



HMP/YOI ASHFIELD

ANNUAL REPORT

JULY 2011 – JUNE 2012

1. STATUTORY ROLE OF THE IMB

The Prisons Act 1952 and the Immigration and Asylum Act 1999 require every prison to be monitored by an independent Board appointed by the Secretary of State for Justice from members of the community in which the prison or centre is situated.

The Board is specifically charged to:

- 1 Satisfy itself as to the humane and just treatment of those held in custody within its prison and the range and adequacy of the programmes preparing them for release.
- 2 Inform promptly the Secretary of State, or any official to whom he has delegated authority as it judges appropriate, any concerns it has.
- 3 **Report annually to the Secretary of State on how well the prison has met the standards and requirements placed on it and what impact these have on those in its custody.**

To enable the Board to carry out these duties effectively its members have right of access to every prisoner and every part of the prison and also to the prison's records.

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3. DESCRIPTION OF HMP & YOI ASHFIELD

HMP & YOI Ashfield opened on 1st November 1999 and is a contracted-out prison operated by SERCO Home Affairs Ltd. It is located in the village of Pucklechurch, near Bristol, and has a Certified Normal Accommodation capacity of 360. Male juveniles (15 – 17) are received from over 120 Courts covering the West Country, Wales, the Midlands and the London area. At the end of the reporting period there were 234 young persons (YPs) accommodated at Ashfield, 109 fewer than the previous year.

Accommodation consists of two house blocks each having four wings. The accommodation is of a high standard and most YPs enjoy single occupancy, with all rooms having integral sanitation. There are comprehensive sports facilities, an 8-bed Healthcare Centre and a 17-room Segregation unit. Education and training courses are offered to the YPs, including GCSE, A, AS, NVQ, City & Guilds, the Duke of Edinburgh Awards Scheme and the Prince's Trust.

As a contracted-out prison, Ashfield has a Director. The current incumbent, Brian Anderson, has been in post since September 2009.

4. EXECUTIVE SUMMARY

HMP & YOI Ashfield is a well run prison with caring staff working with some of society's most difficult, damaged and vulnerable young people. The prison has an embedded culture of innovation and change; it has consistently undertaken a variety of initiatives which aim to improve the lives of young people in the hope that they will enable them lead purposeful lives in the future.

As a reflection of the continuing overall trend in the fall of numbers of YPs in the juvenile secure estate, the population of Ashfield has also reduced significantly. However while the population has reduced in common with the rest of the juvenile estate many YPs are noticeably more difficult and challenging and, due to the very nature of their age and immaturity, are more likely to be spontaneously violent.

There has also been a noticeable increase in the number of YPs being associated with 'gang culture' in recent years and a belief by YPs that their patterns of violent behaviour are acceptable.

The Board notes that the number of violent incidents in Ashfield has declined since last year. Staff have comprehensive, effective strategies in place to manage incidents of violence and aggression and the Board has seen on many occasions first-hand how professionally and skilfully staff work with Ashfield's very difficult and challenging Young People.

The demographics of Ashfield's population have also changed with a significant number of YPs now coming from outside the South West region. Many YPs being sent to Ashfield now come from the South East and London area. This factor impacts adversely on related issues such as YPs having to be transported considerable distances back and forth for legal matters, and their ability to maintain meaningful contact with their families. It also creates difficulties for each YP's home YOT and other practitioners. (6.4)

A further related problem is that of late arrivals. 34 % of young people sent to Ashfield arrived after the latest YJB recommended arrival time and this issue remains a cause for concern for the Board. It is essential that every young person should be able to receive a full 'First Night' induction process whilst they are still alert enough to understand what they are being told. (6.3)

As previously reported, it continues to be problematic to arrange for YPs who have exhausted all their options at Ashfield to be transferred to a different establishment for a new start. This matter has been exacerbated by the contraction of the juvenile secure estate, and the result has been that the troublesome YPs concerned have spent long, protracted periods in segregation or healthcare. This is clearly a situation which is not good either for the wellbeing or the mental health of the YPs affected.

