

DESIGN GUIDELINES


JUVENILE JUSTICE FACILITIES IN AUSTRALIA AND NEW ZEALAND

Human
Services



Peoplefirst






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Design guidelines for juvenile justice facilities in Australia and New Zealand

May 1996



Foreword

Juvenile justice centres are complex facilities providing a vital service to the community, a living environment for young people, and a work place for staff. Good design requires a balance between the needs of these various stakeholders – in particular, between the community's need for safety and the young person's need for a humane, rehabilitative environment.

The design of custodial facilities reflects social attitudes towards young people who offend, and is underpinned by a range of assumptions regarding detention, rehabilitation and preferred styles of management. Because these values inevitably change throughout the life-span of a facility, the original design must be sufficiently flexible to accommodate future service requirements.

Given the complexity of the design task, the importance of flexibility and the high construction costs of juvenile justice centres, these guidelines are a significant aid to all those involved in the development of secure youth services. They represent the collaborative efforts of a small but dynamic group of professionals across Australia and New Zealand who have grappled with the design challenges first hand. They will no doubt form the basis for continued innovation in centre design.

While the physical environment is only one aspect of a young person's detention experience, it remains a pivotal one. As you consider the material that follows, I encourage you to reflect on the impact of the built environment on young people in custody. Good design can only begin here.

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- The American Correctional Association, which has developed a wide range of standards and guidelines for juvenile justice facilities and have produced excellent handbooks on facility planning and design for both juvenile and adult correctional facilities.
- Juvenile justice administrators across Australia and New Zealand for their support and encouragement.

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Preface

These design guidelines have been compiled to enable valuable information to be shared between all States and Territories in Australia and New Zealand.

They were developed under the auspices of the Australasian Juvenile Justice Administrators' Forum, sponsored by the Department of Human Services (formerly Health and Community Services Victoria) and authored by the Building Services Agency.

The guidelines arose from a need expressed at a major conference on *The Planning and Design of Juvenile Justice Facilities* held in Melbourne in 1994. They are based on the results of an extensive questionnaire and workshop on *Design Guidelines for Juvenile Justice Facilities in Australia and New Zealand* held in 1995, which involved representatives of all States and Territories of Australia and New Zealand.

These guidelines have been designed as a starting document. They need to be closely linked with each jurisdiction's management philosophy, together with detailed design specifications, tailored to satisfy local policy requirements.

The guidelines are not meant to discourage creative and innovative design solutions. While they reflect the experience of Australasian juvenile justice agencies, they are not intended to limit the professional discretion of any agency (or their consultants) on matters of design or in the application of materials and equipment.

A note on references

Each section of the guidelines that follow contains relevant standards, guidelines or information from various publications, including:

- United Nations, *Rules for the Protection of Juveniles Deprived of their Liberty*, General Assembly Resolution 45/113, 1991.
- United Nations, *Standard Minimum Rules for the Administration of Juvenile Justice* (the Beijing Rules), 1986.
- United Nations, *The Convention on the Rights of the Child*, 1989.
- United Nations, *Standard Minimum Rules for the Treatment of Prisoners and Related Recommendations*, 1958.
- *Standard Guidelines for Corrections in Australia*, Corrective Services Ministers' Conference 1994.

- Australasian Juvenile Justice Administrators, *Quality of Care Standards (for Australasian Juvenile Justice Centres)*, 1996.
- Royal Commission into Aboriginal Deaths in Custody, *National Report: Overview and Recommendations*, 1991.
- American Correctional Association, *Standards for Juvenile Detention Facilities* 3rd ed, 1991.
- American Correctional Association, *Guidelines for the Development of Policies and Procedures: Juvenile Detention Facilities*, 1992.
- *Girls at Risk*, Report of the International Youth Year Project, Girls in Care, to the Premier of NSW, 1986.

They have been compiled with reference to the *Standard Guidelines for Prison Facilities in Australia and New Zealand* (Melbourne, 1990).

The guidelines make reference to, and take account of issues raised in, J. Reser's paper on 'The Design of Safe and Humane Police Cells: A Discussion of some Issues Relating to Aboriginal People in Police Custody' (1992), while acknowledging that juvenile justice facilities serve different purposes to police cells and are therefore subject to different design considerations. The guidelines also take into account issues raised by the Royal Commission Into Aboriginal Deaths in Custody.

The guidelines make reference to standards and policy developed by the American Correctional Association. These references are the most detailed we have come across; but they are reproduced here for comparative purposes only. They do not necessarily reflect standards or guidelines to which juvenile justice facilities in Australia and New Zealand should conform. Interested persons are recommended to read the various American Correctional Association publications cited in the references themselves to get an understanding of the approach currently being taken in the USA.

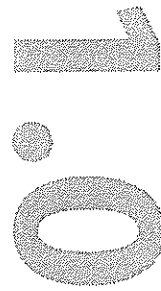
A selected reading list is provided at the end of the guidelines to encourage further investigation and discussion of design issues in juvenile justice.

Note: Since the original publication of these *Design Guidelines*, additional work has been done by the Australasian Juvenile Justice Administrators on the development of standards for juvenile justice facilities. The new standards were endorsed for use in May 1999. They are outcome-focused and grouped around eleven major areas of service. Published as *Standards for Juvenile Custodial Facilities* by the Australasian Juvenile Justice Administrators, they complement these *Design Guidelines*.

Guiding principles

Philosophy

- 1.01 Prior to the design of any new facilities, juvenile justice facility administrators should develop clearly defined philosophies enshrining both sentencing and juvenile justice principles. These philosophies should be available to the designers and architects of new facilities so that they may achieve a clear understanding of the purpose of detention and of the special objectives of the facility.
- 1.02 While political, financial, social and other environmental factors will inevitably provide boundaries to design strategies, they of themselves should not be used to ignore or weaken the fundamental principles and tenets of the juvenile justice philosophy. It is these principles and tenets that should be the driving force in the conceptualisation, design and construction of any new juvenile justice facility.
- 1.03 A juvenile justice system should have a philosophy aimed at maximising young people's chances of rehabilitation and reintegration into society. The fundamental principles of this philosophy should include:
- All young people are entitled to a safe and secure environment.
 - All young people are entitled to programs and services aimed at their successful re-integration and to meet education and vocational needs.
 - Young people are entitled to living conditions that meet duty-of-care requirements.
 - All young people are entitled to privacy and dignity.
 - All young people are to have access to adequate health services.
 - All young people are to have access to adequate recreation facilities.
 - Juvenile justice facilities have a community protection responsibility.



Layout and environment

- 1.04 The preferred image of a juvenile justice facility is one of being at ease with the surrounding landscape and generally screened from public view. The total environment should avoid an imposing appearance and as closely as possible keep within a domestic scale. In general, buildings should have an understated, familiar air, using similar architecture to other buildings in the area. A juvenile justice facility should have a youth focus. Variety in plan, form and silhouette is recommended in buildings, together with variety of texture and colour of finishes with neat and consistent detailing.
- 1.05 The units should be designed with an outward looking aspect as far as possible to maintain a visual link with the community from within the facility. The grounds of the facility should be well landscaped and considerable visual and direct physical access to the outdoors should be provided to compensate for the confinement of the detainees.
- 1.06 The design of a juvenile justice centre should be as flexible as possible to future change. Provision should be made for future expansion of both program and accommodation services at the master planning stage.
- 1.07 Logical and efficient pedestrian and vehicular circulation space should be provided between all juvenile justice facility elements and should include appropriate consideration of clear sight lines and circulation routing for observation from and between facility staff posts or work stations, plus the ability for disabled detainees or staff to move easily between buildings. Detainee no-go areas, including a perimeter buffer area between buildings and any perimeter security systems, should be clearly defined and sign-posted.
- 1.08 The layout should minimise vehicle intrusion into the juvenile justice facility, particularly in areas accessible to detainees. This pertains to kitchen delivery and pick-up vehicles and maintenance contractors' vehicles. Areas and routes that vehicles can travel within the facility should be clearly sign-posted.
- 1.09 Buildings on site should be set out to avoid dead-end areas and unlit pockets where detainees could conceal themselves or make it difficult for facility staff to carry out security rounds.
- 1.10 Building elements should be grouped and townsourced to promote a feeling of community and, if possible, be arranged around a community green or central area. This space should be planned to act as a central focus and visual activity centre for the juvenile justice facility and at the same time should provide an inner setting which

is easy to comprehend and understand. It should be easy for staff, detainees and visitors to gain an understanding of the layout of the juvenile justice facility and orientate themselves.

- 1.11 A juvenile justice facility should provide an environment for detainees which does not reinforce the negative aspects of detention. Materials, fixtures and furnishings should be non-institutional in appearance while being vandal-resistant and robust.
- 1.12 Detainee accommodation should be organised into groups of units, preferably with their own external recreation area. As in a normal community situation, accommodation areas should be separate from central administration and program areas.
- 1.13 In secure facilities, staff amenities, administration, stores, visitors' reception, maintenance workshops and engineering facilities may best be located outside the juvenile justice facility perimeter or straddling the perimeter.
- 1.14 The effect of the environment on the detainee must be considered. Particular attention should be paid to acoustics throughout the facility. To minimise the contagious effects of noise, acoustic treatment of all activity spaces is essential. The effect of colour on behaviour should also be taken into account, particularly with respect to internal and covered spaces.
- 1.15 In summary, the design and layout for the juvenile justice facility should be planned to promote a sense of normality and youthful optimism, subject to the constraints of control, security and economy. This aim should influence both planning and design.

Detainee management

- 1.16 Juvenile justice facilities provide accommodation for young people detained by lawful authority. These young people will generally range in age from the minimum age of legal responsibility to a maximum age of either 18 or 21, although the facility may be used to accommodate older persons where the facility is seen as the most appropriate location for these persons. Specific facilities may be designated to handle different gender and age groups.
- 1.17 The placement of a young person within a juvenile justice facility represents the most severe court response available. These detainees will come from a variety of circumstances but generally will be seen as representing the greatest risk to the community. They may display behavioural and emotional problems. They may be from disadvantaged backgrounds with poor educational standards. In some States, juvenile justice facilities may be used by adult courts to locate more vulnerable young adult offenders.

- 1.18 The detainees are considered able to be rehabilitated but also vulnerable and impressionable. They are often extremely impulsive and anxious, particularly while on remand or at the beginning of their sentence. They are a high-energy and high-activity group who require appropriate facilities to expend their energy in productive areas.
- 1.19 The juvenile justice facility should ensure:
- the control and supervision of detainees in the least restrictive level of security considered appropriate
 - the personal safety of detainees and staff by providing an environment which aims to protect the physical and emotional well-being of individuals
 - a humane system of detention by seeking to normalise the lives of detainees consistent with community standards.
- 1.20 Each detainee should have a sense of orientation within the juvenile justice facility and its general organisation, and a clear perception of how it works and of their place within it.
- 1.21 All educational, welfare and recreational influences and forms of assistance should be made available and utilised in accordance with the individual needs of detainees. There must be no discrimination in any aspect of juvenile justice programs on the grounds of race, colour, gender, age, marital status, physical or mental impairment, language, religion, political or other opinion, national or social origin, property, birth or other status, except as it is necessary to provide equality of opportunity and to properly meet the needs of a disadvantaged individual or group. Detainees should be provided with opportunities for success and encouraged to participate in programs for self-improvement in such areas as academic, vocational and social skills and recreational programs.
- 1.22 Young people are entitled to have their cultural and ethnic needs met while they are detained in a juvenile justice program. As multicultural societies, Australia and New Zealand have laws aimed at protecting and preserving the differences in the ethnic backgrounds and cultures of all citizens. Facility designers should seek to reflect this variety.
- 1.23 Juvenile justice programs should address the needs and problems of detainees in the light of the particular circumstances of their offences, and meet community expectations of reparation, deterrence, and protection against criminal behaviours as reflected in the decisions of sentencing and releasing authorities.

- 1.24 A wide range of juvenile justice programs should be developed based on the concept of a graduated restriction of liberty. Designs should be of various types and sizes, providing degrees of security according to need. Facilities should be provided which emulate community standards and conditions for detainees in the final stages of their sentence.
- 1.25 Facility design and management should seek to establish an environment that is as normal and non-institutional as possible. Detainees should be encouraged to look after their own needs and be as self-responsible as possible. Bedrooms should allow for personalisation as well as privacy.

Staff

- 1.26 A primary role for juvenile justice administrators is to establish a work environment which encourages staff to feel part of a team and to value their work. Staff should be able to expect to carry out their professional responsibilities in a safe and humane environment.
- 1.27 Facility management should enhance interaction between staff and detainees. Staff should interact directly with detainees. They should not be separated by architectural barriers that communicate a negative attitude by management or that impede the open, interpersonal communication necessary for a positive climate in any human relationship. Design strategies should strive to promote the efficient and economic use of staff.
- 1.28 All administering departments should provide appropriate training, equal employment opportunities and development opportunities for all juvenile justice staff. Training programs should be provided so that staff understand the objectives, procedures and technologies associated with the management of a facility. Differing cultural heritages of staff and detainees should be addressed with specialist training where required.
- 1.29 Appropriate staff amenities should be provided at or near facility officer work areas.

Family and community

- 1.30 Parents, other family members and the community should be encouraged to maintain contact with detainees and where possible become involved with decision-making and the management of detainees as appropriate.
- 1.31 Visiting is identified as an integral activity for detainees to maintain family ties and should be undertaken in appropriate and pleasant surroundings to encourage positive contacts between

detainees and their visitors. Visitors should be able to easily identify the location of the public entrance and areas where visits are to take place. They should be restricted from proceeding too far into the facility. The visits centre including professional visits rooms should be easily accessible from the entry with permissible access routes clearly sign-posted. Facilities should include group visiting areas, confidential visits areas, and outdoor landscaped areas, including a children's play area.

