WOMEN IN PRISON

The Report of the Advisory Committee for Women in Prison
Department of Correctional Services
South Australia

MARCH 1985
THE ADVISORY COMMITTEE FOR WOMEN IN PRISON

REPORT TO THE DIRECTOR, OPERATIONS

DEPARTMENT OF CORRECTIONAL SERVICES

SOUTH AUSTRALIA - MARCH, 1985
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THE ADVISORY COMMITTEE FOR WOMEN IN PRISON

Membership

Cheryl Vardon
Convenor
Supervisor of Programs
Department of Correctional Services

Clare Byrt
Project Officer
Womens Advisers Office
Department of Premier and Cabinet

Mary Douglass
Correctional Officer
Northfield Prison Complex
Department of Correctional Services

Elizabeth Furler
Womens Adviser
South Australian Health Commission

Nicole Gilding
Principal Education Officer
Department of Technical and Further Education

Beverly Good
Womens Adviser
Department of Labour

Brian Morgan
Manager
Northfield Prison Complex
Department of Correctional Services

Executive Officers

Mary Wagner
Secretary
Parole Board of South Australia
Department of Correctional Services

Glenys Hodgert
Secretary, Operations Division
Department of Correctional Services

Typing

Keyboard Services
Department of Correctional Services
TERMS OF REFERENCE

To advise the Director, Operations on -


2. Procedures to increase the responsibilities and decision making opportunities for women in prison.

3. Programs for education, employment, welfare and health for women in prison.

4. Programs for staff development.
INTRODUCTION

The Advisory Committee for Women in Prison was established by the Director of Operations in January, 1984. It was required to identify areas of concern and interest relating to the needs of women in prison in South Australia; and to recommend to the Director, Operations on means to address these issues particularly in the areas of programs for education, employment, welfare and health and decision making opportunities for women in prison.

The composition of the Committee reflected those Government Departments which have a responsibility for the provision of services to women in prison or a special responsibility for dealing with women's issues. Resources directed towards women in prison are not solely provided by the Department of Correctional Services. The major programs of education and health are provided through staffing, by other Departments. Even within the Department resources are provided not only by the Operations Division, responsible for prisons but also by the Community Corrections Division. The issues of women in prison then are approached from a broad range of perspectives and interests.

Unfortunately, the Committee was not able to have as part of its membership a woman who is currently in prison or a former prisoner. Hopefully this important perspective was provided by speaking to women in prison and hearing of their concerns through the Manager.

The issues of equal opportunity are the same for women in prison as they are for women in the community, e.g. child care, employment and training, and housing. In addition, women in prison have to deal with the individual circumstances which led to offending behaviour and have to cope with the stigma of imprisonment. They may suffer additional discrimination, through being aboriginal, disabled or from a non-English speaking background.

Two key principles can be found throughout the report, i.e.

(i) Women in prison need more information on all issues in order to make informed choices, and

(ii) That the provision of equal resources for male and female prisoners will not mean equality of outcomes for the women - the special needs of women must be taken account of in all planning.

Any discussion of the provision of equal resources for men and women in prison raises the question of integrated programs and activities. The Committee felt very strongly that programs for women should be developed with a strong base first.

Male participation should only follow if both the women and staff want this and only if the women's base in programs and activities would not be eroded.
The Committee began its work at an interesting time for women in prison and for staff in the Women's Centre. At the beginning of 1984 a new Manager had been recently appointed and the Women's Rehabilitation Centre had become the Women's Centre in the Northfield Prison Complex. Ten "Cottages" for forty low security men had just been completed alongside the Women's Centre. The changes were handled admirably by the established group of staff in the Women's Centre and the Northfield Prison Complex - two prisons in one - was on its way. The time meant changes for the women in prison also. The security of the perimeter of the prison was increased and to the women it seemed, for a time, as if their privacy was at risk and as if their needs would be overlooked in the concentration of effort and resources on the male side of the prison. There was also the concern that they would have to perform domestic duties for the men.

Brian Morgan, the Manager supported by the staff is to be commended for the way in which initial conflicts and anxieties were overcome and the way in which the institution now operates successfully as two separate units with one staff. In fact the Committee over the course of the year decided that the best way to advise the Director, Operations on one of the terms of reference, i.e.,

"procedures to increase the responsibilities and decision making opportunities for women in prison" was simply to advise him that the Manager, Brian Morgan and the staff had developed such procedures over the year and in fact many changes had been made in giving women in prison more control over their lives, and that this is a continuing program.

These changes and procedures are detailed in the Manager's Report (Appendix 1) and have happened through such mechanisms as the Prisoners' Needs Committee which enables elected prisoners to talk to management about prisoner concerns, a committee for clothing which involved women in decisions about the clothes they were able to wear while in prison - and the installation of a red telephone. In particular the appointments of an Activities Officer and an Education Officer provided vigorous role models for the women.

When speaking to the service providers for women in prison the Committee became familiar with the statement that "the numbers have been so small that it has been too expensive to do anything especially for the women".

The Committee believes that the numbers argument can be used to advantage. Small numbers of women in prison should mean that sentence planning can be done on a more individual basis. Programs can be done on a one-to-one basis and there is more time for counselling and continuity of support.

This point is developed further in Chapter 1, Section 1.3 where the role of the Prisoners' Assessment Committee in relation to individual sentence planning for women is discussed.
The economic base of the numbers argument has to a certain extent been overcome by the change from the Women's Centre being a separate institution to its gradual development as a "co-ordinate" prison. A "co-ordinate" prison as defined by Clarice Feirman.

"has separately administered but contiguous male and female prisons with integrated staff that share services and programs while each retains its identity and autonomy. In the co-ordinate prison, both male and female special needs would be met, shared services and programs would be more cost effective, male and female prisoners would have the opportunity to associate with one another yet have their own separate space and time, and women would have the opportunity to be administrators of the female institution and be leaders and spokespersons for women prisoners who are in the minority in the prison system. The coordinate prison would avoid the "separate but unequal" problem that has denied women staff and prisoners equal treatment with men in the prison system. It would also prevent women staff and prisoners from being overwhelmed in the predominantly male system".

Clearly the Northfield Prison Complex has not yet completed its development as a co-ordinate prison but the intention is there.

As the Executive Director of the Department said in his paper presented at the Women in Prison seminar held at the Institute of Criminology in Canberra in June, 1984.

"The Department recommended the creation of a "co-ordinate prison" for two reasons:

(i) Reduction of costs, and;
(ii) To increase the range of programs and services."

This policy of developing a co-ordinate prison means then that the economic argument against the equal provision of services for women in prison because the numbers are small will be difficult to sustain.

Every bureaucracy has its working papers, that is the legislation under which it operates and its own policy statements derived from the legislation and from the policies of the Government. For the Department of Correctional Services these papers are the about-to-be proclaimed Correctional Services Act, the Interim Corporate Plan and a growing number of Departmental Instructions. Each prison has also its own general orders. In addition the Department must pay due regard to other pieces of legislation under which the whole state operates. The most significant of these is the Equal Opportunity Act, which specifically legislates against discrimination in employment, education, accommodation and the provision of goods and services on the basis of sex, marital status and sexuality, pregnancy, physical handicap, race and ethnic origin. The Act also prohibits sexual harassment, i.e., any unwanted repeated or unwelcome sexual advance.

1. "The Integration of Male and Female Prison Staff and Prisoners": A discussion of pertinent issues prepared for the Australian Institute of Criminology, April 1984 by Clarice Feirman, Ph. D., Department of Criminal Justice Fenton State College, Fenton, NJ.
The Interim Corporate Plan, for example, which was released in October, 1983 makes no mention of a policy leading to programs to address the particular needs of women in prison. The Women’s Centre is described in terms of its buildings only (2) and women are only mentioned specifically in "Typically 2% of the prison population and 17% of offenders under supervision are female"(3).

Although the Interim Corporate Plan was not intended to be anything other than a useful working document prepared for budget estimates it is hoped that the next edition of the Corporate Plan will specifically identify women in prison as a group and describe their place in the long term planning of the Department. Even then, a commitment to equal opportunity for women in prison and a wider understanding of equal opportunity in the community and of the nature of affirmative action is needed as well as energy in order to pursue the planning through to action.

The Correctional Services Act Part IV Division III makes statements about the assessment of prisoners i.e. the information which is collected about each prisoner and the planning that is done about his/her sentence of imprisonment. Section 23 (8) states

"In carrying out its functions under this section the Assessment Committee shall have regard to the best interests of the prisoner under assessment ........" 

Later in the Act Section 29 (3) states

"Tasks selected for prison work must, as far as reasonably practicable, be selected on the basis that they are likely to provide prisoners with experience in a recognised profession, trade or other field of employment".

The two sections give examples of the obligation of the Department to assess in detail the "best interests" of prisoners and to provide for them. This has implications for resources, particularly for the Prisoners Assessment Committee and in supporting the work of the Assistant Director, Programs, the Assistant Director, Prison Industries and the Programs Team and staff at the Northfield Prison Complex in their approach to multi-disciplinary programs directed to realistic employment outcomes (Appendix 2).

These obligations, when coupled with the new anti-discrimination legislation certainly mean that the needs of women in prison have to be actively confronted.

(2) Interim Corporate Plan, Department of Correctional Services, October 1983 - p 79
(3) Ibid p 34
Departmental Instructions are related to legislation and policy and should take into account, particularly those DI's detailing procedures for the management of prisoners, the needs of minority groups, i.e. women, aboriginal prisoners, disabled prisoners, and prisoners from a non-English background. The Director, Support Services is currently undertaking a review of all Departmental Instructions and this review should be done in the light of the new legislation and also with language i.e., non-sexist language which provides a model for other Departmental written work. Departmental Instruction No. 1 "Departmental Instructions" should be rewritten to give clear guidelines on language and an equal opportunity approach.

The Committee found that positive responses to and initiatives for the needs of women in prison have been based primarily on the work and enthusiasm of particular individuals. There is an impermanence in such an approach because of changes of personnel, and there are possible dangers of paternalism in the absence of firm structural support and planning in policy documents for women in prison.

In this report, the Committee has concentrated its attentions on women in prison at the Northfield Prison Complex. The principles of the report, however, extend also to the small number of women held occasionally at Port Augusta and Mount Gambier - in particular aboriginal women in prison at Port Augusta.

The Committee is pleased to present this report to the Director, Operations and does so in the belief that the content of the report, its recommendations, including the initial recommendations which follow, will give direction to the Department's work for women in prison.

INITIAL RECOMMENDATIONS

1. That a policy for women in prison is developed using this report as a base. The policy should be included in the revised Department of Correctional Services Corporate Plan.

2. That following the development of a policy for women in prison an affirmative action program for both staff and prisoners for women in prison is developed. The affirmative action program should take into account the recommendations in this report, the Correctional Services Act and the Equal Opportunity Act. The program should have a clear timeline for the implementation of each of its goals.

3. That in the revision of all Departmental Instructions an officer is appointed to screen all instructions to ensure that the procedures detailed in each one are non-discriminatory and that the language employed is non-sexist. Equal Opportunity principles to be used in compiling Departmental Instructions should be set out in Departmental Instruction No. 1 "Departmental Instructions".

4. That a plan is developed for the growth of the Northfield Prison Complex into a "co-ordinate" prison which takes into account the special needs of women in any plans for integrated programs.
Implementation

Following the consideration of this report and its recommendations by the Director of Operations, the following process should be undertaken for implementation.

1. The report should be forwarded for comment to officers in the Department of Correctional Services and officers in other Departments - particularly the Department of Technical and Further Education and the South Australian Health Commission. The Committee should discuss with the Director of Operations the range of people who would be able to make useful comments on the report.

2. A series of seminars should be held with members of the Committee and staff providing services to women in prison in order to develop a time line for the implementation of specific recommendations. This planning should take into account the comments received as a result of the first step in the process, and should detail responsibilities.

3. An officer should be appointed for six months to oversee the whole process of implementation. This officer should have an understanding of equal opportunity principles and practices.

4. The Advisory Committee for Women in Prison should be retained for twelve months as a review group to meet at intervals of three months to discuss the progress of implementation with the Director of Operations.

Further Issues

The committee identified many other issues to do with female offenders which need research. They include:

1. The participation of female offenders in sentencing alternatives e.g. Community Service Orders. The question of why some women are given custodial sentences when clearly they would benefit from alternatives needs to be raised and examined.

2. The relationship between drug abuse and female offending in South Australia needs also to be thoroughly researched. Consideration should be given to doing this in cooperation with the Police Department.

3. Female offenders not in prison, but under the supervision of probation and parole officers should also be subject to research and a report written which would advise on services and programs offered to such women.
SUMMARY OF RECOMMENDATIONS

INTRODUCTION

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4. That a plan is developed for the growth of the Northfield Prison Complex into a "co-ordinate" prison which takes into account the special needs of women in any plans for integrated programs.
CHAPTER 1 - WOMEN IN PRISON - WHO ARE THEY?

1.1 That the Co-ordinator of Research and Planning, and the Chairperson of the Prisoners' Assessment Committee review the mechanisms for collecting statistical information on women in prison to provide a wider base of information for planning and in particular to record information on:

i. Women in prison with substance abuse problems and addictions.

ii. Women in prison with custody of children and the alternative care in which the children are placed.

1.2 That the resources available to the Prisoners' Assessment Committee be allocated more fully to detailed sentence planning for all women in prison to take into account:

i. Education and training needs.

ii. Health and welfare needs - particularly where the women have children, and particularly where there are problems to do with substance abuse.

iii. Pre-release needs.

iv. The cultural influences on each woman.

1.3 That the Prisoners' Assessment Committee, when assessing women in prison should have on the committee, when necessary, an aboriginal member, and a member with a bi-cultural background.

1.4 That the Prisoners' Assessment Committee assesses the security rating of each woman in prison on an individual basis rather than according to general rules for all prisoners.

1.5 That the current staffing review being undertaken for the Northfield Prison Complex takes into account the need for women to have greater choice of access to various sections of the prison both inside the buildings and outside in the grounds at all times during the day.
CHAPTER 2 - EDUCATION AND TRAINING

2.1 Education

That the TAFE Prisoner Education pamphlet is revised to provide specific aims to support the educational needs of women in prison and guidelines about curriculum content.

2.2 That joint staff development activities between TAFE prisoner education staff and Northfield Prison Complex staff to explore the role of and approaches to the education of women in prison should be provided taking into account the philosophies outlined in this chapter.

2.3 That any redevelopment of the Northfield Prison Complex should involve consultation with TAFE education personnel to provide a more suitable learning environment for prisoners, and to provide training comparable with that available to male prisoners. The environment provided should be both stimulating and flexible with equipment which reflects a wide range of educational options.

2.4 That the library in the Women's Centre is redeveloped to have a capacity for video material, audio-visual material and books for study and recreation. A Committee of Women in Prison should be formed to oversee the library function. Advice on stock should be sought from the Women's Studies Resource Centre.

2.5 That information on the range of TAFE courses is clearly on display in the prison and in a location which is readily accessible.

2.6 That prisoner education personnel in the Department of Technical and Further Education include female professional staff not only to service adequately a continuing program at the Northfield Complex but to offer similar opportunities to women in country prisons.

2.7 That the educational material provided for women in prison include self-paced learning materials using a variety of media as well as more traditional class-oriented materials.

2.8 That computer awareness courses should be available for women in prison together with computing facilities to support other areas of study.

2.9 That detailed data collection mechanisms at the time of assessment are developed which provide a full educational profile for each prisoner to assist counselling and course selection and assist remediation of long term learning difficulties.

2.10 That the temporary leave procedures and criteria for leave for educational purposes are used actively and made a part of each prisoner's sentence plan in order to improve participation in formal education programs and also in negotiated education contracts.
2.11 That the Liaison Officer for aboriginal prisoners, employed by the Department of Correctional Services should be involved in developing the links between programs staff at the Northfield Prison Complex and the Aboriginal Task Force at the South Australian Institute of Technology, the School of Aboriginal Studies at the Adelaide College of TAFE and the Aboriginal Community College to improve educational options for aboriginal women in prison.

2.12 That personnel with expertise in the provision of education for disabled women and women with bi-cultural backgrounds are sought to improve educational options for women in prison from these groups.

2.13 That multi-media individualised packages of materials are developed with the co-operation of Adelaide College of Technical and Further Education staff for the core areas of personal development programs offered to women prisoners. These packages should take into account the special needs of aboriginal women in prison, disabled women in prison and women in prison with bi-cultural backgrounds.

2.14 Training

That an outlet for craft goods is established in a commercial centre so that prisoners, in particular women in prison have a viable and competitive outlet for their goods.

A consultant from the Jam Factory or other professional craft outlet should be engaged in consultation with the Activities Officer in order to discuss the range of standards of craft activities for the women.

2.15 That the allocation of prisoners time during the day is reviewed in order to provide an equal balance for education and employment programs together with recreation activities and that the employment programs should have adequate time for training within them. This review of the allocation of prisoners time should be undertaken by the Programs Team in consultation with the Manager and all other staff who may be affected including a union representative.

2.16 That the implementation of the Prison Industries proposal for the development of horticultural and allied industries at the Women's Centre - Appendix 3 - is continued and supported as a Departmental priority.

2.17 That all other employment programs at the Women's Centre are explored by Prison Industries staff in consultation with TAFE trade staff in order to establish all possible training options within them and that these training options should be offered as courses.

2.18 That the appropriate procedures are developed to allow low security women - particularly long term prisoners to volunteer to join the CFS program at the Northfield Prison Complex with the male prisoners.
2.19 That the Department of Correctional Services should seek advice from the Commonwealth Employment Service and the Department of Employment and Industrial Relations in order to gain information on employers who are willing to provide work experience for women in prison.

2.20 That a work experience program should be established for women in prison in order to provide a range of work placements in both traditional and non-traditional areas. This program should be part of a "Women and Work" program which should be a joint education/industry initiative and which should aim to give women a broad understanding of the historical and contemporary involvement of women and work.

2.21 That work release programs for women in prison should be developed and implemented.

2.22 That work release, or work experience, is offered to all women in prison as a significant part of industrial pre-release programs.

2.23 That the Department of Correctional Services consults with the officers from the South Australian Department of Labour and the Commonwealth Department of Employment and Industrial Relations who comprise the Joint Secretariat for the Community Employment Program in order to clarify the criteria for access to the program for women on release from prison.
CHAPTER 3 - HEALTH AND WELFARE

3.1 Health

That the Prison Clinical Service recruit, at the earliest opportunity possible, at least one female medical practitioner. If unable to attract female staff the Prison Clinical Service should find alternative arrangements to ensure that prisoners have the choice between male and female doctors (for example it may be possible to negotiate part-time or sessional work for female doctors.)

3.2 That the Prison Clinical Service hold discussions with the Aboriginal Health Service to investigate the possibility of a female aboriginal health worker attending to the health needs of aboriginal women in prison. In particular -

- providing the prisoner's first contact with the Prison Clinical Service within 24 hours of the prisoners entry into the institution;
- depending on the size of the aboriginal population in the women's prison, making regular and well-publicised visits so that aboriginal women might approach her for assistance;
- providing follow-up on a continuing basis if the need arises.

3.3 That the Prison Clinical Service together with the Manager, Northfield Prison Complex make an estimate of current need and projected demand for interpreter services. Formal contact should then be made with the South Australian Health Commission's Migrant Health Implementation Team in order that the migrant prisoners' needs be taken into account in any planning for the training and deployment of interpreters and bilingual/bi-cultural health workers and professionals, and in any negotiations over administrative arrangements between institutions in this area.

3.4 That the Senior Staff Development Officer in the Department of Correctional Services should be asked as matter of urgency to investigate the possibility of Correctional Officers undertaking the Diploma in Health Education at S.A.C.A.E. (Sturt Campus) as part of the officially recognised staff development training program. When qualified, staff could work then together with prisoners and the Prison Clinical Service in developing health education programs appropriate to the needs of women in prison.

3.5 That women in prison should be invited to participate in all aspects of health education - the selection of topics, the planning of the program, the presentation of certain components, and the evaluation of any program. Active participation promotes effective learning. Health education programs should not be imposed according to the ideas and priorities of staff.
3.6 That a woman prisoner has a long sentence, and is not any more regarded as "high security risk", and where there is not a large enough group of women in prison with the same need, prison staff and the Prison Clinical Service should attempt to integrate the women into any specific health education programs offered at the Ingle Farm Community Health Centre, Tea Tree Gully Community Health Service, Modbury Hospital, Elizabeth or Adelaide Women's Community Health Centres, for example, relaxation, "quit-smoking", ante- and post-natal classes, P.M.T. and menopause classes (where women wish to participate).

3.7 That the Prison Clinical Service be asked to consider and report to the Prison Health Services Advisory Committee on ways of reducing the prescription rate of minor tranquillisers and anti-depressants for women in prison. It should be recognised, that in order for such a reduction to become a reality, complete co-operation from staff fully informed of the implications will be necessary - as will a willingness to innovate and make changes to existing prisoner management plans be of utmost importance.

Staff at the Health Centres already mentioned should provide a valuable resource in rethinking existing approaches to these problems.

3.8 That detailed assessments of substance abuse and possible addiction are provided for women in prison and that where indicated a treatment program is organised with an outside agency which can be initiated at the prerelease stage of a sentence. Involvement in such drug rehabilitation programs should be pursued as a priority for the Department of Correctional Services for women in prison.

3.9 That a health education program on nutrition is implemented in a practical way by providing women with information on nutrition and providing the opportunity to have greater responsibility for the total food preparation program in the kitchen. A committee with the Correctional Industries Officer, a consulting dietician and female prisoners as members should be established to design the content of the program and organise participation in the program.

3.10 That the Department of Correctional Services requests the Occupational Health and Safety Branch of the South Australian Health Commission together with the Industrial Inspectors of the Department of Labour for advice to help ensure adherence to industrial safety precautions to reduce the number of injuries at work through accidents - and acts on this advice.

3.11 That women in prison be made aware of the issue of sexual abuse of women and children and of the services available to victims.

3.12 That the Manager of the Northfield Prison Complex holds discussions with the Adelaide Rape Crisis Centre in gathering relevant information on this issue for women in prisons, and ascertains the possibility of counsellors from the Adelaide Rape Crisis Centre working with any women in prison requiring assistance.
3.13 That a minor works program is carried out immediately in order to relocate the clothing store at the Women's Centre, thus enabling a dental chair and optical equipment to be located in the Women's Centre.

3.14 That arrangements are made for an optician and a dentist to provide a service at the Women's Centre.

3.15 Welfare

That clearly written and easily understood information on all matters about the operation of the prison (Departmental Instructions, security ratings, access to programs and services, discipline, and legal rights, etc.) be developed and made available to each female prisoner (including those who do not speak English and those who cannot read).

3.16 That a review of the library, its contents, and access to other library material takes place to ensure that the broadest possible welfare literature is made available to the women. In that review the assistance and advice of the Women's Information Switchboard should be sought.

3.17 That Community Employment Program funds be sought to employ two women for six months to develop information kits for use by women in prison on such issues as housing, social security, health, child care, employment, training, and retraining, education, the law, access to credit, and other relevant areas.

3.18 That the social worker, to be based full-time at Northfield Prison Complex, is freely accessible by women prisoners at short notice and is given adequate support in accommodation and clerical resources.

3.19 That women prisoners are given access to a female psychologist either through the future employment of a woman within the Psychology Unit or by referral to outside women psychologists. This information should be included in the Psychologists Handbook.

3.20 That the social worker, psychologist, correctional staff, medical officer, nurse, and psychiatric staff from Northfield Security Hospital if necessary, have regularly scheduled meetings to exchange information, co-ordinate approaches and discuss in general the common problems that exist in the prison and in particular to formulate a management plan for each prisoner with behavioral difficulties. These plans should include the provision of stimulating programs at the Security Hospital which should be integrated with programs at the Women's Centre.
3.21 That the needs of special groups of women in prison be recognised by:

- A cultural and ethnic awareness component in staff training courses.
- The employment of a greater number of staff with different cultural and ethnic backgrounds.
- Ensuring all information is accessible to all prisoners regardless of their English language ability.
- Taking special steps to compensate country women prisoners located in Adelaide in relation to contact with families.
- Provision for women in prison with disabilities.

3.22 That pre-employment, on the job training and staff development for correctional staff include an assessment of each individual's notion of sex related acceptable behaviour and an understanding of equal opportunity principles so that staff become more aware of the possible sexist factors which could influence decisions about women in prison.

3.23 That a comprehensive pre-release program for resocialisation be established for middle and longer term women in prison, clearly stating the aims, objectives and specific activities which will encourage the future independence and participation in the community of women when they leave prison.

3.24 That a feasibility project is carried out on the establishment of a half-way house for women on their release from prison and a report provided on the following areas:

i. the location of the house - particularly in relation to public transport.
ii. programs and staffing to be provided.
iii. projected use of the house.
iv. provision for mothers and children.
v. cost
vi. responsibility for management and style of management

Staff from Women's Shelters, from the South Australian Housing Trust and from the Offenders' Aid and Rehabilitation Service should be consulted.

3.25 That the Department of Correctional Services develop policies and Departmental Instructions on the issues of sexual harassment and on the expression of sexuality in prisons which should be derived from Equal Opportunities Legislation.
3.26 That visiting facilities and conditions be changed to provide:

- a greater degree of privacy
- a larger visiting area
- more flexible visiting times (to include mornings, afternoons and evenings visits by appointment)
- extended visits for women and their children in the outside recreation area
- play equipment for children
- a specially equipped area for child minding during visiting hours

The staffing changes inherent in this should be included in the staffing review for the Northfield Prison Complex.

3.27 That the Department of Correctional Services policy on mothers and children in prison is revised and takes into account the following factors:

- The provision of suitable accommodation and a stimulating environment within the prison for children.
- Alternative care arrangements available outside the prison.
- The planning of a visiting program for mothers with children outside the prison which provides the best support for the child. This should include temporary leave for the mother where appropriate and should include, if necessary, other members of the family.
- The maintenance services which are available for children in the community for children in prison, i.e. medical care and access to clinics.
- Special arrangements for contact for mothers whose children may be in the country.
CHAPTER 4 - THE STAFF

4.1 That opportunities should be provided for staff at the Northfield Prison Complex, particularly the Correctional Industry Officers, to visit other women's prisons. Fairlea Prison in Melbourne is recommended for its industries program and variations in accommodation.

4.2 That the Department of Correctional Services takes positive steps to recruit women as Senior Management Services Officers.

4.3 That the Department of Correctional Services takes immediate action to employ correctional staff with different cultural and ethnic backgrounds to reflect the cultural and ethnic backgrounds of people in prison.

4.4 That targets are set by the Department to increase the number of female correctional officers.

4.5 That an affirmative action program is planned for all women in the Department of Correctional Services according to the guidelines in this Chapter with attention paid to opportunities for women at the Northfield Prison Complex. The staffing review for the Complex should provide mechanisms whereby female staff can act in higher duty positions and can have greater mobility between institutions and Head Office positions on a temporary basis. These opportunities should be accompanied by a staff development program and support for women to take up these opportunities.

4.6 That resources for staff development within the Department of Correctional Services are increased and that mechanisms to increase access to staff development programs for correctional staff are increased.

4.7 That a staff development program is planned and implemented at the Northfield Prison Complex for all staff which takes into account not only formal study programs at tertiary institutions but also short courses specific to the Northfield Prison Complex and group work to discuss practical prisoner management issues. A staff development committee with strong correctional officer membership should oversee these programs.

4.8 That speakers from the Office of the Commissioner for Equal Opportunity attend the Northfield Prison Complex to discuss issues relating to new equal opportunity legislation and its implications. This should also form part of the orientation program for all incoming staff.
CHAPTER 5 - THE UNITED NATIONS STANDARD MINIMUM RULES FOR THE TREATMENT OF PRISONERS AND RELATED RECOMMENDATIONS - A FINAL NOTE

5.1 That priority should be given to the accommodation of women on remand in the Adelaide Remand Centre. Not to accommodate women in the Remand Centre may be a breach of the new Equal Opportunity legislation, i.e. the denial of a service or a benefit.

5.2 That the Master Plan Committee for the redevelopment of the Port Augusta Gaol Women's Section should be supported in its recommendations for appropriate accommodation for locally received prisoners, particularly Aboriginal women in prison. Women needing protective custody should also have accommodation provided for them at Port Augusta Gaol.

5.3 That the accommodation for women in prison at Mount Gambier Gaol should be maintained and used for locally received women and on occasion for women needing protective custody.

5.4 That an integrated prison system for women in prison should be provided by the redevelopment of the accommodation at the Women's Centre and that the work of the Master Plan Committee for the Northfield Prison Complex for this should be supported. In particular, the following accommodation should be provided:

- A multi-purpose work shop area to be used by both men and women - equipped with computers and other equipment relating to programs provided by TAFE.

- The provision of a four-bedroomed cottage similar to the provision of "The Cottages" for male prisoners - for low security women, particularly those serving longer sentences, and women with children.

OR

- That "A" Wing is converted to provide self contained bed sitting rooms for low security women, particularly those serving longer sentences, and women with children.

OR

- That "A" Wing is converted to provide a recreation and programs area which is near the horticultural redevelopment.

