

### Induction Tour & Talk Checklist

During the Induction tour all areas which detainees will have access are to be visited and an explanation of the area and how it can be accessed is to be given.

The following areas are to be visited:

- ☐ Healthcare
- ☐ Gymnasium (inform detainees of induction Mon, Wed & Fri)
- ☐ Immigration (visits detainees will be seen within 72 hrs)
- ☐ Visits area (times & process)
- ☐ Detainee Shop
- ☐ Access to Welfare Officer
- ☐ Access to Education / Art
- ☐ Religious Departments (timetable of services)
- ☐ Library
- ☐ Internet
- ☐ Cultural Kitchen
- ☐ Welfare Office
- ☐ Courtyard Activities

The following aspects are to be covered during the Induction talk

- ☐ Care Officer Scheme
- ☐ Acceptable Behaviour
- ☐ Regime Timetable
- ☐ Safer Community Issues (ACDT, Anti Bullying,
- ☐ Removal from Association Rule 40
- ☐ Diversity
- ☐ Access to Work
- ☐ Communications (Phones, faxes etc.)
- ☐ Property/ Clothing/ Laundry
- ☐ Money
- ☐ Complaints Procedure
- ☐ Searching of Detainees
- ☐ Incentives Scheme
- ☐ DCM Helpdesk

*Re fused tour*

<u>DCO Name</u>	<u>Date &amp; Time</u>	
D. TOMSETT	28-2-17	<b>signature</b>