- 1.32 A juvenile justice facility should encourage community involvement and, where possible, community ownership. A variety of contacts between detainees and the local community should be supported. The design of facilities and the supervision of detainees should emphasise their continuing part in the community, not their exclusion from it. Thus, every effort must be made to involve the wider community to assist juvenile justice staff in developing and maintaining programs which prepare detainees for release. Consideration should be given to siting program and recreational facilities for possible use by community members. Generally, one aim of all such programs should be to enhance the community's understanding of its responsibility for crime prevention, and detainees' understanding of their responsibility to the community.
- 1.33 Juvenile justice programs should be developed which assist detainees to integrate into the community after release. Continuity of programs should exist between detainees and community-based juvenile justice services. Prior to release, detainees should have made available to them services of government and private agencies that will assist in their social integration.
- 1.34 Recognition of some aspects of customary law in the management of offenders by Aboriginal and Islander communities who accept such responsibilities should be examined as a means of emphasizing community responsibility for crime.

Security and management

- 1.35 Implicit with a custodial sentence is that a detainee will be securely detained while maintaining the good order of the facility and individual safety of detainee and staff. The buildings and perimeter should be designed in such a way as to reduce the perceived and actual opportunities to escape or do damage.
- 1.36 Detainees should retain a sense of personal space and privacy. Security systems should be effective but as non-intrusive as possible. The greatest degree of security for staff and detainees is achieved through positive relationships between these groups. Security measures should be flexible to allow increased and decreased security according to the risks apparent at a given time.

- 1.37 A juvenile justice facility should have the ability to initially handle detainees who present serious management difficulties locally without having to resort to transferring such detainees to another facility.
- 1.38 Juvenile justice facilities should establish a security management plan that will provide guidelines for the provision of static and dynamic security. Adequate static security (fences, walls, electronic detection) should be provided to reflect the rated security needs of the facility and be designed with a view to integrate with the facility's dynamic security (including staff interaction with detainees, clearly defined go and no-go areas and good sight lines).
- 1.39 Facilities managing detainees who represent a real risk to the community if they abscond, should establish a security management plan incorporating the following:
- a secure physical perimeter with sufficient space to control the flow of contraband and to prevent illegal entry; security should be heightened at the perimeter, to allow the buildings and areas within to be less secure, and more domestic in nature
 - secure bedroom envelopes
 - good sight lines with the ability for staff to see all bedroom doors from staff points, there being no blind spots in living units or other detainee areas with staff having the ability to visually track detainees as they move from one area to another
 - maximum control over all movement into the juvenile justice facility
 - balanced use of electromechanical devices
 - locations at which the movement of any contraband may be closely monitored
 - visibility of all roof surfaces either from the ground or internally through transparent glazing or by closed-circuit television (CCTV).

Construction

- 1.40 Consideration should be given to optimising cost and time savings by way of use of innovative and effective delivery methods, where advantageous and appropriate, including the standardisation of systems.
- 1.41 Consideration should also be given to maximising sequence-of-work economies by simplicity of construction.

- 1.42 Construction methods should not place reliance on a few specialist fabricators, but take advantage of as many competitive companies as possible.
- 1.43 In the design and selection of construction and finishing systems, the following principles should be applied:
- economical operation
 - robustness to withstand institutional usage while maintaining a domestic atmosphere – in particular, all internal and external finishes must be resilient
 - low requirement for maintenance, cleaning and repair
 - maintenance, cleaning and repair should be simple and economical, requiring the minimum amount of time to effect
 - easily available and economic materials
 - internal walls should be constructed, if possible, using a system that allows for future relocation
 - low life-cycle costs and high energy efficiency.
- 1.44 In secure juvenile justice facilities, all services should be concealed to prevent tampering or vandalism by detainees. Where such services are required to be exposed, they should be located where they do not jeopardise safety to detainees and personnel, and with detailing and construction aimed to minimise vandalism.

Regulatory controls

- 1.45 Juvenile justice facilities must comply with government policy.
- 1.46 Juvenile justice facilities must meet minimum standards for the accommodation of detainees; therefore a juvenile justice facility design must conform where applicable to relevant statutory building regulations as well as fire safety, clean air, noise abatement, health and safety, service authority and other requirements.

Definitions

Different jurisdictions may use different terminology. These definitions relate specifically to this report.

2.01 JUVENILE JUSTICE FACILITY

Any building, enclosure or place legally declared to be a juvenile justice facility for the lawful custody of young people committed by lawful authority.

2.02 DETAINEE

A young person sentenced by the court to a term of detention or ordered by the court to be detained, or a young person detained on remand awaiting court hearings.

2.03 HIGH-SECURITY ACCOMMODATION

A high-security juvenile justice facility or a high-security unit within a juvenile justice facility. The facility or unit would have multiple and complex security systems and it would be extremely difficult and time-consuming to escape.

2.04 MEDIUM-SECURITY ACCOMMODATION

A medium-security juvenile justice facility or a medium-security unit within a juvenile justice facility. The facility or unit would have a security system in place and a concerted effort would be required to escape.

2.05 MINIMUM SECURITY ACCOMMODATION

Represents minimum security juvenile justice facilities or unit within a juvenile justice facility. The facility or unit would have minimal building and room security and no perimeter security.

2.06 AUTHORISED OPERATING CAPACITY

Is the authorised operating capacity of detainees for each juvenile justice facility, being the total number of general accommodation beds within the facility.

2.07 OBSERVATION ROOMS

These rooms are usually for detainees who have shown some state of anxiety, have a medical problem, or demonstrate suicidal tendencies.

2.0

2.08 TIME-OUT ROOMS

These rooms are used for short periods to locate detainees whose behaviour represents a risk to other detainees or staff.

2.09 STATIC SECURITY

Security systems incorporated as part of the planning and construction of a building, and which would be incorporated as part of a capital works budget.

2.10 DYNAMIC OR ACTIVE SECURITY

Security measures involving the use of personnel to control the activities of detainees.

2.11 NORMALISATION

Is the aim to establish an environment as close as possible to that experienced in the general community.

Facility size

Objective

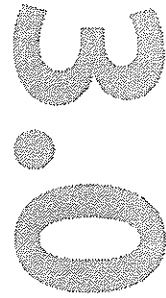
- 3.01 To define a recommended optimal limit capacity for new juvenile justice facilities.

Analysis

- 3.02 Before any juvenile justice facility is built or expanded, an assessment should be undertaken to determine what additional facilities are required. Consideration should be given to the likely profile of the proposed population of the facility.
- 3.03 A limit on the total capacity of a juvenile justice facility enables the effective management of groups of detainees and a high level of staff interaction and detainee control. It avoids excessive detainee demands on facility infrastructure and support services and promotes the tailoring of programs to the particular needs of individual detainees. An excessively large facility may become impersonal and oppressive. For effective management, a juvenile justice facility should be on a significantly smaller scale than an adult facility.

Recommended design guidelines

- 3.04 A juvenile justice facility should be designed to be large enough to allow various categories of juveniles to be housed separately. Facilities should be as flexible as possible with the ability to be broken down into different sized units, and these units into smaller groups. Unit sizes may range up to 36 detainees. Group sizes should generally range from six to 15 detainees, and each group should operate with a separate identity and some degree of autonomy. Consideration must be given to appropriate staff supervision ratios.
- 3.05 A juvenile justice facility should be large enough to provide realistic opportunities for programs and recreational facilities. In smaller States, the total juvenile justice detainee population to be accommodated will be limited. When dealing with a small population base, the aim should still be to achieve adequate categorisation and separation of detainees, and to offer an appropriate range of programs.
- 3.06 The required capacity of a juvenile justice facility is determined by the number of beds needed at any given time, but should take into account the anticipated number of beds required to satisfy future demand. This projected demand is difficult to predict and is affected



by various influences including social and legislative change. When planning a facility, allowance should be made for the flexibility of future expansion of bed capacity.

- 3.07 The size of a site will limit the population of any facility proposed for that site. Any site considered suitable for a juvenile justice centre can be assessed as having an acceptable site density, resulting in a maximum detainee population.
- 3.08 The optimum juvenile justice facility size will vary according to management systems and practical issues associated with the total detainee population break down.
- 3.09 Each juvenile justice facility should have an authorised operating capacity. The ideal operational capacity of a juvenile justice facility is considered to be 10 to 15 per cent below authorised capacity to allow management flexibility in the placement of detainees.

References

- 3.10 United Nations, *Rules for the Protection of Juveniles Deprived of their Liberty*, General Assembly Resolution 45/113, 1991.

Open detention facilities – those with no or minimal security measures – for juveniles should be established. The population in such facilities should be as small as possible. The number of juveniles detained in closed institutions should be small enough to enable individualised treatment. Detention facilities should be decentralised and of such size as to facilitate contact with families. Small-scale facilities should be established and integrated into the social, economic and cultural environment of the community.

- 3.11 American Correctional Association, *Standards for Juvenile Detention Facilities* 3rd ed, 1991.

FACILITY SIZE

3-JDF-2B-02 (REF 2-8132)

The detention facility operates with living units of no more than 25 juveniles each.

The detention facility does not exceed a bed capacity of 150 juveniles.

Comment [by the ACA]

A small living and treatment unit is more conducive to enhancing juvenile and staff interaction. The living unit's maximum size should be no more than 25; however, smaller units of 10, 15, or 20 permit services on a more manageable scale. Through both design and

operation, a 150-bed facility permits the cost efficiencies to service delivery advantages of a larger facility while preserving the programmatic advantages of smaller facility size.

RATED CAPACITY

3-JDF-2B-06 (REF 2-8126)

The number of juveniles does not exceed the facility's rated bed capacity.

Comment [by the ACA]

Rated capacity is considered to be the original design capacity, plus or minus capacity changes resulting from building additions, reductions or revisions.

3-JDF-2B-08 (REF 2-8127)

The facility is designed and constructed so that juveniles can be grouped according to a classification plan.

Comment [by the ACA]

The facility should have sufficient number of rooms or living units in an appropriate configuration so that the various categories of juveniles can be housed separately. This may include the separation of older and younger juveniles and juveniles accused of or adjudicated for serious personal injury offences.

- 3.12 American Correctional Association, *Standards for Juvenile Training Schools* 3rd ed, 1991.

3-JTS-2B-06 (REF 2-9147)

Written policy and procedure provide that a new training school or special-purpose institution be constructed or an existing facility expanded only after a needs evaluation study has been completed by the parent agency or other appropriate agency.

Comment [by the ACA]

Before any new training school or special-purpose institution is constructed or an existing facility is expanded, an evaluation to determine whether the need is clearly demonstrated should be made by the parent agency through an in-depth analysis of all pertinent factors. It may be that community-based residential facilities and non-residential programs are more appropriate to meet the needs of the population to be served.

Site selection principles for new juvenile justice facilities

4.0

Objective

- 4.01 To define appropriate principles governing the selection of future juvenile justice facility sites.

Analysis

- 4.02 The location of a juvenile justice facility site requires the consideration of a number of factors, including the proximity to detainees' families and access to transport, support services, local industry and suitable staff to run the facility. Urban areas are preferred locations for juvenile justice facilities because of these factors; however, locating facilities in urban areas can be difficult due to possible public opposition.¹
- 4.03 An appropriate site should be large enough to support the required buildings, outdoor activity areas, parking and services, with allowance for possible future expansion. Any site considered suitable for a juvenile justice centre can be assessed as having an acceptable site density and therefore a maximum detainee population. Consideration should be given to existing soil types, topography and views, and how these might impact on the orientation and energy-efficiency of the facility. The facility should not threaten the ecology of the area.²

Recommended design guidelines

- 4.04 A new juvenile justice facility should have good access to public transport.
- 4.05 A new juvenile justice facility should preferably be located in major urban centres. However, where numbers permit, consideration should also be given to the possibility of locating facilities regionally, so that detainees may remain close to their families and communities. Rural environments may also offer advantages in terms of breaking environment-based behavioural patterns and providing alternative lifestyle options. An isolated facility may require less stringent security provisions to prevent escape.

- 4.06 Juvenile justice facilities are ideally located close to courts and legal services. It is generally desirable to be close to medical and psychiatric services, welfare, education opportunities, fire services and police. A facility should not be located where there are known health or other hazards such as sewerage farms, chemical waste dumps, aircraft flight paths and heavy industry.
- 4.07 The site should be of an adequate size and able to establish a pleasant and interesting environment. The site should have adequate access to all services, including electricity, sewerage, water and gas.
- 4.08 The site should preferably be on government-owned land and able to meet all town planning and zoning requirements. If the facility is to be sited on the grounds of any other correctional facility, it must maintain a separate identity and be self-contained.
- 4.09 It is necessary to establish an adequate buffer zone between the proposed juvenile justice facility site and surrounding properties. It is difficult to define a specific distance for this zone as it will depend on a number of varying factors including the site topography and landscaping, the usage of neighbouring properties and security levels of the facility. The size of the buffer zone should be considered on a site-by-site basis.
- 4.10 Not every community initially accepts the presence of a new facility in their neighbourhood. It is important that extensive community consultation be undertaken and, preferably, that community support be established. In country locations, facilities provide a source of employment for local residents and income to local business. A site should be selected with consideration given to the availability of a local workforce for the facility and the willingness of the local community to support and participate in programs related to the facility.³

References

- 4.11 United Nations, *Rules for the Protection of Juveniles Deprived of their Liberty*, General Assembly Resolution 45/113, 1991.

