

ANNEXURE A – VISIT RULES

TASMANIA PRISON SERVICE



VISIT RULES

Bookings:

Visit bookings are to be made by contacting the Visitor Reception Centre on (03) 6165 7400 by no later than 4:00pm the day prior to the requested visit, and are subject to availability. Only those visitors on the Approved Visitor List will be granted access to the prison.

Arrival time:

You must arrive at the Visitor Reception Centre at least 30 minutes prior to your visit. Failure to do so may result in the termination of your visit.

Identification required

At every visit you must provide one of the following forms of current photographic identification:

- Australian photo drivers licence;
- Passport;
- Personal Information Card (issued by Service Tasmania); or
- Defence Force, Police Service, Student Identification or Firearms Licence showing recent photograph.

Visitors accompanying children under the age of 18 years old must provide one of the following forms of identification for the child(ren):

- Medicare card;
- Healthcare card;
- Concession card; or
- Birth Certificate.

For the Risdon Prison Complex and Mary Hutchinson's Women Prison, your identity will be verified using a biometric hand scan system. This is simply a method of identifying a person by placing that person's hand onto a machine that then reads the person's handprint.

Conduct

- Visitors are expected to behave appropriately and follow all Tasmania Prison Service rules and directions from staff while on prison property.
- Abusive, threatening or intimidating behaviour will not be tolerated and may result in the immediate cancellation of your visit and a possible ban on any future visits.
- Where there are reasonable grounds to suspect that a person is under the influence of alcohol or drugs, the person will not be allowed to enter the prison and will be directed to leave prison property.
- Smoking is not permitted anywhere on prison property.
- Parents are reminded that it is their responsibility to take care and control of their children at all times.

- Please ensure that you and your children have been to the toilet before going to a contact visit. There is no access to toilets once in a prison facility unless you are attending a double contact visit.
- The only physical contact allowed between visitors and prisoners during a contact visit is holding hands, and hugging at the beginning and end of a visit.

Dress code:

There is a dress code when visiting prison facilities. You are required to dress to the following standard:

- Wear fully enclosed shoes. No thongs, sandals or Ugg boots are permitted
- No hooded tops or jackets with hoods are to be worn
- Clothing is not to be of a transparent type or designed or altered to be of a revealing nature.
- Clothing is to be clean and in good condition.
- No clothing that displays gang insignia, offensive slogans or obscene words, phrases or pictures is to be worn.
- No beanies, scarves, baseball caps, sunglasses are to be worn.
- Plain broad-brimmed hats are permitted only when in outdoor visit areas at the Ron Barwick Minimum Security Prison and the Mary Hutchinson Women's Prison.
- No jewellery is permitted, except for wedding rings, engagement rings and simple stud body piercings which staff are satisfied are permanent/unable to be physically removed by the visitor.*

If you do not meet the appropriate dress code, you will not be allowed a visit.

Searches, Unauthorised items and Permitted items:

- *No personal items are allowed to be taken into prison facilities*
- *Application must be made to the Superintendent of the facility to bring any personal items into a prison facility which you are medically required to carry with you, such as Asthma ventilators, walking sticks etc.*
- *For each infant taken into a visit, only one full baby's bottle (in a clear/transparent bottle), one disposable nappy and one dummy will be allowed. Powder and wipes are provided in the visit area of all prisons.*

All visitors are subject to being searched. The search could include one or all of the following:

- *Turning out your pockets*
- *Opening your mouth for inspection*
- *Being scanned by an electronic device*
- *Walking through a metal detector*
- *Standing still while a Drug Detection Dog walks around you*

The purpose of Drug Detection Dogs is to reduce the introduction of drugs into prisons and act as a deterrent to persons considering trafficking drugs into prison. With immediate effect, should a Drug Detector Dog give an indication to you during a search, you will not be permitted entry into the prison.

Visitors with pacemakers and other medical devices fitted that may be affected by searching devices, need to make an application to the Superintendent, Directorate Security Unit to bypass the roto-turn (search) and provide a medical certificate. When you receive your letter of authorisation from the prison, your medical certificate and letter of authorisation must be shown on entry to the prison.

If prison staff reasonably suspects any visitor of carrying on their person an unauthorised item, the staff member may recommend to the Superintendent of the facility that you be further searched in a separate location. You may refuse to be searched further.

If you refuse to submit to a search, or if any unauthorised item is found as a result of the search, you will be refused entry into the prison and may be charged and found guilty of an offence under the Corrections Act 1997.

Result of bringing in unauthorised items

If you refuse to submit to a search, or if any unauthorised item is found as a result of the search, you will be refused entry into the prison. Under section 24 of the *Corrections Act 1997* a person who brings into a prison an item that the Director has not authorised to be brought into the prison is guilty of an offence. The penalty for introducing an unauthorised item into a prison is a fine not exceeding 20 penalty units or imprisonment for a term not exceeding 12 months.

Property for prisoners

Prisoners must obtain prior approval before visitors are allowed to bring in any items for them, except for the items listed below. If you are bringing approved items for a prisoner or detainee, they must be given to the Visitor Reception Centre staff prior to your visit.

The following items can be brought in without prior approval:

- For Mary Hutchinson Women's Prison, pyjamas, socks (black only, explorer style, no ankle socks), underwear (basic cotton only) and brassieres;
- Singlet tops (white only).

These items must be purchased brand new **and** be presented with a store receipt to the Visitor Reception Centre.

Prohibited items include, but are not limited to;

- Mobile phones / cameras / video cameras / recording devices;
- Cigarettes, tobacco;
- Drugs, syringes or any other drug paraphernalia;
- Weapons (guns, knives, etc.);
- Chemicals / flammable liquids /explosives;
- Medication: over the counter, prescribed or herbal (carriage of diabetic pens and EpiPens subject to approval by a Superintendent);
- Alcohol and alcohol based products;
- Bags for personal property, non-transparent, (i.e. briefcases, backpacks, handbags, etc.);
- Personal property, including keys (other than visitor locker keys), money, personal identification;
- Electronic games consoles, MP3 players, iPods, electronic storage devices including USB flash drives, memory sticks and heart rate monitors (except where approved by a Superintendent);
- Multi-media items, CDs, DVDs, films, videos, prohibited publications;
- Electronic items, including rechargeable toothbrushes, razors, clippers etc. (except for medical reasons, subject to approval by a Superintendent);
- Lighters, matches, candles, incense, aerosol-pressure spray can;
- Any food or drink;
- Metal cutlery / glass bottles or glass containers, non-transparent lunch boxes;
- Colours / patches / gang identification and associated clothing;
- Paint, pens and highlighters with non-transparent casing, scissors, knitting needles;
- Tattooing materials, tools, weights, magnet / magnetic devices.