



Policy Directive 19

Prisoner Hygiene – Personal, Clothing and Bedding

Legislation referred to: [Prisons Act 1981](#)
[Prisons Regulations 1982](#)

Table of contents

Purpose 1
Policy Statement..... 1
1. Prisoner clothing..... 2
2. Bedding and linen..... 2
3. Laundering Prisoner Clothing, Bedding and Linen 2
4. Prisoner Personal Hygiene..... 3
4A. Issuance of disposable safety razors 3
4B. Return of disposable safety razors 3
4C. Retention of disposable safety razors as evidence 4
4D. Disposal of disposable safety razors and sharps 4
5. Showers 4
6. Haircuts 4
Applicability 5
References..... 5
Policy sponsor..... 5
Contact person..... 5
Amendment history 5

Purpose

To ensure that prisoners are able to maintain their personal hygiene and are given regular changes of clean clothing and bedding.

Policy Statement

Prisoners shall be provided with clean serviceable clothing suitable for:

- any activity they perform
- climatic conditions
- the adequate maintenance of good health.

Prisoners working in the laundry shall be encouraged to undertake formal training in laundry practices.

Designated Superintendents and the Director, Acacia Prison, are required to develop and document procedures for their prison that ensure the regular supply of personal hygiene items as well as regular changes of adequate clean bedding and clothing.

1. Prisoner clothing

- 1.1 Prisoners shall be issued with clothing and footwear of a standard suitable to the climatic conditions of the region in which they are imprisoned. The issued clothing is to be worn by prisoners except where r 60 of Prisons Regulations 1982, applies (Clothing of Remand Prisoners).
- 1.2 A change of clean clothing shall be provided at least once a week unless work, climatic conditions, illness or other factors necessitate more frequent exchange to assure cleanliness. The change of clothing shall allow for a daily change of underwear.
- 1.3 The procedures for distribution of clean clothing and collection of soiled clothing must be developed and documented by each prison. See the suggested Laundering and Distribution Procedures.

2. Bedding and linen

- 2.1 A standard issue of bedding and linen to each prisoner shall include, but shall not be limited to, the following clean, safe and serviceable items:
 - 1 x mattress
 - 1 x pillow
 - 2 x sheets
 - 1 x pillow case
 - 1 x towel
 - 2 x blankets, or 1 blanket and 1 doona (or more depending upon climatic conditions).
- 2.2 Washable items such as sheets, pillow cases and towels shall be exchanged for clean replacements at least once each week or more often if necessary.
- 2.3 Blankets shall be laundered or dry cleaned at least every 6 months or more often if necessary.
- 2.4 The condition of mattresses shall be checked on a periodic basis as determined by the documented procedures. The check shall include a visual inspection for tears, staining and damage as well as a physical test of the mattress to ensure the integrity of the foam composition.

3. Laundering Prisoner Clothing, Bedding and Linen

- 3.1 Laundering instructions and procedures based on AS4146 shall be developed and documented by each prison for all types of washable items. See the suggested laundering and distribution procedures.
- 3.2 The laundering and distribution procedures shall be readily available to all staff and prisoners.

4. Prisoner Personal Hygiene

Prisoners shall be able to obtain and replace the following personal hygiene items:

- 1x toothbrush
- 1x toothpaste
- 1x soap
- 1x box tissues (or equivalent)
- 1 x comb or hair brush
- 1 x shaving implements.

In addition to the above, female prisoners shall be entitled to access sanitary items as required.

4A. Issuance of disposable safety razors

- 4A.1 Sections 4A-4D apply to maximum security and remand prisoners, and prisoners being managed under the At-Risk Management System (ARMS) and/or Support and Monitoring System (SAMS). For all other prisoners, Superintendents shall assess the risk associated with disposable safety razors and implement appropriate local procedures.
- 4A.2 Maximum security and remand prisoners, and prisoners on ARMS and/or SAMS, must not have a disposable safety razor in their possession unless it is issued by the prison.
- 4A.3 Prisoners who do not have an electric razor are to be given the opportunity each day to request, and be issued, a single disposable safety razor.
- 4A.4 Where possible, disposable safety razors should be issued to prisoners locked in their cell.
- 4A.5 Prisoners must not tamper with a disposable safety razor, including the removal of any blades.
- 4A.6 Unit staff must record on the daily muster sheet (or similar) that a disposable safety razor has been issued to a prisoner.

4B. Return of disposable safety razors

- 4B.1 Disposable safety razors issued to prisoners must be returned to unit staff within 90 minutes after issue.
- 4B.2 Unit staff must wear protective gloves when receiving used disposable safety razors.
- 4B.3 At the time the used disposable safety razor is returned, the prisoner must show the razor to unit staff who shall visually check (without touching the razor) that all blades are in place, and that no other tampering has occurred.
- 4B.4 The prisoner shall then place the disposable safety razor, blade end first, into a sharps container.

- 4B.5 Unit staff must record on the daily muster sheet (or similar) that the disposable safety razor has been returned.
- 4B.6 Disposable safety razors returned by prisoners must not be re-issued.
- 4B.7 If a disposable safety razor is not returned, or if staff identify that the razor has been tampered with, unit staff shall order the prisoner to return the razor and/or any removed components.
- 4B.8 If the prisoner refuses to comply, unit staff shall undertake a search of the prisoner's cell to retrieve the disposable safety razors, using appropriate personal protective equipment.
- 4B.9 If the disposable safety razor was not located in the cell search, the prisoner is to be moved to a secure location, where a strip search may be conducted, with appropriate personal protective equipment.

4C. Retention of disposable safety razors as evidence

- 4C.1 If a disposable safety razor, or a component thereof, is required to be retained as evidence, it shall be placed in a clear, rigid walled, puncture resistant plastic container with a well-secured (preferably screw-top) lid.
- 4C.2 Unit staff must wear protective gloves when retaining used disposable safety razors.

4D. Disposal of disposable safety razors and sharps

- 4D.1 Each week, or as required, the sharps container shall be sealed and taken to the prison health centre, where it will be disposed of in accordance with the applicable health policy.

5. Showers

- 5.1 Each prisoner shall be given the opportunity, and shall be required to shower at least daily.
- 5.2 Prisoners whose work results in them becoming unclean and those making court appearances shall be given an opportunity to have an additional shower and a change of clothing.
- 5.3 Whenever clearly justified for health or sanitary reasons, prison staff may require a prisoner to shower under supervision.

6. Haircuts

- 6.1 Subject to r 62, whenever clearly justified for health or sanitary reasons, prison staff may require a prisoner, either remand or sentenced, to have a haircut.
- 6.2 Each prison shall have a documented process to arrange prisoner haircuts.

Applicability

Applies to all public and private prisons.

References

Prisons Act 1981, Prisons Regulations 1982

Policy sponsor

Assistant Commissioner Custodial Operations

Contact person

Manager, Prison Industries

Amendment history

Version	Approved	Effective from
1. First published	March 2010	March 2010
1.1 Amended by Policy Directive Amendment 2015.002 to include guidance concerning disposable safety razors.	16 September 2015	17 September 2015