



Youth detention centre

OPERATIONAL POLICY

Title: YD-1-3 Youth detention – Daily routine, education and program delivery

Policy statement

The department will provide young people in youth detention centres (YDCs) with opportunities for rehabilitation through:

- daily routine
- education
- program delivery.

The daily routine provides young people with structure, clear expectations and a framework to access programs and services that help address their offending behaviours and successful reintegration into the community by promoting their social, behavioural, educational and vocational development.

Activities, programs and keeping young people occupied is a critical part of the incident prevention strategy. Young people's participation and engagement in these should be prioritised.

Engagement in education and meaningful activity respects, protects and promotes the human rights of young people in youth detention.

Exclusion from activities, programs and services must not be used as a consequence.

Principles

1. General principles of structured day

YDCs will ensure young people are given a schedule of daily activities that:

- 1.1 allows young people to be out of their rooms for a minimum of 12 hours per day (in line with section 22 of the *Youth Regulation 2016*) unless they are separated:
 - because they are ill
 - at their request
 - for routine security purposes (defined in direction YD/13/01) not exceeding four hours per day (refers to structured day not overnight lockdown, see definitions for more information)
 - at the recommendation of their suicide prevention plan
 - to protect themselves, another person or property or to restore the order of the centre (refer to policy 3-8: Separation)
- 1.2 maximises opportunities for young people to engage in meaningful and effective interventions, which actively contribute to rehabilitation and transition to the community
- 1.3 reflects normal daily activities of young people in the wider community, including going to educational and vocational programs during school hours and participating in housekeeping and maintenance duties at a level consistent with young people's:



- age
- experience
- abilities/disabilities
- cognitive development
- cultural requirements
- trauma impacts
- maturity level

1.4 provides young people with regular meal, beverage and hygiene breaks

1.5 includes structured day activities coordinated with:

- partner agencies
- Department of Education (DoE)
- Queensland Health (QH).

2. General principles of program delivery

YDCs will ensure:

2.1 young people have access to a range of offence-focused and developmental programs, services, mentoring and activities, that are:

- educational
- vocational
- behavioural
- social
- recreational
- cultural

2.2 all young people are offered the opportunity to engage in a daily physical program or activity

2.3 programs are designed and tailored to be culturally appropriate and delivered in a culturally safe way

2.4 programs are designed and tailored to consider the inherent trauma of young people in YDCs through a trauma informed practice approach

2.5 programs are designed to meet young people's individual risks, needs, characteristics and learning styles, giving consideration to:

- the needs of young people who have difficulty communicating in English or have hearing impairments
- the use of visual teaching aids
- the inclusion of group learning and interactive approaches
- the gender and cultural background of instructors as relevant

2.6 wherever possible, programs are identified and developed so that young people can continue to attend after their release from youth detention

2.7 agreements are maintained with external program providers to outline governance arrangements for service provision, program objectives and accountability

2.8 records for young people's attendance and participation at programs and assessment are maintained as relevant

2.9 programs are reviewed or evaluated to determine whether program objectives were met.

3. Programs delivered by Hospital and Health Services

In partnership with QH, YDCs will ensure young people have access to:

3.1 a comprehensive range of health care and health promotion programs

3.2 alcohol and other drugs services, including assessment, education and intervention



3.3 a range of group therapy programs that target coping and other therapeutic needs.

4. Programs delivered by Department of Education

In partnership with DoE, YDCs will ensure:

- 4.1 young people are supported to achieve their full potential and have access to high quality education programs and certifications, regardless of age and educational attainment
- 4.2 young people are provided education and training programs and services five days a week for 48 weeks per year
- 4.3 programs and services are tailored to the assessed needs of young people and actively promote their human rights
- 4.4 young people are referred to specialist support staff as needed, including:
 - guidance officers
 - visual teachers
 - speech pathologists
 - occupational therapists
- 4.5 transition arrangements for ongoing education and/or training support:
 - are put in place before a young person's release from detention
 - should ensure, where possible, continuity of a young person's education despite movements in and out of custody
- 4.6 consideration is given to referrals for transitional programs, such as Transition to Success (T2S) where assessed appropriate¹
- 4.7 young people are given advice about:
 - careers
 - school
 - employment and skill development opportunities
 - programs available on release
- 4.8 transitional arrangements are put in place that support young people through existing regional and local infrastructure including TAFE institutes and other publicly-funded registered training organisations
- 4.9 regular interagency meetings are facilitated to promote a shared strategic vision relevant to the YDC and to support the objectives of this policy.

