

SUPPLY OF FACILITIES/STAFF UTILIZATION

INSTITUTION: Winlaton Youth Training Centre  
Section: Goonyah  
Sub-Section: Goonyah East and Goonyah West

(1) The Section  
Function (Very Briefly)

Goonyah is a maximum-security section which houses sentenced youth and wards with "hardcore" problems such as severe acting out behaviour, violence, habitual drug taking and prostitution. Many Goonyah girls have been in and out of Winlaton for long periods of time and tend to be the older and more troublesome residents.

The section is divided into Goonyah East and Goonyah West by a central staff office. Each end has its own small kitchen, dining and lounge/recreation rooms to constitute a semi-separate unit which will allow for better programming, management and appropriate segregation.

Because Goonyah is a maximum unit, clients who are desperate to escape must attack staff to obtain keys to do so. This factor, together with the nature of the clientele, necessitates a larger staffing establishment than other sections.

At the present time only the East end of Goonyah is fully operational as there is not a sufficient staffing level available for both ends of Goonyah to function with safety. The bedrooms on West end are used as the number of residents increase past the occupancy limit of East end.

Philosophy/Objectives

- 1) To provide residents with opportunities and encouragement to expend their repertoire of coping skills and to gain insight into their present situation.
- 2) To assist the individual residents to develop non-delinquent and non-criminal values and life styles.
- 3) To prepare residents for their return to the community.
- 4) To provide a security setting for acting-out, aggressive or self-destructive young women who are temporarily unable to function on the other sections of Winlaton, and who have been deemed to be in need of a stabilizing period away from their own peer group.
- 5) To follow through on individual planning objectives.

Where do residents come from?

Victoria, Interstate, hostels, Pentridge, Remand.

Where do residents go to?

Other Winlaton sections, home release, private board, hostels.

2.

**Maximum Number of Residents in Section:**

Twenty (20).

**Usual Range of Numbers in Residence:**

10-12

**Number of Bedrooms:**

Ten (10).

**Range of Number of Beds per Room:**

Two (2)

**(2) The Staffing  
Staff Complement**One Senior Youth Officer  
Nine Youth Officers**Roster (see attached)****(3) The Programmes**

Triad Group Therapy	9.00 a.m. - 10.30 a.m. (each Weekday)
School Programmes	According to individual (each Weekday) need
Job Hunting Programme	Where appropriate (each Weekday)
Sporting Programmes	After school hours and at weekends
Leisure/Craft	After school hours and at weekends
Visitor's Nights	1½ hr session, 2 nights per week
Outside Employment	Where applicable

**Use of Volunteers in Programmes:**Little \_\_\_\_\_ Some     X     Extensively \_\_\_\_\_**Comment:**

Community Support Group visit one night per week (7.30 - 9.00 p.m.)  
 Youth for Christ Group visit one night per week (7.30 - 9.00 p.m.)  
 (Institution Programmes) - A.A. Meeting, one night per week - voluntary attendance by girls.  
 Ex-Winlaton or other for mini-triad group therapy - 1½ hr. sessions, approximately one per week.

**(4) Staff Utilization in the Delivery of Programmes and Services:**A. 7.00 a.m. - 10.30 a.m. (weekdays)

Number of staff: 3  
 Number of residents: 10-12  
 Staff/Resident ratio: 1:4

**Special Youth Officer Duties at this time**

- Read reports and section diary
- Get residents up, supervise showering, dressing, breakfast etc.
- Collect food supplies from central kitchen
- Supervise room cleaning and other domestic chores
- Attend to minor physical ailments, personal problems of residents
- Prepare residents for Case Planning meetings, job hunting, court cases, employment, Social Workers etc.
- Conduct Triad Group Therapy (five days per week)

3.

(4) Contd.

- Check school lists, negotiate with teachers, escort residents to various school programmes

Senior Youth Officer Duties at this time

- Read reports and section diary
- Generally manage whole section. Answer numerous phone calls.
- Negotiate "sick list" with nurse. "Float" from end to end of Section as needed. Conduct Triad Group Therapy. Intervene in problem situations. Attend to administrative duties. Train new staff.

B. 10.30 a.m. - 12.00 Noon

Number of staff: 3  
 Number of residents: approximately 2  
 Ratio: 1:4 - 3:2

N.B. During school recess all residents return to Section from 11.30 a.m. - 12.00 Noon

Special Youth Officer Duties at this time

- Escort residents to and from school programmes at 10.30, 11.30 and 12 Noon
- Supervise sick residents and any girls confined to section
- Outfit new residents with clothing etc.
- Prepare reports for Classification & Review meetings and Case Planning meetings
- Supervise all residents during school recess
- Attend to food supplies on section and clothing stores, linen, laundry etc.

