



HMIPS

HM INSPECTORATE OF
PRISONS FOR SCOTLAND

INSPECTING AND MONITORING

STANDARD 6

PURPOSEFUL ACTIVITY

6

INTRODUCTION TO STANDARD 6: PURPOSEFUL ACTIVITY

Questions which may be helpful in monitoring and inspecting the PANEL principles:

P

PARTICIPATION:

- Are prisoners involved in decisions made about their activity programme?
- Are there effective lines of communication between the prison and the prisoners regarding decisions taken?
- Is prisoner participation prioritised in decisions about the programmes, activities and courses on offer?
- Do prisoners feel able to participate and do they know they are entitled to do so?

A

ACCOUNTABILITY:

- Does the prison monitor and review the services and activities on offer with regard to the needs of the prisoners in the establishment?
- Is the prison proactive in responding to the individual needs of prisoners in terms of their sentence management?
- Where prisoner participation in Purposeful Activity is low, does the prison investigate the reasons for this and seek to remedy the issue?
- Are remedies provided in the event that rights are infringed upon?

N

NON-DISCRIMINATION AND EQUALITY:

- Are those prisoners who are most vulnerable, marginalised or who have a protected characteristic identified and appropriately supported?
- How do vulnerable prisoners or those with a protected characteristic engage with and experience Purposeful Activity?
- Are reasonable adjustments made for the most vulnerable and marginalised to enable them to fully participate in Purposeful Activity?
- Is the impact of policies upon those who are most vulnerable and those with protected characteristics analysed and reviewed?

E

EMPOWERMENT:

- Does the prison provide support for prisoners who require extra assistance to participate in Purposeful Activity?
- Are staff proactive in identifying prisoners who face barriers to participation?
- Are prisoners aware of their entitlements, the support available and do they feel able to request the support they require?
- Are prisoners placed at the centre of any decisions made regarding Purposeful Activity?

L

LEGALITY:

HMIPS expect that all approaches to Purposeful Activity are grounded in human rights law and in conformity with the Scottish Prison Rules. There are a number of rights which underpin this standard including the Right to Private and Family Life (Article 8 ECHR) which relates to QIs such as those about visits, education, work and the library. Freedom of Thought Conscience and Religion (Article 9 ECHR) is also important in relation to the observance of religion. Lastly, under the Right to Liberty (Article 5 ECHR) there is a duty upon the state to facilitate the rehabilitation and release of prisoners. Standard 7 allows HMIPS to inspect and monitor how the state carries this out.

PROTECTED CHARACTERISTICS MUST BE CONSIDERED AND REFERENCED THROUGHOUT

All prisoners are encouraged to use their time in prison constructively. Positive family and community relationships are maintained. Prisoners are consulted in planning the activities offered.

The prison assists prisoners to use their time purposefully and constructively and provides a broad range of activities, opportunities and services based on the profile of needs of the prisoner population. Prisoners are supported to maintain positive relationships with family and friends in the community. Prisoners have the opportunity to participate in recreational, sporting, religious and cultural activities. Prisoners' sentences are managed appropriately to prepare them for returning to their community.

QUALITY INDICATORS (QI)

- 6.1** There is an appropriate and sufficient range of good quality employment and training opportunities available to prisoners. Prisoners are consulted in the planning of activities offered and their engagement is encouraged.
- 6.2** Prisoners participate in the system by which paid work is applied for and allocated. The system reflects the individual needs of the prisoner and matches the systems used in the employment market, where possible.
- 6.3** There is an appropriate and sufficient range of good quality educational activities available to the prisoners. Prisoners are consulted in the planning of activities offered and their engagement is encouraged.
- 6.4** There is an appropriate and sufficient range of physical and health educational activities available to the prisoners and they are afforded access to participate in sporting or fitness activities relevant to a wide range of interests, needs and abilities. Prisoners are consulted in the planning of activities offered and their engagement is encouraged.
- 6.5** Prisoners are afforded access to a library which is well-stocked with materials that take account of the cultural and religious backgrounds of the prisoner population.
- 6.6** Prisoners have access to a variety of cultural, recreational, self-help or peer support activities that are relevant to a wide range of interests and abilities. Prisoners are consulted on the range of activities and their participation is encouraged.
- 6.7** All prisoners have the opportunity to take exercise for at least one hour in the open air every day. All reasonable steps are taken to ensure provision is made during inclement weather.
- 6.8** Prisoners are assisted in their religious observances.
- 6.9** The prison maximises the opportunities for prisoners to meet and interact with their families and friends. Additionally, opportunities for prisoners to interact with family members in a variety of parental and other roles are provided. The prison facilitates a free flow of communication between prisoners and their families to sustain ties.
- 6.10** Arrangements for admitting family members and friends into the prison are welcoming and offer appropriate support. The atmosphere in the Visit Room is friendly, and while effective measures are adopted to maintain security, supervision is unobtrusive.
- 6.11** Where it is not possible for families to use the normal arrangements for visits, the prison is proactive in taking alternative steps to assist prisoners in sustaining family relationships.

