

Section 12: Recreation and Programming
Subject: Inmate Program – Academic Training
Minimum Standard: 5120:1-8-11(D)
Revised: 07/2001, 04/2011, 10/2015

Authorized: _____ **Effective date:** _____
Sheriff Paul A. Sigsworth

POLICY

The Erie County Jail shall provide the opportunity for academic training. The Erie County Jail shall outline eligibility requirements for inmates to participate in programs and guidelines and training requirements for outside agency personnel within the facility.

PROCEDURE

A. Eligible Inmates

1. Inmates may request to participate in the General Education Development (GED) Program by submitting a request form indicating so.
2. The officer receiving the request will place an IPGED appointment for that month in the inmates Appointment Screen in the Jail's Record Management System (JMS).
 - i. The officer will also notify the Jail Administrator of the request.
3. Only inmates sentenced to the Erie County Jail for 3 months or longer will be eligible for GED.

B. Schedule

1. Once approved for GED, the Jail Administrator will contact a GED instructor and arrange for date and times for the instructor to meet with the inmate.
 - a. GED will take place in the Jail Interview Rooms.

C. Recording

1. The Corrections Officer conducting the GED will log this as a PROV (Professional Visitor) Event in the Jail Log of the Jail Record Management System. This record should include:
 - a. Date and time.
 - b. Name of inmate.
 - c. Name of GED Instructor
 - d. Name of officer logging the event.