



**SAN MATEO COUNTY
PROBATION DEPARTMENT
INSTITUTIONS SERVICES MANUAL**

**ARTICLE 10
Clothing and Personal Hygiene
§1480**

Topic Standard Facility Clothing Issue

Policy Facility staff shall provide for clothing and footwear that is clean, reasonably fitted, and appropriate to the youth. Clothing and footwear shall be appropriate for indoor and outdoor environments.

1. Once a youth is in custody, youth must exchange personal clothing for juvenile institution-issued clothing. If personal clothing is infested, needs to be washed, or retained for evidence, Admissions staff must follow appropriate procedures for laundering and retaining evidence.
2. The Superintendent and Institutions Services Managers shall ensure that youth who are in a facility are issued institutional clothing and footwear that are:
 - a. Clean, reasonably fitted, durable, easily laundered, in good repair, and free of holes and tears.
 - b. Clothing is laundered at the temperature required by local ordinances for commercial laundries and dried completely in a mechanical dryer or other laundry method approved by the local health officer.
 - c. Suitable clothing is issued to pregnant youth.
3. The standard issue of climatically suitable clothing for youth shall consist of but not be limited to:
 - a. socks and serviceable footwear.
 - b. outer garments.
 - c. new non-disposable underwear which shall remain with the youth throughout their stay, and.
 - d. undergarments, that are freshly laundered and free of stains, including shorts and tee shirts, and bras. for males, and bra and panties for females.
4. Youth shall be issued climatically suitable clothing consisting of socks, appropriate footwear, outer garments, and new non-disposable underwear which shall remain with the youth throughout their stay. Youth shall be provided with fresh laundered and free of stains undergarments, including t-shirts and bras every day. Should a youth's clothing become dirty or contaminated, staff shall issue the youth clean clothing. Staff shall place

contaminated clothing in a clearly labeled plastic bag or water soluble “sugar bags” (contaminated stains) and shall notify Housekeeping

5. Youth shall be supplied with clothing that is appropriate to indoor and outdoor environments.

Additional clothing may be issued for changing weather conditions or as seasonally appropriate. A youth’s personal undergarments and footwear may be substituted for the institutional undergarments and footwear, provided there is a legitimate medical necessity for the items, and they are approved by the medical staff and Superintendent. Staff shall allow youth to exchange clothing more frequently if indicated by climatic conditions, activities, illness, excessive soiling, or other reasons. Staff shall allow youth to exchange footwear that is excessively soiled or worn.

1480.1 TRANSGENDER AND INTERSEX YOUTHS

Transgender and intersex youths shall be permitted to present themselves in a manner consistent with their gender identity. The Superintendent or the authorized designee shall ensure that the facility maintains an inventory of extra clothing sufficient to supply youth with clothing and undergarments consistent with their gender identity (15 CCR 1352.5).

1480.2 LAUNDRY SERVICES

Laundry services shall be managed so clothing, needs are met.

Clothing shall be laundered at the temperature required by local ordinance for commercial laundries and dried completely in a mechanical dryer or other laundry method approved by the local health officer (15 CCR 1480).