- 6.12** Any restrictions placed on the conditions under which prisoners may meet with their families or friends take account of the importance placed on the maintenance of good family and social relationships throughout their sentence.
- 6.13** There is an appropriate and sufficient range of therapeutic treatment and cognitive development opportunities as well as an appropriate and sufficient range of social and relational skills training activities available to prisoners.
- 6.14** The prison operates an individualised approach to effective prisoner case management, which takes account of critical dates for progression and release on parole or licence. Prisoners participate in decision making and procedures provide for family involvement where appropriate.
- 6.15** Systems and procedures used to identify prisoners for release or periods of leave are implemented fairly and effectively, observing the implementation of risk management measures such as Orders for Lifelong Restriction and Multi-Agency Public Protection Arrangements.

6.1

THERE IS AN APPROPRIATE AND SUFFICIENT RANGE OF GOOD QUALITY EMPLOYMENT AND TRAINING OPPORTUNITIES AVAILABLE TO PRISONERS. PRISONERS ARE CONSULTED IN THE PLANNING OF ACTIVITIES OFFERED AND THEIR ENGAGEMENT IS ENCOURAGED.

FEATURES

- Sufficient range and quality
- Vocational training suited for release
- Prisoner participation and consultation
- Support to access employment

SPECIFICATION

Employment and training opportunities are sufficient for all prisoners, and all prisoner populations receive the same access to employment and training opportunities.

The opportunities on offer are of a high quality and provide the prisoners with the option of obtaining vocational qualifications which are relevant to the community on release. The range covers a variety of different employment and training suiting a range of abilities and interests.

Prisoners are consulted about the employment opportunities in the prison and their views are taken into consideration as far as possible in the organisation of activities. Prisoner participation in employment and training opportunities is encouraged and facilitated by the prison.

Prisoners are supported by the prison to access employment and training opportunities and where necessary, receive extra assistance to do so. Barriers to participation are identified, analysed and progressively removed to ensure equal access for all.

Scheduling is regularly reviewed to make sure that all prisoners are able to access and participate in employment and training opportunities. Where the prison regime affects this, the prison is proactive in reviewing this and mitigating the impact upon prisoners.

Legal Standards

Section

CPT Standards 2015	Page 17 (47); Page 28 (33)
Mandela Rules 2015	Rule 4
European Prison Rules 2006	26.1-26.5; 26.7-26.10; 26.15-26.16; 105.1-105.3
Havana Rules 1990	Section 42; 43; 45; 46
Bangkok Rules 2010	Rule 37
Beijing Rules 1985	Section 24.1
CoE Recommendation on Education in Prison 1989	Chapter VII
Scottish Prison Rules 2011	Rule 81; 82; 83; 84; 85

6.2

PRISONERS PARTICIPATE IN THE SYSTEM BY WHICH PAID WORK IS APPLIED FOR AND ALLOCATED. THE SYSTEM REFLECTS THE INDIVIDUAL NEEDS OF THE PRISONER AND MATCHES THOSE USED IN THE EMPLOYMENT MARKET, WHERE POSSIBLE.

FEATURES

- **Work allocation process applies to all roles**
- **Clear rationale**
- **Prisoner participation**
- **Regular monitoring and review of work allocation**

SPECIFICATION

The system by which prisoners are selected for paid work is fair and thorough. It applies to all roles, including hall pass roles. The rationale for allocating roles is clearly defined and understood by staff and prisoners.

The prisoner is able to meaningfully participate in the discussion around what work is available, their skills and their learning objectives.

Where a prisoner requires extra assistance to participate in the work allocation system, the prison identifies this and provides support to ensure full and meaningful participation.

