

ALAMEDA COUNTY SHERIFF'S OFFICE DETENTION AND CORRECTIONS POLICY AND PROCEDURE	NUMBER: 11.49	PAGES: 1 of 2
	RELATED ORDERS: None	
	ISSUED DATE: July 1, 1989	
	REVIEW DATE: December 4, 2015	
	REVISION DATE: January 23, 2008	
CHAPTER: Intake, Transfer, Release and Records	SUBJECT: Artificial Hairpieces	

- I. **PURPOSE:** To provide procedural guidelines for institutional security, hygiene issues and appropriate levels of personal articles in the possession of inmates.
- II. **POLICY:** Inmates will not be allowed to possess any type of artificial hairpieces, including wigs, hairpieces, hair extensions, braids, or hair ornaments of any kind.
- III. **DEFINITION: WOVEN IN OR SEMI-PERMANENT HAIRPIECES:** Any artificial hairpiece approximating actual head hair and used for lengthening and/or thickening existing head hair, and which is attached by weaving the artificial strands singly or otherwise with existing hair strands, or by attachment with a mastic that requires (by manufacture's standards and recommendations) multiple washings to free the mastic attaching the artificial strands to the existing head hair.
- IV. **PROCEDURE:** Upon entering the facility, all inmates will be required to remove hair ornaments, artificial hairpieces not woven in or attached on a semi-permanent basis. A sign will be posted in intake dress-out advising all inmates that artificial hairpieces are contraband and failure to remove such items will result in disciplinary action. This advisement will also be published in the Inmate Rules and Information. Artificial hair and hair ornaments that are brought to the jail by visitors or sent through the U.S. mail will not be accepted.
 - A. Inmates who comply will be issued a receipt for their artificial hairpiece or hair ornaments. The items will be listed on the AJIS property receipt, and placed into their property.
 - B. **WOVEN IN OR SEMI-PERMANENT HAIRPIECES:**
 1. After proper notification, an inmate who refuses to remove his/her artificial hairpiece will be advised of the following:
 - a. The inmate will have thirty (30) days to remove the artificial hairpiece prior to

disciplinary action being implemented.

- b. The Inmate Services R.O.P. Cosmetology Instructor may assist the inmate with removing artificial hair.
2. Once the thirty day period has expired, and the inmate has not removed the hairpiece, a disciplinary report will be written. The following means of progressive discipline will be used.
 - a. Loss of privileges will start with thirty (30) days, disciplinary isolation will begin with ten (10) days.
 - b. If these methods prove ineffective, loss of time will be imposed. This will be done in one (1) day increments, with five (5) days between each report, until all time credits are taken or the inmate complies.
 - c. If at any time during the disciplinary process the inmate removes the artificial hairpiece, disciplinary action will be suspended. The hairpiece will be confiscated and placed in the inmate's property.
- C. Only the facility Commanding Officer may make an exception to these guidelines on an individual basis.