



Illinois Department of Corrections

Administrative Directive

Number: 05.03.106	Title: Control of Individual in Custody Movement	Effective: 6/1/2022
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Authorized by:	<i>[Original Authorized Copy on File]</i> Rob Jeffreys Director
Supersedes:	05.03.106 effective 11/1/2020

Authority: 730 ILCS 5/3-2-2	Related ACA Standards: 5-ACI-1F-10, 5-ACI-3A-01, 14, 5-ACI-5B-19
Referenced Policies: 05.03.105, 05.05.110, 05.12.101, 05.15.100	Referenced Forms:

I. **POLICY**

All correctional facilities, excluding Transitional Security facilities and Life Skills Reentry Centers, shall maintain a system for strict accountability and control of individual in custody movement within the facility.

II. **PROCEDURE**

A. **Purpose**

The purpose of this directive is to establish a written procedure for the movement of individuals in custody within correctional facilities.

B. **Applicability**

This directive is applicable to all correctional facilities, excluding Transitional Security facilities and Life Skills Reentry Centers, within the Department.

C. **Facility Reviews**

A facility review of this directive shall be conducted at least quarterly.

D. **Designees**

Individuals specified in this directive may delegate stated responsibilities to another person or persons unless otherwise directed.

E. **Definitions**

Call Pass Movement – Authorization for an individual in custody to move from one destination to another under visual monitoring by movement officers.

Escorted movement – Movement that occurs under direct supervision of at least one employee from one location to another.

Mass Movement – movement consisting of 10 or more individuals in custody travelling in paired lines from one location to another.

Night Movement – movement from dusk to dawn or other designated times as determined by the Chief Administrative Officer.

Paired Lines – process used during mass movement in which individuals in custody are organized into 2 parallel lines, with each individual in custody in one line paired across from an individual in custody in the parallel line.

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Special Management Unit – a form of housing that separates an individual in custody from general population and restricts the individual in custody to his or her cell for less than 22 hours per day for the safe and secure operation of a facility.

F. Requirements

The Chief Administrative Officer (CAO) shall establish a written procedure detailing movement to maintain security, custody and control of individuals in custody at all times. The written procedure shall include a daily schedule for facility movement to be maintained and adhered to.

1. The CAO shall be responsible for following the Standard Individual in Custody Movement Schedule in Attachment A as it applies based on the facility security designation.
2. The CAO, Duty Administrative Officer (DAO) or Shift Supervisor may restrict movement as required during inclement weather due concerns including, but not limited to, limited visibility and weather conditions.
3. Staff Responsibilities
 - a. Staff shall:
 - (1) Maintain complete and accurate movement documentation including, but not limited to, Movement Charts and Call Pass Summaries.
 - (2) Communicate with housing units, movement officers and staff in conjunction with movement.
 - (3) Ensure that movement of individuals in custody occurs in accordance with procedures outlined in this directive.
 - (4) Ensure that all movement is completed within the allotted time period.
 - (5) Ensure that pat searches of individuals in custody are conducted in accordance with Administrative Directive 05.01.113.
 - (6) Ensure that immediate follow-up is conducted on individuals in custody who are absent.
 - b. All staff members shall be responsible for knowing how many individuals in custody are under their supervision at any given time and reflected on assigned documentation.
4. Movement of Level E and Level M Individuals in Custody
 - a. Level E individuals in custody shall be housed only at Dixon Psychiatric Unit, Elgin Treatment Center, Joliet Treatment Center, Lawrence, Pontiac, Menard and Logan.
 - b. Assignments of Level M and Level E individuals in custody shall be within the inner perimeter area.
 - (1) Work and program assignments of Level M individuals in custody shall be restricted to daylight hours only.
5. Work and program assignments of Level E individuals in custody shall be limited to the hours of 8:00 a.m. to 2:00 p.m.