5. Engagement and participation in programs

- 5.1 Young people are expected to participate in all programs offered to them.
- 5.2 If a young person refuses to participate in a program, whenever possible, you should offer them an alternative program. YDC staff, in consultation with DoE, should make every attempt to negotiate with the young person to attend or return to programs.
- 5.3 If the young person still refuses to participate, seek guidance from the relevant YDC² and DoE delegates to determine the most appropriate course of action.
- 5.4 If the young person continues to refuse to participate, a plan should be developed that addresses:

¹ T2S is a vocational training and therapeutic program designed to support young people to obtain the necessary skills to obtain and retain employment or re-engage in education or further training. The program seeks to provide the soft-skills required for employment and study, as well as accredited training and connection to employment opportunities.

² This may include the section supervisor, shift supervisor and/or structured day coordinator as relevant.



- any underlying issues and concerns
 - interventions or resolution processes
 - support strategies
 - appropriate and targeted consequences
 - progress reviews.
- 5.5 If a young person is being disruptive in the classroom, they may be removed from the classroom.
- 5.6 Program refusal is classified as misbehaviour and consequences may be applied through the behaviour development framework. Operational staff and the multi-disciplinary team should work collaboratively to:
- respond to misbehaviour
 - assess underlying causes to provide support to young people
 - identify remedies where relevant.
- 5.7 Program resources must be made available to the young person in another suitable location if they are subject to safety conditions outlined in:
- a special interest young people (SIYP) profile
 - a suicide prevention plan
 - other program restrictions
- 5.8 If a young person is separated, program resources or DoE education packs are to be provided.

Objectives

This policy governs the daily routine and delivery of programs to young people sentenced or remanded to a YDC.

Scope

This policy applies to the delivery of youth justice programs, services and activities to young people in YDCs in accordance with section 263(3) (a) and (b) of the *Youth Justice Act 1992* and section 36 of the *Human Rights Act 2019*. It is to be read in conjunction with:

- Policy YD-1-1: Casework
- Policy YD-1-2: Behaviour support
- Policy YD-1-6: Provision of medical and other health services
- Directive YD/13/01: Separation for routine security purposes
- Chapter 1 – Care and management of young people, YDCOM
- Appendix 0-2 Philosophy of youth detention services

Roles and responsibilities

- YDC operational staff:
 - ensure young people are delivered on time to their scheduled program area per the timetable and assessment as suitable to attend based on their current presentation, behavioural conduct and demeanour
 - encourage and support young people to engage in programs and respond appropriately to program refusals
 - complete audits of dangerous goods and restricted articles
 - supervise young people during programs and provide support to program delivery staff to maintain safety and security



- provide education packs and/or other program resources to young people if separated, and provide support as necessary.
- Client services and/or multi-disciplinary team:
 - design, deliver and evaluate relevant programs that are appropriate for young people's age, development and culture to address their criminogenic, therapeutic, health and wellbeing needs
 - ensure appropriate resources and information are provided to support young people's learning needs
 - maintain records of program attendance and participation
 - prepare and coordinate the daily program timetable in consultation with relevant staff
 - respond to program refusal and assess underlying causes to provide support to young people and propose remedies where relevant
 - provide education and other progress reports to family and relevant stakeholders.
- Programs coordinator:
 - develop, implement and evaluate programs, activities and services to ensure they meet the needs of young people
 - oversee the delivery of programs and ensure appropriate resources and information is provided to support the learning needs and promote the human rights of young people.
- Structured day coordinator or delegated shift supervisor:
 - assist DoE to prepare structured day timetable
 - ensure SIYP requirements are met
 - allocate staff to supervise programs.
- Executive director:
 - ensure daily activities and programs are developed and implemented in accordance with this policy
 - ensure YDC staff understand policy obligations.
- Director, Statewide Intel and Secure Services Support:
 - review and update this policy as required
 - provide practice advice to support compliance with this policy.