The prison provides full information to the prisoner regarding the work placements available, and seeks to take into consideration their personal preferences as far as possible in the allocation process.

The needs of the prisoner always take precedent in the balance with the needs of the establishment.

Where a prisoner wishes to change a work placement, the prison is proactive in seeking to understand the reasons why, how these can be remedied and discusses with the prisoner their other options.

Work allocation is monitored and reviewed at regular intervals to ensure it continues to match the individuals' need.

Legal Standards

Section

CPT Standards 2015	Page 28(33)
Mandela Rules 2015	Rule 98(3)
European Prison Rules 2006	Rule 26.6
Havana Rules 1990	Section 43
Scottish Prison Rules 2011	Rule 81

6.3

THERE IS AN APPROPRIATE AND SUFFICIENT RANGE OF GOOD QUALITY EDUCATIONAL ACTIVITIES AVAILABLE TO THE PRISONERS. PRISONERS ARE CONSULTED IN THE PLANNING OF ACTIVITIES OFFERED AND THEIR ENGAGEMENT IS ENCOURAGED.

FEATURES

- Sufficient range and quality
- Prisoner participation and consultation
- Support to access education

SPECIFICATION

Education opportunities are sufficient for all prisoners and all prison populations receive the same access to education.

The educational activities are of good quality and are of a varied nature to suit a range of abilities and interests.

Prisoner participation in education is encouraged and facilitated by the prison.

Prisoners are consulted about the range of educational opportunities in the prison and their views are taken into consideration as far as possible in the organisation of activities.

Prisoners are supported by the prison to access educational activities and where necessary, receive extra assistance to do so. Barriers to participation are identified, analysed and tackled to ensure equal access for all.

Scheduling is regularly reviewed to make sure that all prisoners are able to access and participate in education. Where the prison regime affects this, the prison is proactive in reviewing this and mitigating the impact upon prisoners.

Legal Standards

Section

CPT Standards 2015	Page 17 (47); Page 28 (33)
Mandela Rules 2015	Rule 4
European Prison Rules 2006	28.1-28.4; 28.7; 35.1; 35.2; 106.1-106.3
Havana Rules 1990	Section 38; 39
Bangkok Rules 2010	Rule 37
Beijing Rules 1985	Section 13.5; 24.1; 26.6
CoE Recommendation on Education in Prison 1989	Chapters II; III; VI
Scottish Prison Rules 2011	Rule 81; 84

6.4

THERE IS AN APPROPRIATE AND SUFFICIENT RANGE OF PHYSICAL AND HEALTH EDUCATIONAL ACTIVITIES AVAILABLE TO THE PRISONERS AND THEY ARE AFFORDED ACCESS TO PARTICIPATE IN SPORTING OR FITNESS ACTIVITIES RELEVANT TO A WIDE RANGE OF INTERESTS, NEEDS AND ABILITIES. PRISONERS ARE CONSULTED IN THE PLANNING OF ACTIVITIES OFFERED AND THEIR ENGAGEMENT IS ENCOURAGED.

FEATURES

- Sufficient range and quality
- Prisoner participation and consultation
- Support to access activities and facilities

SPECIFICATION

Physical and health education opportunities are sufficient for all prisoners and all prison populations receive the same access to facilities, including the gym.

Physical and health education is of a varied nature with a range of activities to engage all prisoners. The Physical Training Instructors are proactive at running events and initiatives to educate and train all prisoners in standards of health and wellbeing.

Prisoner participation is encouraged and facilitated by the prison. Prisoners are consulted about the range of physical and health education opportunities in the prison and their views are taken into consideration as far as possible in the organisation of activities.

Prisoners are supported by the prison to access such activities and where necessary, receive extra assistance to do so. Barriers to participation are identified, analysed and tackled to ensure equal access for all.

Where restrictions are imposed upon access, a procedure is followed to ensure that the decision is proportionate and justified. The prisoner is able to appeal any decision made and seek a second opinion.

Scheduling is regularly reviewed to make sure that all prisoners are able to access and participate in physical and health education. Where the prison regime affects this, the prison is proactive in reviewing this and mitigating the impact upon prisoners.

