

**SDSD Detention Services Bureau—San Diego Central Jail Green Sheet**

<b>DATE:</b>	<b>March 15, 2022</b>
<b>NUMBER:</b>	<b>T.11.C.1</b>
<b>SUBJECT:</b>	<b>EXERCISE AND RECREATION</b>

PROCEDURE

***Mainline Modules Recreation Yard Use Housing Floors 5 through 8:***

Mainline Modules on floors 5 through 8 shall have the opportunity to use the recreation yard four times per week according to the schedule below (4<sup>th</sup> Floor is not included due to all modules being placed on quarantine). Since all modules on floors 5 through 8 are on a tier schedule for dayroom, each tier shall be offered the opportunity to use the recreation yard during their scheduled dayroom time (ex. "A" Module will be offered rec yard on Mondays. Top tier will be offered rec yard from 0700-0815 and bottom tier will be offered rec yard from 0830-1000). Extra recreation yard time will be in addition to and not replace a module's regular recreation yard schedule. Recreation yard needs to be sanitized after each use. All equipment and facilities provided for incarcerated person use will be inspected for signs of wear or tampering, before and after each exercise period. Housing deputies will be responsible for logging recreation yard usage in JIMS using the appropriate log entries "Rec Yard Started" and "Rec Yard Ended" with the total number of incarcerated persons' present. When recreation yard time ends, a notation shall be made as to the reason in the "Notes" section (ex. Incarcerated persons requested to go back to module).

***Administrative Segregation Modules Recreation Yard Use:***

To accommodate administrative separation exercise time during the day, all recreation yard time for administrative separation cells is included in the schedule below. There are no individual time slots for incarcerated persons placed in administrative separation. Ad-Seg incarcerated persons can be offered recreation yard time during any of the four time slots. *Note:* The 4F module is provided recreation yard time on the 3<sup>rd</sup> floor.

***Recreation Yard Schedule:***

HOURS	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY	SUNDAY
0700-1000	A MODULE	D MODULE	C MODULE	B MODULE	A MODULE	MAKE UP	MAKE UP
1000-1130	E MODULE	E MODULE	E MODULE	E MODULE	E MODULE	MAKE UP	MAKE UP
1130-1300	E MODULE	E MODULE	E MODULE	E MODULE	E MODULE	MAKE UP	MAKE UP
1300-1600	B MODULE	A MODULE	D MODULE	C MODULE	B MODULE	MAKE UP	MAKE UP
1600-1730	E MODULE	E MODULE	E MODULE	E MODULE	E MODULE	MAKE UP	MAKE UP
1900-2200	C MODULE	B MODULE	A MODULE	D MODULE	C MODULE	D MODULE	MAKE UP
2200-2330	E MODULE	E MODULE	E MODULE	E MODULE	E MODULE	MAKE UP	MAKE UP
0000-0600	OPEN	OPEN	OPEN	OPEN	OPEN	OPEN	OPEN

*\*This schedule will be in place during COVID-19 protocols but will be re-evaluated and updated during normal operations.*

***Third floor Recreation Yard Use:***

Incarcerated persons housed on the 3<sup>rd</sup> floor, due to either psychological or physical needs shall have the opportunity to use the recreation yard several times per week according to the schedule below. Incarcerated persons in MOB are not to be sent to the recreation yard while PSU incarcerated persons are present. To prevent unsupervised access to water for incarcerated persons on water restriction, the recreation yard drinking fountain will be shut off. The recreation yard door will always remain open when incarcerated persons are present, to ensure the incarcerated persons can contact health staff and deputies to request drinking water if needed. Recreation yard visits by 3<sup>rd</sup> floor incarcerated persons SHALL always be monitored by sworn staff.

HOURS	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY	SUNDAY
0700-0800	MOB	F2*	MOB	F1*	MOB	MAKE UP	MAKE UP
0800-1000	PSU	PSU	PSU	PSU	PSU	MAKE UP	MAKE UP
1100-1230	F1*	MOB	MOB	MOB	F2*	MAKE UP	MAKE UP
1300-1530	PSU	PSU	PSU	PSU	PSU	MAKE UP	MAKE UP
1600-1730	MOB	MOB	MOB	MOB	MOB	MAKE UP	MAKE UP
1900-2030	PSU	PSU	PSU	PSU	PSU	MAKE UP	MAKE UP
2030-2200	PSU	PSU	PSU	PSU	PSU	MAKE UP	MAKE UP

\*\* Incarcerated persons housed in 4F will be offered recreational yard twice a week for a 1.5-hour period during each block.

***Documentation:***

All recreation yard time given, refusals and unavailable times will be logged in JIMS. At the conclusion of all recreation yard times, deputies shall log the reason for the termination of the recreation yard time (i.e. "Incarcerated persons requested to return") if that time does not exceed 90 minutes.

***Make-Up Day Review:***

On Fridays, the night shift key control deputy will review all housing units' Area Activity Logs for a five-day period from Monday through Friday. The night shift key control deputy will utilize the JIMS Area Activity drop-down type "Rec Yard Started "and "Rec Yard Refused" to identify which housing floor modules, have not been given their required recreation yard time. The night shift key control deputy will pass the results of this make-up review to the oncoming day shift key control deputy on Saturday morning.

On Fridays, the night shift key control deputy will check recreation yard usage for incarcerated persons housed in administrative segregation modules. The deputy will use the JIMS Report to access the "Housing Module History Audit by Events" which is in the housing header. In the "Housing Module History Audit by Events", the deputy will run the report for each administrative segregation module from Monday through Friday using the event types "Recreation Yard Started" and "Recreation Yard Refused" drop down.

On Saturday, the day shift key control deputy will contact the housing deputies and the housing deputies will offer make up recreation yard and enter the required information in JIMS. The day shift key control deputy will use the SDCJ Recreation Yard Audit form and send an email to the watch commander and the team sergeants with "Recreation yard make-up review" as the subject line. The day shift key control deputy will note in the email which housing units follow the required recreation yard time and which housing units they contacted for make-up recreation yard time.

***Supervisory Recreation Yard Review:***

Each shift, security and movement sergeants will review JIMS log entries for their assigned areas of supervision to ensure recreation yard requirements are fulfilled and logged appropriately.