




KANSAS DEPARTMENT OF CORRECTIONS

	INTERNAL MANAGEMENT POLICY AND PROCEDURE	SECTION NUMBER 10-108	PAGE NUMBER 1 of 5
		SUBJECT: PROGRAMS AND SERVICES: Inmate Activities and Recreation Programs	
Approved By:  Secretary of Corrections		Original Date Issued:	08-15-82
		Current Amendment Effective:	07-02-10
		Replaces Amendment Issued:	06-04-10
Reissued By:  Policy & Procedure Coordinator		The substantive content of this IMPP has been reissued as per the appropriate provisions of IMPP 01-101. The only modifications within the reissue of this document concern technical revisions of a non substantive nature. Date Reissued:	
		08-12-11	

POLICY

Inmates shall be permitted to participate in a variety of activities that constructively occupy the inmates' time, including facility-initiated and approved inmate-initiated activities carried out under appropriate staff supervision. (ACI 3-4428)

Inmates shall be provided access to sanctioned self-help awareness groups, religious programs, handicraft programs, library materials, exercise areas and dayrooms. Any exercise equipment contained within the sanctioned exercise areas shall be so designed that no individual weight components of the equipment are easily removable from any of the devices. At maximum and high medium custody facilities [or units of such custodies at multi-custody facilities], any barbells, dumbbells, or similar "free weight" equipment shall have the weights secured via marriage welds between either the weight disks or the disk retention collars and the lifting bars, and no other method of securing such disks shall be employed. Inmates shall be offered access to health education information and training in self-care skills regarding physical fitness provided by the Departmental Health Authority. (NCCHC P-46)

In conjunction with their participation in sanctioned religious or secular group and/or other program activities, inmates may be permitted to have one or more events which include the serving of food as part of the activity. Additionally, and apart from any regularly scheduled religious or secular group activity, outside organizations may, on a case by case basis, be approved to sponsor events involving the serving of food when such events are inclusive of the entire inmate general population. All food items to be included in such events, whether conducted in conjunction with regularly scheduled religious or secular group activities or as an additional event sponsored by an outside organization, shall be obtained from vendors pre-approved by the respective facility administration to provide such items. No organization shall be permitted to introduce its own foodstuffs to any correctional facility within the Department. All permissions for such events involving the provision of food by approved vendors shall be reviewed and approved/disapproved by the Warden [or designee] of the respective facility within which the event would be held.

Inmates at facilities with an appropriate licensure agreement in place may be permitted to view films or videos rated by the Motion Picture Association of America (MPAA) as "G", "PG", or "PG-13". No films or videos rated "NC-17" or "X" by the MPAA shall be shown to inmates. The only "R" rated or unrated films and videos that shall be shown to inmates are those that are approved in writing by the appropriate Deputy Secretary. Any approvals issued prior to July 16, 1996 are hereby rescinded.

The warden of each facility shall establish recreational programs (ACO 2-CO-5C-01), which include in-cell exercise, and, leisure time activities,(ACI 3-4423, NCCHC P-48) compatible with the varying interests, physical and psychological needs of the inmate population.

All recreational, exercise and leisure time programs and activities shall be commensurate with the security needs and design of the facility. Each warden shall regulate, by General Order, the level of supervision required to implement and maintain the inmate activities program. (ACI 3-4428) Unless specifically exempted, wardens shall designate a specific, qualified individual to administer the recreation program, facilities with more than 100 inmates shall require a full-time position. (ACI 3-4424) Facilities which utilize inmate assistants in the recreation program shall provide for a system of selection, training, and designation of the responsibilities of such inmates. (ACI 3-4425)

Unless security or safety considerations dictate otherwise, each inmate, including those in segregation, shall be permitted an opportunity for large muscle activity outside of their cell a minimum of one (1) hour per day, five (5) days per week. (ACI 3-4258, NCCHC P-48) When such exercise is deprived a segregation inmate the reasons for the action shall be documented with copies of such documentation provided to the shift supervisor and the inmate's case file. (ACI 3-4253) Alternative in-cell exercise shall be permitted in accordance with the provisions of IMPP 20-101.

DEFINITIONS

Large-muscle activity: Activities such as walking, running, jogging in place, basketball, ping-pong, calisthenics and isometrics which involve the use of a person's large-muscle groups.

PROCEDURES

I. Health Education: Physical Fitness Program

- A. The Departmental Health Authority shall include an inmate health education program for inmates' training in self-care skills regarding physical fitness as a portion of a health promotion and disease prevention program. (NCCHC P-46)
 - 1. The health education program shall include classes, audio and video tapes, one-on-one instruction, and, the availability of related brochures and pamphlets.

II. Inmate Activities and Recreation Program Content

- A. Each warden shall develop general orders to provide for and govern all facility-initiated and inmate-initiated activities, including recreation, exercise and athletic activities. (ACI 3-4428)
 - 1. Inmates shall be permitted to participate in available activities based on their level of physical ability, fitness and acceptable behavior.
 - 2. All inmates shall be provided opportunity for adequate exercise to maintain physical and mental health.
- B. Recreational programs and activities shall be guided by the following:
 - 1. Facilities with segregation units shall develop procedures for routine out-of-cell exercise and provide for alternative in-cell exercise programs approved by the facility health authority, in accordance with the provisions of IMPP 20-101. (ACI 3-4258)
 - 2. To the extent practical, each warden shall establish recreational programs, including leisure time activities, compatible with the vary interests, activities, and physical and psychological needs of the inmates.