In all detention facilities, juveniles should be separated from adults, unless they are members of the same family. Under controlled conditions, juveniles may be brought together with carefully selected adults as part of a special programme shown to be beneficial for the juvenile concerned.

... Detention facilities should be decentralised and of such size as to facilitate contact with families. Small-scale facilities should be established and integrated into the social, economic and cultural environment of the community.

... Facilities should not be located where there are known health or other hazards.

- 4.12 United Nations, *Standard Rules for the Administration of Juvenile Justice* (the Beijing Rules), 1986. Rule 26.3.

United Nations, *The Convention of the Rights of the Child*, 1989. Article 37(c).

Both publications specify the need to separate juveniles from adult detainees.

- 4.13 *Standard Guidelines for Corrections in Australia*, 1994.

1.2A

Correctional Services should be located to be accessible as practicable to the community of interest of the offender.

- 4.14 American Correctional Association, *Standards for Juvenile Detention Facilities* 3rd ed, 1991.

3-JDF-2B-03 (REF 2-8160)

If the facility is on the grounds of any other type of corrections facility, it is a separated, self-contained unit.

Comment [by the ACA]

If the facility is located on property shared with another corrections facility, such as an adult detention facility, it should be administered as a separate program.

3-JDF-2B-05 (REF 2-8161)

The facility location is selected with participation from the community in which it is to be located.

Comment [by the ACA]

The involvement of leading citizens should be enlisted; they should be informed individually of the purpose of detention facilities and services, the nature of the building and the program, and the extent of supervision and control. Once their support has been gained, they can then help to interpret the project for their neighbours. Publicity regarding the building site should stress the positive aspects of detention facilities.

3-JDF-2B-07 (REF 2-8162)

The facility is located to facilitate use of community-based services and continued contact between juveniles and family.

Comment [by the ACA]

By locating juvenile detention facilities in or adjacent to the communities from which the population is drawn, isolation from the community is minimised. Also, the juveniles can be reintegrated more easily into the community if they are provided visits from family and friends, home visits, opportunities to participate in recreational and school programs and other community services.

3-JDF-2B-08 (REF 2-8162)

The facility is designed and constructed so that juveniles can be grouped according to a classification plan

Comment [by the ACA]

The facility should have a sufficient number of rooms or living units in an appropriate configuration so that the various categories of juveniles can be housed separately. This may include the separation of younger and older juveniles and juveniles accused of or adjudicated for serious personal injury offences.

Notes

1. Department of Justice Law Enforcement Assistance Administration [United States], *Planning and Designing for Juvenile Justice* (1972).
2. Refer to J. Farbstien, *Correctional Facility Planning and Design* (1986), for a detailed discussion of this and other facility planning issues.
3. *Ibid.*

General accommodation

Objectives

- 5.001 To provide accommodation that will encourage detainees to be independent in an environment that is as non-institutional as possible. Manageable sized accommodation units for detainees should provide sleeping, ablution, dining, recreation, exercise and laundering facilities.
- 5.002 To provide accommodation areas separate from program areas mirroring a non-institutional environment in the separation of residential and education or employment activities.
- 5.003 To provide accommodation that will enable the control and supervision of detainees in the least restrictive environment, ensure their personal safety and promote their treatment as individuals.

Analysis

- 5.004 Detainees should be classified for different types of accommodation in terms of security requirements, legislative requirements, and the possible separation of male and female detainees. This separation will in some circumstances be continued during daily program activities depending on the nature of these activities and the level of supervision available. It is important to be able to recognise and vary security levels in accordance with the security classification of different groups of detainees.

- 5.005 Security classifications may include:

LOW OR MINIMAL

Accommodation with minimal building or room envelope security and no special perimeter fences or walls (possibly hostel-type accommodation). Security relies primarily on staff surveillance and client management systems.

MEDIUM

Accommodation with a security system that would require a concerted effort to defeat and escape. The security system would include perimeter fences or walls, security lighting, bedroom and building envelope security and staff with designated security functions.

5.0

HIGH

Accommodation with a security system using multiple barriers and detection systems to create a complex series of security enclosures that are extremely difficult and time-consuming to defeat and escape. The security system will include a full enclosure of the detainee bedroom and accommodation building and all other buildings that may be accessible to detainees, a series of perimeter fences, walls or obstacles, complex electronic surveillance and controls, and high levels of staff supervision.

Recommended design guidelines

- 5.006 Irrespective of the proposed security rating, all accommodation building facilities and equipment must be able to tolerate harsh treatment or mistreatment.
- 5.007 The buildings should ideally be single-storeyed, preferably in a campus-type arrangement, although consideration may be given to other layouts depending on the proposed functions of the site.
- 5.008 To avoid an institutional character, provide an atmosphere that is interesting and varied. Use different materials, lighting, colours and spatial character to break down spaces.
- 5.009 Generally, accommodation should reflect community standards; in particular accommodation should be designed to promote self-sufficiency and individual decision making. Accommodation units should be located separately from educational or vocational program spaces.
- 5.010 Juvenile justice facility accommodation unit sizes may vary significantly (from six to thirty) according to management policy and required staff supervision ratios. A larger unit may include two or more separate groups. Group sizes generally range from six to fifteen detainees, with each group having a separate identity. Detainees with high security ratings will require smaller groups. Self-care groups with low security ratings may also be smaller. Recreational and dining groups will be in sizes to match accommodation grouping. During programs and when detainees are being moved about the facility, these units will be broken down into smaller groups, usually of around six to eight detainees.
- 5.011 Generally, the larger the group, the more staff will have to rely on regimentation to maintain control. The appropriate size will depend on staffing patterns, the type of programs and what activities take place.

- 5.012 Under certain circumstances, dependent on security ratings, detainees will not require staff escort to move between accommodation sleeping and living areas, between accommodation living areas and program areas, or between different program areas.
- 5.013 Facilities should include capacity to accommodate a small number of physically disabled detainees. Facilities should be provided for at least one detainee with physical disabilities. *Refer to 5.2 Persons with disabilities.*
- 5.014 Accommodation facilities should generally include facilities to enable detainees to prepare meals in the unit or receive prepared meals from a central kitchen. Kitchen layouts should be flexible and provide adequate space for preparation, cooking, plating, eating and washing up. *Refer to 6.6 Dining area and 14.0 Kitchen.*
- 5.015 Accommodation facilities should include provision for both passive and active recreation. The facilities should include lounge and television viewing areas and possibly quiet rooms and program spaces. The provision of the day or activity area should allow a minimum of 5.0 square metres of floor area per detainee without counting a 0.9 metre-wide circulation space in front of a bedroom. It should not include stairs or balconies.
- 5.016 A phone alcove should be located for detainee use.
- 5.017 Accommodation units should generally include facilities to enable detainees to wash, dry and iron their personal clothing.
- 5.018 Accommodation facilities should include adequately serviced cleaners' rooms, linen stores and general stores.
- 5.019 Medical treatment spaces may be located in the accommodation units or alternatively in the reception building or an acceptable alternative location. *Refer to 12.0 Health services.*
- 5.020 The accommodation building may under certain conditions be used for visits, or they may be held in a separate designated visits area. *Refer to 7.0 Facilities for visitors.*
- 5.021 Accommodation facilities should incorporate adequate facilities for staff including work stations and support facilities. *Refer to 6.7 Staff point and 9.0 Staff amenities.*
- 5.022 The design should ensure that the safety demands for early and quick egress during emergencies are reconciled with the security demands of keeping detainees under legal restraint.
- 5.023 To minimise problems of crowding and where doors from rooms open outwards, corridors will require increased width.

Secure accommodation

- 5.024 Accommodation facilities should mirror as closely as possible the assessed security rating profile of the detainee population. Secure detainees can be unreliable, unpredictable, aggressive and destructive, but they are not normally expected to be so inclined. These detainees are usually serving longer-term sentences. Detainees within a secure classification rating are required to be held in a secure environment which should prevent their escape and ensure their safety. Secure accommodation should be provided with both high levels of active and static security. Security barriers should be obvious but understated, and established as part of the fabric of the buildings. A reasonable balance should be struck between the security features of a secure complex and the need to provide an environment that projects a spirit of openness and reconciliation. To ensure effective management, supervision and individuality pursuant to juvenile justice principles, detainees should be accommodated in small groups.

Minimum-security accommodation

- 5.025 Minimum-security detainees are expected to be more reliable and predictable and are usually either short-term detainees or approaching the end of longer-term sentences but have been classified to minimum security due to good behaviour. Minimum-security accommodation should be provided with low levels of static security and active security which may be varied as required. Accommodation units should be as residential as possible in character and construction and may be given a separate identity from accommodation for other classifications of detainees.
- 5.026 It should be possible to graduate levels of security within facility buildings to allow for the varying security requirements of different groups of detainees.
- 5.027 The design of the accommodation unit and its security system should allow for a variation in security level depending on the time of day.

References

- 5.028 United Nations, *Rules for the Protection of Juveniles Deprived of their Liberty*, General Assembly Resolution 45/113, 1991.

Detention of juveniles should take place only under conditions taking into account their particular needs, status, age, personality, sex and type of offence, to ensure their protection from harmful influences and risk situations. The principal criterion for the separation of different categories of juveniles should be the type of care best suited to individual needs.

Juveniles deprived of their liberty have the right to facilities and services that meet all the requirements of health and human dignity.

The design of facilities for juveniles should be in keeping with the rehabilitation aim, with due regard for privacy, sensory stimuli, opportunities for association with peers, sports, and physical exercise and leisure activities. Risk of fire should be minimised and safe evacuation ensured. Facilities should not be located in areas where there are known health or other hazards.

Sleeping accommodation should consist of small group dormitories or individual bedrooms, while bearing in mind local standards. During sleeping hours, there should be regular, unobtrusive supervision.

Sanitary installations should be so located and of a sufficient standard to enable every juvenile to comply with physical needs in privacy and in a clean and decent manner.

- 5.029 Royal Commission into Aboriginal Deaths in Custody, *National Report: Overview and Recommendations*, 1991.

RECOMMENDATION 181

That corrective services should recognise that it is undesirable in the highest degree that an Aboriginal prisoner should be placed in segregation or isolated detention. In any event, corrective services authorities should provide certain minimum standards for segregation, including fresh air, lighting, daily exercise, adequate clothing and heating, adequate food, water and sanitation facilities and some access to visitors.

- 5.030 *Standard Guidelines for Correction in Australia*, 1994.

5.23

In new prisons, accommodation should generally be provided in single cells or rooms. Provision may be made, however, for multiple cell accommodation for the management of particular prisoners.

5.24

Existing dormitories should only be occupied by prisoners who are suited to them.

5.25

All accommodation provided for the use of prisoners should meet all requirements of health. Due regard must be paid to climatic conditions and particularly to cubic content of air, floor space, lighting, heating and ventilation.

5.26

In all places where prisoners are required to live or work:

- the windows should be large enough to enable the prisoners to read or work by natural light, and should be constructed in such a way that they allow the entrance of fresh air except where there is artificial ventilation
- artificial light should be provided to enable prisoners to read or work without injury to eyesight.

5.27

Toilet and sanitary facilities must be provided for prisoners to use as required, and these must be kept in a clean condition.

5.28

Adequate bathing and shower installations must be provided to enable every prisoner to maintain general hygiene by bathing or showering at a temperature suitable for the climate.

- 5.031 American Correctional Association, *Standards for Juvenile Detention Facilities* 3rd ed, 1991.

SECTION C: JUVENILE HOUSING

Principle: Juvenile housing areas are the foundation of facility living and must promote the safety and well-being of both juveniles and staff.

3-JDF-2C-01 (REF 2-8137)

Living units are primarily designed for single occupancy sleeping rooms; multiple occupancy rooms do not exceed 20 per cent of the bed capacity of the unit.

FACILITY SIZE

3-JDF-2B-02 (REF 2-8132)

The detention facility operates with living units of no more than 25 juveniles each.

Comment [by the ACA]

A small living and treatment unit is more conducive to enhancing juvenile and staff interaction. The living unit's maximum size should be no more than 25; however, smaller units of 10, 15, or 20 permit services on a more manageable scale.

General accommodation

Remand

Objective

- 5.101 To define rules to be applied to the provision of accommodation for detainees on remand.

Analysis

- 5.102 Juveniles held on remand should be accommodated as a separate classification from convicted juveniles. Some jurisdictions may require remandees to be accommodated in separate facilities.
- 5.103 All young people placed on remand should have access to all education, employment and recreational opportunities of the facility. Some jurisdictions may require the separation of detainees on remand from other detainees during program activities.
- 5.104 Detainees on remand and other newly admitted detainees will be unknown to staff and will often be experiencing extremely high stress. The detainee response will be unpredictable. Staff levels should be consistently high, since remandees and other newly admitted detainees will be at particularly high risk of self-harm.

Recommended design guidelines

- 5.105 Remand units should maintain a high level of security to deter escapes, ensure the safety of detainees and minimise the likelihood of self-harm. Physical security should be as non-intrusive as possible to minimise the trauma associated with secure confinement. Adequate staffing should minimise the need for physical security and may be increased or decreased according to the apparent risks at a given time.
- 5.106 Remand accommodation will generally be short-term and detainees may be subject to extreme stress. Remand accommodation must be able to tolerate harsh treatment or mistreatment while providing a humane and positive environment.
- 5.107 Remand accommodation will require increased levels of private interview spaces to allow for heavy demands for private contact with consulting professionals and family members. The required interview spaces will not necessarily be provided within the remand section itself.



5.108 *Refer to 11.0 Detainee reception.*

References

5.109 United Nations, *Rules for the Protection of Juveniles Deprived of their Liberty*, General Assembly Resolution 45/113, 1991.

