



# Youth Custodial Rule 301

## Security classification and supervision level of detainees

Legislation referred to: [Young Offenders Act 1994](#)  
[Young Offenders Regulations 1995](#)

### 1. Purpose

To define the principles governing the security classification and supervision level of all detainees.

### 2. Scope

This Youth Custodial Rule applies to all Youth Custodial Services (YCS) staff and should be read in conjunction with all relevant Youth Custodial Rules, Standing Orders and Departmental policies and procedures.

### 3. Definitions

<b>Detainee Management Review Committee (DMRC)</b>	This committee shall consist of, but not limited to representatives from youth custodial operations, psychological services, education and other business areas determined by the Chair.
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### 4. Principles

- 4.1 Each detainee shall be classified at the lowest security classification and supervision level necessary to ensure:
  - their continuing custody within the YCS facility
  - good governance, good order and security of the YCS facility
  - security of the public.
- 4.2 All detainees shall be assigned one of the following security classifications:
  - maximum
  - medium
  - minimum.
- 4.3 All detainees shall have a security classification rating of maximum on admission into the YCS facility.
- 4.4 An interim variation to the security classification from maximum security to medium security may be obtained prior to the DMRC meeting by seeking approval from the Superintendent or their delegate.
- 4.5 The Superintendent shall form a DMRC, where subsequent re-classifications shall be determined.

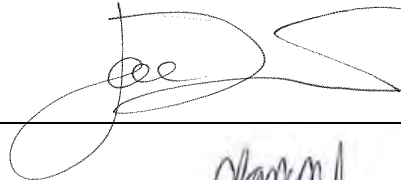
- 4.6** The DMRC is responsible for reviewing all security and supervision classifications for detainees. Reduction to minimum security classification requires the authorisation of the Assistant Commissioner Youth Justice Services.
- 4.7** Sentenced detainees must serve at least 25% of their original sentence prior to a reduction in security classification. Any exceptions will require the endorsement of the Deputy Commissioner Youth Justice Services. This does not apply to detainees with a sentence of three months or less.
- 4.8** Detainees shall be notified of any re-classification and shall have the right to appeal the decision to the Superintendent or their delegate.
- 4.9** The Superintendent shall hear any appeal against the decisions of the committee as soon as possible and record their determination.
- 4.10** The Department of Corrective Services' approved supervision and assessment tool shall be applied to appropriately allocate detainees to a security and supervision rating. The tool shall be applied to detainees within appropriate timeframes as set by the Superintendent.
- 4.11** Detainees shall be assessed and classified according to:
- remand status
  - sentenced status.
- 4.12** Where practicable the detainee shall be given the opportunity to make personal representation regarding their security and classification level.
- 4.13** A detainee's security classification or supervision level may be reviewed at any time.
- 4.14** Changes to the security classification or supervision level by increase or reduction must demonstrate that the relevant criteria has been considered and decisions recorded. Standing Orders provide the operational processes to be followed. As per section 4.6 of this Youth Custodial Rule a reduction in security classification to minimum requires the approval of the Assistant Commissioner Youth Justice Services.
- 4.15** Any recommendation that falls outside of the relevant criteria shall be referred to the Superintendent for determination.
- 4.16** The Superintendent shall ensure reports are completed and kept in the approved YCS record keeping system.

## Approval

Rule made pursuant to Section 181 (1) of the *Young Offenders Act 1994* and *Young Offenders Regulations 1995*, by the Commissioner being the Chief Executive Officer of the Department of Corrective Services with the approval of the Minister for Corrective Services.


On the 13<sup>th</sup> day of May 2014

Minister



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Commissioner



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On the recommendation of the Deputy Commissioner Youth Justice Services and the Director Youth Custodial Services.



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Deputy Commissioner  
Youth Justice Services



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Director  
Youth Custodial Services

## Version history

<b>Version</b>	<b>Approved</b>	<b>Effective from</b>
First published as Juvenile Custodial Rule 301 - Security Classification and Supervision level of detainees within detention centres	25 April 2001	25 April 2001
Rule amended	17 July 2008	17 July 2008
Renamed – Youth Custodial Rule 301 - Security classification and supervision level of detainees	27 August 2012	27 August 2012
Procedural detail moved to Standing Orders, approval for minimum security amended	13 May 2014	16 May 2014