Authority:

Education (General Provisions) Act 2006

Human Rights Act 2019

Information Privacy Act 2009

Youth Justice Act 1992

Youth Justice Regulation 2016

Delegations:

Position	Delegation
Deputy director-general (DDG, YJ) Assistant chief operating officer (ACOO, YJ) Senior executive director (SED, YDOR) Executive director, youth detention centre Director, Youth Justice Regional Operations (YJRO) Director, State-wide Intel and Secure Services Support (SWISS)	<i>Youth Justice Act 1992</i> Section 263 (2) – Issue directions, codes, standards and guidelines for the security and management of detention centres and the safe custody and wellbeing of children in detention.
DDG, YJ ACOO, YJ SED, YDOR	<i>Youth Justice Act 1992</i> Section 263 (4) – Inspect and monitor operation of detention centres.



<p>ED, youth detention centre DD, youth detention centre Director, Learning and Development, YJ Principal inspector</p>	
<p>DDG, YJ ACOO, YJ SED, YDOR ED, youth detention centre DD, youth detention centre AD, youth detention centre Director, YJRO Director, SWISS</p>	<p><i>Youth Justice Act 1992</i> Section 263 (5) – Comply with youth justice principles.</p>
<p>DDG, YJ ACOO, YJ SED, YDOR Regional executive director Regional director, YJ ED, youth detention centre Director, YJRO Director, SWISS DD, youth detention centre AD, youth detention centre Manager, youth justice service centre Manager, Brisbane Court Unit, YJ Unit manager, youth detention centre Team coordinator, youth justice service centre Manager, client services, youth detention centre Team leader, youth detention centre Team leader, youth justice service centre Service leader, youth justice service centre Program coordinator youth justice service centre Caseworker, youth detention centre Caseworker, youth justice service centre Court coordinator, youth justice service centre Convenor, youth justice service centre Resource officer, youth justice service centre Senior youth worker, youth justice service centre Youth worker, youth justice service centres Psychologist, youth justice service centre Program development officer, youth justice service centre Indigenous service support officer, youth justice service centre Psychologist, youth detention centre Shift supervisor, youth detention centre Aboriginal and Torres Strait Islander programs support officer, youth detention centre Aboriginal and Torres Strait Islander transition officer, youth detention centre Program coordinator, youth detention centre Program support officer, youth detention centre Section supervisor, youth detention centre</p>	<p><i>Youth Justice Act 1992</i> Section 302 (1) – Must establish programs and services necessary to give effect to any order or direction under this Act and to support, help and reintegrate into the community children who have committed offences</p>



<p>Senior detention youth worker, youth detention centre Detention youth worker, youth detention centre Cultural liaison officer, youth detention centre Speech pathologist, youth detention centre Senior speech pathologist, secure services support</p>	
<p>DDG, YJ ACOO, YJ SED, YDOR Regional executive director ED, youth detention centre Director, YJRO Director, SWISS Regional director, YJ DD, youth detention centre AD, youth detention centre Manager, youth justice service centre Manager, Brisbane Court Unit, Youth Justice Unit manager, youth detention centre Manager, Youth Justice Court and Regional Operations Practice Support Team coordinator, youth justice service centre Manager, client services, youth detention centre Team leader, youth detention centre Team leader, youth justice service centre Service leader, youth justice service centre Program coordinator, youth justice service centre Resource officer, youth justice service centre Convenor, youth justice service centre Caseworker, youth detention centre Caseworker, youth justice service centre Psychologist, youth detention centre Speech pathologist, youth detention centre Senior speech pathologist, secure services support Psychologist, youth justice service centre Court coordinator, youth justice service centre Shift supervisor, youth detention centre Aboriginal and Torres Strait Islander programs support officer, youth detention centre Aboriginal and Torres Strait Islander transition officer, youth detention centre Cultural liaison officer, youth detention centre Restorative practice coordinator, youth detention centre Program coordinator, youth detention centre Program support officer, youth detention centre Section supervisor, youth detention centre Shift supervisor, youth detention centre Senior detention youth worker, youth detention centre Detention youth worker, youth detention centre Senior youth worker, youth justice service centre Youth worker, youth justice service centre</p>	<p><i>Youth Justice Act 1992</i> Section 302 (3) – May establish any other programs and services for children who have committed offences.</p>