Legal Standards

Section

CPT Standards 2015	Page 87 (107)
Mandela Rules 2015	Rule 4
European Prison Rules 2006	27.3; 27.4
Bangkok Rules 2010	Rule 17
Beijing Rules 1985	Section 13.5
CoE Recommendation on Education in Prison 1989	Sections 9.5-9.7; Chapter XI
Scottish Prison Rules 2011	Rule 84; 87

6.5

PRISONERS ARE AFFORDED ACCESS TO A LIBRARY WHICH IS WELL-STOCKED WITH MATERIALS THAT TAKE ACCOUNT OF THE CULTURAL AND RELIGIOUS BACKGROUNDS OF THE PRISONER POPULATION.

FEATURES

- Range of materials available
- Proactive engagement with prisoners
- Availability of information

SPECIFICATION

The prison library facility has a range of good quality material available for all prisoners to access. There are materials on offer for a variety of different abilities and interests, as well as the different cultural and religious backgrounds of the prisoner population.

Library staff proactively engage with prisoners, support them in achieving goals they may have and consult upon the materials in stock. As far as possible, the opinions of the prisoners are taken into consideration in relation to the materials available.

Group activities exist for prisoners to engage in, and where necessary, are supported to participate in such activities.

Formal links with local authority libraries are in place and are well-used in terms of providing support and access to materials for the prison library.

Information necessary for prisoners to access, for safeguarding them against mistreatment is easily available in a variety of forms.

Any barriers to engaging with the library services are identified and assistance is provided to prisoners to ensure equality of access to all prisoner populations.

Whenever a prisoner's access to the library is restricted, a process is followed to ensure that the decision is proportionate and justified. The prisoner is able to appeal any decision made and can ask for a second opinion.

Legal Standards

Section

Mandela Rules 2015	Rule 64
European Prison Rules 2006	28.5; 28.6
Havana Rules 1990	Section 41
CoE Recommendation on Education in Prisons 1989	Chapter VIII
Scottish Prison Rules 2011	Rule 88(2)

6.6

PRISONERS HAVE ACCESS TO A VARIETY OF CULTURAL, RECREATIONAL, SELF-HELP OR PEER SUPPORT ACTIVITIES THAT ARE RELEVANT TO A WIDE RANGE OF INTERESTS AND ABILITIES. PRISONERS ARE CONSULTED ON THE RANGE OF ACTIVITIES AND THEIR PARTICIPATION IS ENCOURAGED.

FEATURES

- Sufficient range and quality
- Prisoner participation and consultation
- Availability of services and prisoner awareness

SPECIFICATION

There are a variety of cultural, recreational, self-help or peer support activities in the prison which reflect a wide range of interests and abilities.

All prisoners are able to engage and participate in such activities. Where there are incidences of non-participation, these are investigated and barriers to participation are progressively removed. Where support is required for prisoners to participate, the prison is proactive in providing this.

Prisoners are consulted on the range of activities on offer and their opinions are taken into consideration, as far as possible, in the organisation of activities.

The prison has an active Listener Service and other peer support services. These are well utilised and prisoners know that they are available.

When the prison runs events, all prisoners are given the opportunity to attend, and the prison is proactive in sharing information on upcoming events with prisoners.

Legal Standards

Section

Mandela Rules 2015	Rule 4
European Prison Rules 2006	27.6; 27.7; 35.1
Havana Rules 1990	Section 47
CoE Recommendation on Education in Prisons 1989	Chapter X
Scottish Prison Rules 2011	Rule 84; 88(1)

6.7

ALL PRISONERS HAVE THE OPPORTUNITY TO TAKE EXERCISE FOR AT LEAST ONE HOUR IN THE OPEN AIR EVERY DAY. ALL REASONABLE STEPS ARE TAKEN TO ENSURE PROVISION IS MADE DURING INCLEMENT WEATHER.

FEATURES

- Universal access for all prisoners
- Access to fresh air
- Non-discrimination of any kind but particularly age, protection status, disability
- Provision of appropriate clothing

SPECIFICATION

The prison regime permits all prisoners, without exception, time in the open air for a minimum of one hour every day.

The prison is proactive in ensuring that no prisoner is discriminated against, for any reason, in terms of access to exercise in the open air.

Arrangements for ready access are made for all individuals.

Clothing and equipment are appropriate and provided for inclement weather in order to keep prisoners warm and dry whilst outside.

The prison has a duty to remove barriers to access and make it easy for prisoners to participate. These include cultural barriers which foreign prisoners may encounter.