N.B. Staff are encouraged to take their regulation 30 minute break during this time, when pressure of work permits.

Senior Youth Officer Duties

- Administration, maintenance, stores etc.
- Staff training and assessment
- Answering phone enquiries
- Liaising with teachers, social workers, Children's Court Clinic, Legal Aid, parents etc.

C. 12.00 Noon - 2.30 p.m.

Number of staff: 3  
 Number of residents: 2 to 10-12  
 Ratio: 1:4 - 3:2

N.B. All residents return to section from 1.00 - 2.00 p.m. for midday meal.

Special Youth Officer Duties

- Escort residents to and from school programmes
- Supervise residents confined to section
- Collect food from main kitchen
- Supervise midday meal and domestic chores
- Write shift reports

4.

Senior Youth Officer Duties

Same as for 10.30 a.m. - 12.00 Noon

D. 2.30 p.m. - 7.00 p.m.

Number of staff: 6  
 Number of residents: 3-12  
 Ratio: 2:1 to 1:4

N.B. All residents return from school programmes at 3.30 p.m.  
 Morning shift finishes at 3.30 p.m. Afternoon shift begins at 2.30 p.m.

Special Youth Officer Duties

- Staff changeover meetings and in-service training meetings
- Shift reports (morning shift write reports, afternoon shift read them, together with the diary)
- Escort residents from school programmes
- Collect stationery, canteen, supplies etc.
- Leisure/sporting activities
- Prepare and supervise evening meal and chores
- Prepare residents for release and leaves

Senior Youth Officer Duties

- Chair staff meetings
- Supervise shift changeover
- Staffing matters
- Administration
- Attend meetings
- Liaise with teachers over problems and program changes
- Administration
- Staff training

E. 7.00 p.m. - 11.00 p.m.

Number of staff: 3  
 Number of residents: 10-12  
 Ratio: 1:4

Special Youth Officer Duties

- Remain with residents at all times
- Arrange and supervise leisure activities
- Individual counselling
- Supervise and assist residents with letter writing and phone calls
- Supervise visits of volunteers
- Supervise supper and clean up
- Supervise residents bed time
- Security check of windows, doors etc.
- Counting of cutlery and other "sharps"
- Shift reports

Senior Youth Officer Duties

- Compile rosters
- General management and supervision of all activities and volunteers

5.

Senior Youth Officer Duties (contd.)

- Conduct mini-triad sessions
- Handling delicate phone calls from parents, relatives etc.
- Conduct Hearings between residents on controversial issues
- Changeover of shift when night staff commence duty
- Staff training

F. 11.00 p.m. - 7.00 a.m.

Number of staff: 1  
 Number of residents: 10-12  
 Ratio: 1:12

Special Duties

- Constant checks of all residents
- Security
- Attending to minor ailments and problems
- Reporting to Executive Officer major ailments and problems and managing situations requiring doctor, ambulance or other assistance
- Answering requests for toilet
- Domestic work
- Preparing room lists and other book-keeping

(5) Youth Officer Duties Applicable at all Times

- Supervision of residents
- Management of volatile or potentially volatile situations
- Counselling of residents
- Conducting group sessions to deal with tension or friction
- Supervision of domestic chores done by residents and staff participation in domestic chores
- Collection of food supplies
- Keeping files, records, reports up to date
- Conducting periodic room searches for contraband, weapons etc.

(6) Special Difficulties related to Staff Duties in this Area

- As the Goonyah building was designed for maximum security, the only way to escape from this section is to obtain keys, this usually means an attack on staff. On the last three occasions when staff have been attacked, one of the three staff on duty has been off the section on escort or similar duties.
- As Goonyah section is used for the older, more sophisticated, criminally-inclined sentenced girls, "normal" educational programmes have little value. Consequently, staff are required for frequent escorts in an effort to establish Goonyah residents in employment or outside education programmes (e.g. TAFE) before release.
- The Goonyah section is also used for incorrigible younger wards from other Winlaton sections who present acute absconding risks or unmanageable behaviour problems. Such transfers to Goonyah may be short-term to bring behaviour under control or longer term if required. This presents Goonyah staff with the problem of managing a group very diverse in age, needs, and behaviour, as well as the difficulty of minimizing contamination of the younger by the older young women.

6.

(6)

Contd.

These problems could be largely overcome if sufficient staff were available to fully utilize both ends of Goonyah without reducing security or safety for staff.

-oo0oo-