


Chapter:	Conditional Release	Classification:	Public Document
Subject:	Reintegration Leaves –Rehabilitative and Humanitarian Releases		
For:	Youth Custody	Authorized by Executive Director 	

1. Policy

- 1.1 Sentenced young persons (YP) with or without a reintegration leave plan may have the opportunity to participate in escorted reintegration leaves for
 - 1.1.1 rehabilitative purposes including recreation, social activities, and volunteer community service work
 - 1.1.2 humanitarian purposes including family crises and emergency situations

2. Authority


- 2.1 The Youth Custody Manager, Nova Scotia Youth Centre (NSYC) may approve escorted reintegration leaves in accordance with Policy and Procedures, Subject No. 35.18.00, *Reintegration Leaves, Authority and Designations*.

3. Application

- 3.1 A JEIN application, Part I investigation and a community investigation report are not required for the purpose of processing an escorted reintegration leave. Escorted reintegration leaves are processed on JEIN as a Youth Custody Manager’s Release.
- 3.2 The assigned YW or program worker will prepare a Request for Superintendent’s Release Request on JEIN for review and recommendation by the Unit Review Board (URB).

4. Unit Review Board (URB) & Review by Youth Custody Manager

- 4.1 The Officer in Charge or program worker will, within 48 hours, enter the URB recommendation in the Comments section on the JEIN application and notify the Youth Custody Manager via e-mail.

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5. Decision by Youth Custody Manager

- 5.1 The Youth Custody Manager will enter one of two decision options on the JEIN Youth Custody Manager’s Release Application form
 - 5.1.1 approve the reintegration leave and the conditions applicable to the release
 - 5.1.2 deny the application and indicate the reasons for the denial

6. Notice to Young Person


- 6.1 The Youth Custody Manager will ensure the YP is informed of the decision and copies of the JEIN approval/denial placed on the YP’s file.

7. Reintegration Leave Certificates

- 7.1 Once the reintegration leave is approved, a reintegration leave certificate will be prepared and authorized in accordance with Policy and Procedures Subject No. 35.25.00 *Reintegration Leave Certificates*.
- 7.2 A Youth Custody Manager’s reintegration leave certificate will be generated in accordance with the *Justice Enterprise Information Network (JEIN)* procedures. Specific instructions are at JEIN/Help Menu/Correction Guide/Conditional release Menu, Subject, Youth Custody Manager Releases.
- 7.3 In the case of escorted group releases, a single certificate may be prepared for the entire group. The procedures for preparing group reintegration leaves certificates are outlined in JEIN. For specific instruction see JEIN/Help Menu/Correction Guide/Conditional release Menu, Subject, **Group Releases**.

8. Supervision

- 8.1 Escorted
 - 8.1.1 YPs released on escorted reintegration leave will be monitored in accordance with Policy and Procedures, Subject No. 40.01.00, *Young Person Security Escorts Outside The Facility*.

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8.2 Unescorted

- 8.2.1 Nova Scotia Youth Centre (NSYC) staff will supervise unescorted reintegration leaves of one to four days in duration.
- 8.2.2 A probation officer will be assigned to supervise youth released for extended periods, i.e., five or more days.
- 8.2.3 The Youth Custody Manager or designate of the NSYC may choose to have facility staff also provide supervision in conjunction with an assigned probation officer
- 8.2.4 Designated NSYC staff will
 - 8.2.4.1 monitor adherence to the conditions of the release
 - 8.2.4.2 ensure compliance with appropriate supervision strategies
 - 8.2.4.3 report all noncompliance matters to the Youth Custody Manager
- 8.2.5 Designation of non-staff persons or agencies as the supervisor is subject to approval of the Manager, Correctional Services or other designated releasing authority.

9. Standard Operating Procedures

- 9.1 The Youth Custody Manager will establish local standard operating procedures (SOP) for escorted and unescorted reintegration leaves as appropriate.