JUVENILES UNDER ARREST OR AWAITING TRIAL

... Untried detainees are presumed innocent and shall be treated as such ...

... Untried detainees should be separated from convicted juveniles ...

- b) Juveniles should be provided, where possible, with opportunities to pursue work, with remuneration, and continue education or training, but should not be required to do so ...
- c) Juveniles should receive and retain materials for their leisure and recreation as are compatible with the interests of the administration of justice.

Detention of juveniles should take place only under conditions taking into account their particular needs, status, age, personality, sex and type of offence, to ensure their protection from harmful influences and risk situations. The principal criterion for the separation of different categories of juveniles should be the type of care best suited to individual needs.

5.110 *Standard Guidelines for Corrections in Australia*, 1994.

5.16

The treatment of remand prisoners must not be less favourable than that of sentenced prisoners.

5.17

Where practical, remand prisoners must not be put in contact with convicted prisoners against their will.

5.19

Where work is available, remand prisoners should be offered the opportunity to work, but must not be required to work.

Services facilities, activities and programs should be based on the concept of individual management and designed to meet the individual needs of offenders and detainees. In particular, regard should be paid to the special needs of specific groups of offenders and prisoners, including Aboriginal and Torres Strait Islander people.

General accommodation

Persons with disabilities



Objective

- 5.201 To define the extent that accommodation facilities should be made accessible to detainees with disabilities.

Analysis

- 5.202 All parts of the juvenile justice facility, including the accommodation building, should comply with the appropriate regulations in terms of disabled persons' access.

Recommended design guidelines

- 5.203 Wherever practicable, all accommodation units should be suitable for the use of disabled detainees. At least one bedroom should be set up for disabled use in each facility. Bedrooms specifically designated for use by disabled detainees should comply with all relevant codes and standards.
- 5.204 Accessible bedrooms should be available for detainees of all security classifications in all types of accommodation units. Accessibility is influenced by door widths, clearances and hardware, furniture, plumbing fixtures, grab bars, manoeuvring span, mounting heights, communication devices, alarms and showers.'
- 5.205 Bedrooms specifically designated for use by disabled detainees may be required to be up to 50 per cent larger than standard bedrooms.
- 5.206 Consider special attention to detailing of the disabled bedroom to allow full access by a wheelchair-bound detainee; for example, accessible desk clearance, height of bed, space for wheelchair turning radius.
- 5.207 The location of handrails and other special features required by disabled persons should be considered carefully, as they may constitute a self-harm risk.
- 5.208 Consideration should be given to providing at least one bathroom per facility which enables assisted bathing.
- 5.209 Disabled facilities should be provided in program areas. These should include toilet facilities and ramps where stairs are required.

- 5.210 Detainees with a disability must be able to easily access fire evacuation routes, program facilities, public use areas and other services.
- 5.211 Facilities for visitors must cater for visitors with a disability.
- 5.212 Visible alarms should be considered in addition to any audible alarms for hearing-impaired detainees.
- 5.213 Car parks should include easily accessible parking spaces for the disabled.

References

- 5.214 United Nations, *Rules for the Protection of Juveniles Deprived of their Liberty*, General Assembly Resolution 45/113, 1991.

Detention of juveniles should only take place under conditions taking into account their particular needs, status, age, personality, sex and type of offence, to ensure their protection from harmful influences and risk situations. The principal criterion for the separation of different categories of juveniles should be the type of care best suited to individual needs.

- 5.215 *Standard Guidelines for Corrections in Australia*, 1994.

Services facilities, activities and programs should be based on the concept of individual management and designed to meet the individual needs of offenders and detainees. In particular, regard should be paid to the special needs of specific groups of offenders and prisoners ...

- 5.216 American Correctional Association, *Standards for Juvenile Detention Facilities* 3rd ed, 1991.

3-JDF-2C-09 (REF 2-8166)

Handicapped juveniles are housed in a manner that provides for their safety and security. Rooms or housing units used by the handicapped are designed for their use and provide for integration with the general population. Appropriate facility programs and activities are accessible to handicapped juveniles confined in the facility.

3-JDF-2F-02 (REF 2-8167)

All parts of the facility that are accessible to the public are accessible to and useable by handicapped staff and visitors.

Comment [by the ACA]

If the facility accepts handicapped individuals, it must provide for their housing and use of facility resources.

- 5.217 Herbert L. Bernsen and Glenn E. Gauger, 'Requirements for Cell and Housing Design,' *Corrections Today*, vol. 57, no. 2 (April 1995), pp.96-102.

Refer to this publication for a detailed discussion of current American accommodation standards for detainees with disabilities.

Notes

1. Herbert L. Bernsen and Glenn E. Gauger, 'Requirements for Cell and Housing Design', *Corrections Today*, vol. 57, no. 2, April 1995, pp.96-102.

General accommodation

Young women



Objective

- 5.301 To provide facilities for young women detainees that assures fair and equitable treatment relative to other detainees.

Analysis

- 5.302 Young women detainees generally represent only a very small proportion of all detainees. Often, young women detainees have been accommodated in facilities designed primarily for male detainees. Should young women detainees be treated like young men detainees, or should they be treated differently?
- 5.303 Young women in juvenile justice facilities are a diverse group. However, because relatively small numbers of young women are detained, there is a greater likelihood that they will be placed in security settings higher than their offence or behaviour warrants, and higher than comparable male detainees. Similarly, they are less likely to have the same range of accommodation options.
- 5.304 A high number of young women detainees have been subjected to physical or sexual abuse. Most have also been victims of exploitation, violence and neglect.'
- 5.305 Whether separate or mixed gender facilities are provided will depend on each individual jurisdiction's circumstances.
- 5.306 Young women detainees may be located together within a single centralised juvenile justice facility. Such a facility should be able to provide a variety of programs with special consideration given to the needs of young women, as well as social interaction of a balanced nature, but may result in some detainees being isolated from family and community contact and support. Decentralised placement of young women detainees would allow the maintenance of closer links with family and community, but may result in them being located in facilities with fewer appropriate programs and services and in a social environment where they are substantially in the minority and devoid of peer support.

Recommended design guidelines

- 5.307 To obtain an equitable level of access to programs and services, it is necessary to be sensitive to the needs of young women detainees.

- 5.308 Gender-specific recreation, leisure, educational and vocational programs should be catered for in the design of facilities.
- 5.309 Consideration should be given to appropriate mother and child accommodation where required, as well as to the possibility of contact visitation by the children of detainees or other children.
- 5.310 The health and personal needs of young women detainees should be given special attention.

References

- 5.311 United Nations, *Standard Minimum Rules for the Administration of Juvenile Justice* (the Beijing Rules), 1986.

26.4

Young female offenders placed in an institution deserve special attention as to their personal needs and problems. They shall by no means receive less care, protection, assistance, treatment and training than young male offenders. Their fair treatment shall be ensured.

Commentary [by the UN]

Rule 26.4 addresses the fact that female offenders normally receive less attention than their male counterparts, as pointed out by the Sixth Congress. In particular, Resolution 9 of the Sixth Congress calls for the fair treatment of female offenders at every stage of criminal justice processes and for special attention to their particular problems and needs while in custody. Moreover, this rule should also be considered in the light of the Caracas Declaration of the Sixth Congress, which, *inter alia*, calls for equal treatment criminal justice administration, and against the background of the *Declaration on the Elimination of Discrimination against Women* and the *Convention on the Elimination of All Forms of Discrimination against Women*.

- 5.312 *Standard Guidelines for Corrections in Australia*, 1994.

Services facilities, activities and programs should be based on the concept of individual management and designed to meet the individual needs of offenders and detainees. In particular, regard should be paid to the special needs of specific groups of offenders and prisoners, including Aboriginal and Torres Strait Islander people.

There must be no discrimination in any aspect of correctional programs on the grounds of race, colour, gender, marital status, physical or mental impairment, language, religion, political or other opinion, national or social origin, property, birth or other status, except as it is necessary in properly meeting the needs of a disadvantaged individual or group.

- 5.313 *Girls at Risk*, Report of the International Youth Year Project, Girls in Care, to the Premier of NSW, 1986.

That the [then] Department of Youth and Community Services introduce and implement policy to ensure that young girls are never placed in care without at least one other girl, that girls have access to a female worker at all times, that girls are free from sexual harassment, that girls have a girl-only space provided in accommodation, and have incorporated into their programs specific times and activities in which girls can pursue their separate interests.

- 5.314 *Standard Guidelines for Corrections in Australia*, 1994.

5.71

Medical authorities will ensure the specific health needs of women ...

5.85

Accommodation for pre-natal and post-natal care and treatment should be provided in prisons.

5.86

Arrangement should be made, wherever practicable, for children to be born in a hospital outside the prison. If a child is born in prison, this fact must not be recorded on the birth certificate.

5.87

Where a nursing infant is allowed to remain with a parent, provision must be made for the child to be cared for by the prisoner.

5.89

Prisoner-parents must be responsible for the safety and care of their child(ren) living in the prison.

- 5.315 American Correctional Association, *Standards for Juvenile Detention Facilities* 3rd ed, 1991

SPECIAL MANAGEMENT HOUSING

3-JDF-2C-11 (REF 2-8134)

If the facility houses male and female juveniles, space is provided for coeducational activities.

3-JDF-2C-12 (REF 2-8141)

Male and female juveniles do not occupy the same sleeping room.

Comment [by the ACA]

Juveniles should be segregated by sex in sleeping rooms, although they may be housed in the same living unit.

ACCESS TO PROGRAMS AND SERVICES

3-JDF-5D-04 (REF 2-8294)

There is equal access to programs and services for male and female juveniles in co-correctional facilities.

5.316 American Correctional Association, *The Female Offender*, 1990.

RECOMMENDATION 6 OF THE TASK FORCE ON THE FEMALE OFFENDER

The design of women's facilities should meet the appropriate programming and security needs of women.

Discussion [by the ACA]

Adaptation of male prototype designs is inappropriate. In the planning and design of facilities for women, the following information should be considered:

- Facilities appropriate to the needs of women to not necessarily imply greater cost.
- Classification of women will indicate fewer inmates who need restricted custody and movement than in a male population.
- A greater percentage of women in institutions are neither a threat to each other nor to staff, and they are less likely to damage property or to attempt escape.
- A women's population, with adequate direction, will establish a culture in which there is support for each other and the operation of the facility.

Special programming is required for female offenders, and the following information should be considered:

- Recreational needs are varied, and women tend to be more interested in individual and large group activities and less interested in team competition.
- Health service requirements are obviously different for women and men.
- Counselling services are critical, and women tend to respond well to guidance and counselling. These services support and complement good security practices.
- Vocational and educational needs are defined by aptitude, and a good combination of traditional and non-traditional programs is needed. Women respond positively to training and educational opportunities, and most female offenders have had few of these opportunities in their past experience.

- Counselling and skill development for women need to be provided and directed toward parenting and child development skills. Provision should be made for child visitation.

These issues can best be addressed in facilities that allow reasonable flow of population, child visitation, training and education, work experience, and housing arrangements that meet personal and classification needs.

Notes

1. For a discussion of key issues in planning for young women in custody, see L. Albrecht, 'Facility Programming for Female Delinquents,' in B. Glick and A.P. Goldstein (eds), *Managing Delinquency Programs that Work* (Laurel MD: American Correctional Association, 1994), pp.191-211.

General accommodation

Aborigines and Torres Strait Islanders

5.4

Objective

- 5.401 To define the best ways in which juvenile justice facility design can be responsive to the needs of Aboriginal and Torres Strait Islander detainees.

Analysis

- 5.402 Aboriginal detainees are over-represented in juvenile justice facilities throughout Australia. Special consideration must be given to their needs in all areas of the juvenile justice system.

Recommended design guidelines

- 5.403 Particular attention should be paid to the design and fittings of any bedroom that may be used to accommodate Aboriginal detainees. All recommendations raised by the Royal Commission into Aboriginal Deaths in Custody should be observed. Specifically, double bedrooms or interconnected bedrooms should be available. Rooms should be designed to minimise self-harm risks without being overly institutionalised, and detainees should have the maximum possible control over the environment within their bedrooms. Windows should have a view to the outside and should be both partly openable and fully closable.¹
- 5.404 Detainees should be located as closely as possible to their families and communities. Families and communities should be given all possible encouragement to maintain close contact with detainees. They should be involved in decision-making with regard to issues relating to placement, controls and programs for detainees.
- 5.405 When locating Aboriginal detainees, facility management must be sensitive to the possibility of avoidance relationships. Aboriginal detainees constrained by avoidance relationships should not be located together.
- 5.406 Specific cultural areas should be provided within the facility.
- 5.407 The views of the local Aboriginal community and Aboriginal organisations should be taken into account in the design of facilities.

References

- 5.408 United Nations, *Rules for the Protection of Juveniles Deprived of their Liberty*, General Assembly Resolution 45/113, 1991.

Detention of juveniles should take place only under conditions taking into account their particular needs, status, age, personality, sex and type of offence, to ensure their protection from harmful influences and risk situations. The principal criterion for the separation of different categories of juveniles should be the type of care best suited to individual needs.

EDUCATION, VOCATIONAL TRAINING AND WORK

Every juvenile of compulsory school age has the right to education suited to his or her needs and designed to prepare him or her for return to society. Such education should be provided outside the facility in community schools wherever possible. Special attention should be given to the education of juveniles of foreign origin or with particular cultural or ethnic needs and those who are illiterate or have cognitive difficulties have a right to special education.

- 5.409 United Nations, *The Convention of the Rights of the Child*, 1989.

