
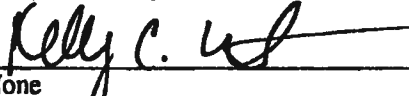


## Weapons Policy

<b>DIVISION OF CHILD AND FAMILY SERVICES</b> <b>Juvenile Justice Services</b> <b>STATEWIDE INSTITUTIONAL POLICY</b>	
<b>SUBJECT:</b>	Weapons Policy
<b>POLICY NUMBER:</b>	DCFS/JJ 200.04
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<b>APPROVED BY:</b> <b>DATE:</b>	Ross Armstrong, Deputy Administrator – Juvenile Justice Services  8/2/16
<b>APPROVED BY:</b> <b>DATE:</b>	Kelly Woodridge Administrator – Division of Child and Family Services 
<b>SUPERSEDES:</b>	None
<b>REFERENCES:</b>	ACA: 3-JYS-3A-30, NRS 63.030
<b>ATTACHMENTS:</b>	A: Incident Report Form

**I. SUMMARY:**

A system to assure the safety of weapons that are brought into a state juvenile facility.

**II. DEFINITION:**

As used in this document, the following definition shall apply:

- A. Chemical Agent: Any agent utilized to temporarily disable an individual.
- B. Explosive or Incendiary Device: Any explosive or incendiary material or substance that has been constructed, altered, packaged or arranged in such a manner that its ordinary use would cause destruction or injury to life or property
- C. Facility Staff: Any individual employed by the Division of Child and Family Services who is assigned to a State Facility or whose duty station is at a State Facility.
- D. Firearm: Any device designed to be used as a weapon from which a projectile may be expelled through the barrel by the force of any explosion or other form of combustion.

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- E. Weapon Locker: A secure and protective container for a firearm or weapon.
- F. Impact Tool: A tool used to incapacitate an individual
- G. Interns: A temporary unpaid, volunteered position with an emphasis on on-the-job training.
- H. Knife: A bladed instrument including but not limited to dirks, daggers, stilettos, swords, and shivs.
- I. Martial Arts Weapons: Includes an array of polearms, bladed weapons, and blunt weapons.
- J. State Facility: NRS 63.030 State facility for the detention or commitment of children which is administered by the State of Nevada. The term includes, but is not limited to, the Nevada Youth Training Center, the Caliente Youth Center, and Summit View Youth Center.
- K. Taser: An electronic weapon that temporarily incapacitates an individual by delivering an electric current.
- L. Visitors: A person who visits the facility for business, family visitation, or family treatment team meetings.
- M. Weapon: Any instrument or device for use in physical attack or defense.

### III. WEAPONS PROHIBITED

- A. All state juvenile facility staff, contractors, vendors, interns, and visitors are prohibited from possessing and carrying any weapon onto the grounds of a state juvenile facility. All persons entering a state juvenile facility shall be subject to search. Weapons shall include but are not limited to:
  - 1. Firearms
  - 2. Martial arts weapons
  - 3. Knives
  - 4. Tasers
  - 5. Explosive or incendiary device
  - 6. Batons
  - 7. Chemical agents not otherwise authorized by Division policy
- B. Each state facility shall display, in writing (English and Spanish), the prohibition of weapons in an area seen by anyone entering the building.

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- C. All state facility staff shall sign an acknowledgment form that the facility is to be free from weapons which will be maintained in their individual employee file.
- D. Each state facility shall ensure visitors are notified prior to their arrival of the Division's policy and the facilities procedure related to weapons when reasonably possible.

### **IV. CARE OF WEAPONS**

- A. In the event that law enforcement wishes to enter the facility for non-emergency purposes, he or she shall be required to place all weapons into a weapon locker provided in the administration building.
- B. In the event of an emergency, law enforcement response staff may possess their weapons throughout the course of the emergency situation.
- C. In the event an employee, intern, or visitor has an impact tool or item that could be used as a weapon, the visitor shall be required to follow the tool control policy and procedure for the facility and that all tools must be accounted for prior to the visitor's departure from the facility.

### **V. REFUSAL TO SURRENDER A WEAPON**

- A. Individuals who refuse to properly surrender a weapon will be denied entry into the facility.
  - 1. Facility staff who attempt to enter with a prohibited weapon shall be denied entry and immediately be referred to the superintendent or designee for disciplinary procedures.
  - 2. Visitors or interns who attempt to enter with a prohibited weapon shall be denied entry and immediately be referred to the superintendent or designee.
  - 3. Law enforcement may be notified by the Superintendent or designee.

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### **VI. DISCOVERY OF A PROHIBITED WEAPON ON PROPERTY**

- A. In the event a prohibited weapon is discovered on the facility grounds the following will occur:
1. Immediately notify the supervisor on duty.
  2. The supervisor on duty will immediately respond and secure the item.
  3. Supervisor on duty will ensure the safety of the youth and staff by instituting further security measures which may include but are not limited to lockdown and searches.
  4. The supervisor on duty will notify the Superintendent/designee and the Deputy Administrator immediately.
  5. The supervisor on duty will conduct interviews with any and all individuals with knowledge of the prohibited weapon.
  6. All staff that are involved in the incident will complete an Incident Report Form.
  7. The Superintendent or designee shall evaluate how the prohibited weapon came to be on the property and produce a report to the Deputy Administrator within 30 days of the incident detailing the security lapse and describing modifications to practice or procedure to prevent future similar security lapses.

### **VI. DEVELOPMENT OF FACILITY STANDARD OPERATING PROCEDURES**

- A. Each facility shall develop and maintain Standard Operating Procedures consistent with this policy.