

## Fulham Correctional Centre

### INFORMATION FOR VISITORS

The following information is provided to assist you with any queries you may have regarding the visiting conditions at Fulham Correctional Centre. If you have any further queries, please do not hesitate to ask our staff at the reception counter or call the Centre on (03) 5142 3800.

#### **Permitted Visitors:**

Visitors must be on the prisoner's visitor list to gain entry to the Centre. Only the prisoner can add a name to their list. To do this, they need to provide staff with the name of the visitor, address and date of birth. To find out if you are on the list you need to verify with the prisoner you intend visiting or call (03) 5142 3800 between 0800 hours & 1530 hours Mon-Fri or contact Corrections Victoria Information Line 8684 6577. Children under 16 years of age may enter with a registered adult.

#### **CRN (Corrections Reference Number) Visitors:**

Any person with a CRN must have a letter of permission from the General Manager of this Centre (to be carried on every visit). To obtain this, the applicant must write to the Operations Manager giving their full name, address, date of birth, who they wish to visit and their relationship to the prisoner. Alternatively, you can request a "Visitor Application" form and return completed to the address below. A response to your request will be forwarded to you as promptly as possible.

**The Operations Manager  
Fulham Correctional Centre  
Private Bag 30A  
SALE VIC 3850**

#### **Visiting Hours and Conditions:**

The visiting hours are 9.00am to 4.00pm, weekends and public holidays (except Christmas Day and Good Friday). Visitors will be processed between the hours of 9.00am to 11.30am and 12.30pm to 3.00pm on these days. Visitors arriving after 3.00pm will not be permitted a visit on that day. A maximum of 4 adults and children (numbers within reason) are permitted to visit the prisoner at any one time. Animals are prohibited in the Fulham Correctional Centre car park.

All visitors are subject to the Corrections Act 1986, Section 32, 33, 37, 38, 39, 42-47 and Corrections Regulations 2009, regulation 32, 33, 64, 66, 67, 68, 71, 72, 73 and 74. Visitors are required to submit to an electronic search of their person prior to entry. Visitors' property/belongings will also be subjected to an electronic search at the time of processing.

#### **Prohibited Articles:**

Any tobacco products	Firearms or weapons of any kind
Alcohol	Food or drink of any description
Camera/Recording Devices	Handbags or backpacks
Children's toys	Mobile phones
Drugs of dependence	Prams and strollers (available on request)
Magazines & Newspapers	Nappies and baby wipes (available on request)

#### **Permitted Articles into Visiting Area:**

Car keys (car key only —no attachments)	Baby items such as:
Up to \$45.00 Cash	- 2 Bottles, food in unopened clear jars/sealed tin:
Sanitary items	- 1 Flannel, 1 change of clothes
Legal Papers	- 1 Baby blanket
	- 1 Bib

#### **Identification for Visitors Over 16:**

A "V" (Visitor) Card, **PLUS** a current drivers licence, passport or other forms of ID totalling 100 points. The point value of other forms of ID can be found on the Internet or alternatively, please contact the Centre.

### **Transport and Accommodation:**

If travelling by train from Melbourne to Sale, call V-Line on 136 196 to check train times. If you require overnight accommodation, please contact the Centre's Switchboard Operator and we will provide you with contacts for local Hotels, Motels and Caravan Parks.

### **Storage of Visitor personal items:**

Lockers are available **for public transport users only**. These are located in the front reception area.

### **Food & Drink**

Visitors have access to coin operated drink and snack vending machines. Visitors to mainstream and protection prisoners have access to a canteen, open from 10am to 2 pm for a variety of hot and cold food and drinks, on a cash basis. Prisoners in Strezlecki Cottages and Nalu can purchase BBQ packs prior to the weekend visits.

### **Approved Prisoner Property:**

#### **Approved (for issue to prisoner on the day) with no request form required:**

- Socks (new only) 3 items per visit
- Underwear (new only) 3 items per visit
- Singlets/T-shirt (white only) 3 items per visit (short sleeve only)
- Photographs (postcard size only) – reasonable quantity.

### **Standards of Behaviour:**

Intoxicated persons, persons under the influence of drugs, and persons displaying aggressive or offensive behaviour will not be tolerated. Failure to comply may lead to immediate termination of visit.

### **Dress Standards:**

Visitors are to ensure that their standard of dress is **appropriate to a prison environment**.

The following items of dress **will not** be accepted at Fulham Correctional Centre:

- Scarves.
- Gloves.
- Revealing or provocative clothing, including see through garments.
- Singlets as outer garment for men.
- Thongs or strapless sandals. As a minimum, shoes must have a strap over the foot and a heel strap.
- Sunglasses (unless prescription or a medical Certificate is presented)
- Hats or caps of any description (religious headwear shall be exempt)

Should the Duty Manager or delegate determine that the visitor's appearance is not appropriate to the prison environment, the visitor will not be allowed entry to the Centre.

### **Smoking**

In line with the smoke free environment policy smoking is prohibited in all visit areas, including outdoors.

### **Fulham Information Hotline – Phone: 5144 6008**

Do you have any information that may impact on the security of this Centre? If so, please call the Information Hotline and leave your message. This service is "completely confidential" and your valuable assistance will be appreciated.

### **Writing to a Prisoner:**

..... (Name of Prisoner and CRN if known)  
Fulham Correctional Centre  
Private Bag 80P  
SALE VIC 3850

Mail can also be placed in the 'Prisoner's Mail Box' located in the front reception area.