ARTICLE 30

Children of minority communities and indigenous populations have the right to enjoy their own culture and to practise their own religion and language.

ARTICLE 31

States parties shall respect and promote the right of the child to participate fully in cultural and artistic life and shall encourage the provision of appropriate and equal opportunities for cultural, artistic, recreational and leisure activity.

- 5.410 Royal Commission into Aboriginal Deaths in Custody, *National Report: Overview and Recommendations*, 1991.

RECOMMENDATION 167

That the practices and procedures operating in juvenile detention centres be reviewed in light of the principles underlying the recommendations relating to police and prison custody in this report, with a view to ensuring that no lesser standards of care are applied to such centres.

RECOMMENDATION 139

The commission notes recent moves by police services to install TV monitoring devices in police cells. The commission recommends that:

- a. the emphasis in any consideration of proper systems for surveillance of those in custody should be on human interaction rather than on high technology. The psychological impact of the use of such equipment on a detainee must be borne in mind, as should its impact on a person's privacy. It is preferable that police cells be designed to maximise direct visual surveillance. Where such equipment has been installed, it should be used only as a monitoring aid, and not as a substitute for human interaction between the detainee and his or her custodians; and
- b. police instructions specifically direct that, even where electronic monitoring cameras are installed in police cells, personal cell checks be maintained.

RECOMMENDATION 140

That as soon as practicable, all cells be equipped with an alarm or intercom system which gives direct communication to custodians. This should be pursued as a matter of urgency at those police watch houses where surveillance resources are limited.

RECOMMENDATION 144

That in all cases, unless there are substantial grounds for believing that the well-being of the detainee or other persons detained would be prejudiced, an Aboriginal detainee should not be placed alone in a police cell. Wherever possible, an Aboriginal detainee should be accommodated with another Aboriginal person. The views of the Aboriginal detainee and such other detainees as may be affected should be sought. Where placement in a cell alone is the only alternative, the detainee should thereafter be treated as a person who requires careful surveillance.

RECOMMENDATION 148

... Where ... it is determined that new cell accommodation must be provided in areas of high Aboriginal population, the views of the local Aboriginal community and organisations should be taken into account in the design of such accommodation. The design or redesign of any police cell should emphasise and facilitate personal interaction between custodial officers and detainees and between detainees and visitors.

RECOMMENDATION 150

That the health care available to persons in correctional institutions should be of an equivalent standard to that available to the general public. Services provided to inmates of correctional institutions should include medical, dental, mental health, drug and alcohol services, either be provided within the correctional institution or made available by ready access to community facilities and services ...

RECOMMENDATION 165

The commission notes that prisons and police stations may contain equipment which is essential for the provision of services within the institution but which may also be capable, if misused, of causing harm or self-harm to a prisoner or detainee. The commission notes that, in one case, death resulted from the inhalation of fumes from a fire extinguisher. Whilst recognising the difficulties of eliminating all such items which may be potentially dangerous, the commission recommends that police and corrective services authorities should carefully scrutinise equipment and facilities provided at institutions with a view to eliminating and/or reducing the potential for harm. Similarly, steps should be taken to screen hanging points in police and prison cells.

RECOMMENDATION 170

That all correctional institutions should have adequate facilities for the conduct of visits by friends and family. Such facilities should enable prisoners to enjoy visits in relative privacy and should provide facilities for children that enable relatively normal family interaction to occur. The intervention of correctional officers in the conduct of such visits should be minimal, although these visits should be subject to adequate security arrangements.

RECOMMENDATION 173

That initiatives directed to providing a more humane environment through introducing shared accommodation facilities for community living, and other means, should be supported, and pursued in accordance with experience and subject to security requirements.

RECOMMENDATION 181

That corrective services should recognise that it is undesirable in the highest degree that an Aboriginal prisoner should be placed in segregation or isolated detention. In any event, corrective services authorities should provide certain minimum standards for segregation, including fresh air, lighting, daily exercise, adequate clothing and heating, adequate food, water and sanitation facilities and some access to visitors.

- 5.411 J. Reser, 'The Design of Safe and Humane Police Cells: A Discussion of some Issues Relating to Aboriginal People in Police Custody', in D. Biles and D. McDonald (eds), *Deaths in Custody in Australia 1980-1989* (Canberra: Australian Institute of Criminology, 1992). A Research Paper of the Royal Commission into Aboriginal Deaths in Custody.

There would appear to be some considerable consensus, for example, with respect to the desirability of partially open front cell walls, direct visual and sensory access (but controllable) to the

outside environment, natural colours and textures where possible, and non-obvious suicide preventive measures in terms of elimination of hanging points, tear-resistant bedding, *et cetera* ...

The priority ... is to assess Aboriginal 'user requirements'. Such an assessment, however, must involve Aboriginal detainees themselves, and should not rely on conventional wisdom with respect to what Aboriginal needs are. Design solutions which work require genuine consultation ...

It is important to encourage those involved with establishing guidelines and standards, and making design recommendations, to balance architectural expertise with substantive psychological and anthropological input. What is at issue with respect to self-injury and suicide is the amelioration of acute distress, experienced and perceived, within a particular cultural context, and typically exacerbated by another culture and aversive custodial environment.

- 5.412 Australasian Juvenile Justice Administrators, *Quality of Care Standards (for Australasian Juvenile Justice Centres)*, 1996.

OBJECTIVE 4.7

Culturally appropriate health services and, where appropriate, interpreter services to be available for young people from non-English-speaking backgrounds and Aboriginal backgrounds.

- 5.413 *Standard Guidelines for Corrections in Australia*, 1994.

Services facilities, activities and programs should be based on the concept of individual management and designed to meet the individual needs of offenders and detainees. In particular, regard should be paid to the special needs of specific groups of offenders and prisoners, including Aboriginal and Torres Strait Islander people.

Differing cultural heritages of staff and prisoners should be addressed with specialist training where required.

There must be no discrimination in any aspect of correctional programs on the grounds of race, colour, gender, marital status, physical or mental impairment, language, religion, political or other opinion, national or social origin, property, birth or other status, except as it is necessary in properly meeting the needs of a disadvantaged individual or group.

Notes

1. Refer to J. Reser's article on 'The Design of Safe and Humane Police Cells: A Discussion of some Issues Relating to Aboriginal People in Police Custody' (1992) cited in the references below for a detailed discussion of design issues.

General accommodation

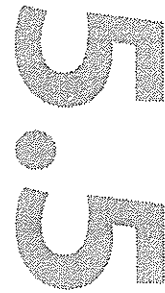
Age

Objective

- 5.501 To define the way the age of detainees should impact on design considerations within the juvenile justice system.

Analysis

- 5.502 Adolescence is a period of rapid change – physical, psychological, developmental and social. Juvenile justice facilities should be designed with security measures and features as diverse as the population served. Detainees exhibit in varying degrees the psychological and emotional turmoils of adolescence. These may include peer-oriented acting-out behaviour, risk-taking and experimentation, suicidal and assaultative behaviour, substance abuse, family breakdown and running away, as well as temporary dysfunctions related to the anxiety and stress of incarceration itself.
- 5.503 Age is only one (often inaccurate) indicator of physical and psychological development. Accommodation and program requirements vary for different detainees. Program delivery needs to be flexible enough to meet the needs of each resident, regardless of chronological age.
- 5.504 The different ages of detainees will result in significant variations in mental and physical maturity. Younger detainees may be at risk and vulnerable to influence from older detainees, and therefore should generally be separated from older detainees. Facility management should be sensitive to the needs of particular detainees, as older detainees may also be vulnerable to other detainees their own age.
- 5.505 Young people and children should be treated differently and separately from adults, and in accordance with their developmental needs.
- 5.506 Detainees under 15 years are required by law to attend educational programs unless they are school-exempted. Although educational programs should be available to older detainees as well, they may respond better to vocational training.



- 5.507 Young detainees may have few life skills and be incapable of looking after themselves in an independent living environment. They will require high levels of staff support and interaction. Older detainees may benefit from the training and self-discipline of more independent living environments.

Recommended design guidelines

- 5.508 Detainees should be categorised for accommodation and programs in terms of their age as well as other relevant factors.
- 5.509 Specific attention should be given to providing age-appropriate equipment and facilities, particularly to cater for age-appropriate educational, recreational and leisure activities, and to maximise the flexibility and range of options geared to meeting the developmental needs and potential of individuals.

References

- 5.510 United Nations, *The Convention of the Rights of the Child*, 1989.

ARTICLE 31

States parties recognise the right of the child to rest and leisure, to engage in play and recreational activities appropriate to the age of the child and to participate freely in cultural life and the arts.

- 5.511 United Nations, *Rules for the Protection of Juveniles Deprived of their Liberty*, General Assembly Resolution 45/113, 1991.

Detention of juveniles should take place only under conditions taking into account their particular needs, status, age, personality, sex and type of offence, to ensure their protection from harmful influences and risk situations. The principal criterion for the separation of different categories of juveniles should be the type of care best suited to individual needs.

EDUCATION, VOCATIONAL TRAINING AND WORK

Every juvenile of compulsory school age has the right to education suited to his or her needs and designed to prepare him or her for return to society. Such education should be provided outside the facility in community schools wherever possible. Special attention should be given to the education of juveniles of foreign origin or with particular cultural or ethnic needs and those who are illiterate or have cognitive difficulties have a right to special education.

- 5.512 American Correctional Association, *Standards for Juvenile Training Schools* 3rd ed, 1991.

3-JTS-2B-10 (REF NEW)

The facility is designed and constructed so that juveniles can be grouped in accordance with a classification plan.

Comment [by the ACA]

The facility should have a sufficient number of rooms or living units in an appropriate configuration so that the various categories of juveniles can be housed separately. This may include the separation of younger and older juveniles, and juveniles accused of or adjudicated for serious personal injury offences.

Specific accommodation

Objective

- 6.001 To define the type, size, location, functions and services required within the specific areas of an accommodation unit.

Analysis

- 6.002 The accommodation unit is a key element in a juvenile justice facility. This is where a young person in custody sleeps, eats, relaxes, looks after their personal needs, watches television, participates in small group activities and mixes with other detainees. Staff and detainees interact there.
- 6.003 Areas requiring specific consideration include bedrooms, bathrooms and en suites, time-out rooms, observation rooms, activity areas, dining and kitchen facilities, and staff duty points. Recommended design guidelines are provided for each of these in the sections that follow.
- 6.004 *Refer also to 5.0 General accommodation.*

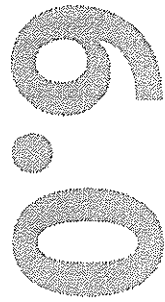
References

- 6.005 United Nations, *Rules for the Protection of Juveniles Deprived of their Liberty*, General Assembly Resolution 45/113, 1991.

Detention of juveniles should take place only under conditions taking into account their particular needs, status, age, personality, sex and type of offence, to ensure their protection from harmful influences and risk situations ...

Juveniles deprived of their liberty have a right to facilities and services that meet all the requirements of health and human dignity.

Design of facilities should be in keeping with the rehabilitation aim, with due regard for privacy, sensory stimuli, opportunities for association between peers, sports and physical exercise and leisure activities.



Specific accommodation

Bedrooms



Objective

- 6.101 To define minimum acceptable floor areas, general construction, fit-out, fixtures and detailing requirements for bedrooms.

Analysis

- 6.102 Bedrooms are where detainees will spend the largest period of their time without direct staff supervision and as such they are where efforts in minimising self-harm are most critical. Although the key factor in preventing suicide and self-harm is a properly trained staff, the design of bedrooms is also important.'
- 6.103 Sensory stimulation should be provided by designing bedrooms with a variety of surfaces, textures and colours. Detainees should have the ability to personalise their space. Apart from sleeping, detainees could use their bedroom for studying, relaxing (television, radio, reading) and grooming in privacy and security.
- 6.104 A secure bedroom should be constructed of robust materials which will limit the possibilities of escape. Minimum-security rooms should be of robust domestic construction.

Recommended design guidelines

- 6.105 The minimum size of a single bedroom without en suite is 7.5 square metres. The minimum size of a double bedroom without en suite is 11 square metres. The rooms should have suitable shape and proportions to allow good sight lines for supervision and a logical and comfortable set out of bedroom fittings and furniture. Bedrooms specifically designed for use by disabled detainees may require a larger area.
- 6.106 The size of the bedroom unit will not vary in accordance with security ratings. The security rating of a unit will be established as a function of the overall construction, design and detailing of the unit and will not be affected by the area of the bedroom.
- 6.107 Bedroom fit-out and furnishing should be designed to reduce the possibility of detainees barricading themselves in their bedrooms. Install outward opening doors to avoid barricading. Make corri-

dors wide enough to allow for outward-opening doors. In low-security rooms, consider inward opening doors with releasable pin hinges.

