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Revised: 04/16/19	

**Notes and
References**

A DAY IN THE LOS PRIETOS BOYS CAMP PROGRAM

I. Morning Schedule

**Note: To ensure accountability and the safety and security of the youth, direct visual observation (headcounts) will be conducted and documented no more than every 15 minutes, but are to be varied as to not be routine. For a complete listing of the scheduled counts, see the daily/weekend at a glance schedules.*

- A. The youth are awakened at approximately 6:00 a.m. weekday mornings. On holidays and weekends, wake-up time is approximately 7:00 a.m. The youth have approximately 20 minutes to get dressed, utilize the latrine, make their beds, and prepare for daily calisthenics. During this timeframe, morning medications are delivered.
- B. At approximately 6:25 a.m., the youth are called to “bunks,” requiring them to cease all activities and quietly stand at the position of attention at the end of their bunks. The youth then participate in 30 minutes of calisthenics. The youth are then lined up, counted and taken to breakfast. Following breakfast (at approximately 7:30 a.m.), the youth are again lined up and brought back to the dorm where they are counted again, they utilize the latrine brush their teeth, dress in their school uniform. Medication delivery is continued as needed.
- C. At approximately 7:55 a.m., the youth are lined up, counted, and moved as a group to the Los Robles High School. Class hours are from 8:00 a.m. to 12:30 p.m. (Monday through Friday). Staff are present for supervision during school breaks, and staff (minimum of two full time Juvenile Institutions Officers (JIOs) are assigned to the school while classes are in progress. A Senior Juvenile Institutions Officer (Sr. JIO) or Lead Staff Person (LSP) will assume supervision of the school during first period and will coordinate additional coverage as needed. The Sr. JIO/LSP will also assign tasks to the JIOs during the school day.
- D. During the morning session of school, the youth attend various classes in English, history, science, math, special education, and vocational education. The youth are released from school at 12:30 p.m.

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II. Afternoon Schedule

- A. The youth eat lunch in the dining hall from approximately 12:30 p.m. to 1:00 p.m.
- B. Shift change occurs at 2:00 p.m. and after all youth are accounted for, afternoon calisthenics, work details, special programming and counseling begin at approximately 2:15 p.m.

III. Evening Schedule

- A. Unless directed otherwise by a supervisor, and with the exception of the Forestry Crew, Los Prietos Business Center vocational training program, or designated special work crews, youth work until approximately 5:00 p.m. At 5:00 p.m., youth return to the dorm, utilize the latrine, shower, change clothes and prepare for the evening meal. Dinner is served in the dining hall from 5:30 p.m. to 6:00 p.m. (approximately 30 minutes).
- B. Following dinner, a head count and a latrine call are performed, and necessary medications are delivered in preparation for evening programming. Showers are continued as necessary and recreational activities begin.
- C. Evening programming commences at approximately 6:30 p.m. and includes, but is not limited to: AA/NA, Squad counseling, religious services, Freedom 4 Youth, volunteer mentoring, and indoor/outdoor recreation. Evening programming varies from day to day and typically ends at approximately 8:00 p.m.
- D. The final phase of each youth's day includes the delivery of medication, continued supervised recreational activities inside the dorm, snacks, and the completion of homework.
- E. By 8:30 p.m., the youth are given a last latrine call and directed to remain seated on their bunks for final bunk inspection. All lockers and bunk areas are inspected by staff, ensuring all clothing and footwear are accounted for and lockers are secured. Lights are out at approximately 9:00 p.m. Shift change occurs at 10:00 p.m.