Since the previous report, P-NOMIS has been introduced in Ashfield and all staff have received basic training on the system, though the system is not fully functioning and utilised in all areas of the prison and there is a restricted number of terminals which can be accessed by staff.

For those YPs on short term sentences (DTOs) there is a long waiting list to access the programmes available. However, for those on 4 months DTOs there is no intervention from Psychology. (6.6)

The long-awaited Juvenile Enhanced Thinking Skills (JETS) programme has been implemented and rolled out with an initial cohort of 7 YPs. (6.6)

Matters for the Secretary of State

Late Arrivals. As highlighted in previous reports, this issue continues to be a matter of concern for the Board. 34% of YPs arrive at Ashfield after the recommended time by the YJB and invariably after long journeys, factors which are not conducive to YPs receiving a full 'First Night' induction. The Board considers this could not only place a young person in an increased position of vulnerability, but also puts unfair demands on the management and staff at Ashfield and creates unacceptable risks. (6.3)

The Board accepts that the issue of late arrivals is not unique to Ashfield, nor is it a recent development. It is, however, one which it would appear no one has chosen to address effectively.

5. AREAS OF SPECIAL INTEREST

5.1 Diversity

The DEAT (Diversity Equality Action Team) deals with physical and intellectual disability and religious and sexual diversity in addition to racial difference matters inside HMP/YOI Ashfield. The member of staff in charge of the DEAT is also responsible for Foreign National Prisoners. As stated in the previous IMB report, there is still an average figure of 50% BME YPs, mainly from the London area.

The YPs have a welcome involvement in DEAT matters. There are spaces for 11 YP diversity representatives. These are on all eight main wings, and there is a Gypsy and Traveller representative as well as representatives for YPs on the segregation unit and healthcare. The latter two are clearly more difficult to engage, owing to segregation being a short-term response to problematic YPs and owing to the medical issues of the YPs when they are on the healthcare unit.

The YPs that do engage as diversity representatives conduct weekly clinics on the wing to see if there are any diversity issues that need addressing. YPs are able to do this by speaking at the cell door to other YPs and can do it out of earshot of staff if there is confidential information being passed.

There is a bi-monthly DEAT meeting held in the prison chapel which is attended by YP diversity representatives and members of staff. The IMB have an open invitation but have only attended two meetings in the last reporting period. These meetings are short and informative. The YPs are given numerous opportunities to give their input and the YPs will engage when pressed. Having the YPs attend and engage with the meeting is worthy of compliment.

5.2 Learning and Skills

Twenty-four hours of education are provided each week. These include classroom-based, physical, and vocational components and all courses carry a qualification. There is a further 8 hours of Enrichment.

The Board has observed a great deal of good practice particularly in more practical subjects. A key strength is very strong, positive relationships between staff and YPs. There is a wide range of very effective vocational provision. Sporting provision is very strong. The Department is very good at developing external partnerships. The young people generally feel very positive about their lessons and the staff delivering them. The Board is concerned about potential cuts in the total time allocated for education and the impact of reduced funding.

There has been a period of reorganisation and change to staffing contracts which has caused some concern amongst staff. Staff underwent a LEAN event from January 2012 which resulted in some cut backs in educational funding which have in turn, had a knock-on effect in terms of staff morale and turnover. The Department has since lost 5 experienced teachers and is currently involved in a recruitment process.

In the summer of 2011 staff relocated their art classrooms from the old art village to new classrooms housed on the third floor of the education block. This provided them with 2 large and light art classrooms and a designated Resettlement room.

Positive feedback from the unannounced Ofsted follow up inspection was received, the establishment having fully achieved 4 of 7 their recommendations and having partially achieved 1. The staff Bistro was identified as an outstanding area and the Gym continued to make outstanding progress.

The Department's Leadership reports that observations of teaching and learning have been completed on all teachers in January and February and that 71% achieved a good/outstanding grade.

Literacy and Numeracy Functional Skills KPTs have been rewritten and staff have made strong progress with a new LSIS project of embedding Functional Skills in vocational areas. This is still in development but appears to be strengthening staff's Functional Skills provision.

A platinum Koestler Award was achieved in Music amongst a number of commendations. Two pieces of art work from Ashfield were displayed in the national exhibition.

