



Policy Directive 21

Provision of Library Services

Relevant Instruments: [Prisons Act 1981](#)
[Adult Custodial Rule 11 - Permitted and Prohibited Material](#)
[Policy Directive 7 – Religious and Spiritual Activities](#)
[PD 53 - Activity Programmes](#)

| | |
|--|---|
| 1. Purpose | 1 |
| 2. Scope | 1 |
| 3. Policy | 1 |
| 4. Provision of library services | 1 |
| 5. Policy review | 2 |
| 6. Approved | 2 |
| 7. Policy sponsor | 2 |
| 8. Contact person | 2 |
| 9. Amendment history | 2 |

1. Purpose

The purpose of this policy is to implement consistent standards with regard to the provision of library services within the West Australian prison system.

2. Scope

This policy applies to all public and privately operated prisons.

3. Policy

The intent of this policy is to ensure that prison library services meet the recreational, educational, and other information needs of prisoners. Library services provided by prisons should meet Australian Library Information Association (ALIA) and community standards as far as practicable.

The Deputy Commissioner Adult Custodial shall approve and maintain operational procedures consistent with this policy, to be published as Provision of Library Services – Procedures and relevant appendices.

4. Provision of library services

4.1 Each prison shall provide library services to prisoners through Departmental library services or community-based services. Library services shall be able to be accessed by all prisoners in all prison facilities including Work Camps. The Designated Superintendent shall specify the times and days prisoners can access library services based on the demand for services, resources available and security considerations.

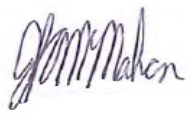
- 4.2 Prisoners are to be encouraged to use prison library services and are to be informed about the library services available and the relevant provisions governing those services during their prison orientation.
- 4.3 Library facilities and resources should accommodate the needs of prisoners with disabilities and prisoners from culturally and linguistically diverse backgrounds. Libraries shall stock religious and spiritual texts in accordance with [Policy Directive 7 – Religious and Spiritual Activities](#).
- 4.4 The Library Supervisor shall audit prison libraries as and when required. The Designated Superintendent shall ensure that, where necessary, resources are made available to the Library Supervisor for auditing and reporting of library services

5. Policy review

This Policy Directive is to be reviewed on a triennial basis. Appendices to this Policy Directive may be amended as necessary to reflect changes to prison procedures.

6. Approved

Commissioner

Signature: 

Date: 9 December 2013

7. Policy sponsor

Deputy Commissioner Adult Custodial

8. Contact person

The following persons may be approached on a routine basis in relation to this policy:

Library Supervisor, Casuarina Prison

Principal Operational Policy Officer

9. Amendment history

| Version | Approved | Effective from |
|--------------------|-----------------|-------------------|
| 1. First published | N/K | 14 May 2001 |
| 2. Amended | N/K | 21 September 2007 |
| 3. Amended | 9 December 2013 | 20 January 2014 |