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6. Line Movement

- a. Line Movement shall be defined as any movement with less than 10 individuals in custody. Movement shall only occur under the direct escort of assigned staff members.
- b. Escort Security Staff shall always maintain an accurate count of individuals in custody in the line. All individuals in custody shall be continuously monitored by escorting security staff during movement.

7. Mass Movement

- a. All mass movement of individuals in custody shall:
 - (1) Be strictly controlled;
 - (2) Be supervised by staff; and
 - (3) Conform to the movement schedules issued by the CAO.
- b. Escorting Security staff shall always maintain an accurate count of individuals in custody in the line.
 - (1) This count shall be documented on the Mass Movement Log at the sending and receiving point.
 - (2) All mass movement logs shall be filed daily.
- c. The number of individuals in custody that may be moved on any one line shall not exceed 100 and shall vary by security classification of the facility and shall be determined by the CAO in the local policy.
 - (1) Mass movement may utilize paired lines in which the lines move in unison with each other.
 - (2) Individuals in custody shall:
 - (a) Be counted in line as they depart from a location;
 - (b) Travel at a uniform pace at an arm's length distance between each other; and
 - (c) Shall be counted again upon arrival as they enter the destination.
 - (3) An Escort Officer shall be positioned at the back of all Mass Movement Lines.

8. Night Movement

- a. All individuals in custody shall be secured in their cells no later than 9:00 p.m., with the exception of the night details which have been approved in advance by the CAO (no designee).
- b. All individuals in custody shall be under staff escort during night movement.

NOTE: Individuals in custody with escape level designation of Level E or Level M shall not participate in night details.

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- c. Supervisors requesting out of cellhouse details shall submit a list of requested individuals in custody, which has been approved by the Assistant CAO or Shift Supervisor, to the Placement Office no later than 4:00 p.m. the day prior to the scheduled detail. After checking the appropriate criteria, the detail shall be entered into Offender 360 (O360 for distribution via the detail roster.

9. Call Pass Movement

a. Scheduled Call Passes –

- (1) All passes are to be entered O360 no later than 4:00 p.m. the day prior to the date of the requested call pass.
- (2) The 3:00 p.m. – 11:00 p.m. Shift Supervisor (or designee) will request and print the call passes. The 3:00pm – 11:00pm Shift will be responsible for distributing the call passes for the next day. Completed call pass sheets will be placed in the Shift Supervisor's Office or designated area.
- (3) Individuals in custody will be allowed ten (10) minutes travel time from one location to another and are required to be at their destination at the time listed on the call pass. If an individual in custody takes longer than ten minutes, the individual in custody should be questioned, and possible disciplinary action taken. If the individual in custody is allowed to leave late, staff will contact the Movement Officer and assignment location to advise the individual in custody is in route.
- (4) Individuals in custody are required to honor all call passes. If an individual in custody refuses to go on a pass, a disciplinary report may be written.

b. Emergency Call Passes

- (1) Emergency call passes may be issued when circumstances did not allow for the advance scheduling of the movement.
- (2) The Shift Supervisor must authorize all emergency call passes after receiving notification of the pass from the requesting employee.

c. Call Pass Summary by Location

- (1) Housing Unit and Assignment Staff shall be responsible for signing the individual in custody in and out of the housing unit and/or assignment on call pass using the Call Pass Summary Chart and the Individual in Custody Movement Chart.
- (2) Completed Summary Reports and call passes shall be forwarded to the Shift Supervisor's Office or designated area at the end of each shift.
- (3) The assigned Shift Supervisor shall be responsible for ensuring all Call Pass Summary Reports are completed at the end of his or her assigned shift.