Drama workshops have continued through Enrichment. Positive feedback has been received from the young people involved. This has then led to drama enrichment classes started in association with Bristol Old Vic theatre. These in turn led to a ROTL placement for one YP at the Old Vic who went on to appear in a stage show there to great reviews. He has since been offered a job at the theatre on release.

Successful student award ceremonies have been held in the Chapel with friends and families invited throughout the year. A number of guest speakers have attended and staff have booked Scott Quinnell to come and speak in September.

The Department has set up its first band – Uke Offending Orchestra – who have performed for Serco contract directors, and later for staff in the Chapel, with future performances planned.

A number of new partnerships have been developed this year including Jamie Oliver's "15" restaurants with the staff Bistro. Staff from "15" did a master class with YPs and a careers session with the Food Technology groups. It is hoped to develop this initiative further in the future. The Prince's Trust are also sponsoring a Level 1 'Developing Cooking Skills' course in the teaching kitchen.

The Digital Arts course has continued to develop in 2012, now running up to 5 accreditations, and staff are looking to introduce a film project in October thanks to their excellent relationship with the BBC through regular ROTL visits and IAG sessions. This has resulted in the donation of 2 film cameras and staff are hopeful that the BBC will provide further opportunities for their young people through the upcoming Resettlement Day.

5.3 Healthcare and Mental Health

All YPs are seen by a nurse on arrival at Ashfield as an integral part of the admissions process. YPs have good and timely access to a Doctor and Psychologist if required. Healthcare has excellent Dental facilities on site where YPs can be treated and receive help and advice with dental hygiene. Nurse-led healthcare provides a high level of care to the most vulnerable YPs whilst they are at Ashfield, and staff make strenuous efforts to locate mental health beds for those for whom prison is inappropriate.

5.4 Safer Custody

Stay Safe

It continues to remain noticeable that YPs entering Ashfield have the propensity to be more volatile and challenging than has been evident previously. As a consequence the level of assaults has remained consistent and the use of force has risen in the current reporting period. This year has also seen an increase in vulnerable YPs and more incidents of self harm, an increase from 68 to 118. However, staff remain vigilant and proactive, with monthly meetings being used to highlight the YPs who are most at risk so that all areas of the prison are made aware of possible potential difficulties.

Sentence Planning

As the numbers of YPs has declined, the case load of prison Case Workers has drastically reduced, giving them more time to case-manage their charges.

It is a concern that YOT case workers do not always attend these meetings and, with resources being squeezed further, this number may only increase. The lack of attendance of a parent or social worker is also worrying. The attendance of social workers is not fully recorded but, as YPs come from all over the country, it is highly likely that resources are not

always available for their attendance. As they have a statutory duty to see their charges monthly, it would appear that they are failing in their duty of care to these young people.

5.5 The Brunel Unit (Segregation)

The Brunel Unit is run in a disciplined and fair manner by very caring staff. Learning Support Assistants visit the unit daily to ensure that YPs continue with their education on a one-to-one basis.

A multi-disciplinary review board meets twice a week (on Mondays and Thursdays) with an IMB member in attendance. YPs are given behaviour / achievement targets which, if met, allow them the opportunity, wherever possible, to reduce the length of time they spend segregated prior to being returned to normal location. In some instances a phased end to segregation is organised with a YP attending association in the House blocks during the evening. This gives the YP concerned an opportunity to show that he can behave acceptably whilst still being accommodated in the Brunel Unit.

Owing to the very challenging and disruptive nature of some YPs located on this unit, they may have limited opportunities to leave their cell apart from normal exercise periods, to take a shower and to make telephone calls home. Those with a few weeks left to serve on their sentence may remain on the unit until they are released.

In accordance with PSO 1700, the Segregation Monitoring and Review Group meets quarterly. The meeting considers statistical data, YPs segregated with open ACCT documents, use of control and restraint, YPs segregated continuously for three months or more, the transfer of segregated YPs from other establishments and staff training.

