

Australian Capital Territory

# Corrections Management (Hair Clippers) Policy 2009

**Notifiable instrument NI2009-129**

made under the

***Corrections Management Act 2007*, section 14(1) (Corrections policies and operating procedures)**

---

## **1 Name of instrument**

This instrument is the *Corrections Management (Hair Clippers) Policy 2009*.

## **2 Commencement**

This instrument commences on the day after it is notified.

## **3 Policy**

I make the

**HAIR CLIPPERS POLICY**

attached to this instrument, to facilitate the effective and efficient management of correctional services.

James Ryan  
Executive Director  
ACT Corrective Services  
25 March 2009



Alexander Maconochie Centre (AMC)



## HAIR CLIPPERS POLICY

<b>Purpose</b>	<b>1</b>
<b>Authority</b>	<b>1</b>
<b>Policy</b>	<b>1</b>
Principles	1
Training	1
Hygiene	1
Issuing hair clippers	1
Use of hair clippers	2
<u>Significant change of appearance</u>	<u>2</u>
<u>Barbers employment</u>	<u>2</u>
<u>Misuse of hair clippers</u>	<u>2</u>
<b>Forms and templates</b>	<b>2</b>
<b>Related policies and procedures</b>	<b>2</b>

### **Purpose**

To outline the policy for the use and care of electric hair clippers by prisoners.

### **Authority**

#### Legislation

*Corrections Management Act 2007*, section 14.

### **Policy**

#### Principles

Prisoner haircuts will be available at the AMC.

#### Training

Prisoners employed in a Barber position will complete a course in the use and maintenance of hair clippers.

At the completion of the training, prisoners will sign a Hair Clipper Indemnity Form. This form is an acknowledgement that the prisoner will accept financial liability for any damage to the hair clippers caused by misuse whilst the clippers are in their possession.

#### Hygiene

Prisoners employed in a Barber position must clean the hair clippers after use, wear gloves and dispose of hair appropriately to prevent the spread of head lice.

#### Issuing hair clippers

Only prisoners who have completed the above training and are employed as a Barber will be issued with hair clippers.

The Barber will access the hair clippers from the CO1 in their area.

### **Use of hair clippers**

Hair clippers may only be used in the approved area. The area must be thoroughly cleaned after the haircut is complete.

Hair clippers must be cleaned after each use in accordance with the procedures demonstrated during the training.

At the completion of the haircut, the approved Barber will return the hair clippers to the CO1 in their accommodation area who will inspect the hair clippers and attachments. This is to ensure that the hair clippers are in a clean and serviceable condition.

### **Significant change of appearance**

Where a prisoner's appearance has changed markedly due to haircutting, a new photograph must be taken and a new PIC issued in accordance with the *Prisoner Identification Policy*.

The prisoner is to be charged the cost of a replacement identification card.

### **Barbers employment**

Barbers will receive payment at a daily rate, which is not dependent upon the number of hair cuts done on that day. Payment will be made on a weekly basis.

### **Misuse of hair clippers**

Where a Corrections Officer becomes aware that a prisoner has misused hair clippers or has failed to comply with the written guidelines for the use and care of hair clippers and attachments, they will submit an Officer Report to the CO2. Disciplinary action may be initiated against the prisoner.

### **Forms and templates**

Hair Clipper Indemnity Form  
Hair Clippers Cleaning Notice  
Officer Report Form

### **Related policies and procedures**

Prisoner Identification Policy  
Incident Reporting Policy  
Incident Reporting Procedure