



Administrative Policies and Procedures: 27.37-DOE

| | |
|---------------------|--|
| Subject: | Exclusion of Weapons |
| Authority: | TCA 37-5-106 |
| Standards: | ACA 3-JCRF-1A-22, 3-JTS-3A-30 |
| Application: | To all employees, youths, and visitors of Youth Development Centers and Community Residential Programs and Observation and Assessment Centers. |

Policy Statement:

No employee, youth or visitor shall bring weapons on the grounds of any juvenile facility. Except in emergency situations, no law enforcement officer or correctional officer shall bring weapons on the grounds of any Youth Development Center. A system for the temporary safe storage for such equipment shall be provided in each Youth Development Center.

Procedures:

| | |
|-----------|--|
| A. | The Superintendent or Community Residential Program/Observation and Assessment Center Supervisor shall ensure that written notice of the exclusion of weapons is conspicuously posted at the entrance of each facility. |
| B. | Each Institutional Superintendent shall designate a location for the temporary storage of weapons of visiting law enforcement and/or correctional officials. The location must be locked and secured at all times. It must be inaccessible to youths. A log will be maintained to document the receipt and return of weapons. |
| C. | Law enforcement officials and correctional officers who have been summoned to the Youth Development Center in an official capacity, such as to quell a disturbance, shall be provided verbal authorization, at the discretion of the Superintendent or designee at the time of the summons, to bring weapons on the grounds of a Youth Development Center. Written authorization and documentation shall be provided, whenever possible. |
| D. | Any violation of this policy that involves a riot, an arrest, a discharge of a weapon, confiscation from a youth or visitor, or an incident that might result in attention from the news media shall be reported to the Administrative Officer of the Day (AOD) according to policy. |

| | |
|-----------|---|
| E. | Employees caught bringing weapons on the grounds of a juvenile facility without prior permission shall be subject to appropriate disciplinary action up to, and including, dismissal from employment. |
|-----------|---|

| | |
|---------------|-------------|
| Forms: | <i>None</i> |
|---------------|-------------|

(Note: This Policy Cannot Be Revised Without Prior Permission of Chancery Court, Davidson County, Nashville, Tennessee.)