10. Movement of Individuals in Custody To and From Assignments

a. The O360 Movement Coordinator shall print and distribute to all living units the following:

- (1) Printed Scheduled call pass by type (OERPCP101);

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- (2) Pass by Living Unit (OERPCP102), Pass by type (OERPCP103);
 - (3) Call pass Gallery Summary (OERPCP106); and
 - (4) The Gallery Map (OERHP103).
- b. Housing Unit Officers are to ensure individuals in custody are notified to be ready ten (10) minutes prior to the designated movement times.
- c. Correctional Officers assigned to Escort or Movement positions shall ensure all individuals in custody are escorted to and from their work detail or program.
11. Restrictive Housing and Special Management Units
- a. Restrictive Housing
- (1) All protocols referenced in Administrative Directive 05.15.100 shall be followed before the cell of an individual in custody in Restrictive Housing is opened.
 - (2) All scheduled movement outside of Restrictive Housing shall be conducted between completion of the 7:15 a.m. count check and 3:00 p.m., and requires authorization from the Shift Supervisor prior to movement.
 - (3) Work assignments that occur inside the Restrictive Housing Unit shall be conducted by authorized individuals in custody and shall be concluded no later than 9:00 p.m., as no movement is authorized after that time.
- b. Special Management Units
- (1) Individuals in Special Management Units shall be kept separate from all other individuals in custody.

NOTE: Individuals in custody in Administrative Detention shall also avoid contact from all other individuals in custody.
 - (2) All Protective Custody mass movement and activities outside the Protective Custody Unit shall be under constant supervision by assigned staff.
 - (3) All protocols referenced in Administrative Directive 05.12.101 shall be followed before the cell of an individual in custody in Administrative Detention is opened.
 - (4) All out of house movement for individuals in custody in any Special Management Unit shall be conducted between completion of the 7:15 a.m. count check and 3:00 p.m., and shall require Shift Supervisor approval.
 - (5) Work Assignments
 - (a) All individuals in Protective Custody work assignments shall be concluded no later than 9:00 p.m. or other time as designated by the CAO.
 - (b) All in-house Administrative Detention work assignments shall be in accordance with Administrative Directive 05.12.101 and shall be concluded no later than 9:00 p.m. or other time as designated by the CAO.

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12. Reception and Classification Center

- a. All movement outside the Reception and Classification (R & C) Housing Unit shall be conducted between completion of the 7:15 a.m. count and 3:00 p.m.
- b. All in house R & C work assignments shall be concluded no later than 9:00 p.m. or other time as designated by the CAO.

13. Assignment Listing by Gallery

O360-generated Assignment Listing by Gallery charts shall be maintained for each wing, organized by cell number, and shall contain

- a. the following information:

- (1) Room Number
- (2) Individual in Custody Name
- (3) Identification Number
- (4) Assignment
- (5) Destination (see Attachment A)
- (6) Time in
- (7) Time out
- (8) Wing count
- (9) Date
- (10) Assigned Correctional Officer

- b. Security Staff shall be responsible for ensuring that times of departure and return are noted for all detail assignment movement in and out of the housing unit.
- c. Completed Assignment Charts shall be forwarded to the Shift Supervisor's Office or designated area daily.
- d. The assigned Shift Supervisor shall be responsible for ensuring all assignment charts are completed at the end of his or her assigned shift.
- e. Completed movement documentation shall be maintained for a minimum of one (1) year and filed chronologically.

14. Reconciliation

Collecting of movement sheets

- a. Housing Units

- (1) All Housing Unit Movement Sheets/Call Pass Summaries shall be completed and turned in with the first count conducted on 11pm-7am shift.

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- (2) All assignment/detail sheets shall be turned in at the completion of the detail to the designated location. (Movement/Call pass collection box)
- (3) The 11pm-7am Shift Supervisor shall complete a reconciliation sheet ensuring that all paperwork is collected and completed.
- b. All movement documentation shall be maintained for a minimum of one (1) year and filed chronologically.
- c. Each facility shall develop a checklist for individual in custody movement. The checklist shall be reviewed and approved by the Regional Deputy Director.

G. SCHEDULES

Each facility shall follow the movement schedule listed in Attachment A for each security designation. Any changes in the schedule for your facility must be approved by your regional Deputy Director.