5.5 That separate facilities are provided for the following categories of women in prison.

a. Women admitted under the influence of drugs/alcohol.

b. An area for the induction of women newly admitted to the prison.
c. Behaviourally disturbed prisoners.

d. Women in prison who may be described - after a proper assessment - as high risk security prisoners.
CHAPTER 1 - WOMEN IN PRISON - WHO ARE THEY?

1.1 General Information

1.1.1 In order to develop sensible policies for planning there must be available full information about women in prison. Information is currently maintained in two separate ways – statistical information by the Research and Planning Section through information collected at the institution and social history and programs needs information collected through the initial assessment process and subsequent reviews of each prisoner.

1.1.2 The majority of women in prison in South Australia live in the Women’s Centre at the Northfield Prison Complex. There are provisions for women at Pt. Augusta Gaol, Mt. Gambier Gaol and Pt. Lincoln Prison. The very small numbers of women accommodated in the country prisons are local people with very short sentences. Pt. Augusta Gaol in particular accommodates a large percentage of the aboriginal women in prison.

1.1.3 The number of women in prison in South Australia as in all other Australian jurisdictions is small in both absolute and relative terms.

1.1.4 The rate of imprisonment for women in South Australia is one of the lowest in all jurisdictions as the following table shows.

<table>
<thead>
<tr>
<th></th>
<th>NSW</th>
<th>VIC</th>
<th>QLD</th>
<th>WA</th>
<th>SA</th>
<th>TAS</th>
<th>NT</th>
<th>ACT</th>
<th>TOTAL</th>
</tr>
</thead>
<tbody>
<tr>
<td>Ratio</td>
<td>10.1</td>
<td>5.4</td>
<td>5.3</td>
<td>15.1</td>
<td>4.3</td>
<td>4.1</td>
<td>26.7</td>
<td>-</td>
<td>7.8</td>
</tr>
</tbody>
</table>

1.1.5 If the imprisonment rate for aboriginal women in prison is extrapolated, that rate will be found to be considerably higher than the rate of non-aboriginal women.

1.1.6 Although this report reiterates the fact that the numbers of women in prison in South Australia are small it is important to have an understanding of the number of women who move through the prison system in a year. The following table shows that in 1983-84 350 women were discharged from prison in South Australia, i.e. 350 women were participants of the prison system in that year. In 1982-83 345 women moved through the prison system. Over a period of years, therefore, a significant number of women in South Australia are affected by the services provided by prison.
### 1.1.7 Form of Discharge by Institution (Women only)
for year ended 30th June, 1984 (from the Annual Report, Department of Correctional Services, 1983-84).

<table>
<thead>
<tr>
<th>FORM OF DISCHARGE</th>
<th>NPC (Women Only)</th>
<th>OTHER INSTITUTION (Women Only)</th>
<th>TOTAL</th>
</tr>
</thead>
<tbody>
<tr>
<td>Fine Default</td>
<td>154</td>
<td>25</td>
<td>179 (4)</td>
</tr>
<tr>
<td>Short Term Sentence (1)</td>
<td>25</td>
<td>14</td>
<td>39</td>
</tr>
<tr>
<td>Long Term Sentence (2)</td>
<td>14</td>
<td>3</td>
<td>17</td>
</tr>
<tr>
<td>Remandees</td>
<td>96</td>
<td>17</td>
<td>113</td>
</tr>
<tr>
<td>Other (3)</td>
<td>2</td>
<td>-</td>
<td>2</td>
</tr>
<tr>
<td>TOTAL</td>
<td>291</td>
<td>59</td>
<td>350</td>
</tr>
<tr>
<td>82-83</td>
<td>277</td>
<td>68</td>
<td>345 (5)</td>
</tr>
</tbody>
</table>

**Notes:**

1. Assume most discharges in "Short Term Sentenced" category are for sentences up to twelve months.

2. Assume all discharges for "Long Term Sentenced" are to parole and licence.

3. "Other" includes "Extradited" and "Other".

4. 51% of all discharges and 75.5% of all discharges of sentenced prisoners were for fine default. In February 1984, 7.8% of all fine defaulters admitted to SA institutions were women, compared with a proportion in the general prison population of 2.6% (1983 National Prison Census).

5. Overall numbers of women prisoners were remarkably constant from 82-83 to 83-84, but there was a slight shift (3%) in 83-84 towards use of NPC and away from the other institutions.

6. Expressed as a percentage of all discharges from prison, 7% of all discharges in 1983-84 were women.
The information on rates of imprisonment for women, together with the statistics which follow are derived from the National Prison Census taken on 30/6/83 and published by the Australian Institute of Criminology. The National Prison Census for June 1984 is not yet available however there is no reason to think that the general observations made from the following tables will not be compatible with information a year later. The largest difference in the 1984 Census figures will be that the number of women in prison in South Australia will show a marked drop (which was temporary) because of the implementation of the new parole legislation. The percentage figures are derived from twenty female prisoners being in custody at the time the census was taken with four of those being on remand.
1.2 National Prison Census 30/6/83

Women in Prison in South Australia (20 Prisoners)

1.2.1 Percentage by Age

<table>
<thead>
<tr>
<th>Age</th>
<th>Percentage</th>
</tr>
</thead>
<tbody>
<tr>
<td>19 years</td>
<td>15%</td>
</tr>
<tr>
<td>20-24 years</td>
<td>15%</td>
</tr>
<tr>
<td>25-29 years</td>
<td>40%</td>
</tr>
<tr>
<td>30-34 years</td>
<td>10%</td>
</tr>
<tr>
<td>55-59 years</td>
<td>15%</td>
</tr>
<tr>
<td>60-64 years</td>
<td>5%</td>
</tr>
</tbody>
</table>

1.2.2 Percentage by Aboriginality 10%

1.2.3 Percentage by State/Country of Birth

<table>
<thead>
<tr>
<th>BIRTHPLACE</th>
<th>Percentage</th>
</tr>
</thead>
<tbody>
<tr>
<td>Victoria</td>
<td>15%</td>
</tr>
<tr>
<td>South Australia</td>
<td>75%</td>
</tr>
<tr>
<td>Italy</td>
<td>5%</td>
</tr>
<tr>
<td>Unknown</td>
<td>5%</td>
</tr>
</tbody>
</table>

1.2.4 Percentage by Marital Status at Receiveal

<table>
<thead>
<tr>
<th>Marital Status</th>
<th>Percentage</th>
</tr>
</thead>
<tbody>
<tr>
<td>Never Married</td>
<td>35%</td>
</tr>
<tr>
<td>Married</td>
<td>40%</td>
</tr>
<tr>
<td>Separated</td>
<td>10%</td>
</tr>
<tr>
<td>Divorced</td>
<td>5%</td>
</tr>
<tr>
<td>Widowed</td>
<td>5%</td>
</tr>
<tr>
<td>Unknown</td>
<td>5%</td>
</tr>
</tbody>
</table>

1.2.5 Percentage by Known Employment Status at Arrest/Charge

<table>
<thead>
<tr>
<th>Employment Status</th>
<th>Percentage</th>
</tr>
</thead>
<tbody>
<tr>
<td>Employed</td>
<td>-</td>
</tr>
<tr>
<td>Unemployed</td>
<td>35%</td>
</tr>
<tr>
<td>Home Duties</td>
<td>40%</td>
</tr>
<tr>
<td>Student</td>
<td>-</td>
</tr>
<tr>
<td>Other</td>
<td>15%</td>
</tr>
<tr>
<td>Unknown</td>
<td>10%</td>
</tr>
</tbody>
</table>
### 1.2.6 Percentage by Known Highest Level of Education

<table>
<thead>
<tr>
<th>Education Level</th>
<th>Percentage</th>
</tr>
</thead>
<tbody>
<tr>
<td>Tertiary</td>
<td>5%</td>
</tr>
<tr>
<td>Technical/Trade</td>
<td>-</td>
</tr>
<tr>
<td>Post Secondary</td>
<td>5%</td>
</tr>
<tr>
<td>Complete Secondary</td>
<td>20%</td>
</tr>
<tr>
<td>Part Secondary</td>
<td>55%</td>
</tr>
<tr>
<td>Primary</td>
<td>5%</td>
</tr>
<tr>
<td>No Formal Schooling</td>
<td>-</td>
</tr>
<tr>
<td>Unknown</td>
<td>10%</td>
</tr>
</tbody>
</table>

### 1.2.7 Percentage by Known Prior Adult Imprisonment

<table>
<thead>
<tr>
<th>Prior Imprisonment</th>
<th>Percentage</th>
</tr>
</thead>
<tbody>
<tr>
<td>Yes</td>
<td>69.2%</td>
</tr>
<tr>
<td>No</td>
<td>29.1%</td>
</tr>
<tr>
<td>Unknown</td>
<td>1.7%</td>
</tr>
</tbody>
</table>

### 1.2.8 Percentage by Most Serious Offence/Charge

<table>
<thead>
<tr>
<th>Offence</th>
<th>Percentage</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>OFFENCES AGAINST PERSON</strong></td>
<td></td>
</tr>
<tr>
<td>Homicide</td>
<td>15%</td>
</tr>
<tr>
<td>Assault</td>
<td>5%</td>
</tr>
<tr>
<td>Sexual Offences</td>
<td>5%</td>
</tr>
<tr>
<td>Other Against Person</td>
<td>-</td>
</tr>
<tr>
<td><strong>ROBBERY AND EXTORTION</strong></td>
<td></td>
</tr>
<tr>
<td>Robbery</td>
<td>10%</td>
</tr>
<tr>
<td>Extortion</td>
<td>-</td>
</tr>
<tr>
<td><strong>OFFENCES AGAINST PROPERTY</strong></td>
<td></td>
</tr>
<tr>
<td>Break and enter</td>
<td>15%</td>
</tr>
<tr>
<td>Fraud and</td>
<td></td>
</tr>
<tr>
<td>Misappropriation</td>
<td>30%</td>
</tr>
<tr>
<td>Receiving</td>
<td>-</td>
</tr>
<tr>
<td>Other Theft</td>
<td>10%</td>
</tr>
<tr>
<td>Property Damage</td>
<td>5%</td>
</tr>
<tr>
<td><strong>OFFENCES AGAINST GOOD ORDER</strong></td>
<td></td>
</tr>
<tr>
<td>General</td>
<td>5%</td>
</tr>
<tr>
<td><strong>DRUG OFFENCES</strong></td>
<td>-</td>
</tr>
<tr>
<td><strong>TRAFFIC OFFENCES</strong></td>
<td>-</td>
</tr>
<tr>
<td><strong>OTHER OFFENCES</strong></td>
<td>-</td>
</tr>
</tbody>
</table>
1.2.9 **PERCENTAGE BY TYPE OF SENTENCE**

<table>
<thead>
<tr>
<th>Sentence</th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>Life</td>
<td>6.3%</td>
</tr>
<tr>
<td>Governor's Pleasure</td>
<td>-</td>
</tr>
<tr>
<td>&quot;Indefinite&quot;</td>
<td>75%</td>
</tr>
<tr>
<td>Fixed Term (&quot;short term&quot;)</td>
<td>6.3%</td>
</tr>
<tr>
<td>Fine Default Only</td>
<td>12.5%</td>
</tr>
</tbody>
</table>

N.B. "Indefinite" is defined as a sentence with a non-parole period with the release date falling somewhere between the end of the non-parole period and the end of the total sentence. The new legislation relating to parole in South Australia means that this kind of sentence could more appropriately be defined as "definite".

---

1.2.10 **Percentage by Aggregate Sentence**

<table>
<thead>
<tr>
<th>Under one month</th>
<th>12.5%</th>
</tr>
</thead>
<tbody>
<tr>
<td>1 and under 3 months</td>
<td>6.3%</td>
</tr>
<tr>
<td>3 and under 6 months</td>
<td>-</td>
</tr>
<tr>
<td>6 and under 12 months</td>
<td>6.3%</td>
</tr>
<tr>
<td>1 and under 2 years</td>
<td>31.3%</td>
</tr>
<tr>
<td>2 and under 5 years</td>
<td>31.3%</td>
</tr>
<tr>
<td>5 and under 10 years</td>
<td>6.3%</td>
</tr>
<tr>
<td>10 years and over</td>
<td>-</td>
</tr>
<tr>
<td>Life</td>
<td>6.3%</td>
</tr>
</tbody>
</table>

1.2.11 Some generalisations which could be made about "most" women in prison are that they are under 30 years of age, local, have very limited employment history yet some secondary education, that they are not serving their first term of imprisonment, have committed offences to do with theft or fraud, and spend from a month to three years in prison.

1.2.12 However, figures to do with offences often mask the underlying causes of offending behaviour, which for women in prison is increasingly alcohol and drug dependency. Figures are also not available on whether or not women in prison have children and the way in which they have chosen to have those children cared for. Information is collected on these areas at the time of assessment - but there is no mechanism for the information to be kept as statistical information to be used for resource allocation.
1.2.13 Predictions about numbers of women in prison, together with the predictions about numbers of all people in prison are difficult to make with certainty. At the "Women in Prison" conference in Canberra in June 1984, there was tentative agreement that the numbers of women in prison would slowly increase as a percentage of all people in prison but that there would be no sudden "ballooning" of the numbers of women in prison directly related to such things as the women's movement or judicial interpretations of equal opportunity.

1.2.14 This increase in the number of women in prison is certainly happening at the Northfield Prison Complex. In a week this year taken at random, i.e. 14th-21st January, 1985, the average daily occupancy of the Women's Centre was 27 with 10 of that group being on remand. The statistical analysis of women in prison carried out by the Northfield Master Plan Committee will give a firm basis for planning to do with accommodation. In addition two reasonably certain developments i.e. the opening of the Adelaide Remand Centre in 1986 and the implementation of a Fine Default Program will mean that some women will be diverted from the Women's Centre to other locations.

1.3 Assessment

1.3.1 Each prisoner, following having received a sentence of six months or more is assessed by the Prisoners' Assessment Committee. The Committee receives information to do with the social history and family background of each prisoner, her employment and education history, history in the correctional setting, psychological and psychiatric reports and any other available information, for example pre-sentence reports.

1.3.2 The Assessment Committee then discusses a sentence plan in consultation with the prisoner i.e. a plan for the opportunities available for education, training, counselling, pre-release preparation and temporary leave within the length of the sentence. This agreed upon program is reviewed every three months.

1.3.3 The Assessment Committee would like to direct more of the resources available for the assessment process to the provision of detailed and considered sentence plans for each woman in prison. These would include detailed recommendations for programs which take into account the health and welfare needs of each woman, her education and training needs and in particular a consideration of her place in the community and the ways in which a pre-release program can best support that place in the community. Such a sentence plan should consider the cultural influences on each woman and should address particularly the factors causing offending behaviour, e.g. drug and alcohol addiction. Where a woman has children the sentence plan should make recommendations designed to optimise contact with her children. Sentence planning should be extended to all women in prison, not just those with longer sentences. The low numbers of women in prison, compared with men, mean that this individual attention is possible.
1.3.4 The Programs Team at the Northfield Prison Complex in consultation with the Manager should have responsibility for ensuring that the programs recommended within the sentence plan are available as far as possible within allocated resources. Correctional Officer involvement in programs should be supported and encouraged.

1.3.5 However the right of each woman not to participate in programs and for her privacy to be respected in this should be protected.

1.3.6 The Assessment Committee should also develop procedures which allocate a security rating to each woman in prison on an individual basis rather than according to general rules. This would enable a number of women who are now, according to the rules for security ratings applicable to all prisoners rated as medium or high security, to be rated low security. It is a discriminatory practice for a set of rules, developed for a large group of prisoners, to be applied without modification to a smaller group of prisoners with different needs. Once again, the numbers argument can be used to the advantage of women in prison.

1.3.7 Earlier low security ratings would mean greater access for women in prison to the temporary leave program thus allowing access to a wider range of employment and education opportunities available in the community. Special consideration of this nature is an essential component of an affirmative action program for women in prison.

RECOMMENDATIONS

1.1 That the Coordinator of Research and Planning, and the Chairperson of the Prisoners' Assessment Committee review the mechanisms for collecting statistical information on women in prison to provide a wider base of information for planning and in particular to record information on:

i. Women in prison with substance abuse problems and addictions.

ii. Women in prison with custody of children and the alternative care in which the children are placed.

1.2 That the resources available to the Prisoners' Assessment Committee be allocated more fully to detailed sentence planning for all women in prison to take into account -

i. education and training needs.

ii. health and welfare needs - particularly where the women have children, and particularly where there are problems to do with substance abuse.
iii. pre-release needs.

iv. the cultural influences on each woman.

1.3 That the Prisoners' Assessment Committee, when assessing women in prison should have on the committee when necessary, an aboriginal member and a member with a bi-cultural background.

1.4 That the Prisoners' Assessment Committee assesses the security rating of each woman in prison on an individual basis rather than according to general rules for all prisoners.

1.4 The Daily Time-Table

1.4.1 The daily time-table for women in prison begins at 6.30 a.m. By 8.00 am breakfast, cleaning and tidying personal living areas and showering are completed. There is then a muster when information on prison routine or other matters is given out and then work begins in either the kitchen, laundry, sewing room, in cleaning, and in the garden and in education.

1.4.2 There is a morning break with lunch later at 11.45 a.m. Lunch can be taken in either the dining room or quadrangle. Work continues from 1.00 p.m. to 4.15 p.m. The women are then able to change into leisure clothing (from a range of prison clothing) and are free to participate in activities, develop their own hobbies and craft work or watch television. All areas in the prison are open for these activities although the sewing room has recently had to be closed, for staffing reasons, in the evening.

1.4.3 Women are able to participate in education during the day, providing that they are involved in a recognised formal course of study. Visiting hours are on weekends for sentenced women with a greater range of times being available for women on remand. "Special visits" e.g. visits arranged when normal times are inconvenient may also be arranged.

1.4.4 The current staffing arrangements at the Northfield Prison Complex inhibit movement around the prison. For example when some women wish to swim in the swimming pool, those women who do not wish to swim must remain locked in their dormitories for the time. Staffing does not easily allow for supervision both at the pool and for general activities in the main prison. During the months of daylight saving, however, a common recreation hour was organised in the afternoon, when all women were able to participate in outdoor activities.

1.4.5 The Manager maintains a policy of flexibility in the daily time-table. When a group activity has been arranged, for example a guest speaker, ceramics instruction, or making Christmas decorations then it is possible for the work areas to be closed and for all the women to participate in the activity.
RECOMMENDATION

1.5 That the current staffing review being undertaken for the Northfield Prison Complex takes into account the need for women to have greater choice of access to various sections of the prison both inside the buildings and outside in the grounds at all times during the day.
CHAPTER 2 - EDUCATION AND TRAINING

Note - The report of the Manager of the Northfield Prison Complex attached as Appendix 1 gives an overview of the current education and employment provisions for women in prison and their current participation.

2.1 Equal Opportunities in Education - the policy context

2.1.1 Throughout Australia, since 1975 - International Women's Year - there has been a steady increase in awareness about equal opportunities for women. Governments at both state and national level have recognised equal opportunities as an issue and have enacted legislation to protect women and men from discriminatory practices. They have also actively encouraged a more positive approach to equal opportunities designed to redress past discrimination and the disadvantages suffered because of it.

2.1.2 Since 1976 the education system in South Australia has been specifically required to provide equality of opportunity in education. Education was identified as a key service under the Sex Discrimination Act passed at that time. The Act requires that no education system or institution deny a student a benefit of education by inhibiting access or participation in education on the basis of sex.

2.1.3 The Department of Technical and Further Education recognised the need for policy on Equal Opportunities for women in 1979 with the development of a policy statement which provided a context in which administrative and teaching staff were expected to operate. The policy reflected current thinking which emphasised a non sexist - neutral approach. Since 1979 the Department has pursued a more positive approach of affirmative action for women's participation in TAFE educational programs, that is, the provision of special courses and opportunities designed specifically to meet the needs of women.

2.1.4 The Department has in 1984 also adopted a new Equal Opportunity Policy for Women which endorses this approach, attached as Appendix 2. The policy directs personnel in areas of the teaching program of TAFE to consider the ways in which curricula content, teaching methods, educational resources, and facilities affect the access of women to courses, the quality of the educational experience they receive, and the results of their participation in both a personal and vocational sense.

2.1.5 The intention is now to assist women to achieve equality of outcome from their participation in all TAFE programs. At the same time the Department is attempting consciously to provide to women the information and support required to assist their entry into the so called 'non traditional' and therefore male dominated areas of study. These are generally directly linked with the non traditional, male dominated areas of the workforce. Women's pattern of parti-
2.1.6 Concurrently, with the development of policy and the recognition of the legislative framework for the provision of equal educational opportunity for women, the Department of TAFE has pursued a practice of open access. This area of activity involves the mounting of programs for groups within the community who experience particular educational disadvantages. Aboriginal education, prisoner education, education programs for the physically and mentally disabled, programs for women and the aged, and the large scale development of language services for migrants in South Australia are all part of this access provision.

2.1.7 The content for the review of education services to women in South Australian prisons is thus one in which the Department of TAFE is concerned about both access of prisoners to education services, and in which the quality, and outcomes of those services is a matter of importance in terms of equality of opportunity for women.

2.2 Education Provision for women - some principles

2.2.1 Over the last decade there has been widespread investigation of the means for providing equal educational opportunity to women and girls. Much of this has depended upon the now vast range of research finding on women's approaches to and experiences of education.

Current research on the differing educational experience of men and women, is plentiful and persuasive. Without providing a detailed review of the research it is however, possible to summarise the findings with some confidence and draw from these some implications for the design of education programs for women generally, and for women in prison in particular.

- Women tend to have lower levels of self esteem and confidence than men.

- Women tend to underestimate their abilities, men tend to overestimate their abilities.

- Women tend to have declining levels of physical health and fitness after puberty, and often surprisingly little understanding of their physiology.

- Women often perceive their secondary education as being the end of education because of assumptions about their future in
marriage and also about the permanency of the division of roles within marriage.

Women generally prefer to learn in and function more effectively in a collaborative learning environment rather than a highly individualized or competitive one.

Women often tend to internalise failure and blame themselves unreasonably, whereas men often externalise failure and see it as a function of circumstances. Conversely, women often externalise success, seeing it as being circumstantial.

Women often have a sense of powerlessness and locate the controls in their lives outside themselves.

2.2.2 While these findings should not be seen as more than generalisations, the experience of educators designing and mounting courses for women endorses them. This experience indicates that courses for women, particularly those re-entering study after long absence or with negative personal or educational experience, must take these findings into account.

2.2.3 Factors which can enhance women's positive experience for education in special programs designed for them e.g. women's studies or new opportunities for women include:

- The provision of a women's 'enclave' in education institutions.
- Presence of other women in the course of study, particularly in areas where the content is unfamiliar or 'non traditional' or where male students predominate.
- Presence of women teachers who can act as positive role models.
- Presence of women teachers who have an interest in and understanding of women's issues or 'feminism' without proselytizing.
- An integrated approach which emphasises confidence building and personal skill development and future planning as well as technical skills or content and which recognises the powerful connection for women between the personal and the occupational issues they face.

2.2.4 Women in prison have been affected by the same processes of socialisation as other women, and their education therefore needs to take this into account. In addition, they have particular needs because of their institutionalised setting, the nature of that environment and the reasons for their imprisonment.

It is quite clear that educational programs should provide opportunities for women prisoners to explore these areas in addition to any vocational or recreational development opportunities.
The aims of the TAFE prisoner education program (1) are as follows:

"The main aim of prisoner education is to provide educational programs which will meet your needs and potential and enable you to develop your knowledge, skills and attitudes in a positive way. This development can help you to:

a) gain employment and improve your subsequent job performance
b) avoid intellectual and social deterioration whilst in prison
c) gain access to the education systems that exist for others
d) reduce your chance of returning to prison"

2.2.5 In educational terms further aims could be enunciated particularly for women prisoners which would contribute to the fulfilment of these with specific aims developed to provide guidance about curriculum content.

Programs should aim to:

- Provide an understanding of the changing roles of men and women in Australia both domestically and in the workforce.
- Provide an opportunity for women in prison to identify and enhance their personal and vocational skills and develop greater confidence in the management of their own futures.
- Enhance understanding of and the development of skills to manage personal health, stress and sexuality, including aspects of nutrition, contraception, parenting, and occupational health and safety.

2.3 The Institutional context for education

2.3.1 For TAFE educational programs for women prisoners to have such outcomes, they need to be delivered in a context in which:

- The role of education in prisoner rehabilitation is clearly understood.
- Education is seen as a right.
- Education is seen as valuable.
- Staff in the institutions share a commitment to their own personal growth and interest in education.
- Tensions caused by choices between educational or other activities are minimized.
- Appropriate facilities are available for private or group study.

These issues are discussed below.

(1) Adelaide College of TAFE - Prisoner Education pamphlet 1984 - p2
2.3.2 The role of prisoner education

It is clear from institutional visits that the rehabilitative role of education requires a refocussing for some of the staff in the prison. The ambivalence shown to education – evidenced in implications about its 'inconvenience', perceived tension between education and work duties, in which work took precedence, and ambivalence also about the role of imprisonment itself as punishment creates a situation in which the energies of TAFE education personnel and correctional officers at the Women's Centre may point in somewhat different directions.

No where is this potential conflict clearer than in the area of confidence building and assertiveness. Education personnel would see these as not only desirable but essential for some of the women in prison for their future survival.

The capacity to ask directly for what is wanted, and to negotiate with confidence are work and personal attributes we admire. For staff, however, in many instances, dependence, obedience and compliance are apparently more desirable qualities. Certainly this is understandable in terms of reducing stress and confrontation among this group of employees. If the rehabilitative potential of education is to be realised then historical assumptions about prisoner behaviour and the implications of education for increased personal growth and power must be made implicit and re-examined.

2.3.3 Education as a right

Where education is seen as a service and an experience which should be available to all, no institutional practices which inhibit access will be permitted nor will withdrawal from educational activity be regarded at any level as an appropriate punishment for misbehaviour. The difference between seeing education as a right or as a privilege needs to be explored among prison staff as unconscious assumptions will tend to influence behaviour towards prisoners with a commitment to education and may affect interaction at quite subtle levels.

2.3.4 Education is valuable

Education has both intrinsic and instrumental value. It is a commodity in the labour market, it provides skills and growth and is a basis for selection for occupation. Many prisoners with poor educational backgrounds will require time and encouragement from correctional officers as well as TAFE lecturers to develop new and positive approaches to education.
2.3.5 Staff commitment to education

Modelling behaviour which indicates an interest in the value of education by correctional staff will be a powerful but subtle influence on women prisoners. Professional development opportunities have been almost absent from the experience of many officers, and in the absence of a developed career structure appropriate study for officers may not have had strong appeal.

Attitudes to personal development and education should be explored with prison staff and administrative support provided for officers active participation in education programs. The impact of 'role models' on prisoners should be the subject of continuing discussions among staff.

2.3.6 Tension and choice

Where choices are asked of prisoners, the long term implications of those choices should be explicitly explored. When participation in education is valued as much by staff as is the highly prized kitchen duty then an optimum learning situation may develop. Currently the first call on prisoners is the maintenance of the prison - food, laundry and a somewhat obsessive cleanliness.

Where the day is structured to allocate substantial daily time to both work and to education tension between activities is minimized. At the moment the nature of the work itself, much of it routine, requiring little skill or decision making and almost totally domestic in orientation, does not lead to an environment which enhances participation in education - particularly when work is seen as being more important than education.

2.3.7 Appropriate facilities

The setting for education is a good indication of the priority of that activity in the institution and of the resources allocated. The converted chapel currently used needs modification to create a more comfortable and flexible learning area, if it is to continue to be a study area.

Library facilities are a basic requirement for serious study. At present both the range of material on display and the display itself is somewhat limited and uninviting. A capacity for video material and audio visual material to be used both in groups and individually is a high priority in any redevelopment of the facilities.

The lack of a workshop with a range of technical equipment severely limits the capacity of TAFE personnel to introduce women to new and practical skills and to explore new and non stereotyped study and work options. A multi-purpose facility would enable the Northfield Prison Complex to offer fully integrated programs for both male and female prisoners. Programs could be offered to
each group separately in the beginning with planning for men and women to participate together in programs in the future. Such a facility would reduce costs for equipment and staffing.

The Northfield Prison Complex Master Plan Committee which is making recommendations on the redevelopment of the Complex should be supported in its recommendation to make such a facility a priority.

The agreement on the provision of prisoner education between TAFE and the Department of Correctional Services states that DCS is responsible for providing facilities and TAFE for staff.

RECOMMENDATIONS

2.1 That the TAFE Prisoner Education Pamphlet is revised to provide specific aims to support the educational needs of women in prison and guidelines about curriculum content.

2.2 That joint staff development activities between TAFE prisoner education staff and Northfield Prison Complex staff to explore the role of and approaches to the education of women in prison should be provided taking into account the philosophies outlined in this chapter.

2.3 That any redevelopment of the Northfield Prison Complex should involve consultation with TAFE education personnel to provide a more suitable learning environment for prisoners, and to provide technical training comparable with that available to male prisoners. The environment provided should be both stimulating and flexible with equipment which reflects a wide range of education options.

2.4 That the library at the Women's Centre is redeveloped to have a capacity for video material, audio visual material and books for study and recreation. A committee of women in prison should be formed to oversee the library function. Advice on stock should be sought from the Women's Studies Resource Centre.