6. OTHER AREAS

6.1 Accommodation

There has been ongoing refurbishment of accommodation areas during the reporting period. However, as with any facility that is used 24/7, there will always be areas which require attention. Overall cleanliness of accommodation was found to be good. However, it is acknowledged that, as with any group of adolescent young people, cleanliness and tidiness are issues which require constant ongoing attention.

Despite often the best efforts of wing staff, graffiti in the shower areas remain an ongoing issue. While the issue of YPs taking marker pens from Education appears to be in decline, YPs have invariably found other writing implements to deface surfaces.

The introduction of telephones into YPs' rooms was not without initial teething problems, though the issue of YPs misusing them has been resolved and the initiative has proved very popular with YPs who collectively make on average some 2000 calls per day. There is also a facility for YPs to access, directly from their rooms, a variety of outside agencies such as the Samaritans, the Howard League, Advocacy and other agencies.

6.2 Catering and Kitchens

The quality of food produced by the catering department is of a high standard. Considerable care is taken to provide a healthy and well balanced diet for YPs along with the provision of appropriate food for religious and cultural requirements. The department also promotes 'special events' in the form of themed menus which are linked into events that take place during the year.

6.3 Transport

868 YPs were admitted to Ashfield between July 2011 and June 2012. The YJB recommend that all YPs should arrive in prison from court or elsewhere by 19.00 hrs. This is important as it ensures that YPs are given a full induction process whilst they are alert enough to understand what they are being told.

Data from Ashfield shows that 295 of the 868 new arrivals arrived after 20.00 hrs., one hour later than the recommended latest arrival

Bar Chart showing the % of late arrivals at Ashfield:

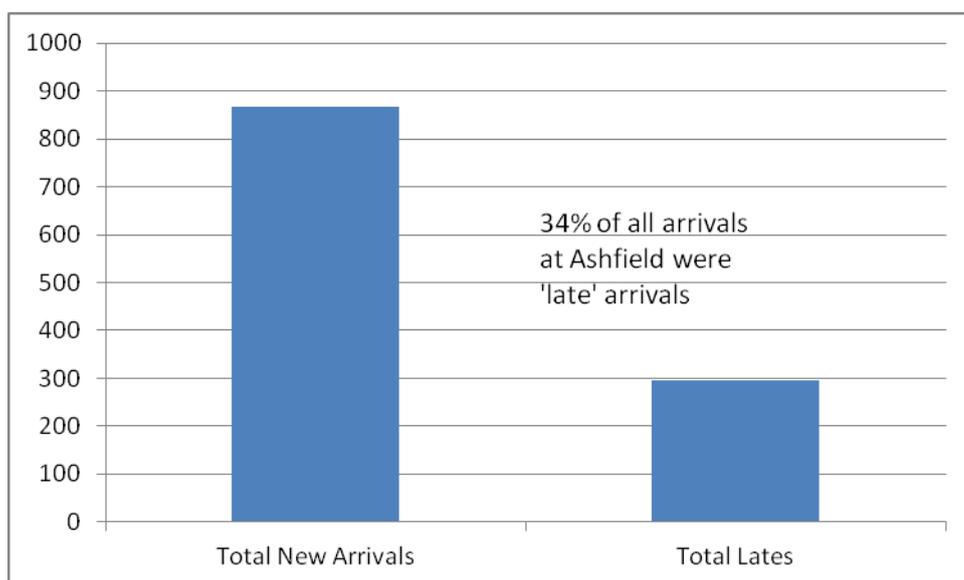


Table showing the % of late arrivals at hourly intervals:

| | 20.00-21.00 | 21.00-22.00 | 22.00-23.00 | 23.00-00.00 | 00.00-01.00 | 01.00-02.00 | 02.00-03.00 | 03.00-04.00 | |
|----------------|-------------|-------------|-------------|-------------|-------------|-------------|-------------|-------------|-----|
| July | 6 | 2 | 5 | 0 | 2 | 0 | 0 | 0 | 15 |
| August | 5 | 5 | 3 | 4 | 1 | 0 | 0 | 0 | 18 |
| September | 16 | 11 | 12 | 19 | 4 | 3 | 0 | 3 | 68 |
| October | 1 | 6 | 2 | 3 | 2 | 0 | 0 | 0 | 14 |
| November | 3 | 4 | 10 | 0 | 6 | 2 | 0 | 0 | 25 |
| December | 13 | 6 | 8 | 4 | 0 | 2 | 0 | 0 | 33 |
| January | 8 | 1 | 10 | 0 | 0 | 0 | 0 | 0 | 19 |
| February | 1 | 7 | 3 | 5 | 0 | 2 | 0 | 0 | 18 |
| March | 11 | 10 | 6 | 2 | 0 | 0 | 0 | 0 | 29 |
| April | 1 | 7 | 5 | 1 | 0 | 0 | 0 | 0 | 14 |
| May | 2 | 2 | 2 | 0 | 0 | 0 | 0 | 0 | 6 |
| June | 16 | 9 | 7 | 4 | 0 | 0 | 0 | 0 | 36 |
| Total | 83 | 70 | 73 | 42 | 15 | 9 | 0 | 3 | 295 |
| %Late arrivals | 28% | 23% | 24% | 14% | 5% | 3% | 0% | 1% | |

34% of Young People arrived at Ashfield after the latest recommended arrival time. This is an unacceptably high proportion, and reflects badly on the courts and on the companies responsible for transporting Young People, namely SERCO, GEOAmeY and G4S.

Late arrivals are recorded at hourly intervals after 20.00 hrs. and, as can be seen from the table above, 28% of late arrivals arrived one hour after the latest recommended time, 23% two hours later, 24% three hours later, 14 % four hours later, 5% five hours later, 3% six hours later and 1% eight hours later.

The fact that 47% of late arrivals were admitted to Ashfield after ten o'clock at night is a real cause for concern and is unacceptable if we believe that YPs should be treated fairly and humanely. If an induction process taking two hours starts at ten o'clock, a YP (perhaps on remand) will not get to bed until midnight.

In addition, the effects of working longer hours on staff should not be ignored as these can lead to a drop in morale.

6.4 Physical Education

Sporting provision at Ashfield is very strong, with over 35 different courses being available to YPs who receive at least the YJB minimum requirement of 3 hours per week. Staff report high levels of attendance with an estimated 90% of YPs attending activities, and that the Fitness Room facilities are an effective tool in the IEP scheme.

Ashfield has many effective external sporting partnerships, including Bristol Rugby Club and Gloucestershire Cricket Club, supporting the department's staff.

A follow up an Ofsted inspection of the Gym highlighted that it was continuing to make outstanding progress.

6.5 Resettlement

The new Resettlement curriculum has provided more curricular breadth. A quarterly Resettlement newsletter is being produced and has been used to inform the many partner agencies and organisations that work with Ashfield.

The staff Bistro provides excellent on-the-job training and work opportunities for those YPs who work in the kitchens. YPs are able to learn a variety of transferable skills which it is hoped they can utilise on their release.

One of the partnerships developed with external organisations aimed at giving YPs real life experience of the world of work has involved Jamie Oliver's "15" restaurants coming into Ashfield's staff Bistro to work with YPs.

However it is acknowledged that, while there is a variety of opportunities and initiatives being offered to YPs, the overall economic climate has left many YPs who leave Ashfield extremely disadvantaged when it comes to accessing training and employment opportunities.

6.6 Security

A security meeting takes place once a month. The number of times Control and Restraint has been used has remained consistent despite the reduction in population. This is due to the volatile nature of YPs who are now being sent to Ashfield. The Board considers that the intake is now of a much more challenging nature. These incidents have resulted in the

use of Control and Restraint which invariably puts pressure on staff. However, it would appear that, despite this trend of increasing incidents, it has been possible to manage many of them by alternative Use of Force techniques instead of full Control and Restraint. The high frequency of Use of Force is owing to there being a large number of incidents involving numerous YPs and the need for them to be separated by staff.

It has been noted that it is increasingly difficult to place YPs in a safe environment owing to the often complex issues such as gang affiliations and geographical territorial disputes outside the prison that surround many YPs. Furthermore many YPs appear to have multiple 'issues' with a variety of other YPs and it therefore becomes even more problematic when these YPs need to be kept apart for their own safety. The compounding nature of the problem invariably has a knock-on effect for those staff responsible for placing YPs in the prison who need to know which YP has what issue and with whom. As a result, a considerable amount of staff time and resources can be spent on this issue.