- 6.108 All activities within a bedroom should have the ability to be instantly surveyed from an observation panel. This panel would generally be located in the bedroom door, but could also be located elsewhere on the room perimeter if necessary.
- 6.109 Night lights for staff supervision, intercoms and earth leakage are requirements of all bedrooms.
- 6.110 Bedroom units should ideally be single-storeyed. Bedrooms should be either single-occupancy, double-occupancy, or a combination of both. Single bedrooms are generally preferred, as they lessen anxiety about fellow detainees, but different groups may require different accommodation configurations (thus, Aboriginal detainees are often best not accommodated in single bedrooms). Where possible, the design should give consideration to the likely nature of detainees and provide some arrangement flexibility.
- 6.111 Adjoining bedrooms with lockable interconnecting doors may be an option where detainees are seen to require direct peer support. Doors between adjoining bedrooms should have full length hinges to avoid self-harm risks, and a recess in the adjacent wall so the open door may be located without interfering with the functioning of the bedroom.
- 6.112 The use of bunk beds should be avoided wherever possible. If, due to unanticipated population demands, it is necessary to find additional places for detainees, the use of bunk beds may be considered for carefully selected detainees who are assessed as minimal self-harm risks and suitable for sharing a bedroom. Bunks used under these circumstances must be constructed to minimise self-harm risks.
- 6.113 Provide opportunities to individualise bedrooms. Not all rooms should look the same or have the same layout. It should be possible to arrange furniture in a variety of configurations. Select colours to assist in creating contrast for staff supervision. Use different colour schemes to differentiate between rooms.
- 6.114 All juvenile justice facilities should include security locks to bedroom doors. Depending on the requirements of the administration, courtesy locks for detainee use could also be provided. These courtesy locks should always have a staff override system.
- 6.115 Lighting in bedrooms should be of a dual nature – natural and artificial. Artificial lighting levels should comply with local standards. Artificial light controls should be located in the room to increase the detainee's sense of autonomy. Provide light and power override for staff control outside the room.

- 6.116 Ideally, bedroom windows should provide views beyond the facility perimeter. They should provide a minimum clear lighting area as required by local regulations and should be large enough to enable the detainees to read by natural light. They should be located and detailed according to local conditions to take best advantage of solar energy gains. If security issues allow, windows may be provided with blinds or curtains to control external light and heat.
- 6.117 Ventilation can be either natural or mechanised or a combination of both. The need for climate control will vary according to local conditions. It should be provided at a level in parity with accepted standards within the local community. Ideally, windows should be openable to allow detainees some control over fresh air. Windows in secure rooms should open no more than 125 millimetres. Where it is proposed to contain younger detainees who may be of a slighter build, consideration should be given to reducing the opening size. In most cases, these openings will not provide sufficient ventilation, and fresh air will need to be supplemented by mechanical services. Vents and ducts for mechanical services should be carefully detailed to minimise self-harm possibilities.
- 6.118 The acoustic environment within the bedroom areas should comply to the relevant Australian or New Zealand standards.
- 6.119 Tamper-resistant heat or smoke detectors should be installed. It is essential that the detectors are located to allow flow of air across the face of the detectors. Sprinklers, where installed, should be detailed to minimise self-harm risks. If sprinklers are installed, floor wastes should also be provided.
- 6.120 Light fittings, smoke detectors and sprinkler heads should be located to make them difficult to tamper with; they should not be placed above desks or beds.
- 6.121 Detainees must keep themselves clean, and must be provided with ablution facilities necessary for health and cleanliness. *Refer to 6.2 Bathrooms and en suites.*
- 6.122 Facility management may select from a wide choice of floor finishes. The floor finishes should be selected for high resistance to wear and abuse, but should also be as domestic in appearance as possible. Options may include carpet, flotex, vinyl, rubber, epoxy or any other finish shown to have a suitable performance. Possible health issues should be considered with carpet or flotex.

- 6.123 If window coverings are not provided, locate detainees' beds to prevent nuisance to the detainee from external artificial light at night. Adjacent bedroom windows should be designed to negate the possibility of passing objects externally from one bedroom to the adjoining bedroom.

Secure bedrooms

- 6.124 Special attention should be paid to the construction detailing and fittings used in secure bedrooms to minimise potential suicide or self-harm attempts. The visual impact of security controls should be minimised.

- 6.125 Furnishing and fittings for a medium- to high-security bedroom may include:

- bed – fixed, non-collapsible, not open underneath
- desk – fixed
- chair – fixed or movable
- shelving
- bedside table – fixed
- clothes storage – fixed
- open robe – fixed
- secure cupboard – resident holds key
- pinboard or whiteboard – fixings designed to reduce possibility of self-harm
- mirror
- window coverings – curtains or blinds; may be external; consider cultural needs
- TV and radio outlet – at least provide wiring
- intercom.

All items must be robust and tamper-proof.

Minimum-security bedrooms

- 6.126 Rooms should be arranged so that each housing unit has single or double bedrooms, preferably with a separate ablutions area.
- 6.127 Windows should enable natural ventilation and give the trainee the opportunity for fresh air and breeze control. Windows should open to a maximum of 125 millimetres.

6.128 Furnishing and fittings for a low security bedroom may include:

- bed – fixed, non-collapsible
- desk – fixed or movable
- chair – movable
- bedside table – fixed or movable
- wardrobe – fixed
- shelving
- pinboard or whiteboard – fixings designed to reduce possibility of self-harm
- mirror
- clothes storage – fixed
- coat hooks
- secure cupboard – resident holds key
- window coverings – curtains or blinds; may be external; consider cultural needs
- TV and radio outlet – at least provide wiring
- intercom.

References

- 6.129 United Nations, *Standard Minimum Rules for Treatment of Prisoners*, 1958.

Clauses 9 to 16 inclusive of these rules address accommodation and personal hygiene for prisoners. However, there are no specific details or standards defined.

They state that where there are individual cells only one prisoner should occupy the room. If for special reasons there is an exception to this rule, it may be desirable to have two prisoners in a cell. Where dormitories are used there should be regular supervision at night and prisoners carefully selected as being suitable to associate with one another.

The rules also highlight the need for natural and artificial light and ‘the entrance of fresh air whether or not there is artificial ventilation.’

All accommodation provided for the use of prisoners should meet all requirements of health. Due regard must be paid to climatic conditions and particularly to cubic content of air, floor space, lighting, heating and ventilation.

In all places where prisoners are required to live or work:

- the windows should be large enough to enable the prisoners to read or work by natural light, and should be constructed in such a way that they allow the entrance of fresh air except where there is artificial ventilation
- artificial light should be provided to enable prisoners to read or work without injury to eyesight.

6.130 Royal Commission into Aboriginal Deaths in Custody, *National Report: Overview and Recommendations*, 1991.

RECOMMENDATION 144

That in all cases, unless there are substantial grounds for believing that the well-being of the detainee or other persons detained would be prejudiced, an Aboriginal detainee should not be placed alone in a police cell. Wherever possible, an Aboriginal detainee should be accommodated with another Aboriginal person. The views of the Aboriginal detainee and such other detainees as may be affected should be sought. Where placement in a cell alone is the only alternative, the detainee should thereafter be treated as a person who requires careful surveillance.

6.131 J. Reser, 'The Design of Safe and Humane Police Cells: A Discussion of some Issues Relating to Aboriginal People in Police Custody', in D. Biles and D. McDonald (eds), *Deaths in Custody in Australia 1980-1989* (Canberra: Australian Institute of Criminology, 1992). A Research Paper of the Royal Commission into Aboriginal Deaths in Custody.

SINGLE VERSUS SHARED CELLS

The question of single versus shared cells is obviously a major cost and design issue, types of cells to be present, and for detainees to have an option with respect to which they would feel most comfortable in. A twin-cell design with a securable connecting door might provide for a dual-purpose cell. The general recommendation that Aboriginal detainees should be placed in shared cells should await feedback from Aboriginal organisations.

There would appear to be some considerable consensus, for example, with respect to the desirability of partially open front cell walls, direct visual and sensory access (but controllable) to the out-

side environment, natural colours and textures where possible, and non-obvious suicide preventive measures in terms of elimination of hanging points, tear-resistant bedding, *et cetera*.

PROVISION FOR INDIVIDUAL CONTROL

In concrete terms this translates to some control over personal comfort, communication, access to information, lighting, sense of security, privacy, *et cetera*. Recommended measures to increase experienced sense of control and setting responsibility include, at a minimum, provision for individual comfort, provision for a sense of visual privacy, internal light switches, closable shutters on openings to the outside (security), controllable visual access to the external environment and access to drinking, ablution and toilet facilities. Choice of single or shared cell would substantially reduce stress relating to individual need.

- 6.132 *Standard Guidelines for Corrections in Australia*, 1994.

5.23

In new prisons, accommodation should generally be provided in single cells or rooms. Provision may be made, however, for multiple cell accommodation for the management of particular prisoners.

5.24

Existing dormitories should only be occupied by prisoners who are suited to them.

- 6.133 American Correctional Association, *Standards for Juvenile Detention Facilities* 3rd ed, 1991.

3-JDF-2C-02 (REF 2-8138)

Rooms or sleeping areas in which juveniles are confined conform with the following requirements:

Number of occupants	Amount of unencumbered space
1	35 square feet
2-50	35 square feet per occupant*

*Sleeping area partitions required if more than four people in one sleeping area.

'Unencumbered space' is useable space that is not encumbered by furnishings or fixtures. At least one dimension of the unencumbered space is no less than seven feet. All fixtures must be in operational position.

Comment [by the ACA]

The standard encourages design flexibility and creativity by relating room size to the amount of unencumbered, or free, space provided by the design. Unencumbered space is determined by multiplying the length and width of the room and subtracting from this figure the total number of square feet not occupied by bed(s), plumbing fixtures, desk(s), locker(s), and other fixed equipment. Measurements should be made with equipment and furnishings in their normal use positions (ie, to discourage Murphy beds).

3-JDF-2C-03 (REF 2-8139)

Each sleeping room has at a minimum the following facilities and conditions:

- sanitation facilities, including access to toilet facilities that are available for use without staff assistance 24 hours a day
- a wash basin with hot and cold running water
- a bed, desk, hooks or closet space, chair or stool
- natural light
- temperatures that are appropriate to the summer and winter comfort zones.

Comment [by the ACA]

Sensory deprivation should be reduced by providing variety in terms of space, surface textures, and colours. Natural lighting should be available either by room windows to the exterior or from a source within 20 feet of the room. The bed should be elevated from the floor and have a clean, covered mattress with blankets provided as needed.

3-JDF-3A-02 (REF NEW)

The facility has a communication system between the control centre and juvenile living areas.

Comment [by the ACA]

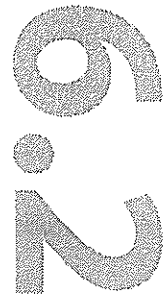
A mechanical or audio communication system should be used to supplement direct staff supervision activities (ie, to advise staff of emergency needs), not as a substitute for staff supervision.

Notes

1. Refer to the discussion in R. Atlas, *Reducing the Liability for Inmate Suicide: A Design Guide* (Miami: Atlas and Associates, 1988).

Specific accommodation

Bathrooms and en suites



Objective

- 6.201 To provide bathroom facilities which enhance detainee opportunities for independence and dignity and that will encourage the maintenance of good personal hygiene routines.

Analysis

- 6.202 Where detainees are locked in their bedrooms, these bedrooms should contain bathroom services to enable independent detainee access as required. In low-security accommodation where detainees are allowed free access from their bedrooms, a central bathroom off a corridor may be acceptable.
- 6.203 En suite bathrooms or facilities in bedrooms provide increased privacy, avoid the security and management problems associated with group toilets, and reduce staffing needs. However, they also increase construction costs, make room layouts rigid and hard to remodel, and increase maintenance problems.

Recommended design guidelines

- 6.204 Where an en suite is included in a bedroom, the area should be increased by 1.5 to 2 square metres.
- 6.205 There should be no door between the bedroom and the en suite so that detainees may continue to be monitored while in the en suite. Provide screened privacy but still allow for security surveillance. The detainee's feet should always remain visible when the detainee is behind the screen.
- 6.206 Minimise the negative environmental effects of the toilet adjacent to or within the bedroom by providing good ventilation.
- 6.207 Plumbing should be concealed. Fixtures should be located either flush against external walls, or against specially designed spaces, for ease of inspection access. Avoid two toilets sharing the same pipework.
- 6.208 The recommended components for accommodation unit bathrooms and en suites components are:

- Pan – ceramic preferred. Stainless steel is more durable but vitreous china is more domestic in appearance. Stainless steel has a higher initial cost but is less likely to require replacement. Stainless steel painted white to look like china could be an option.
- Cistern – consider a flushometer or concealed cistern.
- Basin – ceramic preferred. Issues of stainless steel versus vitreous china as above.
- Shower – consider the use of shower screens or curtains. Issues will include the possibility of self-harm, the aim of normalisation, and the aim to avoid the spread of water into the bedroom.
- Toilet roll holder or toilet roll alcove.
- Floor waste larger than normal to avoid blockages but with a fine grille to prevent self harm.
- Concealed plumbing.
- Mirror – stainless steel or silver-backed lexan.
- Shelf – issues to consider will include the risk of self-harm, the aim of normalisation, and the convenience of the detainee.
- Taps – either hot and cold or an automixer which can be gripped easily with soapy hands. Consider spring-loaded controls, infrared taps with automatic timers, a thermostatically controlled maximum water temperature and detailing to minimise self-harm risks.
- External override of water and power easily accessible to staff.
- Towel rail and coat hooks – must be considered relative to possible self-harm risk. Select collapsible, ball-in-socket or plastic designs with low breaking weights.
- Wall finishes – ceramic tiles, coved vinyl or epoxy. Consider life-cycle costs.
- Floor finishes – ceramic tiles, non-slip vinyl (must have good adhesion) or pirelli rubber (studded). Epoxy is hard and sterile and supports combustion. Consider life-cycle costs.

All fittings to be butted up to the wall to minimise hiding places and self-harm.

- 6.209 To avoid an institutional appearance, do not use combined toilet and basin units, or only use them sparingly.
- 6.210 A bath may be located in an accommodation unit or in the medical unit if required.

- 6.211 A separate toilet accessible from the activity spaces should be provided for daytime use.

References

- 6.212 *Standard Guidelines for Corrections in Australia*, 1994.

5.27

Toilet and sanitary facilities must be provided for prisoners to use as required, and these must be kept in a clean condition.