MAXIMUM SECURITY							
STANDARD INDIVIDUAL IN CUSTODY MOVEMENT SCHEDULE							
TYPE OF MOVEMENT	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY	SUNDAY
INDIVIDUAL IN CUSTODY RECREATION/YARD (4 yards per day)							
	8:10AM-9:10AM	8:10AM-9:10AM	8:10AM-9:10AM	8:10AM-9:10AM	8:10AM-9:10AM	8:10AM-9:10AM	8:10AM-9:10AM
	12:00PM-1:00PM	12:00PM-1:00PM	12:00PM-1:00PM	12:00PM-1:00PM	12:00PM-1:00PM	12:00PM-1:00PM	12:00PM-1:00PM
	1:20PM-2:20PM	1:20PM-2:20PM	1:20PM-2:20PM	1:20PM-2:20PM	1:20PM-2:20PM	1:20PM-2:20PM	1:20PM-2:20PM
Summer Yard	6:10PM-7:10PM	6:10PM-7:10PM	6:10PM-7:10PM	6:10PM-7:10PM	6:10PM-7:10PM	6:10PM-7:10PM	6:10PM-7:10PM
INDIVIDUAL IN CUSTODY RECREATION/GYM							
	8:20AM-9:20AM	8:20AM-9:20AM	8:20AM-9:20AM	8:20AM-9:20AM	8:20AM-9:20AM	8:20AM-9:20AM	8:20AM-9:20AM
	12:10PM-1:10PM	12:10PM-1:10PM	12:10PM-1:10PM	12:10PM-1:10PM	12:10PM-1:10PM	12:10PM-1:10PM	12:10PM-1:10PM
	1:30PM-2:30PM	1:30PM-2:30PM	1:30PM-2:30PM	1:30PM-2:30PM	1:30PM-2:30PM	1:30PM-2:30PM	1:30PM-2:30PM
	6:20PM-7:20PM	6:20PM-7:20PM	6:20PM-7:20PM	6:20PM-7:20PM	6:20PM-7:20PM	6:20PM-7:20PM	6:20PM-7:20PM
	7:30PM-8:30PM	7:30PM-8:30PM	7:30PM-8:30PM	7:30PM-8:30PM	7:30PM-8:30PM	7:30PM-8:30PM	7:30PM-8:30PM
INDIVIDUAL IN CUSTODY MEAL TIMES (Meal Period 20 minutes)							
BREAKFAST	4:30AM-6:30AM	4:30AM-6:30AM	4:30AM-6:30AM	4:30AM-6:30AM	4:30AM-6:30AM	4:30AM-6:30AM	4:30AM-6:30AM
LUNCH	9:30AM-11:30AM	9:30AM-11:30AM	9:30AM-11:30AM	9:30AM-11:30AM	9:30AM-11:30AM	9:30AM-11:30AM	9:30AM-11:30AM
DINNER	4:00PM-6:00PM	4:00PM-6:00PM	4:00PM-6:00PM	4:00PM-6:00PM	4:00PM-6:00PM	4:00PM-6:00PM	4:00PM-6:00PM
DIETARY ASSIGNMENT LINES							
	4:30PM	4:30PM	4:30PM	4:30PM	4:30PM	4:30PM	4:30PM