2.4 Individualisation

2.4.1 Although there is a need to plan an education program individually, there is also a need to generate a greater range of data to provide more adequate vocational and personal education counselling. There may also be greater opportunities in class work than currently provided. There appears to be some difficulty in planning appropriately for prisoners with an expectation of, for example a sentence of ten years imprisonment and those with a sentence of six months. A core orientation program for all prisoners which would cover some of the content areas earlier implied (in section 2.2) and the provision of an ongoing opportunity to extend these areas should be explored. Stress management, negotiation and conflict resolution skill development would be an essential component in programs of widely differing durations.

In addition, such core programs should take into account the needs of aboriginal women in prison, disabled women in prison and women in prison with bi-cultural backgrounds.
Provision for the participation of women from these groups in educational programs should be strengthened by having access to staff from TAFE with special expertise in these areas.

2.4.2 While affirming women's rights and capacity to make choices about their education programs, the provision of a 'compulsory' element may allow for a more systematic offering of an increasing range of social, economic and personal content needed for women to cope in an increasingly complex community 'outside'.

2.4.3 The development and negotiation of individual 'education contracts' with each prisoner would also increase the sense of autonomy of prisoners and make explicit the possibilities for opting out taking into account the inevitable pressures of prison life.

2.5 Temporary Leave

For women prisoners to take advantage of the study opportunities from a variety of institutions in a way comparable with male prisoners, they must have access to temporary leave programs and prison staffing must allow for the appropriate level of supervision by correctional officers.

The Correctional Services Act provides for unaccompanied leave for prisoners. Women in prison should be supported in their full participation in this program.

Despite the best efforts of TAFE personnel, TAFE courses will not meet all needs. Indeed TAFE's role is to assist prisoners to have access to all education institutions, and to provide a means of re-entry. Graded levels of supervision leading up to unattended temporary leave are necessary to enable enrolment and successful study in courses requiring classroom attendance. External studies do not provide the same degree of social/educational development as class participation, particularly when only one person is taking the course, and no group discussion possibilities exist within the prison.

2.6 Educational Resources

Where traditional educational resources are used, they are likely to portray men and women in stereotyped ways. They are unlikely to be inclusive. They may rely on additional experiences not available to long term prisoners. The small audience of women prisoners may mean that their needs may not have been considered sufficiently in the assessment of educational resources. Provision of self-paced learning materials using a variety of media should be considered by TAFE - at least in the possible 'core' content areas already mentioned. Computing studies should be available to women within the institution, and computing facilities available to them as a educational aid in other courses of study. The growth in self esteem among women who have undertaken basic computer awareness courses would indicate the dual importance of such an offering.
**RECOMMENDATIONS**

2.5 That information on the range of TAFE courses is clearly on display in the prison and in a location which is readily accessible.

2.6 That prisoner education personnel in the Department of Technical and Further Education include female professional staff not only to service adequately a continuing program at the Northfield Complex but to offer similar opportunities to women in country prisons.

2.7 That the educational material provided for women in prison include self-paced learning materials using a variety of media as well as more traditional class oriented materials.

2.8 That computer awareness courses should be available for women in prison together with computing facilities to support other areas of study.

2.9 That detailed data collection mechanisms at the time of assessment are developed which provide a full educational profile for each prisoner to assist counselling and course selection and assist remediation of long term learning difficulties.

2.10 That the temporary leave procedures and criteria for leave for educational purposes are used actively and made a part of each prisoners sentence plan in order to improve participation in formal education programs and also in negotiated education "contracts".

2.11 That the Liaison Officer for aboriginal prisoners, employed by the Department of Correctional Services should be involved in developing the links between programs staff at the Northfield Prison Complex and the Aboriginal Task Force at the South Australian Institute of Technology, the School of Aboriginal Studies at the Adelaide College of TAFE and the Aboriginal Community College to improve educational options for aboriginal women in prison.

2.12 That personnel with expertise in the provision of education for disabled women and women with bi-cultural backgrounds are sought to improve educational options for women in prison from these groups.

2.13 That multi-media individualised packages of materials are developed with the co-operation of Adelaide College of Technical and Further Education staff for the core areas of personal development programs offered to women prisoners. These packages should take into account the special needs of aboriginal women in prison, disabled women in prison and women in prison with bi-cultural backgrounds.
2.7 Equal Opportunities in Employment - background

2.7.1 There is a link between educational disadvantage and the strict limitations it imposes on life choices for women.

2.7.2 This is exemplified by the exceptionally high level of occupational segregation in Australia with women predominantly in the lowest paid, lowest status and least rewarding jobs. It is also exemplified by the fact that, in 1984, 60 percent of pensioners and welfare beneficiaries in Australia were women, while many other women were wholly dependent on pensions or benefits received by their husbands. That is, an unacceptably high number of Australian women are suffering the consequences of inadequate schooling, training and career choices.

2.7.3 State and Commonwealth legislation exists which is designed to redress previous discrimination against women in employment. Labour market programs also are designed to develop employment skills for women and to provide them with opportunities for training and work experience.

Such initiatives mean that institutions and bureaucracies need to re-examine their policies and practices relating to women and employment in order to challenge assumptions about women and their access to all areas of work.

2.7.4 Women in prison in South Australia need practical support through programs designed to redress previous disadvantage. This is the responsibility of the Department of Correctional Services although the Department of TAFE through its provisions for training also shares this responsibility. This is described in sections 2.1 to 2.6.

2.8 Training and Employment for Women in Prison

2.8.1 The relationship between the work offered to women in the prison and the education services should be strengthened through extending the training component in each industry. Current work opportunities are rigidly sex stereotyped and do not sufficiently extend the vocational skill base to make women prisoners more competitive in a labour market which is likely to discriminate against them both as women and as former prisoners. For example, where kitchen duties are performed, training opportunities in nutrition, occupational health, bar and waiting skills, budgeting, maintenance of appliances and consumer education would be appropriate. If soft toys must be continued to be made, training in the skills beyond the point required simply to produce the article should be explored, e.g. the ideas of marketing, small businesses, budgeting and occupational safety.
2.8.2 Many women are involved in craft activities of varying kinds. The range of these should be increased and the involvement in making soft toys should be decreased. Since the advent of cheap soft toys from overseas on the market, expensive acrylic soft toys are not a readily marketable product. A consultant from a professional craft outlet, for example, the Jam Factory, could advise staff and prisoners on skills and standards in craft activities.

2.8.3 Of great importance is the development of commercial outlets where women can sell their craft goods in a competitive way. These need to be located in the community in places which are independent of other organisations. At the moment selling goods at the prison only, means that the customers will be restricted to staff and visitors.

2.8.4 Women who are used to sewing for their children have the opportunity to continue to do this, a valuable way of maintaining self-esteem in parenting. This program should be maintained with the women who participate being made aware of the cost effectiveness of being able to contribute to a family budget in this way.

The planned movement of the equipment from the tailoring industry at Yatala Labour Prison to the Women's Centre will provide increased opportunities for training for possible employment.

2.8.5 The work available at the moment seems designed more to keep prisoners busy and occupied than to challenge or rehabilitate. It was mentioned during an institutional visit that maintaining production was difficult when the numbers of prisoners were low or uncertain. The intention of the work and the rehabilitative aspect of it can be lost sight of if the prisoners are considered as labour commodities. Institutionalisation has emphasised routine and officers have little opportunity to attempt to restructure the work that has now formed such a narrow pattern that it reinforces women's dependency and their possible acceptance of a menial and domestic work future.

2.8.6 The existing female stereotyped industries in the prison need to be challenged - particularly cleaning work and laundry work.

The planned work release programs will go some way to doing this as will moves towards increased flexibility and independence in the prison day which should allow each woman to clean her own room and do her own laundry.
It is unsatisfactory to settle entirely for the current occupations and extensions of them into vocational areas as the sole basis for women's industry.

2.8.7 There are plans underway for increasing the range of employment and training options for women in the prison and these need to be recognised and supported. The kitchen staff provide time for experimenting with cooking and the recent changes in prisoner clothing meant that professional dressmaking skills had to be employed.

2.8.8 In particular, the work of the Horticultural Adviser to the Department is an exciting development with a potential for providing the women with vigorous outdoor work and with job skills for realistic employment. The intention is to develop the eastern side of the Women's Centre into an area which has vegetable gardens, flower beds, a nursery, native trees, shrubs, fruit trees as well as a herb garden and a training area. There will also be an area set aside for women to have their own garden plots.

As the area is secured for high security prisoners there will be no constraints on those able to use the area. Training opportunities for landscaping will be available in conjunction with the TAFE horticultural course.

General horticultural skills can be taught and other industries such as food production, may be developed. This scheme is attached as Appendix 4.

2.8.9 The principles in the proposal reflect the principles set out in the First Report of the Mitchell Committee i.e. that prison work programs should

- be suitable for the environment provided by the prison
- be relatively cheap to install and maintain
- appeal to the widest range of prisoners

2.8.10 In addition, the component programs of the proposal can be "mothballed" for periods of time with no undue detriment or financial cost. This would then allow for the fluctuations in prisoner numbers.

2.8.11 A CFS program operates for the male prisoners at 'the Cottages' i.e. the male side of the Northfield Prison Complex. There is no reason why volunteer low security female prisoners could not participate in the CFS program with the men. Teams of men and women as CFS volunteers operate in the community, and for the women in prison there would be the additional opportunity of being able to learn vehicle maintenance skills on the fire truck during the winter time.

Although there are opportunities and initiatives in the prison setting which will broaden the training options and job skills of women in prison they need to be pursued with more energy.

2.8.12 Considerably more access is necessary to community resources to further broaden this concept of training and employment. Many of the women in prison have little or no consistent employment history. Their lack of skills and understanding of employment and of the labour market as it relates to women and exactly the kinds of employment which are available and the kinds of skills and experiences which are necessary to participate are an impediment to their rehabilitation. Thus, a program encompassing a broad understanding of women's involvement in employment across a wide perspective of jobs should be developed as a joint education/industries program.

2.8.13 A work experience program, with similar guidelines to the work experience program in operation in South Australian secondary schools should be established for low security female prisoners. This should be seen as different from a work-release program which means going daily to a regular job.

Work experience would entail brief placements in a variety of places. It means making a more flexible provision of the unaccompanied temporary leave provisions allowed for under the Correctional Services Act.

It also means having a register of employers who would be able to provide informed sensible supervision in a wide range of occupations. This could be established jointly with the Department of Employment and Industrial Relations, with the Commonwealth Employment Service giving additional support.

2.8.14 Negotiations with the Department of Labour could be pursued so that women prisoners who have the appropriate training and experience within the prison system could, with counselling and guidance, become involved in some labour market training programs or special employment initiatives.

Labour market programs in general, through their criteria for participation provide restricted access for people who have recently been released from prison. Women who have just left prison should be established as a target group with specific criteria for access to labour market programs.
In particular, the Joint Secretariat of the Commonwealth Employment Program needs to be consulted on clarification of the placement objectives which state that 70% of all CEP places should be given to people who have been registered with the Commonwealth Employment Service for the previous nine months and that 50% of all placements should go to women. It may be possible for women in prison to move into a program directly upon release.

2.8.15 Work experience, leading to work release, or as an alternative to work release together with information on employment programs should be significant features of a pre-release program for each prisoner.

Work experience should be linked with study and training outside the prison undertaken by women prisoners now that unaccompanied temporary leave opportunities are available. The previously mentioned co-operation between the Department of TAFE and Department of Labour should be developed to enable women prisoners to try a range of different work types and settings while deciding on an appropriate study program.

RECOMMENDATIONS

2.14 That an outlet for craft goods is established in a commercial centre so that prisoners, in particular women in prison have a viable and competitive outlet for their goods.

A consultant from the Jam Factory or other professional craft outlet should be engaged in consultation with the Activities Officer in order to discuss the range of and standards of craft activities for the women.

2.15 That the allocation of prisoners time during the day is reviewed in order to provide an equal balance for education and employment programs together with recreation activities and that the employment programs should have adequate time for training within them. This review of the allocation of prisoners time should be undertaken by the Programs Team in consultation with the Manager and all other staff who may be affected including a union representative.

2.16 That the implementation of the Prison Industries proposal for the development of horticultural and allied industries at the Women's Centre - Appendix 3 - is continued and supported as a Departmental priority.

2.17 That all other employment programs at the Women's Centre are explored by Prison Industries staff in consultation with TAFE trade staff in order to establish all possible training options within them and that these training options should be offered as courses.
2.18 That the appropriate procedures are developed to allow low security women – particularly long term prisoners - to volunteer to join the CFS program at the Northfield Prison Complex with the male prisoners.

2.19 That the Department of Correctional Services should seek advice from the Commonwealth Employment Service and the Department of Employment and Industrial Relations in order to gain information on employers who are willing to provide work experience for women in prison.

2.20 That a work experience program should be established for women in prison in order to provide a range of work placements in both traditional and non-traditional areas. This program should be part of a "Women and Work" program which should be a joint education/industry initiative and which should aim to give women a broad understanding of the historical and contemporary involvement of women and work.

2.21 That work release programs for women in prison should be developed and implemented.

2.22 That work release, or work experience is offered to all women in prison as a significant part of industrial pre-release programs.

2.23 That the Department of Correctional Services consults with the officers from the South Australian Department of Labour and the Commonwealth Department of Employment and Industrial Relations who comprise the Joint Secretariat for the Community Employment Program in order to clarify the criteria for access to the program for women on release from prison.
3.1 Women and Health - the policy

3.1.1 In August, 1984 the Minister of Health released a Policy on Women and Health for South Australia. This is attached as Appendix 4. The policy, the first of its kind in Australia makes reference to the relationships between women, their position in society and their health. It is based on a recognition of the relative disadvantage women experience as both providers and users of health services, and seeks to increase the influence women have on the health system, commensurate with their numbers in society. Through increased influence, health services may become more accessible and more appropriate to the needs of women and their many social roles.

3.1.2 The Policy on Women and Health provides a framework for the consideration of the health needs of women in prison. The underlying principle upon which recommendations are based is that increased involvement of women in prison in defining their health needs and how they might best be met will lead to the development of a more appropriate range of health services and to more appropriate uses. This implies that women in prison will have access to up-to-date and accurate information about health issues and problems about health services and options both inside and outside. Unless information is available, real involvement is impossible.

3.1.3 As mentioned above the Policy on Women and Health is based on a clear recognition of the relative disadvantage women experience in relation to the health system. It is generally agreed that in prison women's lack of influence is even more marked.

3.2 Health Services - Staff

3.2.1 Women in the Northfield Prison Complex currently have available to them health services provided by the Prison Clinical Services with medical staff provided by the SA Health Commission. One nursing sister is based in the prison and operates out of a small surgery on site. One medical practitioner (of the total of four employed by the Prison Clinical Services based at Hillcrest Hospital) visits to attend to:

- those who present for "sick parade" (they are screened first of all by the sister, and then report to the doctor if necessary);

- any prisoners requiring follow-up attention.

Otherwise a doctor is always available "on call" should the need arise. All doctors are general practitioner trained.
3.2.2 By law, all new admissions to the prison should be examined within twenty four hours of entry into the institution - the sister conducts the medical examination according to the clinical protocol provided, and the prisoner is then presented to the Medical Officer (on the same day wherever possible).

3.2.3 Thereafter, if prisoners feel ill or require the attention of a doctor, they must first make contact in the morning with the sister who decides whether or not the problem presented is something she can deal with or needs to be passed on to the doctor. Generally, prisoners contact the sister through Correctional Officers. If prisoners require specialist attention they are referred to the public outpatient clinics at the major teaching hospitals in metropolitan Adelaide e.g. Modbury Hospital or the Royal Adelaide Hospital.

3.2.4 At present the prisoners are seen by one of four male medical practitioners. In the past, the Prison Clinical Service has employed a female doctor, but for a limited period of time. This means that women prisoners are not able to choose between a male or female medical practitioner to attend to any health problems they may have. This is of particular concern given the need many women have to consult a female practitioner over health matters generally.

3.2.5 Furthermore, many women are unable to consult a male doctor over specific problems they may have - for example gynaecological, obstetric, sexual or emotional problems. This is a particularly important issue for many aboriginal women and women from some ethnic or cultural groups where strong taboos prohibit the consulting of male doctors for certain conditions. As aboriginal women make up a significant proportion of the prison population - and as more women with non-english speaking backgrounds begin to enter prison - the availability of female medical practitioners is a pressing issue.

3.2.6 It is well-recognised that the aboriginal community make greatest and most effective use of health services managed and provided by aboriginals. Also, a limited understanding of the English language and the values of a white Anglo-Saxon culture which dominate Australian institutions, mitigates effective use of health services. Interpreter services and bi-cultural health workers employed by some health units are examples of attempts to overcome these barriers.

RECOMMENDATIONS

3.1 That the Prison Clinical Service recruits, at the earliest opportunity possible, at least one female medical practitioner. If unable to attract female staff the Prison Clinical Service should find alternative arrangements to ensure that prisoners have the choice between male and female doctors (for example it may be possible to negotiate part-time or sessional work for female doctors.)
3.2 That the Prison Clinical Service hold discussions with the aboriginal Health Service to investigate the possibility of a female aboriginal health worker attending to the health needs of aboriginal women in prison. In particular -

- providing the prisoner's first contact with the Prison Clinical Service within 24 hours of the prisoners entry into the institution;

- depending on the size of the aboriginal population in the women's prison, making regular and well-publicised visits so that aboriginal women might approach her for assistance;

- providing follow-up on a continuing basis if the need arises.

3.3 That the Prison Clinical Service together with the Manager, Northfield Prison Complex make an estimate of current need and projected demand for interpreter services. Formal contact should then be made with the South Australian Health Commission's Migrant Health Implementation Team in order that the migrant prisoners' needs be taken into account in any planning for the training and deployment of interpreters and bilingual/bi-cultural health workers and professionals, and in any negotiations over administrative arrangements between institutions in this area.

3.3 Range of Health Services

3.3.1 At present health services provided to women in prison reflect the system-wide emphasis on one-to-one therapeutic services designed basically to deal with illness or the problem after the fact. The difference between being in prison, and outside, is that for women outside there is some choice between traditional and non-traditional services, access to health education/health promotion activities as against traditional therapeutic activity, and access to a wider range of services which make use of group activity rather than activities conducted on a one-to-one basis.

3.3.2 According to the Assistant Director of Prison Clinical Services, many women entering prison experience emotional difficulties - anxiety, sleeplessness and depression, for example. There is a tendency for many of these women to ask for tranquillisers, anti-depressants and psychotropic drugs as a way of coping with the "here and now". It is reasonable that medical practice in prison reflects the tendency evident in the wider system to prescribe for these problems rather than seek alternatives - especially when alternatives in prison are few, and when the pressures in a contained environment can be high.
3.3.3 There is also a desire on the part of a significant number of prison staff to see difficult prisoners' behaviour moderated by prescribed drugs in the short-term rather than leaving the prisoner to work to resolve the problem in a different manner over a longer period of time through counselling or relaxation therapy. This is to some extent understandable, given the inflexibility of accommodation at the Women's Centre. In fact, according to the Assistant Director of Prison Clinical Services there is a relatively high rate of prescribing for minor tranquillisers and anti-depressants on the part of doctors for women in prison - entirely understandable given the various pressures at work.

3.3.4 Women experiencing emotional difficulties outside prison have access to alternative methods for dealing with these problems which, while not effective perhaps in the short-term, sometimes have significant benefits in the long-term at the level of prevention and helping them to cope without the assistance of drugs. Some of these alternatives are more effective if provided on a group basis rather than on a one-to-one basis e.g. relaxation or "quit-smoking" classes.

3.3.5 A significant number of women entering prison may have experienced dissatisfaction with traditional health services and experienced success or satisfaction with "alternative" health services e.g. homeopathy, naturopathy, chiropractic services, or hypnosis. These women should be able to continue to receive treatment from alternative sources and information on alternative health services should be freely available within the prison.

3.3.6 It has been suggested that a significant number of women entering prison have minimal education and a poor level of knowledge about their own body, i.e. very basic anatomy and physiology - producing confusion over menstruation, vaginal discharge, menopause, pregnancy and child-birth. Health education and basic knowledge about hygiene and nutrition is also of concern with some women in prison. This has wider implications because of sex-role stereotyping in our society, it is women who tend to bear the responsibility for not only their own health care but the health care and education of any children. There should be opportunities for women to increase their knowledge and understanding of these issues while in prison in preparation for a successful release.

RECOMMENDATIONS

3.4 That the Senior Staff Development Officer in the Department of Correctional Services should be asked as matter of urgency to investigate the possibility of Correctional Officers undertaking the Diploma in Health Education at S.A.C.A.E. (Sturt Campus) as part of the officially recognised staff development training program. When qualified, staff could work then together with prisoners and the Prison Clinical Service in developing health education programs appropriate to the needs of women in prison.
3.5 That women in prison should be invited to participate in all aspects of health education – the selection of topics, the planning of the program, the presentation of certain components, and the evaluation of any program. Active participation promotes effective learning. Health education programs should not be imposed according to the ideas and priorities of staff.

3.6 That where a woman prisoner has a long sentence, and is not any more regarded as a "high security risk", and where there is not a large enough group of women in prison with the same need, prison staff and the Prison Clinical Service should attempt to integrate the woman into any specific health education programs offered at the Ingle Farm Community Health Centre, Tea Tree Gully Community Health Service, Modbury Hospital, Elizabeth or Adelaide Women's Community Health Centres, for example, relaxation, "quit-smoking", ante- and post-natal classes, P.M.T. and menopause classes (where women wish to participate).

3.7 That the Prison Clinical Service be asked to consider and report to the Prison Health Services Advisory Committee on ways of reducing the prescription rate of minor tranquilisers and anti-depressants for women in prison. It should be recognised, that in order for such a reduction to become a reality, complete co-operation from staff fully informed of the implications will be necessary – as will a willingness to innovate and make changes to existing prisoner management plans be of utmost importance.

Staff at the Health Centres already mentioned should provide a valuable resource in rethinking existing approaches to these problems.

3.4 Drug and Alcohol Addiction

3.4.1 Substance abuse is a growing problem for women in prison and is becoming a major cause of offending behaviour. It is possible to mount group programs to discuss substance abuse, its physiological effects and social consequences but two issues need to be resolved.

3.4.2 The first is the need for a secure comfortable area which is sufficiently separated from other prisoners to enable recently admitted prisoners under the influence of drugs to detoxify. The second is for a proper assessment to be carried out in order to determine addiction.

The issue of a detoxification room or drug treatment room is addressed in Chapter 4.

The departmental psychologists are well-qualified to carry out assessments of substance abuse and to determine addiction. Care should be taken to ensure that these assessments happen (within available resources) and that pre-release needs are noted.

3.5 Nutrition

3.5.1 Information on nutrition is important for women in prison some of whom have not had the opportunity to learn about food values or planned meal preparation. The kitchen in the prison can provide training programs in various areas and these are discussed in Chapter 2.
3.5.2 However, as a health education program it would be of benefit to look at a package which promoted awareness of food by allowing the women to plan menus, discuss food values, order food, and to prepare meals which accounted for the needs of various diets, all within a budget.

This could be an extension of the "Ideas Session" already instituted by the Correctional Industry Officer in the kitchen.

3.6 Additional Health Needs

3.6.1 Most women in prison are assigned to work in the kitchen, the laundry, the sewing room, or in the garden. Accidents may occur while prisoners are at work in these areas, just as they might in any other work place outside prison. The prison management has a responsibility, just as do any other employers, to provide hazard free work environments.

3.6.2 It would be reasonable to assume that a higher proportion of women in prison than in the community generally have been sexually assaulted as children, adolescents or adults. Information is only just coming to hand revealing the widespread nature of sexual abuse in our community, and the damaging effects it can produce in victim years after the offence(s). As part of the wide community education campaign, women in prison should be made aware of this issue and of the services available to women sexually abused as adults or children.

3.6.3 In discussions with the Prison Clinical Service and Correctional Officers the point was made frequently, that the very limited and symmetrical nature of the open outdoor space at the Women's Centre exacerbates tension and anxiety on the part of prisoners.

The new swimming pool and the development of the garden area will mean that there are opportunities for a wider range of outside activities than has previously existed. The work of the Activities Officer in using the outdoor space to good advantage has been of great benefit.

However the women's needs for variety, stimulation and distance from other prisoners is circumscribed by the current staffing arrangements. This has been discussed more fully in Chapter 1 and a recommendation made.

RECOMMENDATIONS

3.8 That detailed assessments of substance abuse and possible addiction are provided for women in prison and that where indicated a treatment program is organised with an outside agency which can be initiated at the prerelease stage of a sentence. Involvement in such drug rehabilitation programs should be pursued as a priority for the Department of Correctional Services for women in prison.
3.9 That a health education program on nutrition is implemented in a practical way by providing women with information on nutrition and providing the opportunity to have greater responsibility for the total food preparation program in the kitchen. A committee with the Correctional Industries Officer, a consulting dietician and female prisoners as members should be establish to design the content of the program and the organisation for participation in the program.

3.10 That the Department of Correctional Services requests the Occupational Health and Safety Branch of the South Australian Health Commission with the Industrial Inspectors of the Department of Labour for advice to help ensure adherence to industrial safety precautions to reduce the number of injuries at work through accidents - and acts on this advice.

3.11 That women in prison be made aware of the issue of sexual abuse of women and children and of the services available to victims.

3.12 That the Manager of the Northfield Prison Complex hold discussions with the Adelaide Rape Crisis Centre in gathering relevant information on this issue for women in prisons, and ascertains the possibility of counsellors from the Adelaide Rape Crisis Centre working with any women in prison requiring assistance.

3.7 Dental and Optical Services

3.7.1 The current provision of dental and optical services to women in prison neither provides privacy and dignity for the women nor provides the best security arrangements.

3.7.2 When a woman enters prison she is taken to Yatala Labour Prison - a high security male environment - for forensic dental identification of her teeth and for a dental treatment program, if necessary, to be recommended. In order to have her teeth attended to she must then attend Yatala Labour Prison at regular intervals under escort.

The same procedures apply for optical treatment, i.e. the women must enter Yatala Labour Prison for eye tests and for the fitting of glasses.

3.7.3 The women have to cross an area of Yatala Labour Prison where male prisoners are present and so often suffer harassment. There is also a security problem in this system in that contraband may be passed between male and female prisoners.

3.7.4 Locating a dental chair at the Women's Centre - and providing dental services at the Women's Centre, or attendance at the dental hospital would resolve the issues. Similarly an optician should attend the Women's Centre to provide a complete optical service.

There is space for their services and the Manager is currently attempting to get the work done through a minor works submission.
RECOMMENDATIONS

3.13 That a minor works program is carried out immediately in order to relocate the clothing store at the Women's Centre thus enabling a dental chair and optical equipment to be located in the Women's Centre.

3.14 That arrangements are made for an optician and a dentist to provide a service at the Women's Centre.

3.8 Welfare Programs

3.8.1 Women in prison at the Northfield Prison Complex have in the past been disadvantaged in comparison with their male counterparts in relation to the ambit of welfare services provided, programs run and general conditions at the prison. Many changes and improvements have been made in recent months. One of the major reasons for change is the growing acceptance by the community of the development of policies for equality of opportunity for men and women. Equality of opportunity often requires the development of special programs for women to overcome past disadvantage.

3.8.2 Equal opportunity for women within the community means a prohibition against discrimination together with providing women with the skills, the information and the opportunities to make independent decisions about their own lives without being oppressed and restricted by outmoded and sexist notions.

3.8.3 The point needs to be firmly made that women in prison have a right to the same sorts of welfare opportunities as are available to other women and men, and the opportunity to develop in an environment that is free from sex based assumptions and prejudices.

3.8.4 For the Women's Centre this has meant a wide ranging review of the programs offered, the skills taught, the daily conditions, the attitudes of staff and staff development opportunities. More specifically in relation to the "welfare" of the women in prison (although all of the services and conditions are interrelated and intimately affect the welfare of any prisoner) this means an assessment of the following areas:

- information services
- traditional welfare agencies (social work, psychology and volunteer services)
- psychiatric services
- provision for special needs groups
- pre-release, resocialisation and post release programs
- prisoners rights in relation to legislation
- visiting rights
- women in prison as mothers
3.8.5 One of the general difficulties encountered in assessing the adequacy and scope of services offered was the fact that quite a number of positive changes are in the process of being introduced. However, it has been difficult to determine when many of these changes will be fully implemented.

3.9 Information

3.9.1 One of the greatest disadvantages suffered by women in our community is the lack of access to information, a disadvantage not similarly suffered by men. In the past women have been kept out of positions, professions and organisations which would have given them access to a broader range of information in order to make decisions. Information is power and gives the ability to make independent and reasoned choices about life.

3.9.2 For women who are confined to institutions access to information which increases the choice and decisions they can make in their own lives is crucial. Very often (particularly in prisons) decisions have been made for women - from the most major to the most mundane. In a prison a certain amount of choice is necessarily taken away. However every attempt should be made to increase the independence and autonomy of all women.

3.9.3 Information which is crucial to the welfare of women in prison can be categorized into the needs for:

- clear information about the rules, regulations and running of the prison so that each woman is certain of and understands the procedures;

- information on issues which affect the women inside prison, e.g. information about health matters, nutrition, the state of the world; and,

- information which is relevant to the women and/or their families when they are no longer in prison.

