.

**IV. Personal Hygiene**

**A. Showers**

1. Youth will shower upon intake and assignment to a housing unit and shower on a daily basis thereafter.
2. Youth who refuse to shower shall be documented and referred to Behavioral Wellness.

**B. Hair Care Services**

1. Youth are allowed to have one hair cut per month, unless otherwise ordered by the Court. Sometimes it is necessary for identification purposes to have a youth's haircut temporarily postponed. Youth are not to have a haircut prior to their first detention hearing.
  - a. Intake Administrative Office Professionals (AOPs) track youth haircuts in the office file. Check with an AOP before allowing a haircut, to insure the haircut is permissible.
2. All haircuts with clippers will be no shorter than a number two (2) clip. Parents may provide haircuts during scheduled visits. It is the responsibility of the youth getting the haircut to clean up after the haircut. At no time are razors to be used for haircuts.
3. Long hair that requires scissors will be facilitated by staff. The cut will be limited to the removal of dead ends only, approximately 1-2 inches unless otherwise deemed necessary by medical personnel.

Title 15  
1488

<b>Chapter No.</b> 4114	<b>Page 5</b>
<b>Issue Date:</b> 03/04/04	
<b>Revised:</b> 03/16/19	

**Clothing, Bedding, Laundry, and Personal Hygiene (continued)**

**Notes and  
References**

4. Youth without parent/guardian(s) available may request a haircut. In these cases a designated Juvenile Institutions Officer (JIO) can provide the haircut.
5. Equipment is cleaned and disinfected after each haircut or procedure by the following method approved by the California Barbering and Cosmetology Program Rules and Regulations per Article 12, Section 980. (Authority cited: Section 7312 B&P, Reference; Section 731(a) B&P):
  - a. Foreign matter is removed.
  - b. The hair cut clippers and scissors are sanitized using an EPA registered disinfectant with bactericidal, fungicidal and vericidal activity according to manufacturer's instructions.
  - c. Disinfected equipment shall be stored in a clean, covered place.
6. Youth are never to have sole custody of the clippers or scissors.

**V. Personal Care Items**

All youth will be provided with personal care items to use during their detention in the juvenile hall.

- A. Upon intake or transfer, all youth are provided with a new toothbrush. Toothbrushes are stored in individual cups and in a locked storage area. Youth are allowed to use their toothbrushes throughout the day when it does not interfere with group movements, recreation and school programming. Youth are given an opportunity to brush their teeth after each meal.
  1. Youth will be issued toothpaste when brushing their teeth.
  2. Standard Precautions:

Title 15  
1485

<b>Chapter No.</b> 4114	<b>Page 6</b>
<b>Issue Date:</b> 03/04/04	
<b>Revised:</b> 03/16/19	

**Clothing, Bedding, Laundry, and Personal Hygiene (continued)**

**Notes and  
References**

- a. Toothpaste is to be dispensed to each youth in a clean small paper cup. The cups are to be returned to staff for disposal.
  - b. To prevent the spread of disease the toothbrush should never be allowed to touch the tube of toothpaste.
  - c. Toothbrushes are never to be shared among youth.
  - d. Toothbrushes are disposed of upon the youth's release or transfer to another institution.
3. Worn toothbrushes (flat bristles) are to be replaced by staff as needed.
  4. If there is any doubt about the ownership of a toothbrush or if staff suspects contamination of the toothbrush, it is to be replaced immediately.
  5. Toothbrushes shall be disposed of in an area not accessible to youth.
- B. Upon intake or transfer, all youth are provided with a new comb.
1. Standard Precautions:
    - a. Combs are never reissued nor are they to be shared among youth.
    - b. Combs are disposed of upon the youth's release or transfer to another institution.
    - c. Combs shall not be stored with the toothbrushes.
- C. Deodorant is provided to youth for use after the daily showers.

<b>Chapter No.</b> 4114	<b>Page 7</b>
<b>Issue Date:</b> 03/04/04	
<b>Revised:</b> 03/16/19	

**Clothing, Bedding, Laundry, and Personal Hygiene (continued)**

**Notes and  
References**

- D. Shampoo is available for use by the youth. Coconut conditioner is provided for use on Sundays for lice control.
- E. Youth are issued 1 small bar of soap to keep in room on sink area.
- F. Youth are issued one roll or ticket pack of toilet paper for the room. The cardboard tube in center of the roll will be removed prior to giving roll to youth.
- G. All youth shall have equal opportunity to shave face and body hair. Youth are allowed to shave daily at times designated for that purpose by staff unless their appearance must be maintained for reasons of identification in Court.
  - 1. Disposable razors are stored in a designated locked area not accessible to youth.
  - 2. Youth electing to shave will inform staff prior to entering that shower area at which time they will be issued a disposable razor and shaving cream.
  - 3. At the staff's discretion, up to four youth may be permitted to shave at the same time. The determination will be based on the following factors:
    - a. General make up and dynamics of the youth
    - b. Safety and security of the youth and staff
  - 4. Youth on Maximum Security (MS), Room confinement Status (RCS) or those at risk to harm themselves (SLI-5/SLA) shall be subject to Deputy Probation Officer, Senior (Sr. DPO) approval prior to being issued a razor and will not be permitted to shave in the presence of other youth.
  - 5. Youth allowed to shave during shower time will be given two additional minutes and with the exception of the head, youth will not have restrictions placed on them with respect to areas to be shaved.

Title 15  
1487

<b>Chapter No.</b> 4114	<b>Page 8</b>
<b>Issue Date:</b> 03/04/04	
<b>Revised:</b> 03/16/19	

**Clothing, Bedding, Laundry, and Personal Hygiene (continued)**

**Notes and  
References**

6. Staff will closely supervise shaving to ensure maximum supervision is maintained. When multiple youth are shaving at the same time, staff will post at the entrance to the shower room and maintain continuous visual supervision.
  7. Staff will retrieve the razor from the youth at the shower room entrance, inspect it to ensure the razor has not been tampered with, and replace the safety cap. The razor will be disposed of by staff in a designated container behind a closed and locked door away from any area accessible to youth.
- H. Female personal care items are provided to female youth upon request. Female personal care items include sanitary napkins and tampons.
- G. Ointment is provided upon request.
- H. Nail clippers
1. Two sets of nail clippers, one large and one small, without an attached file, will be kept in each unit for use by the youth. When not in use, the clippers will be kept in an area not accessible to youth.
  2. When using the nail clippers, youth shall be supervised by a JIO. Nail clippers will never be given to a youth for use without direct supervision. Nail clippers in the unit are for single use only.
  3. Medical staff will maintain nail clippers and disinfect appropriately.
  5. Nail clippers are to be accounted for in all unit End of Shift reports.

**VI. Vermin Control**

- A. All youth clothing will be stored in a clean and vermin free storage area.



**PROBATION DEPARTMENT  
JUVENILE HALL MANUAL**

<b>Chapter No.</b> 4114	<b>Page 9</b>
<b>Issue Date:</b> 03/04/04	
<b>Revised:</b> 03/16/19	

**Clothing, Bedding, Laundry, and Personal Hygiene (continued)**

**Notes and  
References**

- B. All infested or otherwise contaminated youth personal clothing is placed in our “red” contamination bags and sent outside the facility for commercial cleaning.
- C. Clothing exposed to lice, bed bugs or scabies do not need to be placed in red contamination bags.

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