This document was approved by Pam Sonnen, chief of the Division of Prisons, on 1/15/07 (signature on file).

BOARD OF CORRECTION IDAPA RULE NUMBER 608

Inmate Hobby Craft

POLICY STATEMENT NUMBER 608

Hobby Craft Activities

POLICY DOCUMENT NUMBER 608

Hobby Craft Activities

DEFINITIONS

PURPOSE

The purpose of this standard operating procedure (SOP) is to establish guidelines, rules, and expectations for the management of hobby craft activities in all Idaho Department of Correction (IDOC) correctional facilities.

SCOPE

This standard operating procedure applies to all IDOC staff and offenders involved in hobby craft activities.

RESPONSIBILITIES

Facility heads are responsible for the following:

- Implementing this standard operating procedure and ensuring that staff members follow the practices and guidelines contained herein.
- Developing field memorandums that identify allowable hobby craft activities, hobby craft areas, and other hobby craft related practices.

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GENERAL REQUIREMENTS

1. Introduction

Most IDOC correctional facilities will offer offenders hobby craft activities. Exceptions to this practice may include intensive treatment programs. Large facilities will normally offer a wider variety of hobby craft activities than small facilities do. Facility heads must approve hobby craft activities that are available at their facilities. Before approving hobby craft activities, facility heads will consider, at a minimum, the following:

- Resources required to support the activity
- Costs associated with the hobby craft
- Potential security risks
- Health risks
- Offenders' interests
- Whether or not the offender can continue the hobby craft upon release and whether or not the hobby craft provides the offender an environment that supports a pro-social lifestyle.

2. In-cell and Hobby Shop Guidelines

Facilities may have in-cell hobby craft activities, a hobby craft area, or both. Normally, in-cell hobby craft materials and the working project will be kept in the offender's cell. All other materials and projects will be kept in the hobby craft work area. Hobby craft work areas will have reasonable security measures to guard against theft and bartering.

3. Examples of Approved Hobby Craft Activities

The following are examples of hobby craft activities that facility heads could approve:

- Pen and pencil drawing (including charcoal, pastel, acrylics and water colors)
- Beading
- Horsehair braiding
- Stick art
- Paper weaving
- Fly tying
- Crocheting (include knitting and cross-stitch)
- String weaving

4. Fees

The price of hobby craft materials will include the purchase price, shipping, sales tax, and a 5% surcharge. The 5% surcharge is used to purchase hobby craft supplies and items that are used by participating offenders, such as hobby shop tools. The surcharge will be collected and managed in accordance with standard operating procedure 114.03.03.011, Inmate Trust Account.

5. Inclusion/Exclusion Criteria

Inclusion

Offenders must meet the following criteria before they can be approved to participate in a hobby craft activity:

- No Class A or B Disciplinary Offense Report (DOR) convictions within the last six (6) months.
- Remain in compliance with case plan goals.

Exclusion

Offenders will be excluded from hobby craft activities for the following:

- Being found guilty of a Class A or B DOR within the past six (6) months.
- Failing to successfully participate in any program or activity made available in accordance with the offender's case plan goals.

6. Removal from Hobby Craft Activities

Offenders will be removed from hobby craft activities for the following:

- Conviction of a Class A or B DOR.
- Conviction of a Class C DOR related to hobby craft.
- Failure to participate in or unsuccessfully completing any case plan goal.

7. Completed Hobby Craft

Completed hobby craft items must be sent out of the facility within 14 days of completion and must be handled in accordance with SOP 320.02.01.001, Property: State-issued and Offender Personal Property.

While offenders are permitted to send completed hobby crafts to someone for resale, the IDOC will not participate in or facilitate that activity. In addition, staff members are not allowed to purchase or accept, as a gift, a hobby craft item.

8. Documentation

Hobby craft should be documented in accordance with SOPs 613.02.01.001, Team Case Management and 320.02.01.001, Property: State-issued and Offender Personal Property. **In-cell hobby craft and removal from hobby craft should be documented in the Corrections Integrated System (CIS) as a property C-note.**

REFERENCES

None

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