5.28

Adequate bathing and shower installations must be provided to enable prisoners to maintain general hygiene by bathing or showering at a temperature suitable for the climate.

- 6.213 American Correctional Association, *Standards for Juvenile Detention Facilities* 3rd ed, 1991.

TOILETS

3-JDF-2C-06 (REF 2-8133)

Toilets are provided at a minimum ratio of one for every 12 juveniles in male facilities and one for every eight juveniles in female facilities. Urinals may be substituted for up to one-half of the toilets in male facilities. All housing units with five or more juveniles have a minimum of two toilets.

Comment [by the ACA]

The standard ensures the availability of toilets and requires a measure of privacy and control for users ...

WASH BASINS

3-JDF-2C-07 (REF 2-8133)

Juveniles have access to operable wash basins with hot and cold running water in the housing units at a minimum ratio of one basin for every 12 occupants.

Comment [by the ACA]

Provision must be made for juvenile access to wash basins in sleeping areas, dayrooms, and other parts of the facility.

SHOWERS

3-JDF-2C-08 (REF 2-8136)

Juveniles have access to operable showers with temperature-controlled hot and cold running water at a minimum ratio of one shower for every eight juveniles. Water for showers is

thermostatically controlled to temperatures ranging from 100 to 120 degrees Fahrenheit to ensure the safety of juveniles and to promote hygienic practices.

Comment [by the ACA]

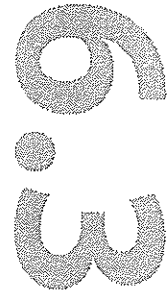
... Water temperatures below 100 degrees Fahrenheit are uncomfortable and may deter an individual from pursuing good hygienic practices. The temperature controls should not preclude the use of water at higher temperatures if needed in other areas of the facility, such as kitchens.

- 6.214 American Correctional Association, *Guidelines for the Development of Policies and Procedures: Juvenile Detention Facilities*, 1992.

... Emergency water shut-off valves and electronic circuit breakers shall be under staff control ...

Specific accommodation

Time-out and segregation rooms



Objective

- 6.301 Time-out rooms provide a location for short periods for detainees whose behaviour represents a risk to other detainees or staff.

Analysis

- 6.302 Time-out rooms need careful consideration to minimise risks to detainees. They should enable intense staff monitoring while minimising the alienation of the detainees. They must allow communication to staff points and opportunities for continuing staff surveillance.
- 6.303 Time-out rooms are used for short-term accommodation of detainees who will often be in an agitated state and should provide an acceptable but minimal environment to limit possibilities for damage or self-harm.

Recommended design guidelines

- 6.304 A time-out room should be at least 7.5 square metres and purpose-built.
- 6.305 The room should be located near the staff area to allow frequent checking.
- 6.306 An intercom between the time-out room and a staff point must be provided.
- 6.307 Although electronic surveillance systems may be used, they should always be in conjunction with actual physical observation to minimise the sense of isolation of detainees and for security reasons. A time-out room must include an observation panel in the door or wall or a transparent wall conveniently located for staff use.
- 6.308 If rooms are electronically monitored, they will need to be lit to a sufficient level for CCTV surveillance.
- 6.309 Time-out rooms should be acoustically and visually separated from dayrooms to avoid disruptions to the occupants of the dayroom and to allow privacy for the detainee.

- 6.310 The entry to the time-out room must be planned with sufficient space to allow the manoeuvring and management of difficult detainees. Protruding door handles and similar obstructions and anchor points in the approaching area are to be avoided. Doors should open outward and locks should catch immediately the detainee is placed in the room.
- 6.311 Construction and finishes should be very sturdy. Walls, floors and ceilings should have flush surfaces. Special attention should be paid to detailing, including recessed lighting and external controls to all services. Differentiation between walls and floors is required to avoid disorientation. An orientation line should be painted on the walls. The choice of colours requires careful consideration. A floor waste should be provided.
- 6.312 Furnishings should only be provided as deemed necessary. Furnishings should be fixed, very sturdy and designed with high regard to self-harm risks.
- 6.313 The room should include a window with a view to the outside.
- 6.314 Heating and cooling require special consideration. The time-out room may require a ventilation system separate to the rest of the accommodation unit.
- 6.315 Special consideration is needed in relation to the provision of toilet facilities. If such facilities are included in the room, careful detailing is required to avoid self-harm risks. If they are not provided in the room, toilet facilities should be provided in an adjacent area.

References

- 6.316 Royal Commission into Aboriginal Deaths in Custody, *National Report: Overview and Recommendations*, 1991.

RECOMMENDATION 181

That corrective services should recognise that it is undesirable in the highest degree that an Aboriginal prisoner should be placed in segregation or isolated detention. In any event, corrective services authorities should provide certain minimum standards for segregation, including fresh air, lighting, daily exercise, adequate clothing and heating, adequate food, water and sanitation facilities and some access to visitors.

- 6.317 American Correctional Association, *Standards for Juvenile Detention Facilities* 3rd ed, 1991.

3-JDF-2C-10 (REF 2-8151)

When there is a security room separate from the living unit, it is equipped with plumbing and security furniture.

Comment [by the ACA]

A juvenile may be placed in a temporary security room instead of his or her own room when his or her behaviour is so out of control the presence near others seriously disturbs the group. This room requires close staff observation.

Specific accommodation

Observation room



Objective

- 6.401 Observation rooms provide a location for detainees whose state of anxiety, medical problem or suicidal tendencies require close on-going observation.

Analysis

- 6.402 Observation rooms need careful consideration to minimise risks to detainees. The primary concern must be the need for intense staff monitoring while attempting to minimise the alienation. Observation rooms must be provided with a communication system to staff points and opportunities for continuing staff surveillance.

Recommended design guidelines

- 6.403 The minimum size of an observation room should be 7.5 square metres.
- 6.404 Although electronic surveillance systems may be used, they should always be in conjunction with actual physical observation to minimise the sense of isolation of detainees and for security reasons. An observation room must be provided with an observation panel to the corridor, a glazed observation panel into an adjoining office, or both.
- 6.405 The observation room should include a window with a view to the outside.
- 6.406 The observation room should be fitted with a floor waste and may include a toilet and hand basin. Flooring may be vinyl, carpet or other approved finish. Fit out and furnishings should be to at least the standard of comfort of a general bedroom.
- 6.407 Differentiation should be made between the walls and the floor to avoid disorientation.
- 6.408 A constantly monitored intercom between the observation room and a staff point must be provided.

References

- 6.409 Royal Commission into Aboriginal Deaths in Custody, *National Report: Overview and Recommendations*, 1991.

RECOMMENDATION 181

That corrective services should recognise that it is undesirable in the highest degree that an Aboriginal prisoner should be placed in segregation or isolated detention. In any event, corrective services authorities should provide certain minimum standards for segregation, including fresh air, lighting, daily exercise, adequate clothing and heating, adequate food, water and sanitation facilities and some access to visitors.

- 6.410 American Correctional Association, *Standards for Juvenile Detention Facilities* 3rd ed, 1991

3-JDF-3E-05 (REF 2-8320)

Written policy, procedure, and practice specify that juveniles placed in confinement are afforded living conditions and privileges approximating those available to the general juvenile population. Exceptions are justified by clear and substantiated evidence.

Comment [by the ACA]

Placement in room confinement achieves the primary purpose of isolating the juvenile from the general population. To the extent possible, juveniles in confinement should have a room, food, clothing, exercise, and other services and privileges comparable to those available to the general population. Where services or privileges are denied to juveniles in confinement, written justification should be provided.

Specific accommodation

Activity area



Objective

- 6.501 To provide an area or areas suitable for providing activity programs relevant to the needs of each detainee.

Analysis

- 6.502 Accommodation unit activity spaces are a primary point of social interaction between detainees, and between detainees and staff. They should mirror as closely as is practicable the familiar residential model in terms of atmosphere and the possible range of activities.
- 6.503 The activity area is used throughout the day in short bursts, and on weekends and evenings as the primary detainee area.
- 6.504 An activity area should allow the choice of active and passive recreation, and individual and group activities. These activities should be able to proceed separately, without interfering with each other.

Recommended design guidelines

- 6.505 The day or activity area should provide a minimum of 5 square metres of floor area per detainee without counting a 0.9 metre-wide circulation space in front of a bedroom or stairs or balconies.
- 6.506 The activity area could be one large area able to be divided by operable walls or partitions, or a number of smaller varied spaces. Passive recreation areas could include lounge, TV, program and quiet spaces. Active recreation areas could include table tennis, exercise equipment and pool or snooker. Activity in one area should not interfere with an activity in another area. All activity areas should be designed with the potential for alternative uses.
- 6.507 Activity rooms should reflect their proposed functions. They should include appropriate lighting, finishes and furniture. Provide good natural lighting with views to the outside. Where close eye-work is proposed, provide high levels of artificial light. Floor coverings should be durable and low maintenance, but preferably provide some sound absorption. Ceilings should provide acoustic treatment. Consideration should be given to varying ceiling heights to limit sound transmission. Operable walls should be selected for reliable and sturdy operation and high acoustic performance. Furniture

should be selected for its domestic character, to be durable and to conform to safety requirements. *Refer to 21.0 Finishes, furniture and equipment.*

- 6.508 In secure facilities, staff should have full view of activity areas from designated staff points.
- 6.509 Ideally, the activity area should open out onto an outdoor recreation area.
- 6.510 The activity area should include an area for detainee phone calls. All detainees should have access to a telephone with some degree of privacy if required. This telephone requires staff supervision to prevent crank calls and threatening calls.
- 6.511 Where specific regulations allow, a well-ventilated smoking room may be included.
- 6.512 The Activity areas should have convenient access to a toilet for use by detainees, particularly if bedroom toilets are not be accessible during the day.

References

- 6.513 American Correctional Association, *Standards for Juvenile Detention Facilities* 3rd ed, 1991

SPACE REQUIREMENTS

3-JDF-2C-04 (REF 2-8140, 2-8169)

Dayrooms with space for varied juvenile activities are situated immediately adjacent to the juvenile sleeping areas but are separated from them by a floor-to-ceiling wall. Dayrooms provide a minimum of 35 square feet of space per juvenile (exclusive of lavatories, showers and toilets) for the maximum number expected to use the dayroom at one time.

Comment [by the ACA]

While the standard establishes a minimum square footage for any dayroom, total square footage is calculated for the maximum number of users at one time rather than the total number of juveniles served.

FURNISHINGS

3-JDF-2C-05 (REF NEW)

Dayrooms provide sufficient seating and writing surfaces for every juvenile using the dayroom at one time. Furnishings are consistent with the security needs of the assigned juveniles.

Specific accommodation

Dining area

Objectives

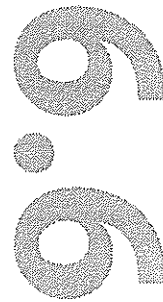
- 6.601 To define the size, location and services associated with the dining space.
- 6.602 To establish healthy eating patterns.

Analysis

- 6.603 Accommodation units should have a dining area and a kitchen or kitchenette. These areas should be flexible to allow use by several detainees at once, to allow the preparation and serving of meals, and to allow the serving of meals prepared elsewhere. Dining areas within accommodation units may also be used for passive activities such as board games and cards, although a small 'quiet' area might also be provided elsewhere in the unit.

Recommended design guidelines

- 6.604 All dining spaces should have a pleasant domestic-style atmosphere, preferably with a view to the outside. Meals should be served and consumed under conditions that promote normalisation and minimise regimentation.
- 6.605 An alternative to dining spaces located within the accommodation units would be a single central dining area servicing the entire juvenile justice facility. A large central dining room may be underutilised and should be designed for additional functions such as visits.
- 6.606 When a large central dining space is provided, smaller dining or relaxation areas within accommodation units will provide flexibility.
- 6.607 Consider staff supervision and control of access to the dining space.
- 6.608 The proposed type of food storage, preparation and distribution, will effect the best choice in dining arrangement. *Refer to 14.0 Kitchens.*
- 6.609 Provide for outdoor eating areas for barbecues and picnics.



- 6.610 Dining facilities should be of sufficient size to provide eating space for both staff and detainees. Area allowances should be greater than those standard for the general public to allow for the poor social skills of some detainees and the need to separate detainees in some circumstances.

References

- 6.611 American Correctional Association, *Standards for Juvenile Detention Facilities* 3rd ed, 1991.

3-JDF-2E-06 (REF 2-8144)

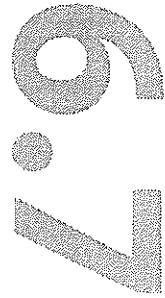
There is at least 15 square feet per person using the dining room or dining area; space is provided for group dining except where security or safety considerations justify otherwise.

Comment [by the ACA]

In addition to provision for the maximum number of juveniles that utilise the dining area, allowance should be made for staff and guests who may use the dining area at the same time.

Specific accommodation

Staff point



Objective

- 6.701 To define appropriate working arrangements and support services for staff working with detainees within the accommodation units.

Analysis

- 6.702 The staff point within the accommodation units may be either an open work station or, in higher security situations, a more secure control desk or office. An open work station will encourage staff interaction with detainees and allow more casual observation. A secure control desk or office with a viewing window may be closed off from detainee access when the area is vacant and thus will more easily incorporate technical services and security items. When an open work station is used, more complex solutions will be required for storage of items requiring security.
- 6.703 By eliminating barriers and having staff in frequent, direct contact with detainees, potential problems can be defused before they become serious. It allows staff to feel the emotional pulse of the unit and reduces complacency.¹

Recommended design guidelines

- 6.704 A staff point is a key control point in each accommodation unit. When locating the staff point, consideration should be given to the levels of staffing required in different areas of the unit.
- 6.705 It is important to maintain good sight lines from the staff point and to minimise the perceived isolation of staff from the detainees. The staff point should have a clear view of detainee day activity areas and all bedroom doors.
- 6.706 The staff point should be provided with communication links, including emergency alarms, to elsewhere in the facility. The staff point may have provision for computerised record keeping.
- 6.707 A separate office or offices may be required for staff and supervisors within the accommodation unit.