3.9.4 Each prisoner as a matter of course should have access to clearly written, easily understood instructions about the way in which the prison operates. The information should cover the Departmental Instructions; information on the assessment process and security rating procedures and the implications for supervision and access to programs; disciplinary procedures and the legal rights of prisoners (including avenues of redress); the range of services that are available in the prison and the procedures for obtaining such services. This material should also be accessible to those who do not read English and through video tape to those whose reading ability is limited. Access to this information provides a firm framework about the operation of the prison and if clearly worded should clarify areas where staff have previously used their discretion.
3.9.5 Currently there is a library available at the Women's Centre. The library should contain more than books for leisure and study. It should be the vehicle for access to a wide range of material, literature, leaflets, films and videos of interest to the women, e.g. information on women's health matters, nutrition, children's health, information about work and work related areas. In order for this to occur resources must be made available.

3.9.6 The information needs of women in prison concerning services and facilities in the outside community vary according to the length of sentence, existing knowledge and contacts. However there are significant numbers of women who are in prison for only short periods, who should have access to accurate information on the services and supports available. Information kits on issues such as housing, social security, health, child care, employment, training and retraining, education, the law, domestic violence, rape, community support, access to credit, single parent organisations, etc., should be developed and be easily available to all women prisoners particularly just prior to release. The Community Employment Program may be a good source of funds to develop such information kits. Such information could also be provided by a series of speakers at the Women's Centre.

3.9.7 Any information kit or package which is developed for women in prison must be accessible to prisoners from different cultural and ethnic backgrounds. Consideration could be given to different ways of presenting the information to those who do not read English.

3.10 Traditional Welfare Services

3.10.1 Welfare services that are currently available at the prison are: counselling by the social worker upon request (although she is freely available at set times each week); psychological assessment and assistance upon request; counselling and support by correctional staff; the provision of volunteer services, staff from the Offenders' Aid and Rehabilitation Service and visiting chaplains.

3.11 Social Welfare Service

3.11.1 Support services should be readily available to meet the immediate and longer term needs of the women in prison. These needs can vary from coming to terms with an offence, to coping with loss of freedom, coping with difficult relationships with family (particularly children), to specific pre-release needs. A full time service for women should be provided at the Northfield Prison Complex by the social worker so that she becomes well known and trusted and is accessible at short notice.

3.11.2 As with other welfare services staff the social worker needs to be supported by accommodation which provides adequate privacy and comfort and with adequate clerical support.
3.12 Psychological Services

3.12.1 Unlike the social welfare service, the services of the psychologist are offered on a more traditional medical model. An initial assessment is made of each prisoner and programs offered. Therapeutic intervention occurs only then as a result of a particular request for assistance in relation to anxiety and depression, behavioural disturbances and drug and alcohol problems. Supportive counselling techniques are used but generally on a one-to-one basis. Techniques such as group counselling to resolve more common issues are used rarely.

3.12.2 Currently the Department of Correctional Services has five male psychologists. In terms of equality of opportunity it is important that women within the prison system have a choice of working with either a male or a female psychologist. This may be particularly important if women are trying to resolve incidents which may have occurred previously, e.g. rape, domestic violence, and ill treatment by men. The services of the psychologists are stretched beyond their limit. They are expected to provide a service to all offenders in prison and those in the community on parole. This is impossible.

3.12.3 A review of the psychological services is currently being undertaken and this should clarify the role which they are able to play. Hopefully there will be a provision for an increase in staff – or at least funds to pay for female psychologists when requested.

3.12.4 At present there is little integration with other welfare or health services in relation to the psychological services. All appear to be working on some aspect of the same problem.

To obtain the best and most efficient range of services at the Women's Centre, the social worker, psychologist, correctional staff, doctor and nurse should meet regularly to exchange relevant information and co-operate where appropriate in offering a range of services to the prisoner and to the prison as a whole.

3.13 Volunteer and Chaplaincy Services

3.13.1 Valuable services are provided to the Women's Centre by such groups as O.A.R.S. and the Volunteer Service in the form of visitors, transport, assistance with families, clothing and toys. Chaplains also visit the prison from time to time. Such services should continue as a valuable supplement to the services available through the Northfield Prison Complex and be recognised through the involvement of these staff in the management of prisoners.
3.14 Psychiatric Services

3.14.1 There is a significant number of women entering prison who fall into what is known as colloquially as the "grey area". These women are generally known to the psychiatric services as "behaviourally disturbed" or with a "personality disorder", and therefore regarded as "untreatable". Psychiatric hospitals may develop internal admission policies concerning these patients with the end result that once they have left hospital they are turned away from admission whenever they present. These women eventually offend and when they do, they enter prison where their disturbed behaviour is often uncontrolled and disruptive and extremely worrying for their fellows. In the Women's Centre, all prisoners (high or low security) live together in a small supervised space and there is little opportunity to isolate these disturbed prisoners from the others for sustained periods of time in a manner which is humane to all concerned and not putting excessive strain on limited staff resources.

3.14.2 This is not an easy problem to resolve and will require a commitment on the part of the Department of Correctional Services and the South Australian Health Commission (Mental Health Services) to open up the issue to close critical review.

3.14.3 The Department has made a strong submission to the Dame Roma Mitchell "Enquiry Into Services for Behaviourally Disturbed Persons". In particular the scope of the problem has been defined and her attention drawn to the unsatisfactory situation that prevails in the Women's Centre with current interdepartmental policies.

3.14.4 An unfortunate situation occurred recently at the prison. A disturbed prisoner for her own safety was put into a bare cell overnight and kept all other prisoners awake with disruptive behaviour. They complained to the medical officer and were prescribed sleeping pills. This solution does not assist those women with drug related dependencies, nor does it do anything to alleviate or change the problems of management of disturbed prisoners.

3.14.5 In the meantime there are some measures which can be taken, through case conferences, to manage difficult prisoners. At the moment such conferences are carried out on an ad hoc basis when the behaviour of a prisoner reaches a crisis point.

3.14.6 The group of women detained for long or short periods at the Security Hospital, Northfield should be given special attention. They are particularly vulnerable to being overlooked in the provision of stimulating programs. Cooperation between the Security Hospital and the Women's Centre needs to be increased so that women who attend as day-patients have continuity in style of management. This is particularly important if behavioural changes are to be made.
3.15 Provision for Special Needs Groups

3.15.1 Despite the small numbers of women in prison at any one time in South Australia they are not an homogenous group and may require special consideration within welfare programs as they do within specifically medical programs (see 3.2.5, 3.2.6, and recommendation 3.3).

3.15.2 Women in prison who may require this consideration include:

- aboriginal women
- rural women
- women who do not read or speak English
- disabled women
- behaviourally disturbed women in prison

3.15.3 Country women who receive long sentences may be disadvantaged in relation to other prisoners because the facilities in the country may not be suitable for long term accommodation. Special consideration (and extra resources) in the form of temporary leave and extended visits may need to be given to ensure that a prisoner maintains links with her family.

3.15.4 All correctional staff need to be aware of the cultural differences and the special requirements of each particular group. Therefore it is important to include an understanding of these cultural and special factors in pre-employment training and staff development. Further steps should be taken in the recruitment of prison staff to ensure that staff with different cultural and ethnic backgrounds are employed.

3.15.5 Staff necessarily in the course of their duties provide support and assistance to the women in prison. At this day to day level it is important that stereotyped notions of what is appropriate behaviour for women does not influence management, counselling and discipline.

3.15.6 Society has developed strict codes of acceptable but restrictive behaviour for women, e.g. it is deemed inappropriate for women to shout or talk loudly. Staff need to be made aware of these unacceptable and unfair strictures to ensure that women in prison have the opportunity to develop as individuals and not have their activities and mannerisms changed because they seem unsuitable.

3.16 Other Welfare Considerations

3.16.1 In the context of welfare programs short courses which include components of confidence building, decision-making and assertiveness training should be run regularly at the prison for those prisoners who may be interested. Such courses would provide the women with greater opportunities to develop further skills and enhance independent decision-making.
3.16.2 This reinforces the importance of the core courses which are recommended in Chapter 2 and which should be part of the education provision for women in prison.

**RECOMMENDATIONS**

3.15 That clearly written and easily understood information on all matters about the operation of the prison (DI's, security ratings, access to programs and services, discipline and legal rights, etc.) be developed and made available to each female prisoner (including those who do not speak English and those who cannot read).

3.16 That a review of the library, its contents and access to other library material takes place to ensure that the broadest possible welfare literature is made available to the women. In that review the assistance and advice of the Women's Information Switchboard should be sought.

3.17 That Community Employment Program funds be sought to employ two women for six months to develop information kits for use by women in prison on such issues as housing, social security, health, child care, employment and training and retraining, education, the law, access to credit and other relevant areas.

3.18 That the social worker, to be based full time at Northfield Prison Complex, is freely accessible by women prisoners at short notice and is given adequate support in accommodation and clerical resources.

3.19 That women prisoners are given access to a female psychologist either through the future employment of a women psychologists within the Department or by referral to outside women psychologists. This information should be included in the psychologists hand book.

3.20 That the social worker, psychologist, correctional staff, medical officer, nurse and psychiatric staff from the Northfield Security Hospital if necessary, have regularly scheduled meetings to exchange information, co-ordinate approaches and discuss in general the common problems that exist in the prison and in particular to formulate a management plan for each prisoner with behavioural difficulties. These plans should include the provision of stimulating programs at the Security Hospital which should be integrated with programs at the Women's Centre.

3.21 That the needs of special groups of women in prison be recognised by:

- a cultural and ethnic awareness component in staff training courses
- the employment of a greater number of staff with different cultural and ethnic backgrounds
- ensuring all information is accessible to all prisoners regardless of their English language ability
- taking special steps to compensate country women prisoners located in Adelaide in relation to contact with families
- provision for women in prison with disabilities
3.22 That pre-employment, on the job training and staff development for correctional staff include an assessment of each individual's notion of sex related acceptable behaviour and an understanding of equal opportunity principles so that staff become more aware of the possible sexist factors which could influence decisions about women in prison.

3.17 Pre-release and Resocialisation Programs

3.17.1 The social worker, as part of the Programs Team, provides the men in the low security cottages with a comprehensive pre-release program covering the development of social skills, a community awareness program, job skills, interview skills and stress management.

3.17.2 The small number and variation in lengths of sentences of the women prisoners, have meant similar programs have not been offered to them to the same extent. Although the social worker works with the field probation officer with a woman who is to be released within six months in order to develop an individual program, a more comprehensive resocialisation program for the women, which clearly sets out aims and objectives and the specific activities, needs to be established.

3.17.3 For very short term prisoners (the majority at the Women's Centre) a detailed program of this nature is not appropriate. However as mentioned earlier, information kits on vital issues (housing, credit issues, discrimination, employment and training, child care, etc.) and community resources should be available.

3.17.4 A resocialisation program for middle and longer term women prisoners in the last 6-12 months of their sentence should include life skill development (confidence building and assertiveness training) employment and training information and skills, budgetary advice and control, (i.e. finance management), interaction and information from the Department of Social Security, the S.A. Housing Trust and other support agencies. The program should be placed in the context of encouraging women to make independent choices and discussions about their own lives, and a recognition of the special measures that may be needed to achieve this.

Chapter 1 details the responsibilities the Prisoners' Assessment Committee together with the Programs Team should have for this.

3.18 Post-release

3.18.1 Women returning to the community following a period in prison - in spite of the best pre-release program - may still suffer from disorientation, lack of a support group and sometimes simply having nowhere to go.
3.18.2 Ideally the notion of "through-care" for prisoners will mean that programs developed in the pre-release period will carry through to the period spent on parole. However, many women do not leave the prison on parole.

3.18.3 With the best intentions to avoid the previous company which may have led to the offending behaviour - some may because of having nowhere else to go - return to the same group of friends in the same location with possible consequences of further offences being committed and of a return to previous drug habits.

3.18.4 A half-way house for women to live in for a period upon release would enable some to maintain the sense of control and direction which they have may have developed in prison. Prison, however, is a controlled environment, where good intentions are not tested and can be made unrealistically.

A brief for such a project needs to be researched carefully and a number of agencies consulted.

3.19 Prisoner rights in relation to legislation

(Reference will be made only to the new Equal Opportunity Act in this section)

3.19.1 A new Equal Opportunity Act has been passed recently by Parliament. It adds to existing rights of all people in our community including those in prison. The most relevant sections include provisions relating to sexual harassment and sexual preference. The Act provides that it is unlawful to discriminate on the basis of sex, marital status, pregnancy, sexual preference, race, colour, ethnic origin and physical disability, in the areas of employment, provision of goods and services, accommodation and education. The Act binds the Crown and covers services provided by Government Departments and Institutions, and thus would operate to bind the Department of Correctional Services.

3.19.2 Sexual harassment is defined as any of the following things done in such a way that the other person reasonably feels humiliated, offended or intimidated:

- unsolicited and intentional acts of physical intimacy
- a direct or implied demand or request for sexual favours
- a repeated remark that has sexual connotations

The sexuality provision relates to heterosexuality, homosexuality, bisexuality and transsexuality.

3.19.3 Although this legislation has not yet been proclaimed it is perhaps appropriate for a clear Departmental Instruction to be developed on sexual harassment and a policy statement on the expression of sexuality within South Australian prisons. The Instruction for sexual harassment should give clear details of avenue for redress.
3.20 Visiting Rights

3.20.1 Regular visits by family and friends in a relaxed (although secure) environment are important factors in maintaining links, friendships, support and a sense of reality.

3.20.2 The current visiting area for women prisoners at the Northfield Prison Complex (although recently improved) is far from adequate. The small room contains six tables for six visitors at a time. It has a coffee dispenser but lacks privacy. Prisoners can easily overhear the conversation of other prisoners and their visitors. The two small ante-rooms for consultation with solicitors and other advisory staff are dark and small and lack adequate ventilation. There is no differentiation in visiting procedures between high, medium and low security prisoners. The crowded conditions mean that visits may be terminated before prisoners and visitors are ready in order to accommodate the visitors who may be waiting.

3.20.3 The procedures and facilities for visits to the Women's Centre require some review. When remand prisoners are relocated in the new Remand Centre, thus releasing extra space at the Women's Centre then consideration should be given to updating the visiting facilities. While understanding the need for security women prisoners should be entitled to a greater degree of privacy, particularly in relation to other prisoners.

3.20.4 Times for visiting should also be more flexible. Although visiting times should be set they could rotate between a morning, afternoon and evening. Evening visits, by appointment, which are available to the men nearby should also be available to the women. This, of course, has implications for staffing resources. Greater flexibility in times for visits would overcome problems with public transport inadequacies.

3.20.5 Visits with children are particularly important for both parent and child. Because of the limited time and the poor facilities, many relatives who fear the effect of prisons on children, will not bring children into the prison. The visiting room is not an appropriate place for a mother to be with her child or children. The problems of lack of privacy and noise (distractions) would be particularly distressing. Women prisoners who have children (particularly low security women and those in prison for a short time) are granted extended visits with children and are able to take them to the outside recreation area. However, play equipment should be provided to make the visit more enjoyable and rewarding for both parties. Child minding facilities are also not provided for visitors who have children in their care while visiting the prison. A special area should be set aside perhaps with a television, toys, books, etc. so that children can be cared for during visits to prisoners.
3.21 Women in Prison as Mothers

3.21.1 Children can be unintended victims of the criminal justice system. The notion of punishment only affecting the person who has offended needs to be challenged. When the prisoner is mother with custody of children then the children share the punishment - while the offender can be doubly punished.

3.21.2 We can understand that children may suffer from the death of a parent, parental hospitalisation or the separation of parents. The loss of a parent through imprisonment can also cause a child grief.

3.21.3 Research shows that in Australia at least 50% of imprisoned women are mothers with 75% of the children being under ten years of age. These mothers are most likely to have been the primary care givers for their children. When fathers are imprisoned 90% of their children continue to live with their mothers outside the prison while only 60% of the children of imprisoned mothers live with their fathers (1).

3.21.4 Not only is the effect of imprisonment i.e. separation, a serious one for both mother and child - there is the additional problem in many cases of finding adequate substitute care, and then upon release, removing children from that care.

3.21.5 Very young children may suffer distress through lack of physical contact with their mother and older children may also, through lack of a continuing relationship, suffer upset.

3.21.6 The issue of children in prison can be an emotive one, with many issues needing to be resolved, including staff and community attitudes to children in prison, the availability of facilities, supervision, whether or not the mother should work, just how long the child should remain in prison, and the rights of the child.

3.21.7 The Department of Correctional Services in South Australia has an enlightened policy on women and their children remaining together in prison. The policy allows for each case to be considered according to the wishes of the mother and the best interests of the child with professional advice made available if necessary. It places no restriction on the upper age limit for children in prison although in practice the greatest need is for children from 0-5 years.

(1) "Children of Imprisoned Parents" (Hounslow et al 1982)
Prepared by the Family and Children's Service Agency for the Department of Youth and Community Services, N.S.W.
3.21.8 However, it is one thing to have a policy but quite another to be able to implement that policy successfully. Lack of accommodation for mothers and children in the Women's Centre together with an environment which does not provide proper stimulation for toddlers and young children work against the policy.

3.21.9 The matter of choice of alternative care for the children of imprisoned mothers should not be overlooked. Mothers may not wish to have their children in prison with them but may suffer stress in trying to arrange quality alternative care. They may not wish to leave their children with family members, or to suffer loss of dignity through having to ask "favours" of friends or relatives and they may be concerned at the thought of foster care.

3.21.10 An imprisoned mother may undergo considerable anxiety if she thinks her children may be neglected or at risk, and if the care-giver does not bring the children into visit her at regular intervals.

3.21.11 The staff at the Women's Centre have handled some difficult cases of mother/child contact creatively and successfully. Volunteers have been involved, use has been made of the temporary leave program and special visits have been arranged. Occasionally family visits have been arranged when both parents have been imprisoned.

3.21.12 The policy on infants and children in prison should be revised. If proper accommodation is provided for mothers and children at the Women's Centre then there could well be an increase in the numbers of children living in the prison.

3.21.13 The Children's Interests Bureau is one organisation which should be involved in the formulation of a new policy. The Bureau has a mandate to protect the rights of children and to become involved in policies which affect the welfare of children.

The Bureau should also be asked to advise on the provision of alternative care for the children of women in prison.

3.21.14 Certainly no policy with hard and fast guidelines can be developed. The emphasis should be on an individual assessment in each case, taking into account the wishes of the mother and the rights of the child.
RECOMMENDATIONS

3.23 That a comprehensive pre-release program for resocialisation be established for middle and longer term women in prison, clearly stating the aims, objectives and specific activities which will encourage the future independence and participation in the community of women when they leave prison.

3.24 That a feasibility project is carried out on the establishment of a half-way house for women on their release from prison to provide a report on the following areas:

i. the location of the house - particularly in relation to public transport.
ii. programs and staffing to be provided.
iii. projected use of the house.
iv. provision for mothers and children.
v. cost
vi. responsibility for management and style of management

Staff from Women's Shelters, from the South Australian Housing Trust and from the Offenders' Aid and Rehabilitation Service should be consulted.

3.25 That the Department of Correctional Services develop policies and Departmental Instructions on the issues of sexual harassment and on the expression of sexuality in prisons which should be derived from the Equal Opportunities legislation.

3.26 That visiting facilities and conditions be changed to provide:

- a greater degree of privacy
- a larger visiting area
- more flexible visiting times (to include mornings, afternoons and evenings visits by appointment)
- extended visits for women and their children in the outside recreation area
- play equipment for children
- a specially equipped area for child minding during visiting hours

The staffing changes inherent in this should be included in the staffing review for the Northfield Prison Complex.

3.27 That the Department of Correctional Services policy on the mothers and children in prison is revised and takes into account the following factors:

- The provision of suitable accommodation and a stimulating environment within the prison for children.
- Alternative care arrangements available outside the prison.
• The planning of a visiting program for mothers with children outside the prison which provides the best support for the child. This should include temporary leave for the mother where appropriate and should include, if necessary, other members of the family.

• The maintenance services which are available for children in the community for children in prison, i.e. medical care and access to clinics.

• Special arrangements for contact for mothers whose children may be in the country.
CHAPTER 4 - THE STAFF

4.1 Background

4.1.1 At the Northfield Prison Complex, serving both men and women in prison are one Manager, one Deputy Manager, two Chief Correctional Officers Grade I, two Senior Correctional Officers Grade I, two Senior Correctional Officers, thirty-two Correctional Officers and three Correctional Industries Officers. All promotion positions are held by male officers. Eighteen Correctional Officers together with all three Correctional Industries Officers are female.

4.1.2 The majority of the female officers serving at the Northfield Prison Complex were there at the time the Women's Rehabilitation Centre became integrated with the Cottages to be called the Northfield Prison Complex. Most of these existing staff members had been at the Women's Rehabilitation Centre for an average of six years.

4.1.3 In the mid 1970's, the first formal training school for officers was held. Therefore, those who entered the Department before that time had received minimal training. For all officers there has been little opportunity for recurrent staff development or training and minimal follow-up to the initial training school.

4.1.4 At the time of the integration of the two prisons all staff were able to visit the Cadell Training Centre for three days in order to gain some insight into the operation of a low security prison. There has been no provision for any of the staff from the former Women's Rehabilitation Centre to visit other prisons, particularly prisons for women and particularly prisons for women where there is a range of programs.

4.1.5 There are now thirty female Correctional Officers in the Department of Correctional Services but none of these is an aboriginal woman. Although there is legislation to provide equal opportunity in employment in South Australia, within the Department there is an obvious gap between what is legislated and what has been implemented.

4.1.6 Staff development and affirmative action are both at the cross roads in the Department. Female Correctional Officers have been recruited but there is no vigorous policy of continuing recruitment pursued in order to involve more women in corrections nor once they enter the service is there any real support for their difficult job within institutions.
4.1.7 There are no role models for female Correctional Officers of women in promotion positions and there is no one person or group of people in the Department to whom female Correctional Officers can look to for support and discussion of problems. Some times it is easier to resign instead of carrying on as one of a small group of female officers in a correctional institution feeling isolated and unsupported. The key section in the Department to tackle this area is the Management Services Section within the Support Services Division.

4.1.8 There are no senior women within that Section, i.e., women in the administrative officer range. The recruitment of female Senior Management Services Officers for the Department should be a priority and job specifications for all those positions should clearly state that demonstrable involvement and understanding of equal opportunity principles and affirmative action is essential for the position.

4.2 Staff Development - General

4.2.1 In September 1983 the Department recognised its obligation to staff development by appointing one Senior Staff Development Officer. This officer is responsible for staff development for the whole Department - but with limited resources and support staff.

4.2.2 These two problems are further compounded by the difficulties provided by not having a well-equipped permanent Staff Development Centre. The intentions are good but the outcomes in an under-resourced section are not all that they could be.

4.2.3 As well as extra resources, staff development in the Department of Correctional Services needs to be taken seriously by all staff and commitment shown to programs which are well-publicised and to which people are encouraged to have access. Access to staff development programs is a major problem. In order for any Staff Development programs to be taken seriously and with full participation, time off for staff development should be administrative time off structured as part of the work program of all staff and tied particularly to promotion.

4.2.4 Staff development programs for all officers should include the understanding of and training in equal opportunity principles and practices, as well as industrial training and stress management. Good staff development saves money in the long run. Employees have greater job satisfaction, suffer less stress, feel that their professional needs are being recognised, and if staff development is tied securely to promotion opportunities then it is possible to see a career plan which is a realistic one.
4.2.5 The Department should consider innovative ways of providing time off for officers to participate in staff development. For example, officers could work extra time as overtime but with no payment. Instead of payment they could be credited with hours and the Department could then match the hours they have built up with an equivalent number of hours as time off providing those hours are spent in recognised staff development activities.

4.3 Affirmative Action - General

4.3.1 Affirmative action is an umbrella term for a very wide range of programs undertaken by organisations to achieve equal employment opportunities for women. These programs can range from systematically reviewing all employment practices to ensure that they do not directly or indirectly discriminate against women, to introducing special programs to encourage women to apply for a wider range of jobs within the organisation.

4.3.2 The Department of Correctional Services may at some time be required to undertake an affirmative action program. A number of Departments and private organisations in South Australia are currently carrying out such programs following the issue of discussion papers at a federal level.

4.3.3 The Public Service in South Australia is developing Equal Employment Opportunity Management Plans in a number of Departments. The Department of Correctional Services should also be considering such a plan.

4.3.4 Affirmative action programs are a way in ensuring that an organisation's employment practices, in particular recruitment, selection and promotion, will be based on the individual merit and fitness of applicants and employees for specific jobs without regard to factors such as sex or marital status.

4.3.5 Affirmative action programs are a way of ensuring that persons possessing equal skills and qualifications have an equal chance of getting the job. Affirmative action is based on the recognition and acceptance of the fact that it is not sufficient to make specific acts of discrimination unlawful. Further steps are needed to relieve the effects of the past discrimination, to eliminate present discrimination and to ensure that future discrimination does not occur.

4.3.6 The specific objectives and goals of affirmative action programs may vary widely, but there are particular procedures which are common to most successful programs developed by large organisation. These include:

- ensuring commitment from senior management.
- consulting unions and employees about the program.
analysing the current position of women in the organisation to identify areas where women are under-represented or from which they are excluded, and to provide a base from which future progress may be measured.

reviewing all employment practices to ensure that they do not directly or indirectly discriminate against women.

on the basis of this information developing an affirmative action program to remedy these policies and practices. For example by ensuring that advertising, recruitment and selection techniques are non-discriminatory, by providing training courses for women employees to encourage them to apply for promotion, and by setting goals for the hiring, promotion and training of female employees.

building into the program a monitoring or evaluating component to enable the organisation to assess whether it is making demonstrable progress towards achieving equal employment opportunities.

4.3.7 Affirmative action for women aims to remove discrimination from the work place and to enable those who have been excluded or held back to compete for jobs on an equal basis. It means that people will be treated as individuals and judged on their skills, talents, and qualifications and not denied access to many areas of employment because of their sex. It does not mean that women will be given preference over better qualified men. However the implementation of affirmative action programs will also certainly mean that the number of applicants for jobs or promotion is likely to be increased by the inclusion of women who may previously have been excluded from consideration. To this extent men may expect to face stiffer competition for jobs. This is not discrimination.

4.3.8 This information on affirmative action for women and on equal employment opportunities for women is taken from a policy discussion paper prepared by Senator Susan Ryan, the Minister assisting the Prime Minister on the Status of Women.

The following list gives examples of equal employment opportunity tasks which Departments should be undertaking in order to meet the objectives of its affirmative action program.

4.3.9 In job advertising:

- when advertising use words which have no gender, e.g. "person" and "applicant".

- advertisements should be worded to encourage applicants of both sexes, e.g. "men and women may apply".

- check any drawings, photographs used in job advertisements to ensure both women and men are portrayed as workers.
check publications carrying vacancy advertisements to ensure that they have significant numbers of women readers.

consider placing advertisements in women's magazines.

ensure that in-house advertising is non-discriminatory.

4.3.10 In recruitment and selection:

advise employment referral agencies of the introduction of the EEO recruitment policy within the Department.

direct recruitment programs to females as well as males especially when recruiting in educational institutions.

give all persons in the organisation access to vacancies and ensure, where appropriate, that all vacancy information is circulated within the organisation.

include women in informal advice of vacancies occurring.

ensure that job qualifications and specifications are inherent requirements of the job and do not explicitly or implicitly exclude or discourage women from applying.

review all aspects of staff selection, e.g. tests, interviews, assessments to eliminate discrimination.

4.3.11 In training and staff development:

include EEO segments in in-house training courses where appropriate e.g. induction, personnel courses.

where the need exists special training programs for females should be developed e.g. career counselling, confidence building, assertiveness training.

review existing staff development programs to ensure that women receive adequate attention e.g. in:

- access to part-time study courses
- access to awards or scholarships
- nomination for internal courses, conferences
- sponsorship to attend external management courses or conferences
- where possible work-rotation for women to areas where few or no women have worked before
- opportunities to receive training in operating new equipment
4.3.12 In general personnel matters:

- identify and remove discriminatory barriers to transfer or promotion within the organisation.

- progressively revise employment conditions to eliminate sex discrimination in salaries, job classifications, superannuation, etc.

- where possible introduce measures to enable employees to combine domestic and work responsibility, e.g. flexible hours.

- establish a method of hearing grievances and complaints of discrimination.

- develop career counselling assistance.

- identify the present skills of women employees.

- maintain comparative statistics for men and women.

4.3.13 In the public perception of the organisation:

- review publicity and publications to ensure that the image of the organisation is non-discriminatory.

- review policy arrangements to ensure equal treatment of men and women clients, customers and associates.

4.3.14 A general statement about recruitment of new staff in the Department of Correctional Services is that those recruited should profile the clients. That is, a significant number of people employed should be women, and a significant number of those employed should be aboriginal and from a non-english speaking background.

4.4 Staff Development and Affirmative Action at the Northfield Prison Complex

4.4.1 It is possible now to make specific statements about staff development and affirmative action which have application to the staff at the Northfield Prison Complex.

Staff development for both male and female staff at the Complex, should provide the following elements.