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IV. Weekend Schedule: Saturday/Sunday

- A. On Saturdays and Sundays, youth wake up at 7:00 a.m. Breakfast meal is served 7:30 a.m. to 8:00 a.m.
- B. After breakfast, the youth return to dorm, utilize the latrine, complete 30 minutes of calisthenics and medications are delivered.
- C. On Saturdays from 9:00 a.m. to 12:15 p.m., the youth are involved in work crews including, but not limited to:
 - 1. Laundry preparation and distribution of laundry and bedding to bunks
 - 2. Out-of-camp community work projects and in-camp work crews
- D. Additionally, other activities on Saturday mornings may include:
 - 1. Programming
 - 2. Special out-of-Camp field trips
 - 2. Long form work-off opportunities
 - 3. Special visits from parents or guardians
- E. Additionally, the youth that are eligible for home visits are picked up by their parent/guardian and signed out for the weekend.
- F. At approximately 12:15 p.m. the youth return to the dorm to utilize the latrine and participate in laundry and bedding exchange prior to the lunch meal scheduled at 1:00 p.m. The lunch meal is served 1:00 p.m. to 1:30 p.m.
- G. On Saturdays, beginning right after shift change, the youth are disbursed to participate in afternoon programming i.e.:
 - 1. Squad Counseling

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2. Outdoor/indoor recreation and organized sports until 4:55 p.m
 3. Programming
- H. The evening meal is served in the dining hall at approximately 5:30 p.m.
- I. After dinner, the youth may engage in continued outdoor/indoor recreation, shine boots, military drill and ceremony, Squad Counseling, or homework.
- J. On weekend evenings only, an approved G-PG-13 rated movie may be shown. Lights are out by 9:30 p.m. on Saturday nights and 9:15 p.m. on Sunday nights.
- K. On Sundays, parental/guardian visitation occurs between 10:30 a.m. and 12:30 p.m.
- L. After visitation and the lunch meal, a majority of youth participate in activities including, but not limited to:
1. Outdoor/indoor recreation
 2. Special work crews
 3. Military drill and ceremony
 4. Recreation in the dorm to include a movie
 5. Haircuts
 6. Squad Counseling
- M. Voluntary religious services occur following the evening meal.

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V. Group/Youth Movement

- A. During any group movement at LPBC, the youth are required to line up single file, hands interlocked behind their backs, one arm's distance from one another, and "at ease" (silent).
- B. When a youth is requested in another part of the LPBC, they will be subject to pre and post radio/telephone confirmation of the movement.

VI. Staff Duties and Responsibilities

- A. Additional A.M. and P.M. shift duties
 - 1. Review previous End of Shift Reports (ESR); review log and event entries in IMPACT system pertaining to the LPBC program and the youth.
 - 2. Alert school staff of problem youth, conflicts between youth, escape risks, youth who are graduating, transportation runs, and of any youth requiring removal from school.
 - 3. Assign special projects and complete work orders for any needed repairs. Alert LPBC supervisors of any safety or health problems.
 - 4. Review youths on disciplinary status (D-group). Alert the Sr. DPO of any major behavior problems (group or individual), possible escapes, removals, drugs, weapons, etc.
 - 5. Ensure that all vehicle and extra-help keys are present or accounted for before coming on duty and check prior to leaving to make sure they have all been returned and secured. Alert supervisor immediately if all keys are not accounted for.
 - 6. Alert Manager and/or Supervising Probation Officer (SPO) of any serious injury to youth or staff. Take medical release forms to hospital with youth, call youth's family and the assigned Deputy Chief Probation Officer in case of serious injury if Manager and/or SPO are not available.

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7. Review shift with oncoming supervisors, conduct headcount, make notes in log of any serious incidents, possible escape risks, graduated youth, emergency furloughs, temporary releases, new youth, threats toward staff, problem youth, etc.; complete ESR.

B. Additional **Third shift duties**

1. Staff shall remain active by reading case files, completing graduation reports, reviewing youth's written reports i.e. Career Projects, Senior Projects, Honor Forms, Senior Speeches etc.
2. Conduct routine maintenance tasks
3. Inspect in-coming and out-going mail for youth per LPBC policy
4. Designated staff will be responsible for recording and posting disciplinary issues and compiling the weekly voting (Tuesday nights only)
5. Staff will begin cleaning staff areas and prepare an ESR.
6. Sr. JIO or Lead Shift Person (LSP) will debrief with the oncoming shift personnel and relate any problems that happened during the night.