Legal Standards

Section

CPT Standards 2015	Page 18 (48); 87 (108)
Mandela Rules 2015	Rule 23
European Prison Rules 2006	27.1; 27.2; 95.3
Havana Rules 1990	Section 47
Scottish Prison Rules 2011	Rule 87

6.8

PRISONERS ARE ASSISTED IN THEIR RELIGIOUS OBSERVANCES.

FEATURES

- Recognition of religion
- Support to observe religion
- Range of services and events
- Understanding of religious observance
- Access to articles of faith

SPECIFICATION

Prison staff are aware of prisoners who observe different religions and this information is sought from prisoners on admission to the prison. If there are a sufficient number of prisoners of the same religion, an approved representative of that religion is appointed.

The Chaplaincy Team is composed of a variety of representatives of the major faiths present in the prison population and provides support, services and holds events for all prisoners.

The prison is proactive in ensuring that all prisoners of faith have access to articles which are required for the observance of their faith.

No discrimination on the basis of religion occurs in the prison establishment and action is taken to identify and minimise religious discrimination or intolerance by staff or prisoners.

Prisoners who require extra support to observe their religion are identified and assisted.

Prisoners know that they can speak to a member of the Chaplaincy Team and are able to ask staff to facilitate this. Chaplaincy Team members are able to pay pastoral visits, in private, to prisoners of their religion and access is not refused.

Legal Standards

Section

Mandela Rules 2015	Rule 65; 66
European Prison Rules 2006	29.1-29.3; 35.1
Havana Rules 1990	Section 4; 48
Bangkok Rules 2010	Rule 54
European Convention on Human Rights 1950	Article 9
Scottish Prison Rules 2011	Rule 44

6.9

THE PRISON MAXIMISES THE OPPORTUNITIES FOR PRISONERS TO MEET AND INTERACT WITH THEIR FAMILIES AND FRIENDS. ADDITIONALLY, OPPORTUNITIES FOR PRISONERS TO INTERACT WITH FAMILY MEMBERS IN A VARIETY OF PARENTAL AND OTHER ROLES ARE PROVIDED. THE PRISON FACILITATES A FREE FLOW OF COMMUNICATION BETWEEN PRISONERS AND THEIR FAMILIES TO SUSTAIN TIES.

FEATURES

- Visit allowances are communicated
- Variety of visit arrangements
- Child-centred visit policy
- Facilitation of communication

SPECIFICATION

A system exists to explain the visit times and visit allowance to prisoners within their first 24 hours in custody. Visit times are varied throughout the week to allow for family members and friends who work to visit outwith normal working hours. Child specific visits are at appropriate times taking into account school hours.

Children's rights to see their parents are recognised and the prison's policy for family visits are child-centred. The impact on children is a paramount concern. There are a variety of family oriented visit arrangements e.g. bonding, homework, cultural events like Christmas, Easter etc.

The prison regime does not disproportionately impact single groups of prisoners by the operation of the route to visits. All prisoners receive their full visit period time allocation.

Communication with family and friends is encouraged and supported by the prison. The rules on telephone usage are well understood by all prisoners and staff. Withdrawal of telephone access only occurs with a robust rationale and a timeline for review. The decision is communicated to the prisoner along with any steps they must take to rectify the situation.

For those prisoners with family and friends further afield, the prison is aware that different arrangements may need to be put in place to ensure that communication is facilitated.

Legal Standards

Section

CPT Standards 2015	Page 18(51); Page 90(122) and (124)
Mandela Rules 2015	Rule 58; 59
European Prison Rules 2006	24.1; 24.4; 24.5; 99(a)-(c)
Havana Rules 1990	Sections 59-62
Bangkok Rules 2010	Rule 52(3)
European Convention on Human Rights 1950	Article 8
Scottish Prison Rules 2011	Rule 43; 62; 63; 64

6.10

ARRANGEMENTS FOR ADMITTING FAMILY MEMBERS AND FRIENDS INTO THE PRISON ARE WELCOMING AND OFFER APPROPRIATE SUPPORT. THE ATMOSPHERE IN THE VISIT ROOM IS FRIENDLY, AND WHILE EFFECTIVE MEASURES ARE ADOPTED TO MAINTAIN SECURITY, SUPERVISION IS UNOBTRUSIVE.

FEATURES

- Supportive and welcoming environment
- Unobtrusive security
- Approachable staff
- Good visit facilities

SPECIFICATION

Support is provided to visitors who require help at any point during the admission process including with identification. Staff are able to signpost visitors to places where they can get further support if necessary.