3. Under certain conditions, recreational activities may be considered as a program task to be incorporated in an inmate's program plan.
- C. Any athletic competition in the facility shall be conducted in accordance with the following guidelines:
1. Facility personnel shall not compete in athletic programs with inmates, but may serve as instructors or coaches if they are competent and qualified.
 2. Competition between inmate teams and outside teams held within a facility shall be at the discretion of the warden. (ACI 3-4427)
 - a. Such competition shall not interfere with work or training programs and shall not be open to public spectators without the prior approval of the Secretary of Corrections or designee.
 - b. A limited number of athletic events may be held outside the facility annually.
 - (1) These events shall be held only with the wardens approval and shall:
 - (a) Take place within the state of Kansas;
 - (b) Be regularly scheduled events;
 - (c) Involve only minimum custody inmates; and,
 - (d) Not involve competition between inmates and either KDOC personnel or other law enforcement personnel,
 - (2) Travel, subsistence and fee costs associated with outside athletic events shall be paid from the inmate benefit fund.
 3. Inmate athletes shall not be afforded any special privileges or change in work assignments in order to participate in athletic events.
 4. Athletic equipment, including any trophies or prizes awarded, may be purchased in accordance with provisions of IMPP 04-104.
 5. The warden shall not permit any games or contests which involve heavy bodily contact with great risk of injury, particularly football and boxing.
 - a. Supervised, non-contact activities such as softball, basketball, volleyball and other non-contact activities of interest to inmates may be permitted.
 6. Facility personnel shall take every reasonable precaution to prevent injuries to inmate participants.
- D. "R" rated or unrated films or videos may be shown in a treatment, educational or volunteer program if the Deputy Secretary of Programs and Staff Development has deemed, in writing, that the film or video has value for the program.
- E. "R" rated or unrated films or videos may be shown to the general population if such is approved, in writing, by the Deputy Secretary of Facility Management.
- F. The warden of each facility shall designate one or more employees to be responsible for and supervise all recreational programs. (ACI 3-4428)

- G. Equipment and facilities which are utilized for planned recreational activities shall be maintained in good condition and shall be suitable for these activities. (ACI 3-4426)

III. Administration of Inmate Activity and Recreation Programs

- A. Unless exempted, each warden shall designate a specific individual to administer the recreation programs offered within the facility.
1. The Deputy Secretary of Facility Management may authorize an exemption when a warden is able to demonstrate that suitable activities and recreational opportunities are available to offenders through a combination of on-site and off-site facilities.
 - a. All requests for an exemption to employ a full-time activities position shall be submitted in writing.
 - b. The Deputy Secretary of Facility Management shall review the request and justification and provide the warden a written approval or disapproval of the exemption.
 2. The individual designated by the warden to administer inmate recreation programs shall be responsible for:
 - a. The development of the methodology for determining inmate recreational needs assessments;
 - b. Program planning; and,
 - c. Program evaluations.
- B. When inmates are used as activity or recreation program assistants, general orders shall be developed to address the procedures used for their selection and training, and, to detail the inmate assistants' responsibilities and/or work assignments.
- C. Reasonable precaution taken to prevent injury to inmate recreation, exercise or activity participants shall include, but not be limited to:
1. Basic instruction in both warm up exercises and the safe use of all items of exercise equipment; and,
 2. Close supervision/control of competitive sports and use of equipment.

IV. Approval of Including Food from an Approved Vendor for a Facility Activity or Event

- A. All organizations, including religious groups, desiring to arrange for the inclusion of food at a facility event or activity shall, not less than 60 days prior to the planned event or activity, provide the Warden of the affected facility a letter including, at a minimum, the following information:
1. The nature of the event or activity;
 2. The organization sponsoring the event or activity;
 3. The date, time, proposed location, and duration of the event or activity;
 4. The elements of the inmate general population who are to be included in the event or activity;
 5. The proposed food items to be included; and,

6. Details of the payment arrangements for the event.
 - B. Within twenty (20) days of the receipt of a request for such an event, each warden shall respond in writing to the proposing organization, shall indicate whether or not the event and the proposed food items are approved, and shall provide a list of pre-approved vendors for the approved food items.
 1. The warden's decision shall be based on factors related to:
 - a. The security and orderly operation of the facility; and,
 - b. Whether or not satisfactory payment arrangements have been made.

NOTE: The policy and procedures set forth herein are intended to establish directives and guidelines for staff and offenders and those entities that are contractually bound to adhere to them. They are not intended to establish State created liberty interests for employees or offenders, or an independent duty owed by the Department of Corrections to employees, offenders, or third parties. Similarly, those references to the standards of various accrediting entities as may be contained within this document are included solely to manifest the commonality of purpose and direction as shared by the content of the document and the content of the referenced standards. Any such references within this document neither imply accredited status by a Departmental facility or organizational unit, nor indicate compliance with the standards so cited. The policy and procedures contained within this document are intended to be compliant with all applicable statutes and/or regulatory requirements of the Federal Government and the state of Kansas This policy and procedure is not intended to establish or create new constitutional rights or to enlarge or expand upon existing constitutional rights or duties.

REPORTS REQUIRED

None.

REFERENCES

KSA 75-5205, 75-5210, 75-5251, 75-5252

IMPP 04-104, IMPP 20-101

ACO 2-CO-5C-01

ACI 3-4147, 3-4148, 3-4253, 3-4258, 3-4423, 3-4424, 3-4425, 3-4426, 3-4427, 3-4428

NCCHC P-47, P-48

ATTACHMENTS

None.