The introduction of the key vend system has not produced any problems and all but a very few people who use the system require a PIN, as opposed to biometric identification.

6.6 Psychology

The department has a staff of nine, all of whom play a vital role within Ashfield.

Without doubt, the department consider their best outcomes are achieved from one to one intervention programmes. Within the Phoenix Unit (long term sentences) each young person has an allocated psychologist and it is felt that most young people engage.

For those on short term sentences (DTOs) there is a meeting on arrival to assess the needs of the individual but there is a long waiting list to access the programmes available. For those on 4 months DTOs (2 months in custody) there is no intervention from Psychology.

There is close working with the Lucy Faithful Foundation worker, a specialist trained to work with YPs that have committed sex offences.

The interventions used include:

- Juvenile Enhanced Thinking Skills (JETS). Run mainly on the Phoenix Unit and using staff as facilitators, the programme is accredited by NOMS and evaluation work is being carried out to ascertain its effectiveness.
- Interact - communication skills
- Healthy Attitudes
- Victim Awareness - which uses pre- and post-questionnaires to evaluate success
- Knife Crime Prevention Programme - which includes other weapons such as broken bottles etc
- Family Work - involving the young person and the family so as to improve relationships

The Psychology team work closely with the YOTs, both in-house and the YOTs outside the establishment to whom reports are sent when the young person leaves Ashfield.

The main concern of the department is the lack of administrative support within the team which puts a heavy burden on the psychologists themselves.

The Board greatly value the work that the department undertakes within Ashfield.

7 THE WORK OF THE INDEPENDENT MONITORING BOARD

| | |
|--|-----|
| BOARD STATISTICS | |
| Recommended Complement of Board Members | 13 |
| Number of Board members at the start of the reporting period | 12 |
| Number of Board members at the end of the reporting period | 14 |
| Number of new members joining within the reporting period | 4 |
| Number of members leaving within the reporting period | 2 |
| Number of attendances at meetings other than Board meetings | 41 |
| Total number of visits to the prison | 368 |
| Total number of applications received | 23 |
| Total number of segregation reviews held | 92 |
| Total number of segregation reviews attended | 90 |

During the reporting period one member resigned and one moved to another prison. Four members who joined in 2010 have successfully completed their probationary year and four new members have been appointed and are currently in their probationary year, bringing the membership to 14.

The Board meeting takes place once a month (attended by the Director and Controller) and duties are carried out on a rota basis. Each week a member carries out a rota visit: four statutory areas – Segregation, Residential Wings, Kitchen and Healthcare – are visited each time. Other areas of the prison are visited on a regular basis. Members' observations, in report form, are given to the Director for his comments.

A member of the IMB attends the twice-weekly Review Boards to discuss the continued segregation of YPs. A member deals weekly with the IMB applications made by the YPs and speaks to them on the induction programme.

The Ashfield Chair attends National meetings with other IMB Chairs from contracted/SLA prisons and South West Regional IMB Chairs' meetings. He also attends meetings organised by the National Council representative for juveniles with the relevant IMB Chairs, the Prison Service and the YJB, in order to cover all juvenile-related issues. James Gibson was appointed Chair in January 2012.

Visitors

In March, the Head of the IMB, Mick Robins, and Head of Appointments, Ashlee Brett, visited Ashfield. They toured the establishment and had an opportunity to meet and address the Board at the monthly meeting. David Shaw, IMB South West Area Representative, also met and addressed the Board at a monthly meeting.

Local training

The Board Development Officer arranges local training, including the induction of new Board members and short training sessions before Board meetings, as well as ensuring that Board members are aware of the opportunities for attending staff training.

This year the focus has largely been on reviewing key duties and on inducting four new Board Members who began their duties in April 2012. Board training slots have been used for the normal purpose of keeping the whole Board up to date with the work of the prison. Sessions this year have covered the work of the Phoenix Unit, Safeguarding, Advocacy and the Controller.