- 6.708 In larger units, staff may require their own kitchenette or tea making facilities. Provision should be made for staff toilet facilities within the units. Security access issues should be considered for these areas.
- 6.709 Staff lockers for direct care staff may be provided in each unit, or located in a central administration area. Lockers within the unit will be more convenient for staff but may raise security issues.

References

- 6.710 American Correctional Association, *Standards for Juvenile Detention Facilities* 3rd ed, 1991.

3-JDF-2B-01 (REF 2-8164)

Physical plant design facilitates personal contact and interaction between staff and juveniles

Comment [by the ACA]

Separation of supervising staff from juveniles reduces interpersonal relationships and staff awareness of conditions on the housing unit. Staff effectiveness is limited if the only staff available are isolated in control centres as observers or technicians in charge of electronic management systems.

3-JDF-3A-04 (REF NEW)

Juvenile careworker positions are located in or immediately adjacent to juvenile living areas to permit workers to hear and respond promptly to emergency situations.

Comment [by the ACA]

The presence of juvenile careworkers within hearing distance of juvenile living quarters can help prevent juvenile misbehaviour and avoid disturbances.

3-JDF-3A-02 (REF NEW)

The facility has a communication system between the control centre and juvenile living areas.

Comment [by the ACA]

A mechanical or audio communication system should be used to supplement direct staff supervision activities (ie, to advise staff of emergency needs), not as a substitute for staff supervision.

- 6.711 American Correctional Association, *Standards for Juvenile Training Schools* 3rd ed, 1991.

3-JTS-2B-02 (REF 2-9141)

Staff offices in living units are located so that staff are readily accessible to juveniles.

Comment [by the ACA]

Isolation of staff members reduces their effectiveness as professional personnel by discouraging interpersonal relationships.

Notes

1. Refer to the American Correctional Association's *Design Guide for Secure Adult Correctional Facilities* (Laurel MD: American Correctional Association, 1983), p.50.

Facilities for visitors

Objective

- 7.01 To provide visitors with a pleasant environment with appropriate security to encourage visits between visitors and detainees in a relaxed and informal environment, both indoors and outdoors. Maintaining a young person's links with their family is an important part of their rehabilitation process.

Analysis

- 7.02 Contact between detainees, their families and their friends must be permitted and encouraged. A principal means of contact is through regular visits. The standard form of visit should promote contact between the detainees and their visitors.
- 7.03 In certain circumstances, it may be possible to have visits within accommodation units, but generally visits will occur within a dedicated visits area.
- 7.04 It should be recognised that visiting can be stressful and strained for both the detainee and their visitors. Adolescents often interact while watching television or participating in another activity. Within the visits area, seek to provide a pleasant environment that aims for normality. Visits within the accommodation units may also assist in reducing the unnaturalness of the visiting situation.
- 7.05 The visits area should afford the opportunity to seek welfare counselling and could provide a family support unit for visitors and their children.

Recommended design guidelines

- 7.06 The visits area should include telephones, lockers, toilets, and baby care facilities for visitors, and a transition lobby from the visitors' reception area to inside the juvenile justice facility. The provision of lockers for visitors near the entry to the facility can obviate the need to search visitors' belongings. Packages for detainees should be examined at the entrance and not in the detainee's presence.
- 7.07 The visits area should permit a detainee and his or her visitors, usually three maximum, to sit together and talk in relative privacy either inside or in an adjoining courtyard. Both a large open visits area and smaller enclosed interview and counselling rooms should be available. Relieve possible stress associated with visits by pro-

7.0

viding alternative focal points such as a television or activity point which will help to reduce the intensity of detainee and visitor interaction.

- 7.08 The visits area should be comfortable, relaxing and welcoming. Security should be non-intrusive and will include a staff post with clear sight lines. Camera surveillance may be an option. More intense supervision may be required for higher security detainees.
- 7.09 An adjacent outdoor visits area should be partly paved and grassed. It should have outdoor seating and tables and children's play equipment. Part of the outdoor area should also be covered to provide protection from the elements.
- 7.10 Interview rooms should be available for use by the detainee and their legal representatives and for personal and private conversations and counselling. Family counselling as part of visits can assist in dealing with tensions generated by the family situation and private spaces should be available for such uses.
- 7.11 The visits area should be located to reduce the security problems created by visitors wandering within the precincts of the facility or mixing unnecessarily with detainees. The visitors' entry to the facility should be located near visitors' car parking and the pedestrian entrance into the facility, and be readily identifiable.
- 7.12 The visits area should be clearly designated to ensure easy movement and control of visitors both entering and exiting the juvenile justice facility. Clear, concise graphics should highlight significant areas and clarify required movement patterns. Visitors and detainees should be provided with separate entrances to the visits area.
- 7.13 The visits area should include a separate toilet for detainee use to minimise the transfer of contraband by concealment within toilet facilities.
- 7.14 Provision for metal detection and a holding or search area may be required.

References

- 7.15 United Nations, *Standard Minimum Rules for Treatment of Prisoners*, 1958.

Clauses 37 and 38(1) and (2) briefly state that, under the necessary supervision, prisoners shall be allowed to communicate with their family or friends by receiving visits or by correspondence. Prisoners who are foreign nationals shall have access to their respective consuls or representatives.

- 7.16 United Nations, *Standard Rules for the Administration of Juvenile Justice* (the Beijing Rules), 1986.

In the interest and well-being of the institutionalised juvenile, the parents or guardians shall have a right of access.

- 7.17 United Nations, *Rules for the Protection of Juveniles Deprived of their Liberty*, General Assembly Resolution 45/113, 1991.

Juveniles should have adequate communication with the outside world, which is part of fair and humane treatment and essential to preparation for return to society. Communication should be allowed with families, friends and other persons or representatives of reputable outside organisations.

Every juvenile has the right to receive regular and frequent visits, in principle once a week and not less than once a month, in privacy and with unrestricted communication with the family and the defence council.

- 7.18 Royal Commission into Aboriginal Deaths in Custody, *National Report: Overview and Recommendations*, 1991.

RECOMMENDATION 170

That all correctional institutions should have adequate facilities for the conduct of visits by friends and family. Such facilities should enable prisoners to enjoy visits in relative privacy and should provide facilities for children that enable relatively normal family interaction to occur. The intervention of correctional officers in the conduct of such visits should be minimal, although these visits should be subject to adequate security arrangements.

- 7.19 J. Reser, 'The Design of Safe and Humane Police Cells: A Discussion of some Issues Relating to Aboriginal People in Police Custody', in D. Biles and D. McDonald (eds), *Deaths in Custody in Australia 1980-1989* (Canberra: Australian Institute of Criminology, 1992). A Research Paper of the Royal Commission into Aboriginal Deaths in Custody.

VISITING AREAS

... The importance of physical proximity and touching in a situation of stress cannot be overstated ... Many Aboriginal suicide attempts appear to be in response to a perceived unfeelingness and rejection by the community.

7.20 *Standard Guidelines for Corrections in Australia, 1994.*

5-5

All prisoners must be allowed ... to receive visits from legal advisers regarding their defence or legal actions; and to prepare and hand to the legal adviser, and to receive, confidential instructions. At their request, they must be given, wherever practicable, all necessary facilities for this purpose ...

Interviews between prisoners and their legal advisers may be within sight but not within hearing, either direct or indirect, of a prison officer.

7.21 American Correctional Association, *Standards for Juvenile Detention Facilities* 3rd ed, 1991.

VISITING

3-JDF-2E-03 (REF 2-8147)

Sufficient space is provided for a visiting room or areas for contact visiting. There is adequately designed space to permit screening and searching of both juveniles and visitors. Space is provided for the proper storage of visitors' coats, handbags, and other personal items not allowed into the visiting area.

3-JDF-2E-04 (REF 2-8152)

There is interview space available in or near the living unit.

Comment [by the ACA]

Juveniles waiting to see their social worker or probation officer need a place to wait next to the office but away from their group. Use of such a room, with a door into the office, can save time and make for more effective interviews. A small alcove can serve the same purpose.

3-JDF-5G-12 (REF 2-8303)

Written policy, procedure, and practice grant juveniles the right to receive visits, subject only to the limitations necessary to maintain facility order and security.

Comment [by the ACA]

Because strong family and community ties increase the likelihood that the juvenile will succeed after release, visits should be encouraged. Provision should be made for visitation in pleasant surroundings, with minimum surveillance to ensure privacy. Arrangements must be made to allow confidential visits with attorneys ...

3-JDF-5G-15 (REF 2-8389)

Written policy, procedure, and practice provide that juvenile visiting facilities permit informal communication, including opportunity for physical contact.

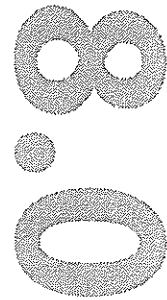
Comment [by the ACA]

The degree of informality of juvenile visiting facilities should be consistent with the facility's overall security requirements. The use of devices that preclude physical contact should be avoided except in instances of substantiated security risk.

ACCESSIBILITY TO THE HANDICAPPED**3-JDF-2F-02 (REF 2-8167)**

All parts of the facility that are accessible to the public are accessible to and useable by handicapped staff and visitors.

Administration



Objective

- 8.01 To provide general administrative support in planned office accommodation with rooms for specialist services such as computers and conferences. To create a pleasant and functional environment.

Analysis

- 8.02 The administration unit should house the services necessary for the administration of the juvenile justice facility, including staff and detainee requirements, clerical tasks and other resourcing functions such as ordering and purchasing of stores. Normal office hours would apply for the main functioning of this area but there may be a need for access outside office hours.

Recommended design guidelines

- 8.03 The administrative unit should provide adequate facilities for all administrative and clerical functions related to the operation of the juvenile justice facility and should be consistent with government administrative accommodation and standards. Spaces should be provided for reception, offices, general office areas, conference areas, computers, photocopying and stores. The facility administration is often located separately from the facility operational management.
- 8.04 The administration area should be located either inside the secure perimeter of the facility or straddling the secure perimeter. Non-secure support role spaces could be located outside the secure perimeter. Access to staff amenities must be available. *Refer to 9.0 Staff amenities.*
- 8.05 General security of this area is important and surveillance facilities should be provided, including secure pass barriers.
- 8.06 The administration area should be as flexible and open as possible, and provision should be made for future expansion.

References

- 8.07 American Correctional Association, *Standards for Juvenile Detention Facilities* 3rd ed, 1991.

SECTION F: ADMINISTRATIVE AND STAFF AREAS

Principle: All levels of staff must be provided with adequate space to carry out their responsibilities safely and effectively.

ADMINISTRATIVE AREAS

3-JDF-2F-01 (REF NEW)

Adequate space is provided for administrative, security, professional, and clerical staff. This space includes conference rooms, storage room for records, a public lobby, and toilet facilities.

ACCESSIBILITY TO THE HANDICAPPED

3-JDF-2F-02 (REF 2-8167)

All parts of the facility that are accessible to the public are accessible to and useable by handicapped staff and visitors.

Staff amenities

Objective

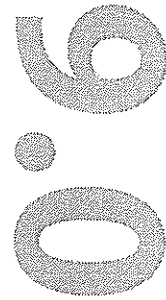
- 9.01 To enhance the staff working environment by providing a functional and pleasant support area in which to wash, change and take comfortable relaxation.

Analysis

- 9.02 The purpose of the amenities area is to enable staff to relax before and after their shifts and, where practical, during breaks in their shifts. The staff may use the amenities after hours and during the weekends.
- 9.05 Facility staff may change clothing and shower in the amenities area. Locker rooms, toilets, basins and showers are required in numbers dependent on the size and male-to-female ratio of the proposed staff population.
- 9.04 A staff lounge area should be furnished for comfortable and casual use including groupings of lounge chairs and coffee tables plus a recreational area. The kitchen could provide freshly prepared and cooked meals. Both the staff lounge and dining areas should have a pleasant outlook, preferably opening to a landscaped area.

Recommended design guidelines

- 9.05 A separate staff amenities area should be provided for staff to change clothes, shower, eat and relax. Space should be provided for public phones and a pinboard for notices. Where possible, the staff amenities area should have a landscaped external area.
- 9.06 The staff amenities area may be part of another building and could be located either inside or outside the secure perimeter.
- 9.07 Additional staff amenities including toilets and tea-making services should be located at convenient locations throughout the juvenile justice facility.
- 9.08 A bed should be available in a quiet area for staff who become sick while on duty.
- 9.09 Attention should be paid given to the needs of any staff member with a physical disability. This may involve looking at the layout of work areas, the proximity of car parking and similar considerations.



References

- 9.10 American Correctional Association, *Standards for Juvenile Detention Facilities* 3rd ed, 1991.

SECTION F: ADMINISTRATIVE AND STAFF AREAS

Principle: All levels of staff must be provided with adequate space to carry out their responsibilities safely and effectively.

3-JDF-2F-01 (REF NEW)

Adequate space is provided for administrative, security, professional, and clerical staff. This space includes conference rooms, storage room for records, a public lobby, and toilet facilities.

3-JDF-2F-02 (REF 2-8167)

All parts of the facility that are accessible to the public are accessible to and useable by handicapped staff and visitors.