

**Notice to official visitors in prisons**

**Please adhere to the following guidelines.
Failure to do so may result in the termination of your visit.**

* Please do not enter the establishment if you are feeling unwell / have a persistent cough or temperature or have had contact with somebody with suspected or confirmed coronavirus. There will be no access to anyone who lives within a geographical area identified as an outbreak community with travel restrictions.
* All visitors will be subject to searching and must have their body temperature checked prior to admission into the prison.
* In order to be able to maintain social distancing at-all times we can only admit

**ONE VISITOR PER SESSION PER PRISONER**.

If you require more than person to attend, please contact our Video Link Department – **bf.videolink@sodexogov.co.uk**. We are unable to accommodate police recorded interviews that require more than one person to attend, please email Video Link or contact Custody on **custody.bronzefield@sodexogov.co.uk** to organise a production.

* All official visitors are required to wear face-coverings on arrival at the establishment (including the Visitor Centre). Official visitors will be required to provide their own face covering.
* Please sanitise / wash your hands prior to entry to official visits area. These facilities are provided.
* No physical contact – such as handshakes – will be permitted on official visits.
* Face coverings must continue to be worn throughout the duration of the visit.
* Social distancing must continue to be adhered to throughout the duration of the visit.
* Official visitors must only bring in paperwork or other equipment (including laptops) that is essential for the visit. Equipment that must be brought in will be sanitised with an alcohol wipe.
* Visits can be booked at **09.00hr** and **11.00hr** Monday to Friday for a duration of 1 hour. Requests for extended visits will be considered but cannot be guaranteed. There are currently no afternoon visits.
* Entry / Exit: please follow signage instructions for route to and from official visits area.

**It is everybody’s responsibility to cooperate with all infection control measures.**

**Thank you for your understanding.**