

**Idaho Department of
Juvenile Corrections
Institutional
Policy/Procedure**

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SUBJECT: USE OF RADIOS

CATEGORY: FACILITY SAFETY AND
SECURITY

Policy

Two way radios are provided to facility staff for safety and emergency communication. Idaho Department of Juvenile Corrections (IDJC) facilities are licensed by the Federal Communications Commission to operate an emergency radio system. The radio system will only be used by staff to ensure that safety and security issues are communicated effectively. Radio traffic should be kept to a minimum.

Operating Procedures

I. Assignments

- A. The designated staff will maintain an adequate number of working radios and charged batteries. All radio malfunctions or damages are to be reported to the designated staff.
- B. All staff providing juvenile supervision will be assigned a radio. Designated staff will maintain an accurate record of radio assignments.
- C. Juveniles are not allowed access to radios or batteries at any time.

II. Use

Radios are to be used for emergency and essential communication only. All other communications will be conducted over the telephone. It is essential that radio traffic is kept at a minimum to allow for emergency assistance calls and codes to be heard and immediate response can be given.

Local Operating Procedures

JCC–Lewiston

None

JCC–Nampa

None

JCC–St. Anthony

Group radios are to stay with the staff supervising the group. On school days, the off-going cottage staff will take the radios with the groups to breakfast. The radios will remain with the education staff supervising the group during the day. At the end of the school day, the radios will be returned with the group to the cottage.

Reference: [Glossary of Terms and Acronyms](#)

Related Policies: [Juvenile Supervision \(608\)](#)
[Transport of Juveniles \(641\)](#)
[Bomb Threat \(116\)](#)

Related Forms: *None*