



Administrative Policies and Procedures: 22.6

Subject:	Dining Environment
Authority:	TCA 37-5-105; 37-5-106; 37-5-113; 4-3-2603, 4-3-2606
Standards:	ACA: 3-JTS-4A-13, DCS Practice Standards: 8-306
Application:	To All Department of Children's Services Youth Development Center Superintendents, Food Service Managers, Food Service Stewards, and DCS Group Home Directors, Food Service Stewards and employees.

Policy Statement:

All Youth Development Center Superintendents and DCS Group Home Directors shall develop guidelines to ensure that youth are treated fairly and consistently during meals.

Purpose:

To provide a safe, secure and comfortable as possible atmosphere for youth at meals.

Procedures:

A. Comfortable atmosphere	The superintendent/group home director or designee must ensure that the dining areas are pleasant, attractive and operated to reduce regimentation without risking the security level of the facility.
B. Utensils	Youth must be provided with appropriate eating utensil(s), including, at a minimum, fork and spoon, or spork, and napkin. Knives may be restricted based on the security level of the location.
C. Supervision	Staff members must supervise youth during meals adequately and firmly so that meals are served in pleasant surroundings.
D. Conversation	Normal conversation must not be restricted during meals.
E. Service to youth in segregation in YDCs	<ol style="list-style-type: none"> 1. The same menu must be served to all youth in segregation or in general population. 2. Care must be taken for meals to be served with a comparable temperature range as those served in the dining area.

	3. Utensils should be chosen as needed for security. Forks may be restricted on a case by case decision.
F. Allotted Time	Youth must be given at least fifteen (15) minutes to consume their meal.
G. Role Modeling	Security staff in the YDCs and staff members in the Group Homes shall be encouraged to eat meals with the youth to help them develop appropriate manners and conversation skills.

Forms:	None
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Collateral Documents:	<i>None</i>
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