	12:30PM	12:30PM	12:30PM	12:30PM	12:30PM	12:30PM	12:30PM
	8:30PM	8:30PM	8:30PM	8:30PM	8:30PM	8:30PM	8:30PM
	11:30PM	11:30PM	11:30PM	11:30PM	11:30PM	11:30PM	11:30PM
DETAIL WORKER ASSIGNMENT LINES							
	8:00AM	8:00AM	8:00AM	8:00AM	8:00AM	8:00AM	8:00AM
	2:00PM	2:00PM	2:00PM	2:00PM	2:00PM	2:00PM	2:00PM
MEDICATION PASS	7:30AM	7:30AM	7:30AM	7:30AM	7:30AM	7:30AM	7:30AM
NURSE SICK CALL (In Housing Units)	7:30PM	7:30PM	7:30PM	7:30PM	7:30PM	7:30PM	7:30PM
DIABETIC INSULIN LINES							
	4:15AM	4:15AM	4:15AM	4:15AM	4:15AM	4:15AM	4:15AM
	9:15AM	9:15AM	9:15AM	9:15AM	9:15AM	9:15AM	9:15AM
	3:45PM	3:45PM	3:45PM	3:45PM	3:45PM	3:45PM	3:45PM
ACADEMIC/VOCATIONAL PROGRAM TIMES							
PLANNING AND PREP	7:30AM-8:00AM	7:30AM-8:00AM	7:30AM-8:00AM	7:30AM-8:00AM	7:30AM-8:00AM	NONE	NONE
1st CLASS SESSION LINE	7:50AM	7:50AM	7:50AM	7:50AM	7:50AM	NONE	NONE
1st CLASS SESSION	8:00AM-10:00AM	8:00AM-10:00AM	8:00AM-10:00AM	8:00AM-10:00AM	8:00AM-10:00AM	NONE	NONE
BREAK	10:00AM-10:15AM	10:00AM-10:15AM	10:00AM-10:15AM	10:00AM-10:15AM	10:00AM-10:15AM	NONE	NONE
LUNCH	10:15AM-10:45AM	10:15AM-10:45AM	10:15AM-10:45AM	10:15AM-10:45AM	10:15AM-10:45AM	NONE	NONE
2nd CLASS SESSION LINE	10:35AM	10:35AM	10:35AM	10:35AM	10:35AM	NONE	NONE
2nd CLASS SESSION	10:45AM-12:45PM	10:45AM-12:45PM	10:45AM-12:45PM	10:45AM-12:45PM	10:45AM-12:45PM	NONE	NONE
3rd CLASS SESSION LINE	12:50PM	12:50PM	12:50PM	12:50PM	12:50PM	NONE	NONE
BREAK	12:45PM-1:00PM	12:45PM-1:00PM	12:45PM-1:00PM	12:45PM-1:00PM	12:45PM-1:00PM	NONE	NONE
3rd CLASS SESSION	1:00PM-3:00PM	1:00PM-3:00PM	1:00PM-3:00PM	1:00PM-3:00PM	1:00PM-3:00PM	NONE	NONE
PLANNING AND PREP	3:00PM-3:30PM	3:00PM-3:30PM	3:00PM-3:30PM	3:00PM-3:30PM	3:00PM-3:30PM	NONE	NONE