<p>DDG, YJ ACOO, YJ SED, YDOR ED, youth detention centre Regional executive director Regional director, Youth Justice Director, Youth Justice Regional Operations Director, Statewide Intel and Secure Services Support DD, youth detention centre AD, youth detention centre Manager, youth justice service centre Manager, Brisbane Court Unit, YJ Unit manager, youth detention centre Manager, Youth Justice Court and Regional Operations Practice Support Team coordinator, youth justice service centre Manager, client services, youth detention centre Team leader, youth detention centre Team leader, youth justice service centre Program coordinator, youth justice service centre Caseworker, youth detention centre Caseworker, youth justice service centre Court coordinator, youth justice service centre Psychologist, youth detention centre Psychologist, youth justice service centre Aboriginal and Torres Strait Islander programs support officer, youth detention centre Aboriginal and Torres Strait Islander transition officer, youth detention centre Program development officer, youth justice service centre Indigenous service support officer, youth justice service centre Cultural liaison officer, youth detention centre restorative practice coordinator, youth detention centre Program coordinator, youth detention centre Program support officer, youth detention centre Section supervisor, youth detention centre Structured day coordinator, youth detention centre Senior detention youth worker, youth detention centre Detention youth worker, youth detention centre Senior youth worker, youth justice service centre Youth worker, youth justice service centre Speech pathologist, youth detention centre Senior speech pathologist, secure services support</p>	<p><i>Youth Justice Act 1992</i> Section 302 (4) – Must monitor the operation of each program and service to ensure it achieves the purpose for which it was established in a way that complies with the youth justice principles</p>
<p>DDG, YJ ACOO, YJ SED, YDOR ED, youth detention centre DD, youth detention centre AD, youth detention centre</p>	<p><i>Youth Justice Regulation 2016</i> Section 16 (2) – If a child detained in a detention centre does not comply with an instruction mentioned, the chief executive may discipline the child</p>



<p>Unit manager, youth detention centre Shift supervisor, youth detention centre Court supervisor, youth detention centre Section supervisor, youth detention centre Visits coordinator, youth detention centre Structured day coordinator, youth detention centre Aboriginal and Torres Strait Islander programs support officer, youth detention centre Transition officer, youth detention centre Aboriginal and Torres Strait Islander transition officer, youth detention centre Cultural liaison officer, outh detention centre Program coordinator, youth detention centre Program support officer, youth detention centre Program deliverer, youth detention centre Manager, client services, youth detention centre Team leader, youth detention centre Psychologist, youth detention centre Caseworker, youth detention centre Senior detention youth worker, youth detention centre Detention youth worker, youth detention centre Intelligence officer, youth detention centre Senior intelligence officer, youth detention centre Speech pathologist, youth detention centre</p>	
<p>DDG, YJ ACOO, YJ SED, YDOR ED, youth detention centre DD, youth detention centre AD, youth detention centre Unit manager, youth detention centre Shift supervisor, youth detention centre Court supervisor, youth detention centre Section supervisor, youth detention centre Visits coordinator, youth detention centre Structured day coordinator, youth detention centre Aboriginal and Torres Strait Islander programs support officer, youth detention centre Transition officer, youth detention centre Aboriginal and Torres Strait Islander transition officer, youth detention centre Program coordinator, youth detention centre Program support officer, youth detention centre Program deliverer, youth detention centre Manager, client services, youth detention centre Team leader, youth detention centre Psychologist, youth detention centre Caseworker, youth detention centre Senior detention youth worker, youth detention centre Detention youth worker, youth detention centre Cultural liaison officer, youth detention centre</p>	<p><i>Youth Justice Regulation 2016</i> Section 16 (3) – Must ensure the misbehaviour is disciplined in a way that respects the child’s dignity and has regard to a range of specified factors</p>



