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<b>Recreation Activity Programs</b>	<b>ACA Standards: 2-CO-1A-21, 2-CO-1A-22, 2-CO-1A-23, 2-CO-5C-01, 4-4107, 4-4154, 4-4155, 4-4269, 4-4270, 4-4273, 4-4277, 4-4407, 4-4429, 4-4455M, 4-4481, 4-4482, 4-4483, 4-4484, 4-4485, 4-4486, 4-ACRS-5A-21, 4-ACRS-5A-23, 4-ACRS-6B-01, 4-ACRS-7D-02, 4-ACRS-7F-07, 4-ACRS-7F-08</b>		
<b>Robert Patton, Director</b> <b>Oklahoma Department of Corrections</b>	<b>Signature on File</b>		

## Recreation Activity Programs

Comprehensive programs of leisure time activities have been established to ensure that all offenders have the opportunity to spend their leisure time in a positive, creative manner in such a way that does not interfere with normal offender work assignments. (4-4481) Leisure time activities are conducted in such a manner that the offenders integrate these pro-social activities into a healthy lifestyle upon reentry into the community. Access to leisure time activities are available to all offenders regardless of race, religion, national origin, gender, disability, or political views. (4-4277, 4-4429, 4-ACRS-6B-01)

For the purpose of this procedure, the term “offender” will apply to anyone under the authority, custody or care of a prison or a community-based facility operated by or under contract with the Oklahoma Department of Corrections.

### I. Definitions

#### A. Correctional Activities Officer II

The activity program will be supervised by a qualified person who has the education, correctional experience, training in recreation and/or leisure activities and the ability to manage the program. In an institution with more than 100 offenders, this position is full time. (4-4482)

#### B. Correctional Activities Officer I

The Correctional Activities Officer I shall be a qualified person with experience in recreation or leisure services or the equivalent in combined education and experience and will participate in the coordination and the development of programs.

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C. Offender Activities Program Assistants

The Correctional Activities Officer I/II is responsible for the selection, training and assigned duties of offender assistants. Each facility will determine the eligibility of the offenders assigned to these positions and ensure job duties match the offender job description. Related training will be provided. (4-4483)

II. Activities Program

Activities shall be coordinated to ensure use of designated space for all activity events in order to fulfill the objectives of activity programming of the facility. (4-ACRS-5A-23)

A. Availability

1. The facility head will ensure that written goals and objectives for recreation activities of the facility are reviewed annually and are included in the activities program plan. The activities program plan will be submitted to the facility head by January 1 of every year for review in order to determine its contribution to the overall mission. (2-CO-1A-21, 2-CO-1A-22, 4-4107, 4-ACRS-7D-02)
2. Varied forms of activities, such as yard activities, individual activities, outdoor exercise, team sports, hobby crafts and library will be designed to reflect offenders' interests and needs. (2-CO-1A-23, 2-CO-5C-01, 4-4481, 4-ACRS-5A-21)
3. Offenders confined to administrative segregation, disciplinary detention and protective custody will have access to programs such as library services and regularly scheduled indoor/outdoor exercise in accordance with [OP-040204](#) entitled "Segregation Measures." (4-4269, 4-4273)

B. Equipment

1. Equipment suitable for the planned leisure activities are available in proportion to the offender population and are maintained in good condition. (4-4484)
2. Equipment may include but is not limited to the following: an outdoor activity area; a gymnasium with seats for spectators; an auditorium with stage equipment; game rooms with game tables such as table tennis, shuffleboards, chess, checkers and cards; physical fitness conditioning equipment; a music room and areas for hobby crafts. All equipment will be regularly inspected and repaired as necessary.
3. Equipment and/or supplies will be maintained and controlled in accordance with [OP-040107](#) entitled "Tool Control Standards" and

[OP-040108](#) entitled "Control and Use of Flammable, Toxic, and Caustic Substances" when applicable.

C. Activities

1. Exercise and Body Conditioning

- a. Both outdoor and covered/enclosed exercise areas for general population offenders will be provided in sufficient number to ensure that each offender is offered at least one hour of access daily. Use of outdoor areas is preferred but covered/inside areas shall be available for use during inclement weather. (4-4154, 4-ACRS-5A-21)
- b. Facilities will develop a schedule for individual exercise which is appropriate for all levels as defined in [OP-060107](#) entitled "Systems of Incarceration."
- c. Offenders in segregation will receive recreation/exercise in accordance with [OP-040204](#) entitled "Segregation Measures." (4-4155, 4-4270)

2. Team Sports

Organized, supervised and competitive activities, such as sports leagues and tournaments may be conducted on a regularly scheduled basis. As a planned activity, participation is allowed for those offenders on systems of incarceration levels II through IV.

3. Hobby Craft Activities

Organized, supervised activities involving hobby craft activities such as beadwork, leather, pottery, small craftwork, photography and painting may be offered as space dictates. Participation shall be allowed for those offenders as outlined in [OP-060107](#) entitled "Systems of Incarceration." Facilities will outline the process for requesting, approval and supervision of such activities in the facility orientation handbook.

4. Offender Initiated Activities

Offenders may initiate organized activities regulated by written guidelines that define the activity, purpose, and scope. All such activities will be under staff supervision. (4-4486) As a planned activity, participation is allowed for those offenders on systems of incarceration levels III and IV.

D. Space

1. Day rooms may provide added opportunities for light exercise and activities, including physical therapy, in accordance with an offender's treatment plan. (4-4407)
2. Day rooms will provide sufficient seating and writing areas. Consideration will be given to furnishings that promote their incorporation into a range of activities.

III. Community Interaction

- A. Community interaction may include bringing in, recruiting, and utilizing volunteers to provide instruction and support for various activities occurring at the facility. (4-4485, 4-ACRS-7F-07)
- B. Community interaction may include taking offenders into the community for recreation activities as applicable to the offender's classification. (4-ACRS-7F-07)
- C. As authorized by facilities, offenders may also participate in group activities at the facility, such as the "Run against Child Abuse" or "Race for the Cure," which support local community organizations. (4-4485, 4-ACRS-7F-07)

IV. References

Policy Statement No. P-030100 entitled "Provisions of Services/Offenders' Rights and Responsibilities"

OP-040107 entitled "Tool Control Standards"

OP-040108 entitled "Control and Use of Flammable, Toxic and Caustic Substances"

OP-040204 entitled "Segregation Measures"

OP-060107 entitled "Systems of Incarceration"

V. Action

The appropriate division manager is responsible for compliance with this procedure.

The associate director of Administrative Services is responsible for the annual review and revisions.

Any exceptions to this procedure will require prior written approval from the director.

This procedure is effective as indicated.

Replaced: Operations Memorandum No. OP-030106 entitled "Recreation Activity

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