The waiting area is welcoming with information available and an opportunity to ask questions. Visitors are able to wait inside and access toilets or other facilities before entering the prison.

Where there is a family centre attached to the establishment, its relationship with the visits staff is positive.

The physical environment of the visits area is of good condition.

There are sufficient areas for play and for children to interact with parents in a relaxed environment. Baby changing facilities are available.

Rules relating to clothing and physical touch are consistently applied.

Legal Standards

Section

Mandela Rules 2015	Rule 60
Bangkok Rules 2010	Rule 21; 28
Scottish Prison Rules 2011	Rule 105; 106; 107

6.11

WHERE IT IS NOT POSSIBLE FOR FAMILIES TO USE THE NORMAL ARRANGEMENTS FOR VISITS, THE PRISON IS PROACTIVE IN TAKING ALTERNATIVE STEPS TO ASSIST PRISONERS IN SUSTAINING FAMILY RELATIONSHIPS.

FEATURES

- **Prioritisation of social relationships**
- **Individualised approach**
- **Staff awareness of alternative visit arrangements**

SPECIFICATION

Social relationships are seen as a priority and an individualised, person-centred approach is taken in deciding alternative visit arrangements.

Staff have knowledge and understanding of the alternative arrangements e.g. inter-prison visits, accumulated visits, double visits, video conferencing and assisted visiting schemes.

These alternatives are publicised in the prison and prisoners are aware they exist.

Joint working relationships between the prison and other bodies, e.g. other prisons, other agencies, local authorities and schools are effective.

Where necessary, prisoners are supported by the prison to participate in alternative visit arrangements.

Legal Standards

Section

CPT Standards 2015

Page 90(123); page 18(57)

Scottish Prison Rules 2011

Rule 65; 78

6.12

ANY RESTRICTIONS PLACED ON THE CONDITIONS UNDER WHICH PRISONERS MAY MEET WITH THEIR FAMILIES OR FRIENDS TAKE ACCOUNT OF THE IMPORTANCE PLACED ON THE MAINTENANCE OF GOOD FAMILY AND SOCIAL RELATIONSHIPS THROUGHOUT THEIR SENTENCE.

FEATURES

- **Prioritisation of social relationships**
- **Proportionate restrictions**
- **Individualised approach**

SPECIFICATION

Visits are not withdrawn as punishment. Any visit removal decision takes the impact on family into account, particularly children.

Closed visits follow a robust system which is well understood and regularly reviewed. Prisoners understand any steps they are to make in order to return to open visits, and if support is required for them to do so the prison provides it.

Prisoners on a formal rule condition do not get restricted visits.

Banning a visitor is a last resort. If it is absolutely necessary, the rationale is robust and a review timescale is communicated. This information is shared with the prisoner and visitor concerned.

Legal Standards

Section

Mandela Rules 2015	Rule 43(3)
European Prison Rules 2006	24.2
Havana Rules 1990	Section 67
Bangkok Rules 2010	Rule 23

6.13

THERE IS AN APPROPRIATE AND SUFFICIENT RANGE OF THERAPEUTIC TREATMENT AND COGNITIVE DEVELOPMENT OPPORTUNITIES AS WELL AS AN APPROPRIATE AND SUFFICIENT RANGE OF SOCIAL AND RELATIONAL SKILLS TRAINING ACTIVITIES AVAILABLE TO PRISONERS.

FEATURES

- Prisoner awareness of allocation and prioritisation
- Well-functioning Personal Officer system
- Staff understanding of process
- Maximisation of social and relational skills interactions

SPECIFICATION

The prison is proactive in maximising opportunities to engage with social and relational skills both formally and informally in interactions with staff throughout the prison.

Prisoners are aware of how access to programmes is allocated and how places are prioritised.

There is a clear functioning Personal Officer system where both the prisoner and Personal Officer are able to identify each other.

All staff understand the operation of critical dates, allocation and the prioritisation policy. Personal Officers are involved in the planning and review of their prisoners' cases.

