

# Corrections Management (Detainee Bedding, Clothing and Footwear) Policy 2011

## Notifiable instrument NI2011-669

made under the

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

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### 1 Name of instrument

This instrument is the *Corrections Management (Detainee Bedding, Clothing and Footwear) Policy 2011*.

### 2 Commencement

This instrument commences on the day after it is notified.

### 3 Policy

I make the

DETAINEE BEDDING, CLOTHING AND FOOTWEAR POLICY

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

### 4 Revocation

This instrument revokes notifiable instrument NI2010-317

Bernadette Mitcherson  
Executive Director  
ACT Corrective Services  
26 October 2011



ACT Corrective Services  
Alexander Maconochie Centre



## DETAINEE BEDDING, CLOTHING AND FOOTWEAR POLICY

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### **Purpose**

To outline the policy for the issue and cleaning of detainee bedding, clothing and footwear.

### **Authority**

#### Legislation

*Corrections Management Act 2007*, section 14.

### **Policy**

#### Principles

Detainees will be issued with clothing, footwear and linen. While detainees are primarily responsible for ensuring that these items are kept neat and clean at all times, the Superintendent has an obligation to ensure that where detainees neglect to do so, they are reminded of their obligations and provided with the means and opportunity to clean (or have cleaned) and maintain their clothing, footwear and linen supplies.

The responsibilities of detainees notwithstanding, the Superintendent is to ensure that detainees who for reasons of ill-health, injury, mental health issues or who are otherwise incapacitated are assisted by staff to ensure that the appropriate standards of linen and clothing are maintained.

All issued items remain the property of ACT Corrective Services and are to be returned in a serviceable condition upon a detainee's discharge.

The cost of replacing any damaged or unserviceable items may be recovered from the detainee in accordance with the *Prisoner Discipline Policy and Procedure* (reparation).

### **Linen, pillows, and crockery**

Each detainee will be issued with the following items:

- 2 sheets;
- 2 towels;
- 2 blankets;
- 1 pillow;
- 1 pillowcase;
- 1 doona; and
- 1 mug, plate and bowl.

Each cell will contain 1 flame retardant mattress per detainee.

Additional linen may be issued to a detainee on the production of a medical certificate.

While each detainee is responsible for ensuring their linen is laundered weekly, it is accepted that this may not always occur if the detainee is not reminded on the appropriate days.

Corrections Officers Grade 1 are responsible for reminding detainees in their areas of responsibility to strip their beds on laundry day 15 minutes before linen change is due to take place.

Corrections Officers Grade 2 are responsible for ensuring that this occurs and that detainee's failing to do so have been spoken to in order to determine the reason for their non compliance and, if necessary to pursue the matter further.

Officers failing to ensure that linen is changed on laundry day will be required to submit a report to this effect to the Corrections Officer Grade 3 for consideration.

Contaminated items such as those soiled with blood, are to be forwarded to the AMC laundry in a contaminated goods bag.

### **Detainee clothing/footwear**

Each detainee will be issued with the following items of clothing:

- 2 jumpers;
- 3 polo shirts;
- 2 shorts;
- 2 track pants;
- 2 trousers;
- 1 hat;
- 4 sets of underwear;
- 4 pairs of socks;
- 1 pair of runners; and
- 1 pair of thongs.

The colour of the clothing will be dependant on whether the detainee is a remandee or sentenced, and whether they are male or female:

- male remandees will be issued blue clothing;
- male sentenced detainees will be issued grey clothing; and
- female detainees will be issued maroon clothing.

Detainees may purchase additional appropriate clothing through the buy-up system.

The approved type of footwear for detainees within the AMC is runners. Runners issued to detainees will be footwear with laces. The exception to this will be for detainees housed in the Crisis Support Unit (CSU) and the Women's High Needs Unit (WHNU). Upon admission to the CSU or the WHNU, footwear with laces will be removed from detainees for safety reasons and non-laced footwear (i.e. runners with Velcro straps) will be issued. The footwear with laces will be stored with the detainee's property in the admissions area and can be swapped for the non-laced footwear upon discharge from the CSU or WHNU, on a one-for-one basis.

Detainees will be able to request the issue of their runners (that they came into custody with) from their detainee property. The footwear will only be issued after it has been x-rayed and, where directed, searched by the K9 unit for contraband. The footwear will need to be in a useable condition (not torn or damaged) prior to issue to the detainee. The detainee will need to sign an indemnity form for the issue of their footwear.

Detainees may purchase footwear through the buy up process.

Detainees will be able to access their own footwear (dress shoes) to attend court appearances. This footwear will be issued to the detainee on the day of attending court. It will be swapped on a one-for-one basis with their runners and stored with the detainee's property in the admissions area, or, if the detainee's property is also being transported to court, the footwear will be stored with this.

When first received by Admissions, dress shoes must be x-rayed and, where directed, searched by the K9 unit for contraband. There is no requirement for them to be searched each time they are issued for court appearances.

If medical advice from Corrections Health is provided to indicate that any items of clothing or footwear should be varied to meet individual needs, the Superintendent is to consider this advice in making decisions.

#### Laundering

Detainees must ensure that their clothes are laundered weekly as per the unit schedule. In order to facilitate this, detainees are to place their washing in a bag with the cell number written on the outside, and place it in the laundry area. The laundry worker will then wash the laundry.

#### Exchanging clothing

Detainees wishing to exchange clothing will be permitted to attend the Admissions Centre, where clothing is held, at the convenience of the Admissions Officer.

#### Specialist clothing

Detainees working in the AMC or while attending PDC may be issued with specialist clothing, or safety equipment, depending on their work location. These clothes/items of safety equipment are only to be worn/utilised by detainees while at work or while moving to and from work. Depending on the clothing/equipment and work location, detainees may be required to leave the items at the work location.

## **Forms and templates**

Prisoner Request Form

## **Related policies and procedures**

Prisoner Discipline Policy

Prisoner Discipline Procedure