MEDIUM SECURITY							
STANDARD INDIVIDUAL IN CUSTODY MOVEMENT SCHEDULE							
TYPE OF MOVEMENT	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY	SUNDAY
INDIVIDUAL IN CUSTODY RECREATION/YARD (4 yards per day)							
	8:10AM-9:10AM	8:10AM-9:10AM	8:10AM-9:10AM	8:10AM-9:10AM	8:10AM-9:10AM	8:10AM-9:10AM	8:10AM-9:10AM
	12:00PM-1:00PM	12:00PM-1:00PM	12:00PM-1:00PM	12:00PM-1:00PM	12:00PM-1:00PM	12:00PM-1:00PM	12:00PM-1:00PM
	1:20PM-2:20PM	1:20PM-2:20PM	1:20PM-2:20PM	1:20PM-2:20PM	1:20PM-2:20PM	1:20PM-2:20PM	1:20PM-2:20PM
Summer Yard	6:10PM-7:10PM	6:10PM-7:10PM	6:10PM-7:10PM	6:10PM-7:10PM	6:10PM-7:10PM	6:10PM-7:10PM	6:10PM-7:10PM
INDIVIDUAL IN CUSTODY RECREATION/GYM							
	8:20AM-9:20AM	8:20AM-9:20AM	8:20AM-9:20AM	8:20AM-9:20AM	8:20AM-9:20AM	8:20AM-9:20AM	8:20AM-9:20AM
	12:10PM-1:10PM	12:10PM-1:10PM	12:10PM-1:10PM	12:10PM-1:10PM	12:10PM-1:10PM	12:10PM-1:10PM	12:10PM-1:10PM
	1:30PM-2:30PM	1:30PM-2:30PM	1:30PM-2:30PM	1:30PM-2:30PM	1:30PM-2:30PM	1:30PM-2:30PM	1:30PM-2:30PM
	6:20PM-7:20PM	6:20PM-7:20PM	6:20PM-7:20PM	6:20PM-7:20PM	6:20PM-7:20PM	6:20PM-7:20PM	6:20PM-7:20PM
	7:30PM-8:30PM	7:30PM-8:30PM	7:30PM-8:30PM	7:30PM-8:30PM	7:30PM-8:30PM	7:30PM-8:30PM	7:30PM-8:30PM
INDIVIDUAL IN CUSTODY MEAL TIMES (Meal Period 20 minutes)							
BREAKFAST	4:30AM-6:30AM	4:30AM-6:30AM	4:30AM-6:30AM	4:30AM-6:30AM	4:30AM-6:30AM	4:30AM-6:30AM	4:30AM-6:30AM
LUNCH	9:30AM-11:30AM	9:30AM-11:30AM	9:30AM-11:30AM	9:30AM-11:30AM	9:30AM-11:30AM	9:30AM-11:30AM	9:30AM-11:30AM
DINNER	4:00PM-6:00PM	4:00PM-6:00PM	4:00PM-6:00PM	4:00PM-6:00PM	4:00PM-6:00PM	4:00PM-6:00PM	4:00PM-6:00PM
DIETARY ASSIGNMENT LINES							
	4:30PM	4:30PM	4:30PM	4:30PM	4:30PM	4:30PM	4:30PM
	12:30PM	12:30PM	12:30PM	12:30PM	12:30PM	12:30PM	12:30PM
	8:30PM	8:30PM	8:30PM	8:30PM	8:30PM	8:30PM	8:30PM
