



WV SCHOOLS OF DIVERSION AND TRANSITION ORGANIZATIONAL PROCEDURES

EDUCATION FOR SEGREGATED OR RESTRICTED ADULT INMATES	Section	Programs and Services
	Number	4.2b
	Effective Date	05-01-16
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	Revision No.	1
	Approval:	<i>John C. Deen</i>

1.0. PURPOSE:

To provide educational programs for segregated or restricted adult inmates.

2.0 APPLICABILITY:

Procedures apply to all Diversion and Transition Programs in adult correctional facilities.

3.0 POLICY STATEMENT:

Educational programs shall be provided for all segregated or restricted adult inmates in all adult correctional facilities with segregated populations. These programs will be similar to programs offered to general population and will follow security regulations required for this population.

4.0 DEFINITIONS:

- 4.1** "AE/HSE" means adult education and high school equivalency.
- 4.2** "Segregated" means inmates who are kept in separate housing from the general population and who are not available to attend regular classes.
- 4.3** "Restricted" means that the inmate has been kept from coming to class for security reasons and must be provided alternative education programs.

5.0 PROCEDURES:

- 5.1** The institution identifies the area or areas which are to be used for segregated or restricted inmates.
- 5.2** The WV Department of Education designates a teacher(s) to provide educational services for segregated or restricted students.
- 5.3** Instruction for inmates who are serving ninety (90) calendar days or less in segregation may be limited to correspondence classes.
- 5.4** Students in segregation or restricted areas must request in writing to enroll in an educational program.
- 5.5** The following programs may be offered: AE/HSE classes and transition skills programming. At Mt. Olive Correctional Complex, the Quality of Life (QOL) Program will also be offered to those students recommended for this program by security staff.
- 5.6** All students must return a QOL assignment within one week in order to continue in the class. Students who have not completed a lesson at the end of the one week period will be dropped from the class and will not be eligible to enroll in another program for sixty (60) calendar days.

- 5.7 All classes taken in segregation or restricted areas will be recorded on adult transcripts located within each individual inmate's school records and designated as segregated or restricted classes.
- 5.8 Upon release from segregated or restricted area, students are eligible to sign up for regular school program following established procedures for class enrollment.

6.0 **AUTHORITY**

West Virginia State Code 18-2-13F