

DATE:	MAY 20, 2022
NUMBER:	T.21.S
SUBJECT:	EDUCATIONAL PROGRAMS

PROCEDURE

- I. Incarcerated individuals that meet program criteria may attend educational / recovery programs. Incarcerated individuals wishing to attend classes at SBDF must complete an incarcerated individual request form addressed to the Correctional Counselor listing the class(es) they wish to attend. Only those incarcerated individuals whose names appear on the class roster will be allowed to attend classes. Incarcerated individuals are subject to removal from any class enrollment due to unacceptable conduct in the class and / or facility.

- II. Incarcerated individuals are only permitted to bring study material related to the class along with writing paper. Pencils are supplied by the instructor. The only items allowed to leave with the incarcerated individual are the items mentioned above. Incarcerated individuals are not allowed to leave the classroom with the food given at lunch.

- III. Correctional Counselor responsibilities:
 - A. The Correctional Counselor will process the request and if the incarcerated individual meets the criteria they will be enrolled.
 - B. The Correctional Counselor will inform the incarcerated individual of approval or denial of the enrollment by returning the incarcerated individual request to the incarcerated individual.
 - C. The Correctional Counselor will open a JIMS case file and make appropriate entries noting the class enrollment.

- IV. Available classes to attend at SBDF include:
 - A. Thinking for a Change (TFC)
 - B. Unlock your thinking
 - C. Getting Motivated to Change
 - D. Substance Abuse
 - E. Art of Inclusive Communication
 - F. Anger Management
 - G. Parenting (PAR)
 - H. Successful Reentry (REEP)
 - I. Healthy Relationships (REL)
 - J. Getting Healthy
 - K. Anti-Theft
 - L. Restorative Justice
 - M. Reading Legacies
 - N. Food Handlers
 - O. Serve Safe