

Please ensure this Aide Memoire is disposed of securely by shredding or cutting multiple times before disposing.

Aide Memoire - Video Enabled Visiting
Derbyshire Custody Visiting Scheme

Names of Visitors:

Date and time of visit:.....

Suite Visited:.....

Visit facilitated by:

Summary of Conversation with the Inspector:

No. of DPs in Custody now	
What capacity of cells is the Suite operating to?	
Are there any vulnerable DPs?	
Any suspected COVID-19 cases? How many in the F Wing?	
Do you have any staff absences and if so is this affecting the running of the suite/capacity to effectively manage the suite?	
Do you have a supply of masks for DP's when walking around the suite or upon release?	
Any cells out of action/needing repairs?	
Any issues to highlight?	
Any good practice to share?	
Any other comments..	

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Summary of the condition of the Suite

Comment on stocks : (PPE Supplies / blankets and pillows / clothing / sanitary products / food (and whether in date)	
Religious items (are they available/ are they stored appropriately?)	
Kitchen area – is it clean?	
Cells – are they tidy/clean/free from debris	
Is the suite busy or calm?	
Any comments on social distancing measures in place?	
Any issues to highlight?	
Any good practice to share?	
Any other comments	

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Conversations with DPs

Custody record Number:

Gender:

Vulnerability (If any):

Do you want/have you spoken to a solicitor?	
Has contact been virtual?	
Did you give your consent for this legal advice to be given virtually?	
Have you been provided with washing facilities (including soap)?	
Have you been offered a face covering when leaving your cell?	
If non-English... did you try to establish contact?..	
Did the DP have their temperature taken when they entered custody?	

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