

**FAIRFAX COUNTY SHERIFF'S OFFICE
STANDARD OPERATING PROCEDURE**

**SOP NUMBER: 223
SUBJECT: INMATE RECREATION**

I. PURPOSE

To provide guidelines in describing recreation activities and the schedule for inmate access to the recreational facilities.

II. POLICY

It is the policy of the Fairfax County Sheriff's Office that inmates are given an opportunity to participate in a physical exercise program outside their cells.

III. PROCEDURE

A. All inmates will be provided equal opportunity to use ADC recreation areas and equipment.

1. Administration Generally.

Unless otherwise noted, this section applies equally to the Inmate Recreation Unit staff and to post deputies assigned to the West Building.

- a. Inmates will have opportunity for at least one hour of recreation daily.
- b. Deputies supervising inmate recreation activities will control all recreation equipment and ensure that none of the equipment leaves the recreation areas.
- c. All inmates incurring injuries shall be afforded the opportunity to see ADC Medical Staff for evaluation and treatment as necessary. The reporting deputy for all inmate injuries must submit ADC Form 108.
- d. Deputies will check the keep separate lists, SIMS, and other inmate eligibility criteria contained in the Special Housing Log prior to scheduling inmates for recreation.
- e. All recreation equipment and recreation areas will be secured at the completion of daily recreational activities.
- f. All incidents will be logged on the Daily Recreation Form. The reporting deputy will submit an ADC Form 108.
- g. The Supervisor, Recreation Unit A/B and Supervisor, Recreation Unit C/D will maintain weekly and monthly statistical records. These records will be posted and made available to the Supervisor, Inmate Programs and Recreation Section on the X: Drive in the Recreation folder.
- h. A record will be maintained by the Supervisor, Recreation Unit A/B and Supervisor, Recreation Unit C/D for game inventory.
- i. An equipment inspection record will be maintained by the Supervisor, Recreation Unit A/B and Supervisor, Recreation Unit C/D.
- j. All efforts should be made to conduct recreation for General Population

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inmates separately from Administrative Segregation inmates. Any deviation from this practice will be at the discretion of the on-duty Supervisor, Recreation Unit.

- k. Inmates with disabilities who utilize medical equipment or devices such as leg braces, wheelchairs, or prosthetic limbs will be provided recreation privileges accorded to inmates without disabilities. The Inmate Recreation Unit shall provide the recreation opportunities as ordered by the ADC Physician or Nurse Practitioner, and maintain all related documentation.
 - 1. The Medical Section shall individually assess inmates with disabilities, when the inmate is unable to be housed in general population, and order the appropriate level of recreation.
 - a. Recreation will be denied an inmate with a disability should the Medical Section find that a significant risk to the health or safety of the inmate, other inmates or Sheriff's Office Staff exists and that the risk cannot be mitigated by reasonable modifications of policies, practices, or procedures or by the provision of auxiliary aids or services. All assessments shall be documented by the Medical Section.
 - 2. All orders concerning recreation shall be forwarded as a referral to the Inmate Recreation Unit via SIMS. The Inmate Recreation Unit shall be responsible for maintaining all documentation concerning recreation provided to inmates with disabilities.
- 2. Operations Specific to the East Building.
 - a. The Inmate Recreation Unit will schedule all recreation.
 - b. The Recreation staff will notify post deputies when their area is scheduled for recreation.
 - c. The Recreation staff will move no more than twelve inmates per deputy at a time to or from any recreation area.
 - d. A record will be maintained by the Supervisor, Recreation Unit A/B and Supervisor, Recreation Unit C/D or designee of inmates who attended recreation.
 - e. The Supervisor, Recreation Unit A/B and Supervisor, Recreation Unit C/D or designee will ensure the cleaning and sanitation of recreation areas and equipment 3 times daily.
- 3. Operations Specific to the West Building.
 - a. The post deputy will schedule all recreation for his/her area of supervision.
 - b. The post deputy will coordinate the scheduling of recreation with the

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adjacent housing area.

- c. There will be a maximum of twenty-four inmates in the recreation area at any given time.
- d. A record will be maintained by the post deputy of inmates who attended recreation. This record will be forwarded to the Supervisor, Recreation Unit A/B and Supervisor, Recreation Unit C/D at the end of each shift for inclusion into his/her statistical report.
- e. The post deputy will ensure the cleaning and sanitation of recreation areas and equipment.
- f. The completed Daily Recreation Form will be forwarded to the Supervisor, Recreation Section A/B and Supervisor, Recreation Section C/D at the end of each shift.

B. Types of Recreation.

- 1. Volleyball in the appropriate recreation areas.
- 2. Aerobic exercise equipment such as treadmills, exercise-cycles and stair-steppers.
- 3. Passive activities such as chess, checkers, etc. are provided upon request.
- 4. The Recreation staff will handle all problems involving games.

C. Recreation Rules.

- 1. Recreation rules will be posted in all recreation areas and included in the Inmate Handbook.
- 2. Rules.
 - a. All inmates must wear their wrist identification band in order to participate in recreational activities.
 - b. Inmates housed in the East Building will proceed to and from the recreation areas as a group, in an orderly fashion, staying to the right of the hallways.
 - c. Inmates will not switch recreation areas, and may only leave for professional or medical visits. They may not return.
 - d. Inmates will not leave the recreation areas for any reason unless authorized by the staff.
 - e. Inmates will be dressed in proper attire going to, returning from, and in the recreation areas. This includes wearing a shirt in the exercise rooms. No sandals are allowed. Underwear will not be worn as gym shorts.
 - f. No eating in recreation areas. Food, etc. in recreation areas is

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considered contraband.

- g. Horseplay is not permitted in any recreation area, nor when going to or returning from recreation areas.
- h. All injuries will be reported to the staff immediately.
- i. Inmates in the following categories will not participate in recreational activities.
 - 1. Disciplinary Segregation or pending charges
 - 2. Housed in Group Holding cells
 - 3. On Restricted Issue
 - 4. Requiring hand and/ or leg restraints
 - 5. Requiring two deputy escorts
 - 6. Classified as an Escape Risk (except while housed in general population)
 - 7. Classified as Extreme Caution
 - 8. Temporarily assigned to Receiving Cells
 - 9. Assigned to Diagnostic and Treatment Cells (except those classified as general population)
 - 10. Not cleared by Medical or Mental Health
 - 11. Assigned to the AIB Center
 - 12. Does not have a wristband
 - 13. Inmates that may pose a threat to staff or safety and security of the facility
 - 14. Improperly dressed for recreation
 - 15. Serving weekend sentences in the ADC
 - 16. Self-Requested Administrative Segregation or those pending ICC hearings
- j. The office and the landing inside the wing gymnasium are unauthorized areas for inmates.
- k. Any inmate who argues with the staff uses the exercise room as a lounging area, abuses recreation equipment, defaces walls or signs, cheats, argues, or communicates with other inmates not in that recreation area, will be escorted back to the cellblock immediately.
- l. Games issued to a cellblock will remain in that cellblock.
- m. Violation of any of the above rules or other inappropriate behavior can result in recreation privileges being suspended.

Stacey A. Kincaid

**STACEY A. KINCAID
SHERIFF**

**01/01/00
DATE APPROVED
3/10/99
EFFECTIVE DATE**

Revised: April 2002, December 2007, January 2011, March 2012, March 2016