4.4.2 The first vital component is the development of inter-personal skills. Many staff already have these skills at a very high level and this needs to be recognised. In particular, many longer serving female staff have provided close and caring support for women in prison over the years, and staff with these skills have much to offer group work for staff in general counselling skills.
4.4.3 However, training in the inter-personal skills of listening, attending, and counselling can be of benefit to all staff. Solving problems together through small group work unifies staff and is of particular use in talking about the management of difficult prisoners and the management of incidents of disruptive behaviour. Through small group discussions staff can discuss and explore their different attitudes to imprisonment, punishment, and to women who have committed crimes of various kinds.

4.4.4 One particularly useful way of doing this, is a practical way, is for each officer to record any incident which he or she found difficult to manage or where the way in which the officer managed the incident caused some conflict or bad feelings among staff or prisoners.

4.4.5 Through group discussion it will be found that different members of staff have different attitudes and ways of handling prisoners and it will be possible to come to some understanding of what a good Correctional Officer in terms of modern correctional practice is expected to be. Such small group work will certainly provide a range of ways of dealing with conflict and of objectively assessing situations before reacting to them, and will build up an understanding of management skills.

4.4.6 This kind of exercise could be done briefly on a weekly basis with officers rotating as leaders of the group. There needs to be a Staff Development Committee at the Northfield Prison Complex to oversee all staff development activities for the institution and this Committee should have strong membership from the Correctional Officer rank.

4.4.7 Small courses that are specific to the Northfield Prison Complex should be prepared as packages through the Senior Staff Development Officer. It is hoped that in future the Department will be able, through recruiting processes, to do more to match an officer to a location. That is, a person with skills in a specific area which relate to a particular institution should be placed in that institution.

4.4.8 Packaged short courses specific to the Northfield Prison Complex would then form part of the training of the officers recruited especially for that institution. Staff development at the Northfield Prison Complex should be directed towards supporting increased participation of Correctional Officers in prisoner programs, and therefore needs to develop in each officer positive feelings and attitudes which can be communicated to prisoners.
4.4.9 A staff development library should be provided at the Northfield Prison Complex and should have a range of books which relate to prisoner management and in particular books written by women working in corrections about female correctional institutions. Courses on report writing and the assessment of prisoners are important as part of the staff development program as correctional staff play an increasingly more important role in the process of assessment and sentence planning for prisoners.

4.4.10 The Manager of the Northfield Prison Complex has instituted a regular system of the assessment of each Correctional Officer through an interview and discussion. This is an excellent way of giving feedback to staff on their performance to provide support and encouragement and help in career planning and study programs.

4.4.11 An affirmative action program for female staff at the Northfield Prison Complex through increased equal employment opportunities should be discussed as part of the current staffing review for the prison.

4.4.12 In particular women should have the opportunity to act in Senior Correctional Officer and Chief Correctional Officer positions. Female staff should be encouraged to take temporary transfers or secondments to other institutions and to work in different sections of other institutions.

4.4.13 Positions in Head Office as temporary transfers or secondments should be made available to female staff at the Northfield Prison Complex in order to gain experience in any of the sections within the Operations Division.

4.4.14 Through this Chapter emphasis has been on staff development and affirmative action for correctional staff based at the Northfield Prison Complex. It should be pointed out that the principles described apply equally as well to all other staff employed at the prison.

4.4.15 It is interesting to read the perception of one Correctional Officer of what it means to be a good Correctional Officer and what changes in attitudes have to be faced by staff.

"In the past the para military structures of prisons in general have, I feel, caused many of the problems we are now facing. The young people moving through our system today have been educated in an entirely different way to those who care for them on a day-to-day basis. Individual rights and assertiveness are encouraged in schools, and these traits are seen to be areas for correction by many of the staff who grew up in the "speak when you are spoken to" days, and possibly went on to a career in one of the services."
Our past training, I believe, has taught us many wrong lessons. The time has come to tell officers that they are no longer prison officers that they are now Correctional Officers and as such they are going to have to learn new things. They are going to have to help people learn how to become more mature. I think that most of us are egoists to some degree and therefore would not like to think that we can allow a prisoner to dictate our behaviour or lead us about by the nose.

I wonder how many officers know, or have ever been told, that when they shout in anger or react angrily or sarcastically or show resentment of any kind, that they are giving the prisoner a victory, any hope of correction at such a time is lost because the officer has re-enforced the prisoner's hatred against society in general.

I wonder if anyone has ever told the officer that every time he or she says no, if the request is reasonable or possible, that again he or she is re-enforcing the lack of rehabilitation available, for deep down prisoners have often had the feeling that the whole world wants to make life a misery for them.

I wonder how many officers know that deep within many prisoners there is a very sad need to be ill treated or punished and any form of response which might help fulfill this need is a loss to the officer.

Taking time out to explain things can be more beneficial to a Correctional Officer than the attitude of "well", you'll do as I say because I said so", or because it is a rule. Many rules appear petty but often are most essential to security. For example, radios blasting away on top note, particularly if there are several in different areas, can be a danger should someone be in trouble because it would be impossible to hear above the noise.

If an officer walked into an area and merely turned it down or either shouted and said "you know this is a no no" without some sort of explanation, it might appear that he or she is just another grouch like almost everyone.

Let's say there are a couple of new prisoners in the room who enjoy loud music but have no idea why it has been turned down. Resentment is then the outcome. A simple courteous explanation would have earned respect. In training school, officers are told to be fair, they are told that prisoners must be treated humanely, they are told that discipline must be maintained.
This sound quite simple and basic commonsense. The point I am trying to make is that it is not spelt out in simple terms. Let's get back to being fair, this is a word or an expression which may be interpreted in many different ways. How many times during the course of the day do we hear the expression "that's fair enough".

How many times is its true meaning misinterpreted. How very often is it used to say that two wrongs make a right. In the field of corrections it has a very definite meaning. It means acting in a certain way. Here is where pictures need to be painted by drawing comparisons in an interesting way so that the officer is convinced of the new idea.

If the officer is handed a complicated paper written by an academic, he reads it, files it, he or she may even remember its contents, but he is possibly saying to himself, "yes well, the author is probably another of those arm chair experts who knows a lot of big words but very little else. Bound to be a do-gooder into the bargain".

Some officers have a tendency to view suspiciously and negatively anyone with an academic background or the so-called do-gooder. I see this as a form of protective guise, because of the fear of change. This is an example of an issue to do with fairness.

A group of prisoners are in a room for recreation, they leave the room to be locked for the night. An officer discovers that someone has left a messy ashtray or some books or some rubbish on the floor. The officer feels angry and resentful because she was maybe about to have a cup of tea and relax for a few minutes. How does she handle the problem?

She brings all of the prisoners out of their rooms and back to the recreation area, because of maybe one person's untidiness. Everyone is punished. I believe the fair way of dealing with the problem would have been to ask the person responsible to step forward. The person may possibly not step forward on this occasion, but the officer has offered trust and that may be the very thing that the prisoner has been looking for.

If the culprit does not step forward then a volunteer can be called for to tidy up and the offender is left to deal with her conscience. The first method of resolving the problem may result in stirring up an angry and resentful group of prisoners who later take things into their own hands by attempting to deal with the real culprit by some retaliatory method which gets out of hand.
Officers may need to get involved resulting perhaps in an injury to some perfectly innocent victim, why, because no one has ever said nor is it written down anywhere that this is not the way a Correctional Officer operates.

There are a great many anecdotes of a similar nature which can be told."

RECOMMENDATIONS

4.1 That opportunities should be provided for staff at the Northfield Prison Complex, particularly the Correctional Industries Officers, to visit other women's prisons. Fairlea Prison in Melbourne is recommended for its industries program and variations in accommodation.

4.2 That the Department of Correctional Services takes positive steps to recruit women as Senior Management Services Officers.

4.3 That the Department of Correctional Services takes immediate action to employ correctional staff with different cultural and ethnic backgrounds to reflect the cultural and ethnic backgrounds of people in prison.

4.4 That targets are set by the Department to increase the number of female Correctional Officers.

4.5 That an affirmative action program is planned for all women in the Department of Correctional Services according to the guidelines in this Chapter with attention paid to opportunities for women at the Northfield Prison Complex. The staffing review for the Complex should provide mechanisms whereby female staff can act in higher duty positions and can have greater mobility between institutions and Head Office positions on a temporary basis. These opportunities should be accompanied by a staff development program and support for women to take up these opportunities.

4.6 That resources for staff development within the Department of Correctional Services are increased and that mechanisms to increase access to staff development programs for correctional staff are increased.

4.7 That a staff development program is planned and implemented at the Northfield Prison Complex for all staff which takes into account not only formal study programs at tertiary institutions but also short courses specific to the Northfield Prison Complex and group work to discuss practical prisoner management issues. A staff development committee with strong Correctional Officer membership should oversee the programs.

4.8 That speakers from the Office of the Commissioner for Equal Opportunity attend the Northfield Prison Complex to discuss issues relating to new equal opportunity legislation and its implications. This should form part of the orientation program for all incoming staff.
5.1 General

5.1.1 The Rules provide useful rulings for standards in prison. A copy is provided as appendix 5. A general comment which can be made on the Rules and their application to the Northfield Prison Complex is that in all areas (apart from two, which will be discussed later) the prison compares very favourably. The recommendations in this report, when implemented will go further to fulfilling the basic principles stated in Part 1.

5.1.2 "1. The following rules shall be applied impartially. There shall be no discrimination on grounds of race, colour, sex, language, religion, political or other opinion, national or social origin, property, birth or other status.

2. On the other hand, it is necessary to respect the religious beliefs and moral precepts of the group to which a prisoner belongs."

5.1.3 These principles are compatible with the underlying principles in this report, i.e. that prisoners should be managed in a non-discriminatory way with their rights to privacy and support for their cultural background protected.

5.2 Specific Application to the Women's Centre

5.2.1 However, two areas for which the Rules provide guidelines give cause for concern at the Women's Centre.

5.2.2 Part 1 of the Rules of General Application state:

"Separation of Categories

The different categories of prisoners shall be kept in separate institutions or parts of institutions taking account of their sex, age, criminal record, the legal reason for their detention and the necessities of their treatment. Thus,

a. Men and women shall so far as possible be detained in separate institutions; in an institution which receives both men and women the whole of the premises allocated to women shall be entirely separate;

b. Untried prisoners shall be kept separate from convicted prisoners;

c. Persons imprisoned for debt and other civil prisoners shall be kept separate from persons imprisoned by reason of a criminal offence;

d. Young prisoners shall be kept separate from adults."
5.2.3 The Women's Centre provides entirely separate accommodation for men, however prisoners on remand are not separated from sentenced prisoners in either sleeping accommodation, work location or eating and recreation areas.

5.2.4 The low numbers of women in each category have made the maintenance of separate areas expensive - particularly in terms of staffing. The plan of the building also makes segregation difficult. There is a provision for a separate dining room for remand prisoners - but this room now provides the only available space for education and indoor recreation. Similar comments can be made for sections (c) and (d).

5.2.5 "Classification and Individualisation"

The purposes of classification shall be:

a. To separate from others those prisoners who, by reason of their criminal records or bad characters, are likely to exercise a bad influence;

b. To divide the prisoners into classes in order to facilitate their treatment with a view of their social rehabilitation.

So far as possible separate institutions or separate sections of an institution shall be used for the treatment of the different classes of prisoners.

As soon as possible after admission and after a study of the personality of each prisoner with a sentence of suitable length, a program of treatment shall be prepared for him in the light of the knowledge obtained about his individual needs, his capacities and dispositions."

5.2.6 All women imprisoned at the Women's Centre with sentences of six months or more are assessed by the Prisoners' Assessment Committee and are then reviewed at intervals of three months. The purpose of assessment is to discuss social history reports, education reports and information on employment history, etc., in order to determine the security rating of each prisoner and to establish a sentence plan for her.

5.2.7 A sentence plan essentially sets out the institutions through which a prisoner may move, according to his/her security rating, the programs which will be available (educational, employment, temporary leave, etc.) and any special considerations which need to be taken into account for placement in an institution, e.g. social/family relationships. It sets goals for prisoners to achieve as they move through the system, and allows broader opportunities, including involvement in pre-release programs for prisoners as they reach the last six months or so of their sentence. Sentence planning relates security ratings to programs. The role of the Prisoners' Assessment Committee is discussed further in Chapter 1.
5.2.8 One major factor which militates against successful sentence planning for women is the lack of alternative accommodation - particularly in the metropolitan area.

The inability to segregate successfully prisoners of different security ratings also means that sentence planning according to security rating is difficult, e.g. all women in prison at the Women's Centre, although having different security ratings, generally participate in the same programs.

5.2.9 Male prisoners have the option of moving through the system, through a number of institutions; goal setting is more realistic for male prisoners and they are now able to see the final stage of their sentence being served at the low security male section of the Northfield Prison Complex where temporary release and pre-release programs have been developed. Women do not have this flexibility, and therefore women with long sentences have no points in that sentence where a change of institution can be made and therefore changes in opportunities generally and programs particularly. They have limited access to an integrated prison system.

5.2.10 The redevelopment of the Women's Section at the Port Augusta Gaol will certainly provide one option for alternative accommodation for female prisoners. However, it is important to consider carefully the nature of the women who are accommodated at Port Augusta.

5.2.11 There will always be the need for female aboriginal prisoners to be housed at there, where they can be close to their friends and families and live in a relatively familiar environment. The new accommodation at Port Augusta should be able to accommodate not only female aboriginal prisoners serving short sentences, but those serving longer sentences, so that they do not have to be transferred to the Women's Centre in the city.

5.2.12 When considering the population of the Women's Centre, it becomes clear that most of the women have their family and links with their friends in the metropolitan area. Many of the women are mothers and have been the primary care providers for their children, children often being cared for by alternative means while their mother is in prison.

5.2.13 Another category of women in prison, emerging in the eastern states is that of women needing protective custody. Port Augusta Gaol, following redevelopment, and Mt. Gambier Gaol should be able to provide accommodation for women needing protection. Mt. Gambier provides excellent facilities now for a very small number of women, who are generally local women.
5.2.14 The segregation of behaviourally disturbed prisoners, new admissions, prisoners under the influence of drugs, are all problems at the Women's Centre because of the necessary use of one wing i.e. "D" wing for all women in these groups. A women spending her first night in prison alongside a severely disturbed prisoner who is very noisy may be cured of her offending behaviour but may form a distorted opinion of the prison.

5.2.15 Clearly the problems to do with the "segregation of categories" and "classification and individualisation" for women in prisons are problems to do with buildings and the accommodation thus provided for women.

5.2.16 The Women's Centre consists of dormitory wings converging into a central control area. "A", "B" and "C" dormitories are secured by locking the barrier at the end of the dormitory which opens into the control area. Women in these dormitories thus have access to each others rooms when the dormitory is secured. The rooms are comfortable and provide scope for individualisation.

5.2.17 Segregation is not a possibility within the constraints of this accommodation and the needs of special groups of prisoners are not being met. "D" Wing however, the multi-purpose wing, has individually secured cells and is a rather bleak environment.

5.2.18 The opening of the Adelaide Remand Centre in 1986 will provide for the segregation of women on remand. The pressure of numbers of men on remand should not prevent women on remand having equal access to a proper remandees regime.

5.2.19 For the remaining women efforts must be directed towards providing an integrated prison system within the Women's Centre itself by the redevelopment of existing buildings.

5.3 The Master Plan Committee for the Northfield Prison Complex

5.3.1 Recommendations for the redevelopment of the buildings at the Northfield Prison Complex are the responsibility of the Master Plan Committee for the prison. That committee's work on the problem of separation of prisoners with differing security ratings and needs, and the provision of a greater range of types of accommodation should be supported.

5.3.2 This Chapter of the report then will not go into details of the changes necessary but will make recommendations which support the work of the Master Plan Committee.
RECOMMENDATIONS

5.1 That priority should be given to the accommodation of women on remand in the Adelaide Remand Centre. Not to accommodate women in the Remand Centre may be a breach of the new Equal Opportunity legislation, i.e. the denial of a service or a benefit.

5.2 That the Master Plan Committee for the redevelopment of the Pt. Augusta Gaol Women's Section should be supported in its recommendations for appropriate accommodation for locally received prisoners, particularly aboriginal women in prison. Women needing protective custody should also have accommodation provided for them at Pt. Augusta Gaol.

5.3 That the accommodation for women in prison at Mt. Gambier Gaol should be maintained and used for locally received women and on occasion for women needing protective custody.

5.4 That an integrated prison system for women in prison should be provided by the redevelopment of the accommodation at the Women's Centre and that the work of the Master Plan Committee for the Northfield Prison Complex for this should be supported. In particular, the following accommodation should be provided:

- A multi-purpose work shop area to be used by both men and women - equipped with computers and other equipment relating to programs provided by T.A.F.E.

- The provision of a four-bedroomed cottage similar to the provision of "The Cottages" for male prisoners - for low security women, particularly those serving longer sentences and women with children.

OR

- That "A" wing is converted to provide self-contained bed sitting rooms for low security women, particularly those serving longer sentences, and women with children.

OR

- That "A" wing is converted to provide a recreation and programs area which is near the horticultural redevelopment.

5.5 That separate facilities are provided for the following categories of women in prison.

a. Women admitted under the influence of drugs/alcohol.
b. An area for the induction of women newly admitted to the prison.
c. Behaviourally disturbed prisoners.
d. Women in prison who may be described - after a proper assessment - as high risk high security prisoners.
5.3.3 The provision of such accommodation would mean that women in
crison at the Women's Centre can see their progression through
differing kinds of accommodation according to their security
rating - and thus set goals for themselves. Women and children
could be accommodated comfortably in a stimulating environment
- and prisoners who now cause problem for others would be
housed separately.

5.3.4 At the suggestion of the Director of Support Services, an
initial costing of the most important recommendations in this
section of the report has been submitted to the Director of
Operations to be included in the 1985/86 budget estimates.

5.3.5 The costs of these changes will be high. The cost of these
changes not being made is also high in terms of stress to
staff and the humane treatment of women in prison.
APPENDICES

   Including - Report from Activities Officer
   - Report from Education Officer
   - New Initiatives at the Women's Centre

2. Equal Opportunity Policy Statement - Department of Technical and Further Education.


5. Multi-Disciplinary Programs - A Definition.


7. Sources of Information.
APPENDIX 1

THE MANAGER’S REPORT – NORTHFIELD PRISON COMPLEX, FEBRUARY 1985

1. HISTORY

The Women's Rehabilitation Centre ceased to exist from 4th April, 1984. As from that date a new era in corrections commenced in South Australia.

This new concept in corrections was a rationalisation of specific problems pertaining to women prisoners and low security male prisoners.

Thus, the Northfield Prison Complex, Women’s Centre and cottages were combined with increased custodial and support staff from a professional field.

On Tuesday 14th February, I arrived at Northfield and assumed responsibility of the institution.

Prior to this, however, a number of issues had to be addressed, the Women’s Advisory Committee being one source, to recommend variations to the Women’s Centre, with staffing being the next major issue.

An additional chief, senior and eleven correctional officers were required to maintain the security of the institution. A total of 47 applicants were interviewed with a view to transfer to NPC.

All new and existing officers were encouraged to participate in an awareness program which entailed a period of time to be spent on active duty at Cadell Training Centre (for the Cottages) and the transferees being rostered on duty in the Women’s Centre with existing staff.

This was supported by staff meetings and some individual counselling. All staff were involved in the working up of institutional general orders. Northfield Prison Complex Management viewed some female and low security institutions in NSW and Victoria.

Finally an Activities Officer and Education Officer were employed full time at the institution.

2. WOMENS CENTRE, VARIATIONS

In a letter to the Executive Director, establishing the Advisory Committee on Women in Prison, the Director, Operations, Mr Beltchev, in part wrote:
"The management, control and programing for women in South Australian prisons and particularly at the Women's Rehabilitation Centre, has been the cause of concern to the Department and interested community groups for some time. This concern has escalated in recent times and is particularly focused on the relative disadvantages that women in prisons have suffered in comparison to male prisoners. This has been as a result of many factors including very conservative and detrimental views about women, the small population of women in prisons and a tendency for little focus to be given to institutions which do not produce problems in their day-to-day operation."

With this statement, and my own thoughts, I entered the institution with an open mind.

From the outset, it was quite obvious to me that numerous changes were necessary for women prisoners to have involvement in the field of health and welfare, and day-to-day issues.

Further to this, to be responsible for the women's future should not solely rest with NPC Management, but realistically the prisoners should have an active involvement with activities and education programs. That is, long and short term commitments from prisoners to accept a program for self improvement, that prisoners themselves had actively engaged in the design of the program.

I felt my most immediate task was to implement a great deal of basic changes within the institution that to some people seemed minor or not necessary.

My perceptions of basic dignity and human rights varied from theirs.

* Attached is a list of immediate institutional changes. With assistance from various staff, the Prisoners Needs Committee, institutional direction was set, and is being maintained.

Examples of this direction is the number of Prisoner/Management Committees to jointly achieve a common aim. That is, imprisonment with equity in a humane environment.

A) **Prisoners Needs Committee**

While a formal avenue exists for female prisoners to communicate to Management and vice versa, it has developed into custom and practice that the individual prisoner has access to all stages of Management via request, verbal or written, and prisoners serving a sentence of over 3 months are interviewed by the Deputy or Manager at least monthly. This is initiated by Management, not the prisoner and the Chief Correctional Officer, Women's Centre maintains daily contact for immediate requirements.
B) **Prisoners Clothing Committee**

This committee was established to vary the clothing of prisoners during work, informal and visiting hours. It is comprised of Industrial, Correctional Management Staff and short/long term female prisoners.

A number of meetings were held and a combined Prisoner/Management consensus was reached on the style and type of clothing to be worn.

In October 1984, the new clothing was made by and issued to prisoners.

C) **Womens Activity Committee**

As I have previously stated, women prisoners now have input into their own program development.

This committee has a multiple discipline of both staff and prisoner representation.

The report attached from the Activities Officer, Ms Clutterbuck, details the charter of this committee.

I am pleased to say that this style of Institutional Management has played a major role in the normalisation of the environment within the Womens Centre.

D) **Employment/Industries**

Over a period of time I have formalised the Industrial Staff into an extension of their normal responsibilities. That is to say a local agreement exists for the Industrial Officers of the kitchen and laundry to also supervise groups of prisoners in the garden area.

In consultation with Mr P. McMurray, Assistant Director, Prison Industries, a recommendation has been prepared for Departmental Executive, for the beautification of an area adjacent to the garden.

Hopefully this area will have scented walks, and flowers for the use in floral arrangements, that may be used in conjunction with ceramics. Goods may be sold via various outlets.

Unfortunately, general Industry has not changed within the institution, except variations that have taken place in the work areas.

For example, following allocated tasks in the work areas, hobbies such as dress making, children's clothing and soft toys, are made using prisoner's materials.
Recently a hand knitting machine was donated to the Womens Centre and preparations are underway for design of winter garments as a hobby and for institutional clothing.

During the year 1984, formal education activities and organised events were conducted during normal working hours. To off-set this, however, the activities and education officers have both prepared activities from their respective areas for prisoners during leisure hours.

Both officers have prepared comprehensive reports in relation to their areas (attached).

GENERAL

Throughout the year a great deal of public interest has been centered on the Womens Centre, through the Television presentation of 4 Corners, Current Affairs Program, 5AD Radio Station and The Advertiser.

In general, most of the presentation was honest and open, with interviews of Staff and Prisoners being presented in an unsolicited manner.

The Roxby Downs issues were highlighted by a diminished number of protestors being imprisoned within the Womens Centre.

A Northfield Master Plan Committee has been formed to look towards 1990. The Womens Centre particularly requires renovation to rooms, visit facilities, low security accommodation, and an integrated education/activity area.

Unfortunately, the types of offenders being imprisoned are young and drug orientated, therefore a non-contact visit area is required.

General morale and prison harmony has been very good between staff and prisoners, and considering the substantial number of prisoners with psychiatric or behavioural problems, the institution has run on a relatively stable plateau.

I feel a brief comment should be made for the majority of staff who now not only support changes within the institution, but via reports and staff meetings, are making positive suggestions for the Womens Centre.

Finally I wish to place on record my thanks to every member of the Advisory Committee for Women in Prison, but in particular Mrs C. Vardon, for the positive and constructive discussions and information exchanged during committee meetings.

Brian Morgan
MANAGER
NORTHFIELD PRISON COMPLEX

Attached
1. Activities Officer's report
2. Education Officer's report
3. Copy of variations to Women's Centre
TO: BRIAN MORGAN, MANAGER, NORTHFIELD PRISON COMPLEX
NPC WOMEN'S CENTRE: ACTIVITIES REPORT

Prepared and Compiled by J. Clutterbuck, Activities Officer

19/11/84

1. Philosophy
2. Aims
3. Approaches
4. Programs
5. Evaluation
6. Major problems
7. Implication/Directions for 1985
8. Immediate needs
ACTIVITIES REPORT

On 28th January, 1984, a full time Activities Officer was employed to work at the Northfield Prison Complex, incorporating the Women's Centre and the Cottages Complex.

1. PHILOSOPHY

- Working under the broad concepts of:
  - People are placed in prisons as punishment, not to be punished.
  - Resocialisation of the individual should ultimately seek to reduce the incidence of recidivism.

the following philosophy for activities has been established:

- Activities are provided in prisons to aid and establish the development of individual skills, general well-being and increased community awareness to assist the individual in reinstating themselves into community settings and groups which are appropriate and realistic for survival and self esteem.

2. AIMS

- To provide activities of a physical, passive, cultural, educational, entertaining and informative nature.

- To provide activities which act as an aid to prisoner/staff relationships, to enhance control, safe custody and segregation of prisoners, and interactions among the two groups.

- To increase community awareness of correctional institutions and their philosophies, as an aid in fostering these ideals among the broader community.

- To cater for individuals and groups within the system to aid resocialisation and reintegration into community settings.

- To increase social competence of offenders.

- To decrease the incidence of recidivism upon release.

- Normalisation of the prison environment in keeping with what is seen as acceptable to South Australian society.

3. APPROACHES

- In February 1984, a survey was conducted at the Women's Centre to establish what the then population considered were the immediate needs for provision of activities.
The survey also sought to:

- Establish early lines of communication with each individual.
- Make the Activities Officer known to everyone.
- To ascertain each prisoner's interests and ability to express themselves on paper.
- To encourage individuals to think about their current situation, and identify positive goals and initiatives.
- To encourage individuals to take an interest and become involved.

Results of this survey indicated:

1) Strong desires for structured and programmed evening and weekend activities of an active and passive nature.

   e.g. "Need a wide selection of activities to choose from".
       "More access to outside areas".
       "More organised sessions per week", i.e. sports games.
       "Greater amount of evening activities - crafts".
       "More freedom to use craft materials and options to do things in our rooms/dorms at night when we want to".

2) Need to provide more leisure services, i.e. own time activities.

   e.g. Board games - which encourage written and verbal skills.
        Creative outlets - drawing, sketching materials.
        Tapes for library - available on borrowing system.

3) Need for information regarding community based organisations and programs.

   e.g. - Consumer Information Services, DCW.
        - Drug, Alcohol Treatment Programs and information.
        - General Health Information Services.
        - Legal Rights and Information - Community Organisations which deal with queries.
        - Child Care Organisations.

Not all these needs were directly identified by the surveyed population, but indirect comments made on many surveys indicated a lack of awareness of community groups and programs. This was interpreted as a need area.
Interpretation of this data in conjunction with security considerations, available resources and available facilities, has seen the introduction of activities to the Women's Centre on evening, day time and weekend times during 1984.

Application of programs in this manner, i.e. meeting desired, stated and identified needs was useful in terms of re-evaluation of needs, effective use of time for prisoners, assessing motivation and commitment levels, and identification of major problem areas.

This format made way for new initiatives in planning.

Implementation of programs is now controlled by the Women's Activities Committee which is made up of short and long term prisoners, one Chief Correctional Officer and the Activities Officer.

The Committee is responsible for:

- Decision making processes
- What activities are available
- Length of programs
- Time-tableing of activities
- Dealing with problem areas
- Information dissemination

This system is important in that it gives the women:

- Greater control over their environment
- Responsibility for actions taken
- Greater motivation to become involved
- Increased commitment to programs
- An opportunity to identify or learn about community based organisations
- Learning to work as a group and exercise individual skills
- Increased awareness of communications, rules, regulations, etc.

4) Programs

Women's Centre Programs

These programs have been provided at Northfield Prison Complex for the women at various times from February 1984, to October 1984.

4.1) Evening Activities

- Terrarium Project

- Introduced in March 1984, as part of normalisation standards, i.e. terrariums to be made and kept by the individual in their own room. Particularly relevant for long term prisoners, providing decoration and individuality in way prisoners choose to set up their own particular rooms.
- Two sessions per week for one week, each 2 hours.
- At later times as required.
- One large terrarium was made for sentenced Dining Room.
- Materials provided through Education and Amenities, from Harry's Garden Centre.
- Instruction provided by a prisoner initially.

**Festival Fringe Acts**

- February to March 1984.
- Three acts in all.
  1) Death Defying Theatre - "RIFF RAFFLE".
  2) Ken Ellis - Comedian - "AN ACTOR'S TALE".
  3) Lenny Kovners - "ACTOR'S WORKSHOP".
- Three one-off events held in conjunction with Festival of Arts 1984.
- Entertainment value - did involve women in actual performance - particularly the Actor's Workshop.
- Financed through Amenities.