The Board is very grateful to members of Ashfield staff who have contributed to IMB training, whether by delivering Board training slots, by welcoming us to staff training sessions or by making time to explain their role to individual Board members.

National training

The Chair attended the New Chair's Course and two Board members went to the IMB Annual Conference.

Prison staff induction

The IMB is invited to a slot on all custodial and non-custodial staff training courses to introduce the role of the IMB.

Applications to the IMB

| Code | Subject | 2011/12 | 2010/11 | 2009/10 |
|------|-------------------------------------|-----------|-----------|-----------|
| A | Accommodation | 4 | 4 | 0 |
| B | Adjudications | 0 | 2 | 1 |
| C | Diversity related | 0 | 0 | 1 |
| D | Education/training/employment/IEP | 1 | 4 | 2 |
| E | Family/visits/resettlement/phone | 0 | 2 | 2 |
| F | Food/kitchen related | 1 | 0 | 2 |
| G | Health related | 0 | 0 | 2 |
| H | Property/canteen | 8 | 3 | 5 |
| I | Sentence related | 0 | 0 | 0 |
| J | Staff/prisoner related | 8 | 10 | 17 |
| K | Transfers | 0 | 1 | 0 |
| L | Miscellaneous | 1 | 4 | 5 |
| | Total number of applications | 23 | 30 | 37 |

There has been a fall in Applications to the Board for a third year running, perhaps indicative of the overall reduction in population.

James Gibson (on behalf of the Board)
Chair Independent Monitoring Board
HMP & YOI Ashfield

8. APPENDIX A – GENERAL STATISTICS

| | | | | |
|---|--------------------|--------------------|--|--|
| Population | 234 at 30/06/12 | 343 at 30/06/11 | | |
| Average Population | 298 | 319 | | |
| | | | | |
| Segregation Authorisations | | | | |
| GOOD (Good Order or Discipline) | 228 | 220 | | |
| Own Interest/Own Protection | 4 | 4 | | |
| <i>Total</i> | 232 | 224 | | |
| | | | | |
| Special cell use | 0 | 0 | | |
| No of YPs held in Medical Restraints | 0 | 0 | | |
| | | | | |
| Use of Control and Restraint | 524 | 597 | | |
| Use of Force | 1271 | 386 | | |
| Adjudications | 3154 | 2862 | | |
| No. of YPs rep fighting | 1066 | 1095 | | |
| Assaults | 484 | 487 | | |
| Assaults on Staff | 45 | 64 | | |
| Self Harm | 118 | 68 | | |
| No of YPs involved | 87 | 50 | | |
| | | | | |
| Requests and Complaints | | | | |
| Property | 97 | 76 | | |
| Allegations against Staff | 133 | 156 | | |
| Confidential Access | 109 | 99 | | |
| Other | 297 | 412 | | |
| <i>Total</i> | 636 | 743 | | |

9. APPENDIX B – GLOSSARY OF PRISON RELATED ABBREVIATIONS

ACCT Assessment, Care in Custody & Teamwork (record for a prisoner currently considered to be at risk)

CAMHS Child and Adolescent Mental Health Service

DEAT Diversity Equality Action Team

DTO Detention and Training Order

GOOD Good Order or Discipline – Segregation under rule 45/49

HMCIP Her Majesty’s Chief Inspector of Prisons

OI/OR/OP Own Interests/Request/Protection – Segregation under Rule 45/49

IMB Independent Monitoring Board

IRC Immigration Removal Centre (new name for Detention Centres)

KPT Key Performance Target

LSIS Learning & Skills Improvement Service

NHS National Health Service

PHPQI Prison Health Performance and Quality Indicator

PSO Prison Service Order – see

<http://www.hmprisonservice.gov.uk/resourcecentre/psispsos/listpsos>

RIRF Racial Incident Report Form

ROTL Release on Temporary Licence - e.g. to work, town visits, home leave

SIR Security Information Report

SLA Service Level Agreement

SMS Substance Misuse Service

SMT Senior Management Team

VDT Voluntary Drugs Testing

YJB Youth Justice Board

YOT Youth Offender Team

YP Young Person