Legal Standards

Section

Mandela Rules 2015	Rule 4
European Prison Rules 2006	35.1; 103.5
Havana Rules 1990	Section 12; 79
Bangkok Rules 2010	Rule 38; 60
Beijing Rules 1985	Section 13.5; 26.2
CoE Recommendation on Education in Prisons 1989	Chapter XI
Scottish Prison Rules 2011	Rule 84

6.14

THE PRISON OPERATES AN INDIVIDUALISED APPROACH TO EFFECTIVE PRISONER CASE MANAGEMENT, WHICH TAKES ACCOUNT OF CRITICAL DATES FOR PROGRESSION AND RELEASE ON PAROLE OR LICENCE. PRISONERS PARTICIPATE IN DECISION MAKING AND PROCEDURES PROVIDE FOR FAMILY INVOLVEMENT WHERE APPROPRIATE.

FEATURES

- Individualised approach
- Prisoner participation in case management
- Communication of information to prisoner
- Robust system of needs identification

SPECIFICATION

There is an established system to identify the needs of the prison population as a whole regarding availability of courses and places required. This is reviewed regularly to ensure it is up-to-date.

The individual need of each prisoner is appropriately assessed and there is a core screening programme. Individual sentence plans are regularly reviewed with prisoners and relevant staff consulted.

There is a process for transferring prisoners, where appropriate, to access services required for their own case management.

Prisoners understand their own critical dates and their responsibilities.

Prisoners are encouraged and supported to attend and are able to participate in their case management. Where necessary, the prison provides extra support to facilitate prisoner participation e.g. extra time, large print, advocacy, extra explanation of process or decisions. Decisions reached are communicated and the prisoner is informed.

Family participation is encouraged but only occurs with prisoner consent.

Legal Standards

Section

CPT Standards 2015	Page 28(33)
Mandela Rules 2015	Rule 94; 107
European Prison Rules 2006	Rule 103.3; 103.4; 103.8; 104.2
Bangkok Rules 2010	Rule 40; 41(c)
Scottish Prison Rules 2011	Rule 130

6.15

SYSTEMS AND PROCEDURES USED TO IDENTIFY PRISONERS FOR RELEASE OR PERIODS OF LEAVE ARE IMPLEMENTED FAIRLY AND EFFECTIVELY, OBSERVING THE IMPLEMENTATION OF RISK MANAGEMENT MEASURES SUCH AS ORDERS FOR LIFELONG RESTRICTION (OLR) AND MULTI-AGENCY PUBLIC PROTECTION ARRANGEMENTS (MAPPA).

FEATURES

- Joint working
- Prisoner participation
- Information sharing
- Equality of access

SPECIFICATION

Prisoners participate in decisions made about their cases and the prison is proactive in communicating to prisoners the decision made, the reasons for it and the steps the prisoner must take to move forward.

Staff know and understand how to inform the risk management process by sharing critical information they may become aware of, such as attitude and behavioural changes.

The prison has good working relationships with outside agencies e.g. Police Scotland and the local authority. Assistance and supervision is provided to the prisoner and community support is encouraged.

Equality of access for all prisoner populations is ensured for community work placements and home leave arrangements. Arrangements are appropriate and are available (not solely the responsibility of the prison but a responsibility of the community partners to deliver).

With OLR and MAPPA prisoners, there is regular and open communication between the lead psychologist and Personal Officer. There is an awareness of roles and responsibilities between staff.

Legal Standards

Section

CPT Standards 2015	Page 90(122)
Mandela Rules 2015	Rule 87
European Prison Rules 2006	103.6; 107.3
Bangkok Rules 2010	Rule 45; 63
Havana Rules 1990	Section 59; 79
Beijing Rules 1985	Section 28
Scottish Prison Rules 2011	Rule 134; 135; 136; 138
Custodial Sentences and Weapons (Scotland) Act 2007	Section 27-29; 33