**Alcoholics Anonymous**

- March to May 1984.
- Fortnightly program run by AA Group involved in prisons.
- Not well attended, no great need sought by prisoners.
- Program now based on Referral System.

**Yoga**

- April to July 1984.
- Weekly program, two hours per week.
- Instructor free of charge, travelling expenses only.
- Initial involvement good, however, attendance decreased due to some problems existing between instructor and students.
- Program stopped August 1984.
- Amenities covered travelling costs.

Aerobics
- February to current time.
- Program always well attended by those interested - continue in own time.
- Program hindered for some time due to ankle injuries to Activities Officer, no funding available to provide interim instructor. No Departmental tape recorders available for accompanying music.
- A popular activity which should continue to be fostered.
- Programed differently at various stages through year, i.e.

2 x per week 
3 x per week ) for one hour.
1 x per week 
not available )

Macrame
- April 1984 to current time.
- 1 x per week for 2 hours.
- Instructor provided through Departmental Volunteers Unit.
- Program is well attended by interested few, i.e. 2 prisoners at most time.
- Important in terms of normalisation, i.e. items can be kept in prisoner's room, ability to make gifts for others, enjoyable own time activity with good chance of success quickly.

10 Week Program
- A ten week program was held in conjunction with Education with theme on providing varied Guest Speakers and Instructors.
Activities input included:
- Stress and Relaxation.
- South Australian Women's Keep Fit.
- Drama Workshop.
- Music Workshop.
- Two hours per week for ten weeks.
- Amenities funding for Activities sessions.
- All sessions well attended and some indication for future programs.

Mural
- A ten week program.
  5 weeks 1 x week 4 hours.
  5 weeks 2 x week 4 hours.
- Activity well attended initially, providing creative outlet, enjoyment group work.

Held in Remand Dining Room.
- Amenities and Education funding.

Poetry
- 10 week program - current.
- One time per week - 2 hours.
- Instructor referred by Peter Priest (Principal Clinical Psychologist).
- Education funding.
- Education purchased books for session.
- Writers Radio SUV is considering using some of the women's poems in their program.

16mm Reel Films
- One night per week, extremely well attended.
- In conjunction with YLP and Security Hospital over weekend, share basis for payment.

- Stopped due to no further need at YLP and Security Hospital.

- Ran for approximately six weeks.

- Funding through Film Hire Account. Programs Fund.

. Videos

- Four times per week.

- In recent weeks, allocation has increased from 3 videos per week to four, due to 16mm films no longer being available.

- Payment through Film Hire Account. Programs Fund.

- One woman responsible for compiling requests for videos to the Activities Officer, in the past.

- Videos can be swapped between men's and women's centre at discretion of Chief Correctional Officer.

. Christmas Organisation

- One formal meeting per fortnight - 2 meetings held so far.

- Suggestions for Christmas:
  - Barbeque
  - Mini Olympics Funding through Christmas Cheer
  - Entertainments and donations.
  - Concert

- Responsibility for various areas allocated among staff and prisoners.

. Concerts

- One held in March 1984.

- Detours Band.

- Extremely well received.

- Problem with providing evening concerts is the time factor involved in setting up and dismantling equipment. Most entertainers prefer a weekend daytime booking.

- Amenities funding.
4.2) Daytime Activities (Weekdays)

- Ceramics
  - Held two hours per week ongoing.
  - Education and Amenities funding.
  - Articles transferred to YLP for firing in kiln.
  - Initially well attended, now spasmodic due to lack of suitable equipment, and availability of Activities Officer during daytime.

- Leatherwork
  - Began as work allocation for one prisoner.
  - Approval given for others to attend briefly 2-3 weeks.
  - Basically an unstructured program.
  - Ongoing as work allocation for one prisoner.
  - Amenities funding.

- Christmas Decorations
  - As needed, as work allocation in afternoon.
  - Not timetabled due to dependancy on numbers.
  - Amenities funding.

- Easter Eggs
  - Held two afternoons prior to Easter 1984.
  - Run by kitchen staff, approval through Activities Officer.
  - Amenities and General food allocation funding.

4.3) Weekend Activities

- Sport
  - Outside areas.
  - Dependent on staff numbers, weather, prisoners interested.
- Facilities available for tennis, softball, unstructured games, aerobics, relaxation. Have tried basketball, volleyball and soccer.

- **Concerts**
  - One weekend concert held this year.
  - Sentence yard.
  - Well attended.
  - Amenities funding.

- **Swimming**
  - Summer 1984 to 1985 an above-ground pool complete with decking to be provided in Women's Centre.
  - Bathers to be purchased through Amenities.

4.4) **Other**

- **Library**
  - Helped to increase Library facilities.
    - i.e. Books - through programs and local library donations.
    - Tapes.
  - State Library lending basis, donations.
  - Community information, pamphlets and resource material.

- **Passive Games, Activities**

  - Purchase of:
    - Backgammon
    - Kleur Kunst Colour Sets
    - Trivial Pursuit
    - Yatzee/Dice Poker

  - Amenities funding.

- **Individual Requirements**

  - Can, to a small degree, assist the individual with:
    - Purchase of books
    - Tapes
    - Community information, referral basis or general information.
Craft Stall
- Set up by Departmental Volunteers Unit.
- One day per month.
- Responsible for sale of NPC prisoners own goods and Amenities items.
- Cataloguing, tagging, responsibilities are local.

Continental Quilts
- For long term prisoners.
- Normalisation principles - account negotiated with Duna World.

2) Mens Centre Programs

2.1) Evening Activities

Weight Training
- Own time activity.
- General program provided.
- Equipment - Weight Training Station - various settings.
  - Small amount of weights.
- Individual program can be negotiated through Activities Officer and Medical Staff.
- Ongoing.
- Amenities funding for new equipment.

Aerobics
- Occurred at beginning of 1984, 2 x per week.
- Dependent on numbers interested.
- Well attended for two months.
- Program then terminated. Lack of interest.

Terrariums
- Two sessions held April 1984.
- Not suitable for short term prisoners, but successful for long term.
- Terrariums located in Cottages.
- Supports principles of normalisation.
- Amenities funding.

The initial orientation to programs is still conducted by the Activities Officer through individual counselling regarding available programs and the needs of the individual.

5) Evaluation

Throughout the year, evaluation of programs has occurred, based on the following considerations:

- Participation levels.
- Drop out rate.
- Verbal communications.
- Cost effectiveness.
- Renewal rate of resources.
- Expected outcomes compared to actual outcomes.

As well as these strategies for evaluation, individual reports are submitted by the Activities Officer at local Review and Assessment meetings, which make up part of the overall information presented on prisoners. These reports assist in planning for individual sentence plans and security ratings and gives the individual a chance to evaluate themselves in terms of feedback.

6) Major Problems

Throughout the year many day-to-day problems have occurred, most of which staff and prisoners are attempting to work through, however, major problems are apparent.

(1) Lack of resources - for craft and sporting pursuits. Those available are either out of date, broken or substandard, unavailable or too few.

(2) Lack of facilities - no area set aside for development as an Education Activities centre, including facilitation for - storage of materials.
Library and information centre
Wet area
Physical training area (indoors)
Private study area
Small lecture room
Technical training area, i.e. computers, electrical
Individual counselling areas.

(3) Lack of funds - as yet NPC has not been allocated a
budget for programs, because of this all activities have
relied upon education assistance for funds and use of
the centre amenities fund, which is not in accordance
with the stated use of that fund.

7) Implications/Directions For 1985

. Foster community based and local support organisations.

(1) Local - QARS,
   - Volunteers Unit.

(2) Community - SPRON Organisation,
   - Department of Recreation and Sport.

. Staff development training, which should aid and enhance
provision of activities.

. Maintain priority for evening and weekend activities.

. Continue to investigate new program areas.

. Those currently being considered for 1985 programs, based
on costs, availability of materials, ease of operation and
market appeal are:

   Leadlighting
   Terrariums
   Copperwork
   Picture Frames
   Spinning and Weaving

. Liaise closely with Activities Officers from Yatala and
Port Augusta Gaols, for information dissemination, new
ideas direction and assistance, support and maintaining
professional standards.

. Work towards approval for implementation and programing of
use of students in the final year of courses, to have field
placements at NPC to run programs.

i.e. Physical Education )
Recreation   ) Students
Drama        )
Music        )
Arts         )
8) **Immediate Needs**

- A budget from which programs can be planned.
- A combined education and activities facility.

Judy Clutterbuck  
ACTIVITIES OFFICER  
NORTHFIELD PRISON COMPLEX
1. Introduction
2. Aims of prisoner education
3. Role of lecturer, Prisoner Education
4. Education Program, March to October 1984
5. Funding of Education Program
6. Issues of concern
7. Priorities for 1985
8. Appendix: Prisoners' Educational Profiles
REPORT ON EDUCATION PROGRAM AT WOMEN'S CENTRE, NORTHFIELD

1. INTRODUCTION

In March 1984, I was appointed Lecturer, Prisoner Education, with responsibility for the Northfield Prison Complex (females and males) and the Security Hospital, Northfield. This was a newly created position with the educational needs of the Women's Centre being serviced previously by an hourly paid instructor attending twice weekly.

2. THE AIMS OF PRISONER EDUCATION

The main aim of Prisoner Education is to provide educational programs which meet the needs and potential of prisoners, and which enable them to develop knowledge, skills and aptitudes in a positive way.

This development can help to:

- Gain employment and improve subsequent job performance.
- Avoid intellectual and social deterioration whilst in prison.
- Gain access to the education systems that exist for others.
- Reduce the chances of returning to prison.

3. THE ROLE OF LECTURER, PRISONER EDUCATION

At the Women's Centre, the role of the Lecturer includes the following:

- Educational Counselling

Prisoners are interviewed regarding their levels of schooling, current skill levels, interest and hopes and plans concerning education. For those interested, the most appropriate education program is developed.

- Running Sessions

Currently, there are two set times for education per week. Students can work on their program of study or they can discuss needs and problems with the lecturer. Sessions dealing with specific topics are also held. Topics include subjects relating to personal awareness, and when available, films dealing with general educational topics are shown. The films are always popular.

- Co-ordinating Hourly Paid Instructors and Volunteers

When interest is sufficient it is possible to employ an instructor with a particular expertise. Two volunteers attend the institution weekly for one-to-one tutoring.
The Provision of Educational Materials

Most formal courses of study are studied by correspondence and the lecturer needs to ensure that the student has everything she requires for successful completion of the course of study. One particular area of need is access to required books.

Ongoing Support

Studying by correspondence can be very difficult particularly if the student is lacking in confidence. Given that a student does not have direct access to the tutor there are often many queries to be followed up and answered. In addition the student's ability to express herself in written form often needs to be extended and improved.

Maintaining Adequate Records

An education file is maintained on each prisoner in order to keep a record of that person's educational participation and plans. Such records are used for the purposes of assessment and classification. Entries made to this file are discussed with the prisoner.

Referral

This has not yet happened to any extent, but as women are preparing for release we will discuss their ongoing educational needs and appropriate referral will be made.

4. EDUCATION PROGRAM, MARCH TO OCTOBER 1984

In addition to those services outlined in paragraph 3 as provided by the lecturer the following activities have been provided or funded by the School of Prisoner Education:

Hairdressing

This program aims to teach hair cutting skills to a long term prisoner so that, eventually, she can service the hair cutting requirements of the female prisoners. Currently there are two students who cut the hair of two different models each week.

Length: 2 hours per week ongoing.

Make Up and Grooming - Jointly Run Activities/Education

This was introduced in the guest speaker program and, due to the interest shown, was offered as a course.

Length: 2 hours per week for 5 weeks.
. Pencil Sketching

Enough women were interested to enable this subject to be offered. Attendance has been good with five regular attendees including 2-3 Aboriginal women.

Length: Initially 2 hours per week for 5 weeks (possibility of extension).

. Silk Screen Printing

This course was offered by a full time lecturer at Adelaide College in the first half of the year, but, was discontinued due to the lecturer taking leave of absence.

Length: 2 hours per week.

. Poetry - Run by Activities

Length: 2 hours per week for 10 weeks.

. Mural - Run by Activities

Length: 4 hours per week for 5 weeks.

. First Aid

A Red Cross First Aid Certificate course was offered mid year. There was a high initial interest but also a high drop out so that only three prisoners successfully completed the course and gained their certificates (plus one officer and the Education Officer).

Length: 2 hours per week for 9 weeks.

. Guest Speakers - Jointly Run Activities/Education

This was a varied program covering topics such as make up, life, scripting, work options, assertiveness.

Length: 2 hours per week for 10 weeks.

. Ceramics - Run by Activities

R. Broughton, Head of School, Prisoner Education ran an introductory course in ceramics to give a basic skill input.

Length: 2 hours per week for 5 weeks.

. Basic Electrical Maintenance

This course was offered by a full time lecturer at Yatala, but was discontinued due to the lecturer's transfer.

Length: 2 hours per week for 3 weeks.
5. FUNDING

- **Hourly Paid Instructors**

<table>
<thead>
<tr>
<th>Subject Area</th>
<th>Cost</th>
</tr>
</thead>
<tbody>
<tr>
<td>Hairdressing</td>
<td>$760</td>
</tr>
<tr>
<td>Make up and Grooming</td>
<td>$200</td>
</tr>
<tr>
<td>Sketching</td>
<td>$200</td>
</tr>
<tr>
<td>Poetry</td>
<td>$400</td>
</tr>
<tr>
<td>Guest Speakers</td>
<td>$80</td>
</tr>
<tr>
<td>First Aid</td>
<td>$380</td>
</tr>
<tr>
<td>Mural</td>
<td>$400</td>
</tr>
</tbody>
</table>

**TOTAL** $2,420

- **Materials**

  Direct funding has been provided for:
  
  Terrarium making
  Poetry books
  Sketching materials
  Hairdressing

**TOTAL COST:** $580.00 approximately

N.B. This is in addition to materials and equipment provided directly by Yatala Education Centre, e.g. ceramics, dictionaries, cassette player, etc.

6. **ISSUES OF CONCERN**

It is obvious to anyone visiting the Women's Centre that there is a lack of facilities for educational purposes. In the past the education sessions had been run in the Remand Dining Room, but this was found to be totally unsuitable due to its proximity to the kitchen, and its noise. Management approved a move to the chapel as an interim measure, and I am negotiating with Adelaide College for some screens to divide the chapel in two, so that an education area can be developed.
Currently my office is located in the Cottage Complex, so that records are kept in a separate location to the Women's Centre. Also education resources are shared between the two facilities, involving much movement of resources, and therefore increased risk of breakage (e.g. computer).

While management is in full support of women taking time off from work for attendance at education sessions, this is not fully accepted by all workers in the institution, so that some prisoners have difficulty in attending. The new system of monthly performance payments might add to the already strong concern of women to see that their work does not suffer. However, there is still the real need for an education facility, perhaps one that can be shared with the male prisoners. Such a facility would include craft and workshop facilities, classrooms and an office so that records can be kept near the students.

The development of this facility would have the benefit of maximising the use of human resources as well as physical, and would make it more cost effective to provide a range of educational and training resources for the small numbers of male and female prisoners.

7. PRIORITIES FOR 1985

. The Broadening of Training and Educational Opportunities for Women

The women have few opportunities for training, particularly in non-traditional areas. Short courses could be run in a variety of areas, such as electronics, computer awareness, welding, automotive and home handyperson.

Generally, such a program would increase confidence and basic knowledge, while also developing basic skills for those prisoners who might wish to take up study in any area.

. Study Leave

One prisoner is due for release in August 1985. She is currently completing a communications course through Adelaide College, but wishes to train in social work. She has applied for entry to the Associate Diploma Course, at the Institute of Technology to commence in March 1985.

I believe every encouragement should be given to enable this prisoner to pursue this proposed course of study, should she be accepted onto the course.

. The Development of a Range of Educational Resources

A basic range of books would provide introductory information on a number of subjects helpful to study, e.g. history, human and animal biology, english skills, personal development. A range of resources would be required to offer the range of introductory subjects outlined above.
8. APPENDIX: PRISONER'S EDUCATIONAL PROFILES

There are currently six long term prisoners (3 years or more) five of these have educational programs as follows:

FIRST PRISONER

**Educational Goal:** To gain matriculation as well as to gain hairdressing skills.

**Educational Program:** She is gaining hairdressing tuition on a once weekly basis and is currently studying one pre-matriculation subject. Next year she plans to study two more pre-matriculation subjects, so providing a basis for three matriculation subjects.

SECOND PRISONER

**Educational Goal:** To gain skills required to begin a small business.

**Educational Program:** She is currently undertaking bookkeeping and typing, with the possibility of continuing study in the business area, or completing the horticulture certificate by correspondence.

THIRD PRISONER

**Educational Goal:** To study at tertiary level in the field of Animal Science (to be clarified).

**Educational Program:** She is currently undertaking a veterinary science course through the Technical Extension Service, Perth, and is planning to apply for special entry to an external course of study at tertiary level in 1986.

FOURTH PRISONER

**Educational Goal:** To train in Social Work.

**Educational Program:** She is currently completing a Communications (PI 1 course through Adelaide College, and has applied for special entry to the Associate Diploma in Social Work at SAIT. She will apply for study leave to attend classes.

FIFTH PRISONER

**Educational Goal:** To develop basic skills in English and Maths.
Educational Program: She is currently studying spelling and arithmetic on a one-to-one basis. Next year she will go on to an English program to develop comprehension and writing skills.

SIXTH PRISONER She has no current educational involvement, but has completed an arithmetic course in the past, and she did enrol in an English course but did not complete an assignment.

Short Term and Remand Prisoners

One prisoner is undertaking a history pre-matriculation course.

Two prisoners are undertaking basic English courses.

One prisoner is undertaking arithmetic and English, informally.

One prisoner (two total) is undertaking bookkeeping.

One prisoner (two total) is undertaking hairdressing and also French.

Miriam Daly
EDUCATION OFFICER
NORTHFIELD PRISON COMPLEX
WOMEN'S CENTRE - NEW INITIATIVES

1. ROOM VARIATION

Prisoners may now have the following in their rooms: potted plants and creepers, tweezers, nail clippers, printed pillow cases, continental quilts, soft toys, pin board and pin ups, matches, razors and sanitary items.

Photographs and albums, radio cassettes, education equipment and small desks are normal in lengthy sentenced prisoners.

2. DORMITORIES

Now have ceiling fans and oil filled heaters. Reports from prisoners indicate that the sleeping areas are comfortable with these items.

The work and mess areas are to be airconditioned in the latter part of 1984.

3. CANTINE

A much wider variety of goods are available through the canteen purchase. For example, sports socks, and runners, underwear, ice-cream, plants, swimming pool accessories and continental quilts.

4. CLOTHING

New issues of clothing, footwear and leisure suits for work and recreation.

5. New divan beds and mattresses are in the process of being made and purchased for rooms.

6. Prisoners now have organised activity and recreation to 10.30 pm some evenings per week.

7. Visit time increased from twenty minutes to up to two hours.

8. A red phone has been installed for use in out of work hours. If, however, an urgent enquiry or domestic/legal problem arises the red phone is used or CCO Womens Centre arranges use of institutional phone.

9. The mess area has been varied to cafeteria style, meal service with a choice of food. Condiments are now placed on the tables rather than one single type of sauce or jam, etc. per day.

10. Facilities for making hot beverages in dormitory, and thermos flasks are permitted in rooms.
The above have been included to show a course or direction the institution is aiming for.

Each stage has been progressive and cemented by explanations to staff and prisoners.
APPENDIX 2

EQUAL OPPORTUNITY IN EDUCATIONAL PROVISION FOR WOMEN - A STATEMENT FROM
THE DIRECTOR-GENERAL OF TECHNICAL AND FURTHER EDUCATION

The South Australian Department of Technical and Further Education has, since the publication of its Equal Opportunity Policy in 1979, been firmly committed to a policy of equal opportunity.

Equal opportunity has long been denied to women and a variety of other groups in the community and this is reflected both in the provision of TAFE courses with a vocational orientation and in our employment structures.

In 1975 the South Australian Government passed legislation which made unlawful, discrimination in employment and the provision of services on the grounds of sex or marital status. Under this legislation TAFE is now required to provide equality of opportunity in education and employment for women.

Since 1979, the Department has been doing this by pursuing its own Equal Opportunity Policy and in this it has made some significant progress in providing courses with vocational outcomes for women and in ensuring that women are able to take advantage of the limited promotional opportunities. In doing this, we recognise not only the obligations of the law, but the desirability of providing an opportunity for women to use their skills and talents equally, with resulting social and economic benefits to the whole community.

The Department acknowledges that the achievement of equal opportunity requires systematic affirmative action to redress the effects of the sex stereotyping which has limited women's education and career options.

The appointment of an Equal Opportunity Officer charged with the responsibility of encouraging and monitoring the implementation of an Equal Opportunity Policy is one such action. The support of this position with a range of staff who assist in the implementation of equal opportunity programs is another. The full responsibility for the implementation of the Equal Opportunity Policy, however, lies with all TAFE personnel.

The Equal Opportunities Officer will continue to work with Departmental managers to encourage the removal of obvious barriers to women's Participation in TAFE programs. In addition a Contact Network has been established throughout the Department as part of its strategy in the implementation of the Equal Opportunities Policy. An Equal Opportunities Contact Network Person is situated at each College to ensure that equal opportunity and related issues for staff and students are addressed. I see the workings of this network as central to this Department's Equal Opportunity Policy and believe that this approach will contribute great strength to the College's efforts to achieve equal participation for women and men.
I commend this policy to you as a reaffirmation of this Department's commitment to equal opportunity for women. It is a policy which strives to ensure that women are included in all Departmental functions and as full contributors to the vitality and growth of this Department. I believe the positive impact of women's further participation will be welcomed by all.

L. FRICKER

DIRECTOR GENERAL OF TECHNICAL AND FURTHER EDUCATION
BACKGROUND TO POLICY

1) TAFE has a commitment to lifelong and continuing education for the community. Its role spans the provision of personal development and enrichment programs through to highly specialised vocational programs. Women are clustered in a narrow range of vocational programs in TAFE which reflect their position in the labour force. As the structure of the workforce changes, as technological innovation creates the need for the re-training of large sections of the labour market, and as our population ages and diversifies the achievement of this commitment will present great challenges.

2) There are a variety of assumptions contained within this policy and which are central to its intention. These are:

2.1 That the principle of equal opportunity requires that a person should not be disadvantaged because of (for example) sex or marital status. The principle of equal opportunity does not require individuals to be treated the same; rather it recognises individual differences and ensures that no-one is at a disadvantage because of those differences.

2.2 That systematic affirmative action is required in educational provision at TAFE. Affirmative action is defined as the taking of positive steps to achieve demonstrable progress towards equal opportunity.

2.3 That the setting of targets is an important step in an affirmative action plan. Targets retain the principle of merit in achieving desired numerical outcomes.

2.4 That the notion of INCLUSIVENESS is a central concept in equal opportunity provision. This concept recognises that although women's backgrounds and experiences may differ from men's, they have a variety of skills and experience that offer a positive contribution to TAFE. For women to be fully included, then, that positive contribution must be included in all Departmental educational activities including program design, course delivery and publicity materials.
THE POLICY

The Department has an established policy of open access to all people in the community to lifelong education. In this the removal of obvious barriers which preclude women from participation in the Department's educational programs has high priority. To achieve this, the Department must now take further specific measures to increase women's participation in the full range of its offerings.

Within these specific measures there is a need to review the structures, content and method of delivery of all of TAFE's programs so that they meet the special needs of women and reflect their life experiences. Removing only the obvious barriers which exclude women will not achieve an educational provision which caters specifically for women's needs.

Educational programs will continue to be designed so that they meet the needs of women and enable them to maximise their vocational and life opportunities. The programs will be promoted in the community so that they are known to and attract women.

Teaching methods in all courses will be non sexist and will offer positive encouragement to women students.

Stereotyped assumptions about the educational and work roles of women will be eliminated in the counselling of students, in the content of courses, in the educational resources used and in the interaction between teacher and student. A learning environment in which sexual harassment is eliminated will be developed in each College.

Staff development programs will continue to be provided to enhance the skills of TAFE personnel in the design and delivery of educational programs which support the achievement of equal opportunity in the Department.

In the provision of students amenities, special consideration will be paid to the provision of facilities for women. Child care will be systematically introduced in all Colleges.

In the design and redevelopment of College sites and buildings, particular attention will be paid to women's physical safety (e.g. lighting in carparks), and accessibility (e.g. public transport).

All publicity for TAFE courses will be specifically designed to appeal to both women and men and special publicity materials addressed to women will be developed.

All student selection processes will be designed to eliminate descrimination and to acknowledge women's educational and life experiences (e.g. pre-requisites in tool recognition).
EQUAL OPPORTUNITY FOR WOMEN IN EDUCATIONAL PROGRAMS

STRATEGIES FOR IMPLEMENTATION

The following checklist provides guidance to TAFE personnel to ensure that they are taking equal opportunities principles into account when performing their duties in the Department.

Within The System

Departmental managers will:

1. Review the process of curriculum approval within the Department so that equal opportunity is identified as a criterion for the approval of all new curricula.

2. Ensure that an equal opportunity representative is nominated to all curriculum committees.

3. Ensure that all documentation will be written in non sexist language.

4. Ensure that all resources portray women as having many and varied career and life options and ensure that gender inclusive language and role models are used.

5. Ensure that resources are produced which are addressed to meet the needs of women.

6. Ensure that when texts and resources are being assessed for inclusion in Departmental programs they also be assessed on the basis of the image they portray of women.

7. Ensure that the validation and approval process of materials will include reference to the way the material satisfies equal opportunity objectives.

8. Liaise with the S.A.C.A.E. to ensure that equal opportunity principles and practices are included in C.A.E. teacher training content and methodology.

9. Ensure that equal opportunity principles and practices are incorporated into in-service training programs such as NELMIC, and that they are understood.

10. Ensure in advertising that there is a public awareness of the eligibility of female trades people to take up a teaching career in TAFE.
. Ensure that a College or Head Office equal opportunity representative is on every committee and selection panel within the Department.

. Ensure the support of staff development programs which will enable the full range of staff to continue to develop an awareness of equal opportunities perspectives and to incorporate this into their work.

**College**

In offering courses for women, College managers will acknowledge that the dual roles of women impose constraints which must be recognised if true equality of opportunity is to be achieved. Because of this, College managers will:

. Ensure that counselling and guidance is available to women on enrolment concerning the variety of courses available, including preparatory and bridging courses, and the career implications of each of those courses.

. Ensure that information concerning child care is readily available to all students.

. Ensure that all statistical returns on student participation will include gender as a category.

. Review the current patterns of student enrolment to gain accurate information about resource allocation by gender.

. Where possible, develop programs for the inclusion of women in areas where women are significantly under represented.

. Encourage the development of teaching methodologies and curricula which recognise that the content, language and group processes of classrooms will influence the learning outcomes and emotional well-being of women students.

. Ensure that all staff are able to identify sexual harassment and are fully conversant with the grievance procedures at their College.

**Teaching**

In addition to the foregoing discussion, officers in the Department will assist in the promotion of this policy by recognising it in their decisions about the content, language and group processes. They have a vital contribution to the implementation of this policy in their classes by:

. Selecting resources and instructional examples which portray women in a variety of roles and vocations.

. Using language which ensures that women feel included and that their life experiences are reflected.
Ensuring that physical facilities and teaching methodologies are arranged to enable women to gain equal access to the equipment and facilities and that women are encouraged to participate actively.

Ensuring that they have the skills for identifying sexual harassment and providing preventive and/or corrective education where necessary.

Organising timetables which recognise the responsibilities for household and child rearing of many women students.

Encouraging women students to investigate a wide range of occupational options by providing relevant information for their consideration.
APPENDIX 3

NORTHFIELD PRISON COMPLEX

ESTABLISHMENT OF NEW INDUSTRIES

SEPTEMBER 1984
NORTHFIELD PRISON COMPLEX - ESTABLISHMENT OF NEW INDUSTRIES

1. OBJECTIVE

To establish small industrial units suitable for female prisoners with a range of skill and motivational levels, which provide interesting and fulfilling work, are educational and have the ability to absorb or shed human input as demands dictate. This must include the ability to remain in a "mothballed" state for spasmodic periods without undue detriment or financial cost. These industries, in contrast to existing work available to female prisoners, should not have an emphasis on domestic duties.

2. LIMITATIONS

Current and projected low and fluctuating female prisoner numbers place practical limitations on the type and diversity of industries and training that can be provided, however, some sharing of other Departmental resources may be feasible.

3. CURRENT RESOURCES

Current available resources include:

- A secure undeveloped open area of approximately 4000 m².

- A secure semi-developed plant nursery, consisting of three small shadehouses connected to an automatic watering system. The frame of a greenhouse serviced by water and electricity.

- A semi-developed cottage style vegetable garden.

- Potential workshop area adjacent to the vegetable garden and nursery in the form of the present dormitory.

4. PROPOSED INDUSTRIES

4.1 Food Production

4.1.1 Vegetables

To be developed on a home garden style operation with tuition in developing, maintaining or planning a home garden with some tuition on nutrition and family budgeting.