VII. Counseling Schedule - See Program Overview and Daily Schedule

- A. Per Title 15, all youth will be offered a minimum of one hour of programming, one hour free time (recreation) and one hour of large muscle activity (exercise) on a daily basis.

Addendum
Program
Overview

LPBC Program Overview

LOS ROBLES HIGH SCHOOL (8:00 am – 12:30 pm): Accredited high school courses including, Special Education, ELL (English Language Learners), , A+ credit recovery program

COUNSELING SERVICES/PROGRAMS:

- 1. MENTAL HEALTH COUNSELING** - Individual, family, and small group with on-site Behavioral Wellness staff.
- 2. PROBATION STAFF SQUAD COUNSELING** - Short-term goals, behavioral contracting, peer relationships and case planning.
- 3. FAMILY COUNSELING SESSIONS** - As needed. Facilitated by Behavioral Wellness staff.
- 4. Yoga:** Weekly sessions to encourage mindfulness, relaxation and health.
- 5. DRAMA KINGS** – Theatre development program allowing wards to share with the community their personal accounts of hardship, success, and the impacts their choices have had on others.
- 6. ALCOHOLICS/ NARCOTICS ANONYMOUS** - Weekly 12-Step meetings.
- 7. WAGES\$** - Weekly program that provides wards with the knowledge and confidence to seek meaningful employment upon their release from LPBC.
- 8. Freedom 4 Youth** – Developing public speaking and leadership skills, as well as the art of good communication.
- 9. NEW BEGINNINGS** –5 week individual and family parenting program designed for father and child to increase parental bond. Training will include individual education sessions as well as filmed interactions with the child to document progress toward pro-social outcomes.
- 10. EQUINE PSYCHOTHERAPY** - Equine Assisted Psychotherapy incorporates horses experientially for emotional growth and learning. It is a collaborative effort between a licensed therapist and a horse professional working with the clients and horses to address treatment goals.
- 11. MORAL RECONATION THERAPY** – A 12 week open program that gets youth to address the thinking and behaviors that contribute to their criminal activities.
- 12. SEEKING SAFETY** - An evidence-based, present-focused counseling model to help youth attain safety from trauma and/or substance abuse.
- 13. LIBERTY PROGRAM** – Laser tattoo removal for SB youth. SM youth participate in the Liberty Program in San Luis Obispo County.
- 14. LOS PRIETOS BUSINESS CENTER** – Provides Santa Barbara County agencies with reprographic services at a significant savings and teaches a business trade to at-risk youth.
- 15. REGIONAL OCCUPATIONAL PROGRAMS (ROP)** – School-based programs in culinary arts and automotive technology that provide classroom instruction and hands on learning in trades as well as up to 10 high school credits.
- 16. COLOR GUARD** – An elite group that performs military drills for select community events and organizations representing LPBC to the public.
- 17. Turning Point** – Weekly alcohol and drug education.
- 18. R&R2** – Reasoning and Rehabilitation is offered twice weekly. A prosocial competence training program that focuses on criminogenic needs and reducing recidivism.
- 19. Joven Noble** - Youth leadership development program that supports and guides youth through their “rites of passage” process while focusing on the prevention of substance abuse, teen pregnancy, relationship violence, gang violence and school failure.

RELIGIOUS SERVICES: (Nondenominational) Tuesday, Wednesday, and Friday evenings; voluntary.

WORK CREWS: All youth work in some capacity:

(1) Kitchen Crew (2) Laundry Crew (3) Landscaping and Horticulture Projects Crew (4) Forestry Crews (5) Recycling Crew (6) Building Maintenance Crew

Stretching and Exercise: Morning and evening.

DRILL AND CEREMONY: Routine military marching etc.; can be scheduled in lieu of physical training.

RECREATION: Team sports including softball, volleyball, track, flag football, handball, and soccer. Individual sports including weight lifting.

SPECIAL EVENTS: Periodic out-of-Camp trips including sporting events and educational field trips.

GUEST SPEAKERS/PRESENTATIONS: A variety of professionals provide periodic motivational talks addressing the effects of substance abuse, gang involvement, victimization, and mental health disorders.