	11:30PM	11:30PM	11:30PM	11:30PM	11:30PM	11:30PM	11:30PM
DETAIL WORKER ASSIGNMENT LINES							
	8:00AM	8:00AM	8:00AM	8:00AM	8:00AM	8:00AM	8:00AM
	2:00PM	2:00PM	2:00PM	2:00PM	2:00PM	2:00PM	2:00PM
MEDICATION PASS	7:30AM/7:30PM	7:30AM/7:30PM	7:30AM/7:30PM	7:30AM/7:30PM	7:30AM/7:30PM	7:30AM/7:30PM	7:30AM/7:30PM
NURSE SICK CALL (In Housing Units)	7:30AM/7:30PM	7:30AM/7:30PM	7:30AM/7:30PM	7:30AM/7:30PM	7:30AM/7:30PM	7:30AM/7:30PM	7:30AM/7:30PM
DIABETIC INSULIN LINES							
	4:15AM	4:15AM	4:15AM	4:15AM	4:15AM	4:15AM	4:15AM
	9:15AM	9:15AM	9:15AM	9:15AM	9:15AM	9:15AM	9:15AM
	3:45PM	3:45PM	3:45PM	3:45PM	3:45PM	3:45PM	3:45PM
	6:00 PM	6:00 PM	6:00 PM	6:00 PM	6:00 PM	6:00 PM	6:00 PM
ACADEMIC/VOCATIONAL PROGRAM TIMES							
PLANNING AND PREP	7:30AM-8:00AM	7:30AM-8:00AM	7:30AM-8:00AM	7:30AM-8:00AM	7:30AM-8:00AM	NONE	NONE
1st CLASS SESSION LINE	7:50AM	7:50AM	7:50AM	7:50AM	7:50AM	NONE	NONE
1st CLASS SESSION	8:00AM-10:00AM	8:00AM-10:00AM	8:00AM-10:00AM	8:00AM-10:00AM	8:00AM-10:00AM	NONE	NONE
BREAK	10:00AM-10:15AM	10:00AM-10:15AM	10:00AM-10:15AM	10:00AM-10:15AM	10:00AM-10:15AM	NONE	NONE
LUNCH	10:15AM-10:45AM	10:15AM-10:45AM	10:15AM-10:45AM	10:15AM-10:45AM	10:15AM-10:45AM	NONE	NONE
2nd CLASS SESSION LINE	10:35AM	10:35AM	10:35AM	10:35AM	10:35AM	NONE	NONE
2nd CLASS SESSION	10:45AM-12:45PM	10:45AM-12:45PM	10:45AM-12:45PM	10:45AM-12:45PM	10:45AM-12:45PM	NONE	NONE
3rd CLASS SESSION LINE	12:50PM	12:50PM	12:50PM	12:50PM	12:50PM	NONE	NONE
BREAK	12:45PM-1:00PM	12:45PM-1:00PM	12:45PM-1:00PM	12:45PM-1:00PM	12:45PM-1:00PM	NONE	NONE
3rd CLASS SESSION	1:00PM-3:00PM	1:00PM-3:00PM	1:00PM-3:00PM	1:00PM-3:00PM	1:00PM-3:00PM	NONE	NONE
PLANNING AND PREP	3:00PM-3:30PM	3:00PM-3:30PM	3:00PM-3:30PM	3:00PM-3:30PM	3:00PM-3:30PM	NONE	NONE