4.1.2 Fruit

A small home style orchard which can be used for teaching cultural practices, including pruning.
4.1.3 Preserving

The freezing, drying and bottling of fruit and vegetables, glazed fruits, candied citrus peel, lemon butter, etc.

4.1.4 Edible Shoots

The production of fresh edible shoots such as mung beans, alfalfa, etc. for the use in institutions.

4.1.5 Culinary Herbs and Spices

Development of a herb garden with associated drying, freezing, packaging and distribution to other institutions.

4.1.6 Livestock

Raising of farm animals with some economical return but also novelty value such as bantams.

4.2 Aromatic Plants

4.2.1 Development of landscaped areas of aromatic plants for processing and as part of an overall relaxing landscape.

4.2.2 Develop uses and various (including novelty) packaging methods.

4.3 Economic Plants

4.3.1 Develop an area planted with trees and shrubs of economic use as an educational/point of interest area.

4.4 Dry Flowers

4.4.1 Establish an area of flowering plants suitable for drying.

4.4.2 Establish systems for drying flowers that preserve colour and characteristics. Tuition in dry flower arrangements for sale and decoration in institutions.

4.5 Ornamental Horticulture

4.5.1 Bedding Plants

 Produce annual flower and vegetable seedlings for beautification and vegetable production.

4.5.2 Indoor Plants

 Propagate and maintain a range of foliage plants suitable for use in institutions, Head Office and District Offices. This could be operated in conjunction with TAFE Horticultural Courses.
4.5.3 Native Tree Propagation

Propagation of native trees and shrubs for beautification and shelter around institutions and/or in conjunction with organisations such as "Greening of Australia", "Men of the Trees", etc.

4.5.4 Native Cut Flowers

Planting and maintenance of a range of native species suitable for use as cut flowers.

4.5.5 Training Area

An area to be set aside for training interested inmates in a range of gardening and landscaping skills, such as laying of pavings, rockery development, etc.

5. ASSOCIATED CRAFTS

It is envisaged that a wide range of spin-off crafts could be developed.

6. STAFFING

6.1 Security Staff

It is assumed that there are sufficient general duty officers to cover new work areas by adopting initiatives such as a single cleaning gang.

6.2 Industrial Staff

There are three existing CIO positions, two in the kitchen and one in the female work room. There may be some capacity to use these positions to a minor degree but an additional position would be required to ensure co-ordination, a realistic rate of development and continuity of production. With the proposed eventual consolidation of activities on the Yatala Reserve, one CIO position in the garden could be used for this purpose.

7. PRISON LABOUR

As outlined, it is essential that the project has the capacity to absorb and shed labour depending on the number of prisoners available to work in the area. It is believed this project could usefully employ twenty prisoners but could be mothballed with one or two carrying out essential upkeep.
8. **NEW RESOURCES NECESSARY**

8.1 **Workshop**

An additional work room with wet area facilities is desirable and it is considered that the existing dormitory could be converted to this purpose at a minimum of cost. Direct access to the garden area would be necessary. (With the opening of the new Remand Centre, this accommodation is unlikely to be needed).

8.2 **Fitting and Facilities**

The workshop area would require bench space, storage facilities, drying cabinet, wet area, pottery wheel, oven, blender, plus hand tools.

8.3 **Tools**

The only major item in addition to existing hand tools is a garden shredder.

9. **ESTIMATED COST**

9.1 **Conversion of Work Room**

PBD project cost unknown.

9.2 **Commissioning of Nursery**

Cladding of greenhouse, mist propagator (possibly transfer Cadell Training Centre unit) mesh benches and completion of potting shed = $3,500.

9.3 **Site development includes earth movement, watering system, paving, planting material = $11,000. This could, if necessary, be spread over a three year development phase.**

10. **TIME FRAME**

There are good arguments for completion of development within a twelve month period, commencing October 1984, however, financial and human constraints may make a two or even three year development phase necessary. It is important, however, that development is organised in phases whereby significant changes are noticeable throughout the period.

11. **RECOMMENDATION**

That this project be adopted and implemented, commencing October 1984, with development completed by June 1987.

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Bruce Farguhar

SENIOR HORTICULTURAL ADVISOR

DEPARTMENT OF CORRECTIONAL SERVICES
A POLICY STATEMENT ON WOMEN AND HEALTH

Preamble

The South Australian Health Commission recognises the need for a Policy on Women and Health.

The prime aim of this policy is to enable women to achieve influence and involvement in the health environment commensurate with their numbers in society and appropriate to their many social roles.

The South Australian Health Commission recognises the influences on women's health of their present position in society and the existence of health issues exclusively or primarily relating to women.

The important effects of the social environment on women's physical and mental health need to be recognised.

The South Australian Health Commission's Policy on Women and Health should be viewed in the context of all the Commission's formulated policies, particularly those on obstetric services and community health, as well as its responsibilities resulting from Australia's position as a signatory to the Constitution of the World Health Organisation.

The Principles of a Policy on Women and Health

All women have basic health needs and the right to a total health care service.

1. Services:

   Women as users of health services:
   Health services for women should be comprehensive and appropriate to their needs. This will require the allocation of adequate resources so that gaps in existing service provision can be identified and met.

   Provision of appropriate health care services requires that women health care workers and users are involved at all levels in the planning and delivery of these services.

   Essential health services for women should acknowledge the needs of and pressures on young women, the dual roles of many women as nurturers and paid workers and the needs of elderly women.
These services include those concerned with:

- reproductive health, including the regulation of fertility;
- child health and child care;
- occupational health;
- se uality;
- nutrition;
- mental health;
- dental health; and
- care of the elderly.

Women employed in health services

Health services employ more women than men. However, women are currently under-represented in the managerial levels where decisions are made concerning health services and working conditions. An increased number of women should be employed in managerial positions commensurate with their participation in the health workforce generally and reflecting equality of employment opportunity.

2. Access

The economic, social, geographic and physical factors (including lack of child care facilities and transport services) that make access to health care services difficult for many women should be recognised and addressed in the provision of these services.

This may require the development of programmes which are designed to meet immediately the needs of specific groups (such as Aboriginal women, migrant women, disabled women and women in isolated areas).

3. Information

Women should be enabled to make informed decisions about their health and health care and the health of others for whom they take responsibility. To this end, information about all aspects of women's health care and health education is essential. Information should be made available to women in isolated areas and to those women who do not speak or read English with ease. Health professionals should be trained to recognise women's right to clear, accurate, comprehensive information in an appropriate form.

4. Research and Review

Continuing reviews of women's health needs must be undertaken with the aim of ensuring that health services respond to the changing needs of women.

Research resources should be directed towards the development of knowledge on health issues important to women.

Research projects should be encouraged which take into account the relevant social and cultural factors which affect women's health.

Reviews of the status of women health care providers should be undertaken regularly.
Conclusion

The principles stated above confirm our objectives:

. to enable women to achieve a representative level of influence on the health environment;

. to promote an awareness of the significance of the social environment on the health of women;

. to improve women's access to appropriate physical and mental health care services;

. to promote an awareness of the importance of women as health care providers;

. to increase the participation of women in managerial levels in health services; and

. to minimise physical and mental health hazards for women.
APPENDIX 5

MULTI-DISCIPLINARY PROGRAMS

The following definition has been formulated for discussion and consultation.

Multi-disciplinary programs are purposeful activities which are designed, planned, organised, led, monitored and evaluated by a team of people from a range of professional, technical, and generalist disciplines and backgrounds. In the prison system, custodial officers, and Institutional Heads, in particular, have a pivotal function in all such programs. The whole direction, focus, and implementation of multi-disciplinary prison programs must be in the best interests of the prisoners whose basic human rights require that they have access to quality programs to assist in their re-integration into the community.

It seems obvious that custodial officers have a basic right to be offered the opportunity to contribute to multi-disciplinary program development through Programs Teams. Special emphasis in multi-disciplinary programs needs to be placed on the principles of normalisation, i.e. that all programs must aim at addressing the realities that constitute the prisoners' life in the community. In the design, planning and implementation of prison programs, the potential of prisoners to contribute according to their level of knowledge and skills should be kept in mind.

The philosophy underpinning all multi-disciplinary programs is that of existentialism enriched by a respect for the unique and discrete cultures represented by the prisoners in the system. Re-integration into the community will be smoother for the prisoner if he/she has had access to programs which satisfy basic cultural requirements. In the same way, negative aspects of some sub-cultures need to be addressed when planning and implementing multi-disciplinary programs, e.g. drug and substance abuse sub-culture.

A simple example of a multi-disciplinary program is a Budget-Advice Self-Help Program. The following range of people could be involved:

- Custodial Officers who have knowledge and skills in this area, and who wish to contribute to the program.

- Correctional Industry Officers

- Prisoners - Those who volunteer as budgeting success stories. Those who volunteer as having difficulties. Those who apply for the program to learn more.

- Volunteers - Perhaps a bank manager from a service club. - QARS personnel. - Volunteers with demonstrated abilities in the budgeting area.
- Canteen Support Staff
- Prisoners' Loan Fund Administration
- Social Worker - Preferably Institutional Services Unit or Community Corrections, and experienced in handling the family/community aspects of financial hardship.
- Teacher - Interested in mathematical and language skills involved in budgeting.

It is highly desirable that maximum sharing of ideas and resources be encouraged within institutions, between institutions, and between the community and the Department. It should also be noted that the sound development of integrated multi-disciplinary programs in the correctional system depends on the more creative use of existing institutional and community resources rather than on dramatically increased funding.

Mary Ryan
Assistant Director Programs
Department of Correctional Services
APPENDIX 6

STANDARD MINIMUM RULES
FOR THE TREATMENT OF PRISONERS
AND RELATED RECOMMENDATIONS

A. Standard Minimum Rules for the Treatment of Prisoners

Resolution adopted on 30 August 1955

The First United Nations Congress on the Prevention of Crime
and the Treatment of Offenders,

Having adopted the Standard Minimum Rules for the Treatment
of Prisoners annexed to the present Resolution,

1. Requests the Secretary-General, in accordance with para-
graph (g) of the annex to resolution 41(XV) of the General Assembly
of the United Nations, to submit these rules to the Social Com-
mmission of the Economic and Social Council for approval;

2. Expresses the hope that these rules be approved by the
Economic and Social Council and, if deemed appropriate by the
Council, by the General Assembly, and that they be transmitted
to governments with the recommendation (e) that favourable
consideration be given to their adoption and application in the
administration of penal institutions, and (d) that the Secretary-
General be informed every three years of the progress made with
regard to their application;

3. Expresses the wish that, in order to allow governments to
keep themselves informed of the progress made in this respect,
the Secretary-General be requested to publish in the International
Review of Criminal Policy the information sent by governments
in pursuance of paragraph 2, and that he be authorized to ask
for supplementary information if necessary;

4. Expresses also the wish that the Secretary-General be re-
quested to arrange that the widest possible publicity be given to
these rules.

Part I. Rules of General Application

Basic principle

6. (1) The following rules shall be applied impartially. There
shall be no discrimination on grounds of race, colour, sex, language,
religion, political or other opinion, national or social origin, prop-
erty, birth or other status.

(2) On the other hand, it is necessary to respect the religious
beliefs and moral precepts of the group to which a prisoner belongs.

Register

7. (1) In every place where persons are imprisoned there shall
be kept a bound registration book with numbered pages in which
shall be entered in respect of each prisoner received:

(a) Information concerning his identity;

(b) The reasons for his commitment and the authority therefor;

(c) The day and hour of his admission and release.

(2) No person shall be received in an institution without a
valid commitment order of which the details shall have been pro-
viously entered in the register.
Separation of categories

8. The different categories of prisoners shall be kept in separate institutions or parts of institutions taking account of their sex, age, criminal record, the legal reason for their detention and the necessities of their treatment. Thus,
(a) Men and women shall so far as possible be detained in separate institutions; in an institution which receives both men and women the whole of the premises allocated to women shall be entirely separate;
(b) Untried prisoners shall be kept separate from convicted prisoners;
(c) Persons imprisoned for debt and other civil prisoners shall be kept separate from persons imprisoned by reason of a criminal offence;
(d) Young prisoners shall be kept separate from adults.

Accommodation

9. (1) Where sleeping accommodation is in individual cells or rooms, each prisoner shall occupy by night a cell or room by himself. If for special reasons, such as temporary overcrowding, it becomes necessary for the central prison administration to make an exception to this rule, it is not desirable to have two prisoners in a cell or room.
(2) Where dormitories are used, they shall be occupied by prisoners carefully selected as being suitable to associate with one another in those conditions. There shall be regular supervision by night, in keeping with the nature of the institution.
10. All accommodation provided for the use of prisoners and in particular all sleeping accommodation shall meet all requirements of health, due regard being paid to climatic conditions and particularly to cubic content of air, minimum floor space, lighting, heating and ventilation.
11. In all places where prisoners are required to live or work,
(a) The windows shall be large enough to enable the prisoners to read or work by natural light, and shall be so constructed that they can allow the entrance of fresh air whether or not there is artificial ventilation;
(b) Artificial light shall be provided sufficient for the prisoners to read or work without injury to eyesight.
12. The sanitary installations shall be adequate to enable every prisoner to comply with the needs of nature when necessary and in a clean and decent manner.
13. Adequate bathing and shower installations shall be provided so that every prisoner may be enabled and required to have a bath or shower, at a temperature suitable to the climate, as frequently as necessary for general hygiene according to season and geographical region, but at least once a week in a temperate climate.
14. All parts of an institution regularly used by prisoners shall be properly maintained and kept scrupulously clean at all times.

Personal hygiene

15. Prisoners shall be required to keep their persons clean, and to this end they shall be provided with water and with such toilet articles as are necessary for health and cleanliness.
16. In order that prisoners may maintain a good appearance compatible with their self-respect, facilities shall be provided for the proper care of the hair and beard, and men shall be enabled to shave regularly.

Clothing and bedding

17. (1) Every prisoner who is not allowed to wear his own clothing shall be provided with an outfit of clothing suitable for the climate and adequate to keep him in good health. Such clothing shall in no manner be degrading or humiliating.

(2) All clothing shall be clean and kept in proper condition. Underclothing shall be changed and washed as often as necessary for the maintenance of hygiene.
(3) In exceptional circumstances, whenever a prisoner is removed outside the institution for an authorized purpose, he shall be allowed to wear his own clothing or other inconspicuous clothing.
18. If prisoners are allowed to wear their own clothing, arrangements shall be made on their admission to the institution to ensure that it shall be clean and fit for use.
19. Every prisoner shall, in accordance with local or national standards, be provided with a separate bed, and with separate and sufficient bedding which shall be clean when issued, kept in good order and changed often enough to ensure its cleanliness.

Food

20. (1) Every prisoner shall be provided by the administration at the usual hours with food of nutritional value adequate for health and strength, of wholesome quality and well prepared and served.
(2) Drinking water shall be available to every prisoner whenever it may be needed.

Exercise and sport

21. (1) Every prisoner who is not employed in out-door work shall have at least one hour of suitable exercise in the open air daily if the weather permits.
(2) Young prisoners, and others of suitable age and physique, shall receive physical and recreational training during the period of exercise. To this end space, installations and equipment should be provided.

Medical services

22. (1) At every institution there shall be available the services of at least one qualified medical officer who should have some knowledge of psychiatry. The medical services should be organized in close relationship to the general health administration of the community or nation. They shall include a psychiatric service for the diagnosis and, in proper cases, the treatment of states of mental abnormality.
(2) Sick prisoners who require specialist treatment shall be transferred to specialized institutions or to civil hospitals. Where hospital facilities are provided in an institution, their equipment, furnishings and pharmaceutical supplies shall be proper for the medical care and treatment of sick prisoners, and there shall be a staff of suitably trained officers.
(3) The services of a qualified dental officer shall be available to every prisoner.
23. (1) In women's institutions there shall be special accommodation for all necessary pre-natal and post-natal care and treatment. Arrangements shall be made wherever practicable for children to be born in a hospital outside the institution. If a child is born in prison, this fact shall not be mentioned in the birth certificate.
(2) Where nursing infants are allowed to remain in the institution with their mothers, provision shall be made for a nursery staffed by qualified persons, where the infants shall be placed when they are not in the care of their mothers.
24. The medical officer shall see and examine every prisoner as soon as possible after his admission and thereafter as necessary, with a view particularly to the discovery of physical or mental illness and the taking of all necessary measures; the segregation of prisoners suspected of infectious or contagious conditions; the noting of physical or mental defects which might hamper rehabilitation, and the determination of the physical capacity of every prisoner for work.
25. (1) The medical officer shall have the care of the physical and mental health of the prisoners and should daily see all sick prisoners, all who complain of illness, and any prisoner to whom his attention is specially directed.  

(2) The medical officer shall report to the director whenever he considers that a prisoner's physical or mental health has been or will be injuriously affected by continued imprisonment or by any condition of imprisonment.

26. (1) The medical officer shall regularly inspect and advise the director upon:  

(a) The quantity, quality, preparation and service of food;  

(b) The hygiene and cleanliness of the institution and the prisoners;  

(c) The sanitation, heating, lighting and ventilation of the institution;  

(d) The suitability and cleanliness of the prisoners' clothing and bedding;  

(e) The observance of the rules concerning physical education and sports, in cases where there is no technical personnel in charge of these activities.

(2) The director shall take into consideration the reports and advice that the medical officer submits according to rules 25(2) and 26 and, in case he concurs with the recommendations made, shall take immediate steps to give effect to those recommendations; if they are not within his competence or if he does not concur with them, he shall immediately submit his own report and the advice of the medical officer to higher authority.

**Discipline and punishment**

27. Discipline and order shall be maintained with firmness, but with no more restriction than is necessary for safe custody and well-ordered community life.

28. (1) No prisoner shall be employed, in the service of the institution, in any disciplinary capacity.

(2) This rule shall not, however, impede the proper functioning of systems based on self-government, under which specified social, educational or sports activities or responsibilities are entrusted, under supervision, to prisoners who are formed into groups for the purposes of treatment.

29. The following shall always be determined by the law or by the regulation of the competent administrative authority:  

(a) Conduct constituting a disciplinary offence;  

(b) The types and duration of punishment which may be inflicted;  

(c) The authority competent to impose such punishment.

30. (1) No prisoner shall be punished except in accordance with the terms of such law or regulation, and never twice for the same offence.

(2) No prisoner shall be punished unless he has been informed of the offence alleged against him and given a proper opportunity of presenting his defence. The competent authority shall conduct thorough examination of the case.

(3) Where necessary and practicable the prisoner shall be allowed to make his defence through an interpreter.

31. Corporal punishment, punishment by placing in a dark cell, and all cruel, inhuman or degrading punishments shall be minutely prohibited as punishments for disciplinary offences.

32. (1) Punishment by close confinement or reduction of diet shall never be inflicted unless the medical officer has examined the prisoner and certified in writing that he is fit to sustain it.

(2) The same shall apply to any other punishment that may prejudice to the physical or mental health of a prisoner. In no case may such punishment be contrary to or depart from the principle stated in rule 31.

33. Instruments of restraint, such as handcuffs, chains, irons and strait-jackets, shall never be applied as a punishment. Furthermore, chains or irons shall not be used as restraints. Other instruments of restraint shall not be used except in the following circumstances:

(a) As a precaution against escape during a transfer, provided that they shall be removed when the prisoner appears before a judicial or administrative authority;  

(b) On medical grounds by direction of the medical officer;  

(c) By order of the director, if other methods of control fail, in order to prevent a prisoner from injuring himself or others or from damaging property; in such instances the director shall at once consult the medical officer and report to the higher administrative authority.

34. The patterns and manner of use of instruments of restraint shall be decided by the central prison administration. Such instruments must not be applied for any longer time than is strictly necessary.

**Information to and complaints by prisoners**

35. (1) Every prisoner on admission shall be provided with written information about the regulations governing the treatment of prisoners of his category, the disciplinary requirements of the institution, the authorized methods of seeking information and making complaints, and all such other matters as are necessary to enable him to understand both his rights and his obligations and to adapt himself to the life of the institution.

(2) If a prisoner is illiterate, the aforesaid information shall be conveyed to him orally.

36. (1) Every prisoner shall have the opportunity each week day of making requests or complaints to the director of the institution or the officer authorized to represent him.

(2) It shall be possible to make requests or complaints to the inspector of prisons during his inspection. The prisoner shall have the opportunity to talk to the inspector or to any other inspecting officer without the director or other members of the staff being present.

(3) Every prisoner shall be allowed to make a request or complaint, without censorship as to substance but in proper form, to the central prison administration, the judicial authority or other proper authorities through approved channels.

(4) Unless it is evidently frivolous or groundless, every request or complaint shall be promptly dealt with and replied to without undue delay.

**Contact with the outside world**

37. Prisoners shall be allowed under necessary supervision to communicate with their family and reputable friends at regular intervals, both by correspondence and by receiving visits.

38. (1) Prisoners who are foreign nationals shall be allowed reasonable facilities to communicate with the diplomatic or consular representatives of the State to which they belong.

(2) Prisoners who are nationals of States without diplomatic or consular representation in the country and refugees or stateless persons shall be allowed similar facilities to communicate with the diplomatic representative of the State which takes charge of their...
interests or any national or international authority whose task it is to protect such persons.

39. Prisoners shall be kept informed regularly of the more important items of news by the reading of newspapers, periodicals or special institutional publications, by hearing oral announcements, by lecturers or by some similar means as authorized or controlled by the administration.

Books

40. Every institution shall have a library for the use of all categories of prisoners, adequately stocked with both recreational and instructional books, and prisoners shall be encouraged to make full use of it.

Religion

41. (1) If the institution contains a sufficient number of prisoners of the same religion, a qualified representative of that religion shall be appointed or approved. If the number of prisoners justifies it and conditions permit, the arrangement should be on a full-time basis.

(2) A qualified representative appointed or approved under paragraph (1) shall be allowed to hold regular services and to pay pastoral visits in private to prisoners of his religion at proper times.

(3) Access to a qualified representative of any religion shall not be refused to any prisoner. On the other hand, if any prisoner should object to a visit of any religious representative, his attitude shall be fully respected.

42. So far as practicable, every prisoner shall be allowed to satisfy the needs of his religious life by attending the services provided in the institution and having in his possession the books of religious observance and instruction of his denomination.

Retention of prisoners' property

43. (1) All money, valuables, clothing and other effects belonging to a prisoner which under the regulations of the institution he is not allowed to retain shall on his admission to the institution be placed in safe custody. An inventory thereof shall be signed by the prisoner. Steps shall be taken to keep them in good condition.

(2) On the release of the prisoner all such articles and money shall be returned to him except in so far as he has been authorized to spend money or send any such property out of the institution, or it has been found necessary on hygienic grounds to destroy any article of clothing. The prisoner shall sign a receipt for the articles and money returned to him.

(3) Any money or effects received for a prisoner from outside shall be treated in the same way.

(4) If a prisoner brings in any drugs or medicine, the medical officer shall decide what use shall be made of them.

Notification of death, illness, transfer, etc.

44. (1) Upon the death or serious illness of, or serious injury to a prisoner, or his removal to an institution for the treatment of mental affections, the director shall at once inform the spouse, if the prisoner is married, or the nearest relative and shall in any event inform any other person previously designated by the prisoner.

(2) A prisoner shall be informed at once of the death or serious illness of any near relative. In case of the critical illness of a near relative, the prisoner should be authorized, whenever circumstances allow, to go to his bedside either under escort or alone.

(3) Every prisoner shall have the right to inform at once his family of his imprisonment or his transfer to another institution.

Removal of prisoners

45. (1) When prisoners are being removed to or from an institution, they shall be exposed to public view as little as possible, and proper safeguards shall be adopted to protect them from insult, curiosity and publicity in any form.

(2) The transport of prisoners in conveyances with inadequate ventilation or light, or in any way which would subject them to unnecessary physical hardship, shall be prohibited.

(3) The transport of prisoners shall be carried out at the expense of the administration and equal conditions shall obtain for all of them.

Institutional personnel

46. (1) The prison administration, shall provide for the careful selection of every grade of the personnel; since it is on their integrity, humanity, professional capacity and personal suitability for the work that the proper administration of the institutions depends.

(2) The prison administration shall constantly seek to awaken and maintain in the minds both of the personnel and of the public the conviction that this work is a social service of great importance, and to this end all appropriate means of informing the public should be used.

(3) To secure the foregoing ends, personnel shall be appointed on a full-time basis as professional prison officers and have civil service status with security of tenure subject only to good conduct and efficiency and physical fitness. Salaries shall be adequate to attract and retain suitable men and women; employment benefits and conditions of service shall be favourable in view of the exacting nature of the work.

47. (1) The personnel shall possess an adequate standard of education and intelligence.

(2) Before entering on duty, the personnel shall be given a course of training in their general and specific duties and be required to pass theoretical and practical tests.

(3) After entering on duty and during their career, the personnel shall maintain and improve their knowledge and professional capacity by attending courses of in-service training to be organized at suitable intervals.

48. All members of the personnel shall at all times so conduct themselves and perform their duties as to influence the prisoners for good by their examples and to command their respect.

49. (1) So far as possible, the personnel shall include a sufficient number of specialists such as psychiatrists, psychologists, social workers, teachers and trade instructors.

(2) The services of social workers, teachers and trade instructors shall be secured on a permanent basis, without thereby excluding part-time or voluntary workers.

50. (1) The director of an institution should be adequately qualified for his task by character, administrative ability, suitable training and experience.

(2) He shall devote his entire time to his official duties and shall not be appointed on a part-time basis.

(3) He shall reside on the premises of the institution or its immediate vicinity.

(4) When two or more institutions are under the authority of one director, he shall visit each of them at frequent intervals. A responsible resident official shall be in charge of each of these institutions.

51. (1) The director, his deputy, and the majority of the other personnel of the institution shall be able to speak the language of the greatest number of prisoners, or a language understood by the greatest number of them.

(2) Whenever necessary, the services of an interpreter shall be used.
52. (1) In institutions which are large enough to require the services of one or more full-time medical officers, at least one of them shall reside on the premises of the institution or in its immediate vicinity.

(2) In other institutions the medical officer shall visit daily and shall reside near enough to be able to attend without delay in cases of urgency.

53. (1) In an institution for both men and women, the part of the institution set aside for women shall be under the authority of a responsible woman officer who shall have the custody of the keys of all that part of the institution.

(2) No male member of the staff shall enter the part of the institution set aside for women unless accompanied by a woman officer.

(3) Women prisoners shall be attended and supervised only by women officers. This does not, however, preclude male members of the staff, particularly doctors and teachers, from carrying out their professional duties in institutions or parts of institutions set aside for women.

54. (1) Officers of the institutions shall not, in their relations with the prisoners, use force except in self-defence or in cases of attempted escape, or active or passive physical resistance to an order based on law or regulations. Officers who have recourse to force must use no more than is strictly necessary and must report the incident immediately to the director of the institution.

(2) Prison officers shall be given special physical training to enable them to restrain aggressive prisoners.

(3) Except in special circumstances, staff performing duties which bring them into direct contact with prisoners should not be armed. Furthermore, staff should in no circumstances be provided with arms unless they have been trained in their use.

Significance

55. There shall be a regular inspection of penal institutions and services by qualified and experienced inspectors appointed by a competent authority. Their task shall be in particular to ensure that these institutions are administered in accordance with existing laws and regulations and with a view to bringing about the objectives of penal and correctional services.

PART II. RULES APPLICABLE TO SPECIAL CATEGORIES

A. PRISONERS UNDER SENTENCE

Guiding principles

56. The guiding principles hereafter are intended to show the spirit in which penal institutions should be administered and the purposes at which they should aim, in accordance with the declaration made under Preliminary Observation I of the present text.

57. Imprisonment and other measures which result in cutting off an offender from the outside world are affective by the very fact of taking from the person the right of self-determination by depriving him of his liberty. Therefore the prison system shall not, except as incidental to justifiable segregation or the maintenance of discipline, aggravate the suffering inherent in such a situation.

58. The purpose and justification of a sentence of imprisonment or a similar measure deprivative of liberty is ultimately to protect society against crime. This end can only be achieved if the period of imprisonment is used to ensure, so far as possible, that upon his return to society the offender is not only willing but able to lead a law-abiding and self-supporting life.

59. To this end, the institution should utilize all the remedial, educational, moral, spiritual and other forces and forms of assistance which are appropriate and available, and should seek to apply them according to the individual treatment needs of the prisoners.

60. (1) The régime of the institution should seek to minimize any differences between prison life and life at liberty which tend to lessen the responsibility of the prisoners or the respect due to their dignity as human beings.

(2) Before the completion of the sentence, it is desirable that the necessary steps be taken to ensure for the prisoner a gradual return to life in society. This aim may be achieved, depend on the case, by a pre-release régime organized in the same institution or in another appropriate institution, or by release on trial under some kind of supervision which must not be entrusted to the police but should be combined with effective social aid.

61. The treatment of prisoners should emphasize not only exclusion from the community, but their continuing part in it. Community agencies should, therefore, be enlisted wherever possible to assist the staff of the institution in the task of social rehabilitation of the prisoners. There should be in connection with every institution social workers charged with the duty of maintaining and improving all desirable relations of a prisoner with his family and with valuable social agencies. Steps should be taken to safeguard, to the maximum extent compatible with the law and the sentence, the rights relating to civil interests, social security rights and other social benefits of prisoners.