QI ADDITIONAL LEGAL STANDARDS	SECTION
6.1 CoE Recommendation on Juvenile Offenders Subject to Sanctions or Measures 2008	Section 77; 82.1; 82.2
CoE Recommendation Concerning Dangerous Offenders 2014	Section 46
Basic Principles for the Treatment of Prisoners 1990	Article 8
Scottish Prison Rules (Work Placements) Direction 2011	As a whole
6.2 CoE Recommendation Concerning Foreign Prisoners 2012	Section 29.2
6.3 CoE Recommendation on Juvenile Offenders Subject to Sanctions or Measures 2008	Section 28; 61; 77; 78.5
CoE Recommendation Concerning Dangerous Offenders 2014	Section 46
CoE Recommendation Concerning Foreign Prisoners 2012	Section 29.2
Basic Principles for the Treatment of Prisoners 1990	Article 6
Riyadh Guidelines for Prevention of Juvenile Delinquency 1990	Section 20; 21; 22
6.4 CoE Recommendation on Juvenile Offenders Subject to Sanctions or Measures 2008	Section 71; 77
6.5 CoE Recommendation Concerning Foreign Prisoners 2012	Section 29.3
6.6 CoE Recommendation Concerning Foreign Prisoners 2012	Section 28.1; 28.2
Basic Principles for the Treatment of Prisoners 1990	Article 6
Body of Principles for the Protection of All Persons under Any Form of Detention or Imprisonment 1988	Principle 28
6.7 CoE Recommendation on Juvenile Offenders Subject to Sanctions or Measures 2008	Section 81
CoE Recommendation Concerning Foreign Prisoners 2012	Section 28.1
CoE Recommendation on the Management by Prison Administrations of Life Sentence and other Long-Term Prisoners 2003	Section 28
6.8 CoE Recommendation on Juvenile Offenders Subject to Sanctions or Measures 2008	Section 87.1-87.3
CoE Recommendation Concerning Foreign Prisoners 2012	Section 30.1; 30.2
CoE Guidelines Regarding Radicalisation and Violent Extremism 2016	Section 23-25
Scottish Prison Rules (Religious Observances) Direction 2017	As a whole

QI ADDITIONAL LEGAL STANDARDS	SECTION
6.9 CoE Recommendation on Juvenile Offenders Subject to Sanctions or Measures 2008	Section 83; 84; 85.1; 85.2
CoE Recommendation Concerning Foreign Prisoners 2012	Section 22.1-22.4; 22.6-22.8
CoE Recommendation on the Management by Prison Administrations of Life Sentence and other Long-Term Prisoners 2003	Section 22
Riyadh Guidelines for Prevention of Juvenile Delinquency 1990	Section 11-19
Body of Principles for the Protection of All Persons under Any Form of Detention or Imprisonment 1988	Principle 19
6.10 CoE Recommendation on the Management by Prison Administrations of Life Sentence and other Long-Term Prisoners 2003	Section 2; 22
CoE Recommendation on Juvenile Offenders Subject to Sanctions or Measures 2008	Section 84; 85.2; 89.3
6.11 CoE Recommendation Concerning Foreign Prisoners 2012	Section 22.5
CoE Recommendation on Juvenile Offenders Subject to Sanctions or Measures 2008	Section 86.2
6.12 CoE Recommendation on Juvenile Offenders Subject to Sanctions or Measures 2008	Section 95.6
Scottish Prison Rules (Restrictions on Visits) Direction 2011	As a whole
6.13 CoE Recommendation on Juvenile Offenders Subject to Sanctions or Measures 2008	Section 77
CoE Guidelines Regarding Radicalisation and Violent Extremism 2016	Section 15; 18; 34
CoE Recommendation on the Management by Prison Administrations of Life Sentence and other Long-Term Prisoners 2003	Section 10; 13; 17; 31
Riyadh Guidelines for Prevention of Juvenile Delinquency 1990	Section 24; 25
6.14 CoE Recommendation Concerning Foreign Prisoners 2012	Part VI
CoE Recommendation on Juvenile Offenders Subject to Sanctions or Measures 2008	Section 79.1-79.4
CoE Recommendation Concerning Dangerous Offenders 2014	Section 6 and Part IV
CoE Recommendation on the Management by Prison Administrations of Life Sentence and other Long-Term Prisoners 2003	Section 8; 10; 16
CoE Recommendation on Electronic Monitoring 2014	Section 22

QI ADDITIONAL LEGAL STANDARDS	SECTION
6.15 Tokyo Rules 1990	Rule 9(b)
CoE Recommendation on Prison Leave 1982	As a whole
CoE Recommendation on Conditional Release (Parole) 2003	As a whole
CoE Recommendation Concerning Foreign Prisoners 2012	Section 35.2(b)
CoE Recommendation on the Management by Prison Administrations of Life Sentence and other Long-Term Prisoners 2003	Section 12; 23b
CoE Recommendation on Juvenile Offenders Subject to Sanctions or Measures 2008	Section 77(n); 86.1; 101.2
CoE Recommendation on Electronic Monitoring 2014	Section 22; 24
Scottish Prison Rules (Temporary Release) Direction 2017	As a whole



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