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STANDARD INDIVIDUAL IN CUSTODY MOVEMENT SCHEDULE							
TYPE OF MOVEMENT	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY	SUNDAY
INDIVIDUAL IN CUSTODY RECREATION/YARD (3 yards per day)							
	8:30AM-10:30AM	8:30AM-10:30AM	8:30AM-10:30AM	8:30AM-10:30AM	8:30AM-10:30AM	8:30AM-10:30AM	8:30AM-10:30AM
	12:30PM-2:20PM	12:30PM-2:20PM	12:30PM-2:20PM	12:30PM-2:20PM	12:30PM-2:20PM	12:30PM-2:20PM	12:30PM-2:20PM
Summer Yard	6:30PM-8:30PM	6:30PM-8:30PM	6:30PM-8:30PM	6:30PM-8:30PM	6:30PM-8:30PM	6:30PM-8:30PM	6:30PM-8:30PM
INDIVIDUAL IN CUSTODY RECREATION/GYM (4 gyms per day)							
	8:15AM-10:30AM	8:15AM-10:30AM	8:15AM-10:30AM	8:15AM-10:30AM	8:15AM-10:30AM	8:15AM-10:30AM	8:15AM-10:30AM
	12:45PM-2:30PM	12:45PM-2:30PM	12:45PM-2:30PM	12:45PM-2:30PM	12:45PM-2:30PM	12:45PM-2:30PM	12:45PM-2:30PM
	6:00PM-7:15PM	6:00PM-7:15PM	6:00PM-7:15PM	6:00PM-7:15PM	6:00PM-7:15PM	6:00PM-7:15PM	6:00PM-7:15PM
	7:30PM-8:30PM	7:30PM-8:30PM	7:30PM-8:30PM	7:30PM-8:30PM	7:30PM-8:30PM	7:30PM-8:30PM	7:30PM-8:30PM
INDIVIDUAL IN CUSTODY MEAL TIMES (Meal Period 20 minutes)							
BREAKFAST	4:30AM-6:30AM	4:30AM-6:30AM	4:30AM-6:30AM	4:30AM-6:30AM	4:30AM-6:30AM	4:30AM-6:30AM	4:30AM-6:30AM
LUNCH	10:30AM-12:30PM	10:30AM-12:30PM	10:30AM-12:30PM	10:30AM-12:30PM	10:30AM-12:30PM	10:30AM-12:30PM	10:30AM-12:30PM
DINNER	4:00PM-6:00PM	4:00PM-6:00PM	4:00PM-6:00PM	4:00PM-6:00PM	4:00PM-6:00PM	4:00PM-6:00PM	4:00PM-6:00PM
DIETARY ASSIGNMENT LINES							
	5:30AM	5:30AM	5:30AM	5:30AM	5:30AM	5:30AM	5:30AM
	12:30PM	12:30PM	12:30PM	12:30PM	12:30PM	12:30PM	12:30PM
	7:00PM	7:00PM	7:00PM	7:00PM	7:00PM	7:00PM	7:00PM
	11:30PM	11:30PM	11:30PM	11:30PM	11:30PM	11:30PM	11:30PM
DETAIL WORKER ASSIGNMENT LINES							
	8:00AM	8:00AM	8:00AM	8:00AM	8:00AM	8:00AM	8:00AM
	2:00PM	2:00PM	2:00PM	2:00PM	2:00PM	2:00PM	2:00PM
MEDICATION PASS	8:00AM/7:30PM	8:00AM/7:30PM	8:00AM/7:30PM	8:00AM/7:30PM	8:00AM/7:30PM	8:00AM/7:30PM	8:00AM/7:30PM
NURSE SICK CALL	8:00AM/7:30PM	8:00AM/7:30PM	8:00AM/7:30PM	8:00AM/7:30PM	8:00AM/7:30PM	8:00AM/7:30PM	8:00AM/7:30PM
DIABETIC INSULIN LINES							
	4:15AM	4:15AM	4:15AM	4:15AM	4:15AM	4:15AM	4:15AM
	3:45PM	3:45PM	3:45PM	3:45PM	3:45PM	3:45PM	3:45PM
ACADEMIC/VOCATIONAL PROGRAM TIMES							
PLANNING AND PREP	7:30AM-8:00AM	7:30AM-8:00AM	7:30AM-8:00AM	7:30AM-8:00AM	7:30AM-8:00AM	NONE	NONE
1st CLASS SESSION LINE	7:50AM	7:50AM	7:50AM	7:50AM	7:50AM	NONE	NONE
1st CLASS SESSION	8:00AM-10:00AM	8:00AM-10:00AM	8:00AM-10:00AM	8:00AM-10:00AM	8:00AM-10:00AM	NONE	NONE
BREAK	10:00AM-10:15AM	10:00AM-10:15AM	10:00AM-10:15AM	10:00AM-10:15AM	10:00AM-10:15AM	NONE	NONE
LUNCH	10:15AM-10:45AM	10:15AM-10:45AM	10:15AM-10:45AM	10:15AM-10:45AM	10:15AM-10:45AM	NONE	NONE
2nd CLASS SESSION LINE	10:35AM	10:35AM	10:35AM	10:35AM	10:35AM	NONE	NONE
2nd CLASS SESSION	10:45AM-12:45PM	10:45AM-12:45PM	10:45AM-12:45PM	10:45AM-12:45PM	10:45AM-12:45PM	NONE	NONE
3rd CLASS SESSION LINE	12:50PM	12:50PM	12:50PM	12:50PM	12:50PM	NONE	NONE
BREAK	12:45PM-1:00PM	12:45PM-1:00PM	12:45PM-1:00PM	12:45PM-1:00PM	12:45PM-1:00PM	NONE	NONE
3rd CLASS SESSION	1:00PM-3:00PM	1:00PM-3:00PM	1:00PM-3:00PM	1:00PM-3:00PM	1:00PM-3:00PM	NONE	NONE
PLANNING AND PREP	3:00PM-3:30PM	3:00PM-3:30PM	3:00PM-3:30PM	3:00PM-3:30PM	3:00PM-3:30PM	NONE	NONE