62. The medical services of the institution shall seek to date and shall treat any physical or mental illnesses or defects which may hamper a prisoner’s rehabilitation. All necessary medical, surgical and psychiatric services shall be provided to that end.

63. (1) The fulfillment of these principles requires individualization of treatment and for this purpose a flexible system of classification prisoners in groups; it is therefore desirable that such groups should be distributed in separate institutions suitable for the treatment of each group.

(2) These institutions need not provide the same degree of security for every group. It is desirable to provide varying degree of security according to the needs of different groups. One institution, by the very fact that they provide no physical security against escape but rely on the self-discipline of the inmates, provide the conditions most favourable to rehabilitation for carefully selected prisoners.

(3) It is desirable that the number of prisoners in closed institutions should not be so large that the individualization of treatment is hindered. In some countries it is considered that the population of such institutions should not exceed five hundred. In open institutions the population should be as small as possible.

(4) On the other hand, it is undesirable to maintain prisons which are so small that proper facilities cannot be provided.

64. The duty of society does not end with a prisoner’s release. There should, therefore, be governmental or private agencies capable of lending the released prisoner efficient after-care direct towards the lessening of prejudice against him and towards social rehabilitation.

Treatment

65. The treatment of persons sentenced to imprisonment or similar measure shall have as its purpose, so far as the length of the sentence permits, to establish in them the will to lead law-abiding and self-supporting lives after their release and to fit them to do so. The treatment shall be such as will encourage their respect and development of their sense of responsibility.

66. (1) To these ends, all appropriate means shall be used including religious care in the countries where this is possible, education, vocational guidance and training, social casework, employment counselling, physical development and strengthening of moral character, in accordance with the individual needs of each prisoner, taking account of his social and criminal history, his physical and mental capacities and aptitudes, his person temperament, the length of his sentence and his prospects after release.
(2) For every prisoner with a sentence of suitable length, the director shall receive, as soon as possible after his admission, full reports on all the matters referred to in the foregoing paragraph. Such reports shall always include a report by a medical officer, wherever possible qualified in psychiatry, on the physical and mental condition of the prisoner.

(3) The reports and other relevant documents shall be placed in an individual file. This file shall be kept up to date and classified in such a way that it can be consulted by the responsible personnel whenever the need arises.

Classification and Individualization

67. The purposes of classification shall be:

(a) To separate from others those prisoners who, by reason of their criminal records or bad characters, are likely to exercise a bad influence;

(b) To divide the prisoners into classes in order to facilitate their treatment with a view to their social rehabilitation.

68. So far as possible separate institutions or separate sections of an institution shall be used for the treatment of the different classes of prisoners.

69. As soon as possible after admission and after a study of the personality of each prisoner with a sentence of suitable length, a programme of treatment shall be prepared for him in the light of the knowledge obtained about his individual needs, his capacities and dispositions.

Privileges

70. Systems of privileges appropriate for the different classes of prisoners and the different methods of treatment shall be established at every institution, in order to encourage good conduct, develop a sense of responsibility and secure the interest and cooperation of the prisoners in their treatment.

Work

71. (1) Prison labour must not be of an afflictive nature.

(2) All prisoners under sentence shall be required to work, subject to their physical and mental fitness as determined by the medical officer.

(3) Sufficient work of a useful nature shall be provided to keep prisoners actively employed for a normal working day.

(4) So far as possible the work provided shall be such as will maintain or increase the prisoners’ ability to earn an honest living after release.

(5) Vocational training in useful trades shall be provided for prisoners able to profit thereby and especially for young prisoners.

(6) Within the limits compatible with proper vocational selection and with the requirements of institutional administration and discipline, the prisoners shall be able to choose the type of work they wish to perform.

72. (1) The organization and methods of work in the institutions shall resemble as closely as possible those of similar work outside institutions, so as to prepare prisoners for the conditions of normal occupational life.

(2) The interests of the prisoners and of their vocational training, however, must not be subordinated to the purpose of making a financial profit from an industry in the institution.

73. (1) Preferably institutional industries and farms should be operated directly by the administration and not by private contractors.

(2) Where prisoners are employed in work not controlled by the administration, they shall always be under the supervision of the institution’s personnel. Unless the work is for other departments of the government the full normal wages for such work shall be paid to the administration by the persons to whom the labour is supplied, account being taken of the output of the prisoners.

74. (1) The precautions laid down to protect the safety and health of free workmen shall be equally observed in institutions.

(2) Provision shall be made to indemnify prisoners against industrial injury, including occupational disease, on terms not less favourable than those extended by law to free workmen.

75. (1) The maximum daily and weekly working hours of the prisoners shall be fixed by law or by administrative regulation, taking into account local rules or custom in regard to the employment of free workmen.

(2) The hours so fixed shall leave one rest day a week and sufficient time for education and other activities required as part of the treatment and rehabilitation of the prisoners.

76. (1) There shall be a system of equitable remuneration of the work of prisoners.

(2) Under the system prisoners shall be allowed to spend at least a part of their earnings on approved articles for their own use and to send a part of their earnings to their family.

(3) The system should also provide that a part of the earnings should be set aside by the administration so as to constitute a savings fund to be handed over to the prisoner on his release.

Education and recreation

77. (1) Provision shall be made for the further education of all prisoners capable of profiting thereby, including religious instruction in the countries where this is possible. The education of illiterates and young prisoners shall be compulsory and special attention shall be paid to it by the administration.

(2) So far as practicable, the education of prisoners shall be integrated with the educational system of the country so that after their release they may continue their education without difficulty.

78. Recreational and cultural activities shall be provided in all institutions for the benefit of the mental and physical health of prisoners.

Social relations and after-care

79. Special attention shall be paid to the maintenance and improvement of such relations between a prisoner and his family as are desirable in the best interests of both.

80. From the beginning of a prisoner’s sentence consideration shall be given to his future after release and he shall be encouraged and assisted to maintain or establish such relations with persons or agencies outside the institution as may promote the best interests of his family and his own social rehabilitation.

81. (1) Services and agencies, governmental or otherwise, which assist released prisoners to re-establish themselves in society shall ensure, so far as is possible and necessary, that released prisoners be provided with appropriate documents and identification papers, have suitable homes and work to go to, are suitably and adequately clothed having regard to the climate and season, and have sufficient means to reach their destination and maintain themselves in the period immediately following their release.

(2) The approved representatives of such agencies shall have all necessary access to the institution and to prisoners and shall be taken into consultation as to the future of a prisoner from the beginning of his sentence.

(3) It is desirable that the activities of such agencies shall be centralized or co-ordinated as far as possible in order to secure the best use of their efforts.
B. INSANE AND MENTALLY ABNORMAL PRISONERS

82. (1) Persons who are found to be insane shall not be detained in prisons and arrangements shall be made to remove them to mental institutions as soon as possible.

(2) Prisoners who suffer from other mental diseases or abnormalities shall be observed and treated in specialized institutions under medical management.

(3) During their stay in a prison, such prisoners shall be placed under the special supervision of a medical officer.

(4) The medical or psychiatric service of the penal institutions shall provide for the psychiatric treatment of all other prisoners who are in need of such treatment.

83. It is desirable that steps should be taken, by arrangement with the appropriate agencies, to ensure if necessary the continuation of psychiatric treatment after release and the provision of social-psychiatric after-care.

C. PRISONERS UNDER ARREST OR AWAITING TRIAL

84. (1) Persons arrested or imprisoned by reason of a criminal charge against them, who are detained either in police custody or in prison custody (jaill) but have not yet been tried and sentenced, will be referred to as "untried prisoners" hereinafter in these rules.

(2) Unconvicted prisoners are presumed to be innocent and shall be treated as such.

(3) Without prejudice to legal rules for the protection of individual liberty or prescribing the procedure to be observed in respect of untried prisoners, these prisoners shall benefit by a special regime which is described in the following rules in its essential requirements only.

85. (1) Untried prisoners shall be kept separate from convicted prisoners.

(2) Young untried prisoners shall be kept separate from adults and shall be principle be detained in separate institutions.

86. Untried prisoners shall sleep singly in separate rooms, with the reservation of different local custom in respect of the climate.

87. Within the limits compatible with the good order of the institution, untried prisoners may, if they so desire, have their food procured at their own expense from the outside, either through the administration or through their family or friends. Otherwise, the administration shall provide their food.

88. (1) An untried prisoner shall be allowed to wear his own clothing if it is clean and suitable.

(2) If he wears prison dress, it shall be different from that supplied to convicted prisoners.

89. An untried prisoner shall always be offered opportunity to work, but shall not be required to work. If he chooses to work, he shall be paid for it.

90. An untried prisoner shall be allowed to procure his own expense or at the expense of a third party such books, newspapers, writing materials and other means of occupation as are compatible with the interests of the administration of justice and the security and good order of the institution.

91. An untried prisoner shall be allowed to be visited and treated by his own doctor or dentist if there is reasonable ground for his application and he is able to pay any expenses incurred.

92. An untried prisoner shall be allowed to inform immediately his family of his detention and shall be given all reasonable facilities for communicating with his family and friends, and for receiving visits from them, subject only to such restrictions and supervision as are necessary in the interests of the administration of justice and of the security and good order of the institution.

93. For the purposes of his defence, an untried prisoner shall be allowed to apply for free legal aid where such aid is available, and to receive visits from his legal adviser with a view to his defence and to prepare and hand to him confidential instructions. For these purposes, he shall if he so desires be supplied with writing material. Interviews between the prisoner and his legal adviser may be within sight but not within the hearing of a police or institution official.

D. CIVIL PRISONERS

94. In countries where the law permits imprisonment for debt or by order of a court under any other non-criminal process, persons so imprisoned shall not be subjected to any greater restriction or severity than is necessary to ensure safe custody and good order. Their treatment shall be not less favourable than that of untried prisoners, with the reservation, however, that they may possibly be required to work.

B. Selection and training of personnel for penal and correctional institutions

Resolution adopted on 1 September 1955


Having adopted recommendations, annexed to the present resolution, on the question of the selection and training of personnel for penal and correctional institutions,

1. Requests the Secretary-General, in accordance with paragraph (a) of the annex to resolution 415 (V) of the General Assembly of the United Nations, to submit these recommendations to the Social Commission of the Economic and Social Council for approval;

2. Expresses the hope that the Economic and Social Council will endorse these recommendations and draw them to the attention of governments, recommending that governments take them as fully as possible into account in their practices and when considering legislative and administrative reforms;

3. Expresses also the wish that the Economic and Social Council request the Secretary-General to give the widest publicity to these recommendations and authorize him to collect periodically information on the matter from the various countries, and to publish such information.

Annex

RECOMMENDATIONS ON THE SELECTION AND TRAINING OF PERSONNEL FOR PENAL AND CORRECTIONAL INSTITUTIONS

A. MODERN CONCEPTION OF PRISON SERVICE

1. Prison service in the nature of a social service

(1) Attention is drawn to the change in the nature of prison staffs which results from the development in the conception of their duty from that of guards to that of members of an important social service demanding ability, appropriate training and good team work on the part of every member.
(2) An effort should be made to arouse and keep alive in the minds both of the public and of the staff an understanding of the nature of modern prison service. For this purpose all appropriate means of informing the public should be used.

II. Specialization of functions

(1) This new concept is reflected in the tendency to add to the staff an increasing number of specialists, such as doctors, psychiatrists, psychologists, social workers, teachers, technical instructors.

(2) This is a healthy tendency and it is recommended that it should be favourably considered by governments even though additional expense would be involved.

III. Co-ordination

(1) The increasing specialization may, however, hamper an integrated approach to the treatment of prisoners and present problems in the co-ordination of the work of the various types of specialist staff.

(2) Consequently, in the treatment of prisoners, it is necessary to ensure that all the specialists concerned work together as a team.

(3) It is also considered necessary to ensure, by the appointment of a co-ordinating committee or otherwise, that all the specialized services follow a uniform approach. In this way the members of the staff will also have the advantage of gaining a clearer insight into the various aspects of the problems involved.

B. Status of staff and conditions of service

IV. Civil service status

Full-time prison staff should have the status of civil servants, that is, they should:

(1) Be employed by the government of the country or State and hence be governed by civil service rules;
(2) Be recruited according to certain rules of selection such as competitive examination;
(3) Have security of tenure subject only to good conduct, efficiency and physical fitness;
(4) Have permanent status and be entitled to the advantages of a civil service career in such matters as promotion, social security, allowances, and pension benefits.

V. Full-time employment

(1) Prison staff, with the exception of certain professional and technical grades, should devote their entire time to their duties and therefore be appointed on a full-time basis.

(2) In particular, the post of director of an institution must not be a part-time appointment.

(3) The services of social workers, teachers and trade instructors should be secured on a permanent basis, without thereby excluding part-time workers.

VI. Conditions of service in general

(1) The conditions of service of institutional staff should be sufficient to attract and retain the best qualified persons.

(2) Salaries and other employment benefits should not be arbitrarily tied to those of other public servants but should be related to the work to be performed in a modern prison system, which is complex and arduous and is in the nature of an important social service.

(3) Sufficient and suitable living quarters should be provided for the prison staff in the vicinity of the institution.

VII. Non-military organization of the staff

(1) Prison staff should be organized on civilian lines with a division into ranks or grades as this type of administration requires.

(2) Custodial staff should be organized in accordance with the disciplinary rules of the penal institution in order to maintain the necessary grade distinctions and order.

(3) Staff should be specially recruited and not seconded from the armed forces or police or other public services.

VIII. Carrying of arms

(1) Except in special circumstances, staff performing duties which bring them into direct contact with prisoners should not be armed.

(2) Staff should in no circumstances be provided with arms unless they have been trained in their use.

(3) It is desirable that prison staff should be responsible for guarding the enclosure of the institution.

C. Recruitment of staff

IX. Competent authority and general administrative methods

(1) As far as possible recruitment should be centralized, in conformity with the structure of each State, and be under the direction of the superior or central prison administration.

(2) Where other State bodies such as a civil service commission are responsible for recruitment, the prison administration should not be required to accept a candidate whom they do not regard as suitable.

(3) Provision should be made to exclude political influence in appointments to the staff of the prison service.

X. General conditions of recruitment

(1) The prison administration should be particularly careful in the recruitment of staff, selecting only persons having the requisite qualities of integrity, humanitarian approach, competence and physical fitness.

(2) Members of the staff should be able to speak the language of the greatest number of prisoners or a language understood by the greatest number of them.

XI. Custodial staff

(1) The educational standards and intelligence of this staff should be sufficient to enable them to carry out their duties effectively and to profit by whatever in-service training courses are provided.

(2) Suitable intelligence, vocational and physical tests for the scientific evaluation of the candidates' capacities are recommended in addition to the relevant competitive examinations.

(3) Candidates who have been admitted should serve a probationary period to allow the competent authorities to form an opinion of their personality, character and ability.

XII. Higher administration

Special care should be taken in the appointment of persons who are to fill posts in the higher administration of the prison services; only persons who are suitably trained and have sufficient knowledge and experience should be considered.

XIII. Directors or executive staff

(1) The directors or assistant directors of institutions should be adequately qualified for their functions by reason of their character, administrative ability, training and experience.
C. Open penal and correctional institutions

Resolution adopted on 29 August 1955

The First United Nations Congress on the Prevention of Crime and the Treatment of Offenders,

Having adopted recommendations, annexed to the present resolution on the question of open penal and correctional institutions,

1. Requests the Secretary-General, in accordance with paragraph (d) of the annex to resolution 415 (V) of the General Assembly of the United Nations, to submit these recommendations to the Social Commission of the Economic and Social Council for approval;

2. Expresses the hope that the Economic and Social Council will endorse these recommendations and draw them to the attention of governments, recommending that governments take them as fully as possible into account in their practice and when considering legislative and administrative reforms;

3. Expresses also the wish that the Economic and Social Council request the Secretary-General to give the widest publicity to these recommendations and authorize him to collect periodically information on the matter from the various countries, and to publish such information.

Annex

RECOMMENDATIONS ON OPEN PENAL AND CORRECTIONAL INSTITUTIONS

I. An open institution is characterized by the absence of material or physical precautions against escape (such as walls, locks, bars, armed or other special security guards), and by a system based on self-discipline and the inmate’s sense of responsibility towards the group in which he lives. This system encourages the inmate to use the freedom accorded to him without abusing it. It is these characteristics which distinguish the open institution from other types of institutions, some of which are run on the same principles without, however, realizing them to the full.

II. The open institution ought, in principle, to be an independent establishment; it may, however, where necessary, form a separate annex to an institution of another type.

III. In accordance with each country’s prison system, prisoners may be sent to such an institution either at the beginning of their sentence or after they have served part of it in an institution of a different type.

IV. The criterion governing the selection of prisoners for admission to an open institution should be, not the particular penal or correctional category to which the offender belongs, nor the length of his sentence, but his suitability for admission to an open institution and the fact that his social readjustment is more likely to be achieved by such a system than by treatment under other forms of detention. The selection should, as far as possible, be made on the basis of a medico-psychological examination and a social investigation.

V. Any inmate found incapable of adapting himself to treatment in an open institution or whose conduct is seriously detrimental to the proper control of the institution or has an unfortunate effect on the behaviour of other inmates should be transferred to an institution of a different type.

VI. The success of an open institution depends on the fulfillment of the following conditions in particular:

(a) If the institution is situated in the country, it should not be so isolated as to obstruct the purpose of the institution or to cause excessive inconvenience to the staff.

(b) With a view to their social rehabilitation, prisoners should be employed in work which will prepare them for useful and remunerative employment after release. While the provision of agricultural work is an advantage, it is desirable also to provide workshops in which the prisoners can receive vocational and industrial training.

(c) If the process of social readjustment is to take place in an atmosphere of trust, it is essential that the members of the staff should be acquainted with and understand the character and special needs of each prisoner and that they should be capable of exerting a wholesome moral influence. The selection of the staff should be governed by these considerations.

(d) For the same reason, the number of inmates should remain within such bounds as to enable the director and senior officers of the staff to become thoroughly acquainted with each prisoner.

(e) It is necessary to obtain the effective co-operation of the public in general and of the surrounding community in particular for the operation of open institutions. For this purpose it is therefore, among other things, necessary to inform the public of the aims and methods of each open institution, and also of the fact that the system applied in it requires a considerable moral effort on the part of the prisoners. In this connexion, local and national media of information may play a valuable part.

VII. In applying the system of open institutions each country, with due regard for its particular social, economic and cultural conditions, should be guided by the following observations:

(a) Countries which are experimenting with the open system for the first time should refrain from laying down rigid and detailed regulations in advance for the operation of open institutions;

(b) During the experimental stage they should be guided by the methods of organization and the procedure already found to be effective in countries which are more advanced in this respect.

VIII. While in the open institution the risk of escape and the danger that the inmate may make improper use of his contacts with the outside world are admittedly greater than in other types of penal institutions, these disadvantages are amply outweighed by the following advantages, which make the open institution superior to the other types of institution:

(a) The open institution is more favourable to the social readjustment of the prisoners and at the same time more conducive to their physical and mental health.

(b) The flexibility inherent in the open system is expressed in a liberalization of the regulations; the tensions of prison life are relieved and discipline consequently improves. Moreover, the absence of material and physical constraint and the relations of greater confidence between prisoners and staff tend to create in the prisoners a genuine desire for social readjustment.

(c) The conditions of life in open institutions resemble more closely those of normal life. Consequently, desirable contacts can more easily be arranged with the outside world and the inmate can thus be brought to realize that he has not severed all links with society; in this connexion it might perhaps be possible to arrange, for instance, group walks, sporting competitions with outside teams, and even individual leave of absence, particularly for the purpose of preserving family ties.

(d) The same measure is less costly if applied in an open institution than in an institution of another type, in particular because of lower building costs and, in the case of an agricultural institution, the higher income obtained from cultivation, if cultivation is organized in a rational manner.

IX. In conclusion, the United Nations Congress on the Prevention of Crime and the Treatment of Offenders

(a) Considers that the open institution marks an important step in the development of modern prison systems and represents
(2) They should have a good educational background and a vocation for the work. The administration should endeavour to attract persons with specialized training which offers adequate preparation for prison service.

XIV. Specialized and administrative staff

(1) The staff performing specialized functions, including administrative functions, should possess the professional or technical qualifications required for each of the various functions in question.

(2) The recruitment of specialized staff should therefore be based on the professional training diplomas or university degrees evidencing their special training.

(3) It is recommended that preference should be given to candidates who, in addition to such professional qualifications, have a second degree or qualification, or specialized experience in prison work.

XV. Staff of women’s institutions

The staff of women’s institutions should consist of women. This does not, however, preclude male members of the staff, particularly doctors and teachers, from carrying out their professional duties in institutions or parts of institutions set aside for women. Female staff, whether lay or religious, should, as far as possible, possess the same qualifications as those required for appointment to institutions for men.

D. Professional training

XVI. Training prior to final appointment

Before entering on duty, staff should be given a course of training in their general duties, with a view particularly to social problems, and in their specific duties and be required to pass theoretical and practical examinations.

XVII. Custodial staff

(1) A programme of intensive professional training for custodial staff is recommended. The following might serve as an example for the organization of such training in three stages:

(2) The first stage should take place in a penal institution, its aim being to familiarize the candidate with the special problems of the profession and at the same time to ascertain whether he possesses the necessary qualities. During this initial phase, the candidate should not be given any responsibility, and his work should be constantly supervised by a member of the regular staff. The director should arrange an elementary course in practical subjects for the candidates.

(3) During the second stage, the candidate should attend a school or course organized by the superior or central prison administration, which should be responsible for the theoretical and practical training of officers in professional subjects. Special attention should be paid to the technique of relations with the prisoners, based on the elementary principles of psychology and criminology. The training courses should moreover comprise lessons on the elements of penology, prison administration, penal law and related matters.

(4) It is desirable that during the first two stages candidates should be admitted and trained in groups, so as to obviate the possibility of their being prematurely employed in the service and to facilitate the organization of courses of training.

(5) The third stage, intended for candidates who have satisfactorily completed the first two and shown the greatest interest and a vocation for the service, should consist of actual service during which they will be expected to show that they possess all the requisite qualifications. They should also be offered an opportunity to attend more advanced training courses in psychology, criminology, penal law, penology and related subjects.

XVIII. Directors or executive staff

(1) As methods vary greatly from country to country at the present time, the necessity for adequate training, which directors and assistant directors should have received prior to their appointment in conformity with paragraph XIII above, should be recognized as a general rule.

(2) Where persons from the outside with no previous experience of the work but with proved experience in similar fields are recruited as directors or assistant directors, they should, before taking up their duties, receive theoretical training and gain practical experience of prison work for a reasonable period, it being understood that a diploma granted by a specialized vocational school or a university degree in a relevant subject may be considered as sufficient theoretical training.

XIX. Specialized staff

The initial training to be required from specialized staff is determined by the conditions of recruitment, as described in paragraph XIV above.

XX. Regional training institutes for prison personnel

The establishment of regional institutes for the training of the staff of penal and correctional institutions should be encouraged.

XXI. Physical training and instruction in the use of arms

(1) Prison officers shall be given special physical training to enable them to restrain aggressive prisoners by the means prescribed by the authorities in accordance with the relevant rules and regulations.

(2) Officers who are provided with arms shall be trained in their use and instructed in the regulations governing their use.

XXII. In-service training

(1) After taking up their duties and during their career, staff should maintain and improve their knowledge and professional capacity by attending advanced courses of in-service training which are to be organized periodically.

(2) The in-service training of custodial staff should be concerned with questions of principle and technique rather than solely with rules and regulations.

(3) Whenever any type of special training is required it should be at the expense of the State and those undergoing training should receive the pay and allowances of their grade. Supplementary training to fit the officer for promotion may be at the expense of the officer and in his own time.

XXIII. Discussion groups, visits to institutions, seminars for senior personnel

(1) For senior staff, group discussions are recommended on matters of practical interest rather than on academic subjects, combined with visits to different types of institutions, including those outside the penal system. It would be desirable to invite specialists from other countries to participate in such meetings.

(2) It is also recommended that exchanges be organized between various countries in order to allow senior personnel to obtain practical experience in institutions of other countries.

XXIV. Joint consultation, visits and meetings for all grades of staff

(1) Methods of joint consultation should be established to enable all grades of prison personnel to express their opinion on the methods used in the treatment of prisoners. Moreover, lectures, visits to other institutions and, if possible, regular seminars should be organized for all categories of staff.

(2) It is also recommended that meetings should be arranged at which the staff may exchange information and discuss questions of professional interest.
APPENDIX 7

SOURCES OF INFORMATION

During the year, members of the Committee discussed the issues to do with women in prison with staff at all levels in the Department, particularly with the staff who are service providers. A staff meeting was held early in the year at the Northfield Prison Complex to discuss the responsibilities of the Committee with custodial staff.

Committee members also visited the Womens Centre a number of times in order to talk informally with staff and women in prison.

The following attached "Progress Report", giving information about the Committee and requesting submissions, was sent to a very wide range of staff in the Department and to interested community groups in May 1984.

The Committee would like to acknowledge, in particular, the detailed submission presented to the Committee by the Womens Electoral Lobby.

Two members of the Committee, Ms Beverley Good and Ms Mary Wagner, spent a great deal of time researching literature for information on issues to present to the Committee for discussion. This literature will be placed in the Departmental Library.

The Research and Planning section of the Department provided invaluable help in producing statistical information.
one of the most successful applications of the principle of the individualization of penalties with a view to social readjustment;

(b) Believes that the system of open institutions could contribute to decreasing the disadvantages of short term sentences of imprisonment;

(c) Consequently recommends the extension of the open system to the largest possible number of prisoners, subject to the fulfilment of the conditions set forth in the foregoing recommendations;

(d) Recommends the compilation of statistics supplemented by follow-up studies conducted, in so far as possible, with the help of independent scientific authorities, which will make it possible to assess, from the point of view of recidivism and social rehabilitation, the results of treatment in open institutions.
THE ADVISORY COMMITTEE FOR WOMEN IN PRISON

- PROGRESS REPORT -

Since this committee was established early this year, members have been involved in researching the issues arising from the terms of reference. This has meant consulting the range of people who provide services to the Womens Centre at the Northfield Prison Complex, talking to prisoners and staff and spending a lot of time in discussion. A "Women in Prison" conference in Canberra organised by the Australian Institute of Criminology in June was an interesting source of information especially in comparing the management of women in prison in South Australia with other States.

The members of the committee from other Departments have considerable expertise to do with women's issues in relation to the services which their own Departments provide. The committee operates therefore from a broad perspective in understanding the special problems of women in prison.

At the completion of its work, the committee will present George Beltchev, the Director of Operations for Correctional Services, with a report and recommendations and will then discuss the report with the Executive of each Department represented on the committee and with staff and prisoners at the Northfield Prison Complex. Some initial recommendations have already been made.

By the end of September, members will have completed the investigations into their areas and will have these written up together with some initial recommendations for discussion. While this is being done, the committee would like to invite interested groups or individuals to write to the Convenor of the committee with information, particular concerns, or specific issues within the terms of reference which should be taken into account.

The committee members, their areas or responsibility and the terms of reference of the committee are listed below.

Convenor
Advisory Committee for Women in Prison
Department of Correctional Services
25 Franklin Street
ADELAIDE SA 5000

Committee Members

Advisory Committee for Women in Prison
Department of Correctional Services

Elizabeth Furler          Women's Advisor, Health
                          South Australian Health Commission
Nicole Gilding  
Equal Opportunity Project Officer  
Department of Technical and Further Education

Claire Byrt  
Project Officer, Women's Advisory Unit  
Department of Premier and Cabinet

Bev Good  
Women's Advisor  
Department of Labour

Brian Morgan  
Manager  
Northfield Prison Complex

Mary Douglass  
Correctional Officer  
Northfield Prison Complex

Mary Wagner  
Secretary, Parole Board of SA  
Executive Officer for Committee

Glenys Hodgert  
Secretary  
Department of Correctional Services

Cheryl Vardon  
Supervisor, Programs, DCS  
Convenor of Committee

Terms of Reference

1. The adherence in the Women's Centre to the United Nations Minimum Standard Rules.

2. Day-to-day procedures insofar as they affect responsibility and decision making opportunities for prisoners.

3. Programs for education, employment and welfare (including visiting programs) and health for prisoners.

4. Programs for staff development.

Areas of Responsibility

Claire Byrt  
Elizabeth Furler  
- Are considering the services provided to female prisoners in health and welfare, including psychological services, counselling and resocialisation programs.

Nicole Gilding  
- Is investigating the current opportunities provided to female prisoners for education, employment and training.

Bev Good  
- Is researching the prison industries available for the women and their opportunities for employment on leaving the prison.
Brian Morgan
- Manages the Women's Centre and also the remainder of the Northfield Prison Complex and is implementing a program of changes in the day-to-day procedures of the prison.

Mary Douglass
- Is investigating the best approaches to staff development for staff involved with women in prison - supported by Brian Morgan.

Mary Wagner
- Provides Executive Officer support and has organised most of the background reading material for the committee.

Glenys Hodgert
- Takes minutes and helps with organisation.

Cheryl Vardon
- Is comparing the standards at the Women's Centre with the United Nations Minimum Standard Rules.

Cheryl Vardon
SUPERVISOR, PROGRAMS
DEPARTMENT OF CORRECTIONAL SERVICES