Restorative practice coordinator, youth detention centre Intelligence officer, youth detention centre Senior intelligence officer, youth detention centre Speech pathologist, youth detention centre	
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Definitions

For the purpose of this policy, the following definitions shall apply:

Term	Definition
Behaviour support plan	A plan that documents a specific intervention plan in response to misbehaviour. It facilitates a collaborative individualised, focused, multi-disciplinary approach to the management of a young person's misbehaviour.
Daily routine	A schedule of activities for young people designed to replicate, as close as possible, the normal daily living routine of most adolescents while providing access to educational, vocational, developmental, offence focused, cultural and recreation programs. Daily routine begins at 7:00am and ends at approximately 7:30pm.
Multidisciplinary team	Refers to client services at BYDC and CYDC and the therapeutic response team at WMYDC. These teams are multi-disciplinary and include caseworkers, psychologists, programs and cultural staff.
Routine security purposes	Separation for routine security purposes is authorised for the following purposes: <ul style="list-style-type: none"> regular staff breaks regular staff meetings regular and as required searches of the YDC for processing of a child on admission to or release from a YDC for routine search of a child on admission or return to the YDC in compliance with the legislation in relation to searches regular shower and hygiene breaks for young people the night shift. Refer to directive YD/13/01 for more information.

Human rights compatibility statement

Youth Justice is committed to respecting, protecting and promoting human rights. Under the [Human Rights Act 2019](#), Youth Justice has an obligation to act and make decisions in a way that is compatible with and properly considers human rights. When making a decision about the care and management of young people, decision-makers must comply with that obligation.

Multicultural Queensland Charter

Youth Justice supports the [Multicultural Queensland Charter](#), established under the *Multicultural Recognition Act 2016* (Qld). The Charter seeks to promote Queensland as a unified, harmonious and inclusive community.

Child safe standards

The Royal Commission into Institutionalised Responses to Child Sexual Abuse developed several national [child safe standards](#) for institutions and organisations working with children. Youth Justice is cognisant of these standards when considering operational practice guidelines and service delivery in community and youth detention centres.



State disability plan

Youth Justice will work with our partners to build a fairer, more inclusive Queensland where people with a disability, their families and carers are able to access the same opportunities, on the same basis as everyone else. We will take actions to progress the priorities of the [All Abilities Queensland: opportunities for all](#) state disability plan and support improved access to services for Queenslanders with disability.

Feedback and reflective practice

Youth Justice recognise that best practice is a constantly evolving process. The Youth Justice Framework for Practice posits that our values guide us in all aspects of our work, including a departmental commitment to continuous improvement and effectiveness. All Youth Justice staff are encouraged to provide feedback about operational policy and procedure to inform routine review of our work to maintain a high standard of service delivery. Please make your views known through your management team or by emailing YDCPracticeEnquiries@youthjustice.qld.gov.au.

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Date of operation:	1 November 2013
Date to be reviewed:	3 years from the last date of approval

Office: Statewide Intel and Secure Services Support

Help contact: YDCPracticeEnquiries@cyjma.qld.gov.au

Communication strategy:

- publish on intranet
- publish on internet
- advise staff to read
- supervisors discuss with direct reports

Links:

[Australasian Youth Justice Administrators \(AYJA\) service standards for juvenile custodial facilities](#)
[Human Rights Act 2019](#)
[Queensland Human Rights Commission](#)
[United Nations Rules for the Protection of Young People Deprived of Their Liberty 1990](#)



Youth Detention Centre Operations Manual
Youth Justice delegations
Youth Justice policies

Bob Gee
Director-General