COMMUNITY TRANSITION SERVICES: Weekly, on site JIO Community Transition Officers from Santa Barbara County assigned to assist youth in preparation for graduation and re-integration into society.

LPBC PROGRAM SCHEDULE

Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday
<p><u>Kitchen Crew</u> 6:00-8:30 am</p> <p><u>MRT</u> 10:00am- 11:30am</p>	<p><u>Kitchen Crew</u> 6:00-8:30 am</p>	<p><u>Kitchen Crew</u> 6:00-8:30 am</p> <p><u>MRT</u> 10:00am- 11:30am</p>	<p><u>Kitchen Crew</u> 6:00-8:30 am</p>	<p><u>Kitchen Crew</u> 6:00-8:30 am</p>	<p><u>Kitchen Crew</u> 6:00-8:30 am</p> <p><u>AM WORK CREWS</u></p> <p><u>Youth Interactive</u> 10:00am- 12:00pm</p>	<p><u>Kitchen Crew</u> 6:00-8:30 am</p> <p><u>Visitation</u> 10:30 am- 12:30 pm</p>
<p><u>Kitchen Crew</u> 12:20-6:20 pm</p>	<p><u>Kitchen Crew</u> 12:20-6:20 pm</p> <p><u>R&R2/Ioven Noble</u> 1:30pm – 3:00pm</p> <p><u>Business Center</u> 1:30pm-5:30pm</p>	<p><u>Kitchen Crew</u> 12:20-6:20 pm</p> <p><u>Forestry</u> 1:00pm- 6:00pm</p> <p><u>Treatment Team</u> 1:15pm – 3:00pm</p>	<p><u>Kitchen Crew</u> 12:20-6:20 pm</p> <p><u>LPBC Graduation</u> 12:15pm- 1:15pm</p> <p><u>Forestry</u> 1:00pm- 6:00pm</p>	<p><u>Kitchen Crew</u> 12:20-6:20 pm</p> <p><u>Forestry</u> 1:00pm- 6:00pm</p> <p><u>R&R2</u> 1:30pm – 3:00pm</p>	<p><u>Kitchen Crew</u> 12:20-6:20 pm</p> <p><u>Squad Counseling</u> afternoon</p> <p><u>Youth Interactive</u> 2:00pm- 4:00pm</p>	<p><u>Kitchen Crew</u> 12:20-6:20 pm</p> <p><u>Squad Counseling</u> Afternoon</p> <p><u>First Tee</u> 2:00pm- 4:00 pm</p> <p><u>WAGESS</u> 2:30pm- 4:30pm</p>
<p><u>Reins of Hope</u> 3:30 pm – 5:15 pm</p>	<p><u>Freedom 4 Youth</u> 3:30pm-5:30pm</p>	<p><u>R&R2</u> 1:30pm – 3:00pm</p> <p><u>ROP – Auto</u> 2:30pm – 5:00pm</p> <p><u>Yoga</u> 4:00pm – 5:00pm</p>	<p><u>R&R2/Ioven Noble</u> 1:30pm – 3:00pm</p>	<p><u>Greenhouse</u> 2:30pm- 5:30pm</p>	<p>FREE TIME</p>	<p>FREE TIME</p>
<p><u>FREE TIME</u></p> <p><u>Turning Point</u> 6:30pm – 7:30pm</p> <p><u>Guitar lessons</u> 6:30pm –</p>	<p><u>FREE TIME</u></p> <p><u>AA</u> 6:30pm-7:30pm</p> <p><u>Chapel</u> 6:30pm – 7:30 pm</p>	<p><u>FREE TIME</u></p> <p><u>Chapel</u> 6:30pm- 7:30pm</p>	<p><u>FREE TIME</u></p> <p><u>Writing 4 Media</u> 6:00pm- 7:30pm</p> <p><u>NA</u> 7:00pm-</p>	<p><u>FREE TIME</u></p> <p><u>Chapel</u> 6:30pm- 7:30pm</p>	<p>FREE TIME</p>	<p><u>AA</u> 6:30pm-7:30 pm</p>

7:30pm			8:15pm			
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