

Southwest Idaho Juvenile Detention Center	Chapter # 2 Safety and Security	Policy # 2-32
		Pages: 4
Policies and Procedures Manual	Topic: Walk-Through Metal Detector-Visitor & Juvenile Screening	
	Related ID Code, IDAPA or ACA Standards: IDAPA 276.05, 276.06	
Authorization: Sean Brown	Issue Date:	Effective Date:

Purpose

To ensure the safety, security, and orderly operation of the Southwest Idaho Juvenile Detention Center by preventing the introduction of weapons, contraband, and other prohibited items into the secure perimeter of the facility.

This policy establishes uniform procedures for screening visitors and juveniles entering the secure area in accordance with Idaho Code Title 20 Chapter 5 Section 20-518 and Idaho Code Title 20 Chapter 5 Section 20-501.

Screening under this policy constitutes administrative **screening**.

Authority

As a secure juvenile detention facility, the Southwest Idaho Juvenile Detention Center maintains the authority to conduct administrative screening of all persons entering the secure perimeter to ensure safety and prevent contraband introduction.

Such screening is:

- A condition of entry
- Conducted for institutional safety
- Not based on individualized suspicion
- Limited in scope to detecting weapons and contraband

Refusal to comply may result in denial of entry.

Policy

Screening through a walk-through metal detector is mandatory for all visitors and authorized entrants prior to entering the secure area of the facility when accessing during visitation hours, weekends, holidays, after business hours, and all other times as directed by facility orientation. Juveniles entering or re-entering the secure perimeter may be screened using the walk-through metal detector.

All screening shall be conducted:

- In a professional and respectful manner
- Without discrimination
- Consistent with institutional safety requirements

Scope

This policy applies to:

- Parents, grandparents, and legal guardians
- Approved visitors
- Volunteers
- Any other as directed by facility administration

Definitions

Administrative Screening: A search conducted for institutional safety purposes without individualized suspicion.

Contraband: Any item prohibited by facility rules or law, including weapons, drugs, unauthorized electronic devices, or other items that compromises safety and security.

Secondary Screening: Follow-up screening conducted using a handheld metal detector or other minimally intrusive method when an alarm is activated.

Secure Perimeter: Any area beyond the designated secure entry point.

Procedure

1. Notification

- Clear signage shall be posted at facility entrances advising that metal detector screening is required for entry.
- Visitors shall be informed upon arrival that screening is mandatory.

2. Preparation for Screening

Individuals shall:

- Remove all items from pockets, including keys, phones, coins, or other metal objects and secure allowable personal property in a facility-provided lockbox.
- Remove belts, jackets, coats, and outer garments.
- Place personal items in designated containers for inspection.

3. Primary Screening – Metal Detector

- Individuals shall walk through the walk-through metal detector as directed by staff.
- Screening is a condition of entry into the secure area.

4. Secondary Screening – Handheld Device

If the metal detector alarms:

- The individual shall step aside.
- Staff shall conduct secondary screening using a handheld metal detector.
- The individual may be asked to remove additional items and re-screen.

5. Unresolved Alarms

If the alarm cannot be resolved:

- Visitors may be denied entry.
- A supervisor shall be notified.
- The incident shall be documented.

Refusal to submit to screening shall result in denial of entry. Visitation may be rescheduled in accordance with facility procedures.

6. Prohibited Items

The following items shall NOT be placed in facility lockboxes and are strictly prohibited inside the facility:

- Knives or edged instruments
- Tobacco products, including cigarettes
- Electronic smoking devices (vapes, e-cigarettes)
- Lighters or matches
- Any weapon or item classified as contraband as defined in this policy

Individuals arriving with prohibited items must secure those items outside of the facility prior to entry. The facility will not store or assume responsibility for prohibited items.

If a prohibited item is discovered after entry into the facility screening area, the individual shall be required to exit the facility to properly secure the item before being permitted to re-enter.

If illegal contraband is discovered, follow policy 2-28.

Failure to comply may result in denial of entry.

7. Juvenile Screening

Juveniles may be screened:

- When staff have reasonable belief that contraband may be present
- As part of standardized facility-wide safety protocols

8. Professional Conduct

All screenings shall be conducted respectfully, without discrimination, and in a manner consistent with professional practices.

9. Documentation

The following shall be documented in accordance with facility reporting procedures:

- Denied entry
- Refusal to submit to screening
- Discovery of prohibited items
- Equipment malfunction

10. ADA Accommodations

Individuals with medical implants, prosthetics, mobility devices, or other disabilities shall be accommodated in accordance with ADA requirements.

Staff may accept implant cards/doctor notes, but such documentation is not required.

It is not required that an individual remove prosthetics or mobility devices, but such items may be visually inspected.

Alternative screening methods may be utilized while maintaining facility safety and security.

Any alternative methods used shall be documented per policy 1-17.

11. Testing & Maintenance equipment

Only authorized personnel may adjust, test, or request maintenance for the walk-through metal detector. Equipment shall be maintained in accordance with manufacturer guidelines.

Training and Compliance

All staff conducting screening must receive:




- Initial training on administrative search standards
- ADA accommodation procedures
- Equipment operation
- Documentation requirements
- Annual refresher training

Training shall be documented.


DATED this 30th day of April, 2026.

BOARD OF COUNTY COMMISSIONERS

- Motion Carried Unanimously
- Motion Carried/Split Vote Below
- Motion Defeated/Split Vote Below

	Yes	No	Did Not Vote
 _____ Commissioner Leslie Van Beek	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
 _____ Commissioner Brad Holton	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
 _____ Commissioner Zach Brooks	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

ATTEST: JESS URRESTI, CLERK

By: 

Deputy Clerk