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Scott Crow, Director Oklahoma Department of Corrections		Signature on File	

Recreation Activity Programs

Comprehensive programs of leisure time activities have been established to ensure that all inmates have the opportunity to spend their leisure time in a positive, creative manner in such a way that does not interfere with normal inmate work assignments. (5-ACI-7C-01) Leisure time activities are conducted in such a manner that the inmates integrate these pro-social activities into a healthy lifestyle upon reentry into the community. Access to leisure time activities are available to all inmates regardless of race, religion, national origin, gender, disability or political views.

I. Definitions

A. Correctional Activities Officer

The activity program will be supervised by a qualified person who has the education, correctional experience, training in recreation and/or leisure activities and the ability to manage the program. In an institution with more than 100 inmates, this position is full time. (5-ACI-7C-02)

B. Inmate Activities Program Assistants

The correctional activities officer is responsible for the selection, training and assigned duties of inmate assistants. Related training will be provided by the facility to job duties to match the inmate job description. (5-ACI-7C-03)

II. Activities Program

Activities shall be coordinated to ensure use of designated space for all activity events in order to fulfill the objectives of activity programming of the facility. (2-CO-5C-01, 5-ACI-7C-01, 4-ACRS-5A-23)

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A. Availability

1. The facility head will ensure that written goals and objectives for recreation activities of the facility are reviewed annually to determine their contribution to the facility's mission and are included in the activities program plan. The activities program plan will be submitted to the facility head by January 1 of every year for review in order to determine its contribution to the overall mission.
2. Varied forms of activities, such as yard activities, individual activities, outdoor exercise, team sports, hobby crafts and library will be designed to reflect inmates' interests and needs. (2-CO-5C-01, 5-ACI-7C-01, 4-ACRS-5A-21)
3. Inmates confined to administrative segregation, disciplinary detention, protective custody and any other special management housing that is more restrictive than general population will have access to programs and regularly scheduled indoor/outdoor exercise in accordance with [OP-040204](#) entitled "Segregation Measures."

B. Equipment

1. Equipment suitable for the planned leisure activities are available in proportion to the inmate population and are maintained in good condition. (5-ACI-7C-04)
2. Equipment may include but is not limited to the following: an outdoor activity area; a gymnasium with seats for spectators; an auditorium with stage equipment; game rooms with game tables such as table tennis, shuffleboards, chess, checkers and cards; physical fitness conditioning equipment; a music room and areas for hobby crafts. All equipment will be regularly inspected and repaired as necessary.
3. Equipment and/or supplies will be maintained and controlled in accordance with [OP-040107](#) entitled "Tool Control Standards" and [OP-150310](#) entitled "Hazard Communications Program" when applicable.

C. Activities

1. Exercise and Body Conditioning
 - a. Both outdoor and covered/enclosed exercise areas for general population inmates will be provided in sufficient number to ensure that each inmate is offered at least one hour of access daily. Use of outdoor areas is preferred, but covered/enclosed areas shall be available for use during inclement weather. (5-ACI-2E-01, 5-ACI-6C-15, 4-ACRS-5A-23)
 - b. Facilities will develop a schedule for individual exercise which

is appropriate for all levels as defined in [OP-060107](#) entitled "Systems of Incarceration."

- c. Inmates in special management housing receive a minimum of one hour of exercise per day outside their cells, five days per week, unless security or safety considerations dictate otherwise and in accordance with [OP-040204](#) entitled "Segregation Measures."

2. Team Sports

Organized, supervised and competitive activities, such as sports leagues and tournaments may be conducted on a regularly scheduled basis. As a planned activity, participation is allowed for those inmates on systems of incarceration levels II through IV.

3. Hobby Craft Activities

Organized, supervised activities involving hobby craft activities such as beadwork, leather, pottery, small craftwork and painting may be offered as space dictates or through in cell hobby craft agreement. Participation shall be allowed for those inmates as outlined in [OP-060107](#) entitled "Systems of Incarceration." Facilities will outline the process for requesting, approval and supervision of such activities in the facility orientation handbook.

4. Inmate Initiated Activities

Inmates may initiate organized activities regulated by written guidelines that define the activity, purpose, and scope. All such activities will be under staff supervision. (5-ACI-7C-06) As a planned activity, participation is allowed for those inmates on systems of incarceration levels III and IV.

D. Space

Space will be available for recreation activities, leisure time activities and exercise.

1. Day rooms may provide added opportunities for light exercise and activities, including physical therapy, in accordance with an inmate's treatment plan. Exercise areas are available to meet exercise and physical therapy requirements of individual offender treatment plans. (5-ACI-6C-15)
2. Day rooms will provide sufficient seating and writing areas. Consideration will be given to furnishings that promote their incorporation into a range of activities.

3. The minimum space requirements for outdoor and covered/enclosed exercise areas are as follows: (5-ACI-2E-01)
 - a. Exercise areas where 100 or more inmates utilize one recreation area the same time:
 - (1) Outdoor exercise areas: 15-square feet per inmate for the maximum number of inmates expected to use the space at one time, but not less than 1,500 square feet of unencumbered space
 - (2) Covered/enclosed areas: 15-square feet per inmate for the maximum number of inmates expected to use the space at one time, with a minimum ceiling height of 18 feet, but not less than 1,000-square feet of unencumbered space.
 - b. Exercise areas where 100 or less inmates have unlimited access to an individual recreation area:
 - (1) Outdoor exercise areas: 15-square feet per inmate for the maximum number of inmates expected to use the space at one time, but not less than 750-square feet of unencumbered space.
 - (2) Covered/enclosed exercise areas: 15-square feet per inmate for the maximum number of inmates expected to use the space at one time, with a minimum ceiling height of 18 feet, but not less than 500-square feet of unencumbered space.

III. Community Interaction

- A. Community interaction may include bringing in, recruiting, and utilizing volunteers to provide instruction and support for various activities occurring at the facility. (5-ACI-7C-05)
- B. Community interaction may include taking inmates into the community for recreation activities as applicable to the inmate's classification.
- C. As authorized by facilities, inmates may also participate in group activities at the facility, such as the "Run against Child Abuse" or "Race for the Cure," which support local community organizations. (5-ACI-7C-05)

IV. References

Policy Statement No. P-030100 entitled "Provisions of Services/Inmates Rights and Responsibilities"

OP-040107 entitled "Tool Control Standards"

OP-040204 entitled "Segregation Measures"

OP-060107 entitled "Systems of Incarceration"

OP-150310 entitled "Hazard Communications Program"

V. Action

The chief administrator of Institutions/Community Corrections and Contract Services is responsible for compliance with this procedure.

The chief administrator of Institutions is responsible for the annual review and revisions.

Any exceptions to this procedure will require prior written approval from the agency director.

This procedure is effective as indicated.

Replaced: Operations Memorandum No. OP-030106 entitled "Recreation Activity Programs" dated May 14, 2020

Distribution: Policy and Procedures Manual
Agency Website