

Beaverhead County Sheriff's Office

JAIL VISITING POLICY Section 40

**General Procedures**

The Jail Commander or his designee will be responsible for the operation of the visiting program. It is the policy of the facility to allow inmates the privilege of visits with family, friends, and their attorneys under conditions that are consistent with the security of the facility.

**For the purposes of this program, immediate family is defined as:** *mother, father, brother, sister, wife, children and grandparents.* Step-parents and half-siblings may be included if they spent a substantial portion of the inmate's formative years with him.

**Persons under the age of 18 may only visit in the company of their parent or legal guardian.**

**Tobacco in any form is prohibited within the facility.**

Pets or livestock are not allowed on facility property and will not be left in vehicles when visiting (except Certified Service Animals). Any questions regarding the clearance of Certified Service Animals will be referred to the Jail Commander.

**Approval of Visitors**

The Jail Commander or Sheriff may exclude a person from the approved visitors list if he/she has reason to believe a person may have a potentially detrimental effect on the inmate or may constitute a threat to the security of the facility.

**All visitors must be pre-approved for contact visits.**

To be approved for visiting, **a prospective visitor must complete the questionnaire completely and accurately.** Separate questionnaires must be submitted by everyone over the age of 18. Children under the age of 18 are to be included on the same questionnaire as their parent and all the questions must be answered for all persons on the questionnaire. All visitors are subject to a criminal background check. Minors, under the age of fourteen (14) must have their guardian's signature authorizing a check to be made.

If a visitor is on one inmate's visiting list, he/she cannot be on another inmate's list unless he/she is a member of the immediate family of both inmates.

Persons on active probation or parole are considered a security risk will not be approved to visit.

Persons currently awaiting trial, out on bond or diversion are considered a security risk will not be approved to visit.

Person with prior felony convictions must have fulfilled all the obligations of their sentence to be considered to have their rights restored. It will be the responsibility of the person requesting to visit to provide the proper documentation of their restored rights. A person with prior criminal convictions may be denied if the nature of the offence is determined to present a current

security risk. Approval of persons with a past felony conviction must have prior approval from the Jail Commander or Sheriff.

### **Special Visits**

The Jail Commander or Sheriff may approve special visits.

Special visits will be limited to unusual circumstances. For example; families traveling from other states who visit infrequently may be approved for extra visits.

### **Legal Visits**

Attorneys will be granted special visiting.

Attorneys should normally visit between 8 A.M. - 12 Noon and 1 P.M. - 5 P.M. on business days and will call 24 hours in advance to minimize delays in arranging the visit.

Attorneys may visit any day of the week with reasonable advanced notice to the Jail Commander or Sheriff; and with prior approval and arrangements made. Visits will not be scheduled during regular jail meal times.

Attorneys must present proper credentials and identification, and will be subject to search procedures and all other facility rules and regulations.

Conversations between inmates and attorneys may be visually observed by officers, but not overheard, recorded, or listened to in any manner.

Attorneys may exchange written material without it being read by staff.

Every effort will be made to arrange attorney/client visits in a designated room, which allows privacy for the discussion.

All reasonable precautions will be taken to preserve the confidentiality of the attorney/client relationship.

### **Religious Visits**

Visits between inmates and representatives of their religion will be held as confidential by staff. Visits will be conducted in the visiting booth.

### **Visitor Searches**

All visitors will be subject to search prior to being allowed to visit any inmate. In addition, all visitors and visitor's property will be subject to search at anytime while on facility property.

All visitors will pass the metal detector and may be pat searched prior to entering the visiting area. If a visitor fails to pass the metal detector, hand held metal detector and a pat search, that visitor will not be allowed to visit.

## **Allowed Items**

### **No cell phones are allowed**

Visitors should report to the lobby area of the facility with **only** the following items:

- car keys (2 only), on a bare ring (nothing else on the ring)
- identification with picture (no wallets or purses); **current state or federal issued I.D.'s only**
- one handkerchief (white only)
- a reasonable amount of jewelry, including:
  - one (1) ring
  - one (1) pair of earrings
  - one (1) necklace
  - one (1) wristwatch or one (1) bracelet; not both

### **Visitors with infants may also have**

- one (1) clear plastic bottle per infant
- one (1) diaper
- one (1) blanket, not quilted; no larger than 3 feet by 3 feet

### **No baby carriers or diaper bags will be allowed**

## **Dress Code**

This code applies to men, women, and children seven (7) years and above. In general, visitors must be dressed in a manner that will not distract, disturb or be offensive to other visitors, inmates, or staff. Decisions in this matter will be made by the supervisor on duty. If, in their estimation, the clothing is not appropriate; the visitor will be asked to leave. The visitor will not be allowed a wrap to cover the problem in question. He or she must leave.

### **Any article of clothing worn into the visiting area may not be taken off while visiting.**

These items of clothing will **not** be allowed in the visiting areas:

- Spandex tops or pants
- Shorts or culottes
- Transparent (any visibility through a top, skirt, or pant clothing without the proper undergarments - bra, slip, and underwear)
- Dresses or skirts with slits above the knee, or skirts or dresses that button or snap up the front, back, or wrap around
- Shawls or ponchos
- Vests (down-filled types)
- Any skirt or dress higher than knee length

- Any shirt or top that is less than three (3) inches below the belt line (so that skin is revealed when the arms are raised)
- Head scarves, hats or caps
- Tank-type tops are not allowed as an outer garment. All tops, shirts or blouses must have sleeves, must be worn with a bra, and must not be excessively low cut.
- No coats, jackets or sweaters will be allowed in the visiting area
- Female visitors must wear a bra at all times
- Bib overalls
- Wind pants

### **Contact Visit Conduct Rules and Regulations**

Visitation will be conducted in the designated visiting rooms separated by the security window. Any other area must be approved prior to the visit by the Jail Commander or Sheriff.

It is the responsibility of the inmate and his visitor to supervise and control their children (this applies to the reception and parking lot area, prior to visiting as well). If the inmate and his visitor neglect this responsibility, they will receive one warning. If the problem continues, the visit will be terminated.

Visitors may not leave the visiting room unless terminating the visit.

Neither visitors nor inmates may exchange any items.

**There are no rest rooms available for visitors in the visiting areas.** If a visitor, with or without children, leaves the visiting area to use the rest room, the visit is considered terminated.

### **Suspension of Visiting Privileges**

The visitor's privilege to visit may be terminated for:

- Being under the influence of alcohol or drugs or having alcohol on their breath.
- Refusing to submit to a pat search or, if requested.
- Failure to produce current picture identification or falsification of identification.
- Violating facility visiting rules or any other facility rule.
- Failure to supervise children resulting in disruption of the visiting area and other visitors.
- Improper physical contact with the inmate, or the inmate's improper conduct with children.
- Other reasons for denying, terminating or suspending a visit as are reasonably necessary to preserve the security of the facility and maintain reasonable order in the visiting areas.

- When an inmate is given a visiting restriction, some or all visits may be denied. It is the inmate's responsibility to notify those on his visiting list of the restriction.
- For serious violations of visiting rules, such as introducing contraband, the Jail Commander may suspend a visitor indefinitely. Immediate family members may reapply for visiting privileges after six months. All other visitors may reapply after one year.

### **Cancellation of Visiting**

Regular visiting hours will be maintained if at all possible. Cancellation of visiting may be cancelled with no notice due to emergencies, staffing shortages, court appearance and such.

Adopted 11/04/2016

FDK/JDN