



# Department of Justice

Corrections Victoria

**Beechworth Correctional Centre**

494 Flat Rock Road  
Locked Bag 3  
Beechworth VIC 3747  
Telephone: (03) 5728 0055  
Facsimile: (03) 5728 0082

## Information for Visitors

Family and friends can maintain contact with prisoners throughout their prison sentence through personal visits. Prisoners can also arrange confidential meetings with a range of professional visitors including lawyers, police and authorised Corrections Victoria staff.

### **Arranging to Visit a Prisoner**

You will need to write to the prisoner and ask him to have you placed on his Approved Visitors List. In your letter, you should include your full name, date of birth and address. It is then up to the prisoner to make the arrangements for you to be able to visit them.

Write to:

(prisoner's full name)  
Beechworth Correctional Centre  
C/- Locked Bag 3  
Beechworth VIC 3747

Ex-prisoners and any person who has a CRN (including past or current orders with Community Correctional Services) are required to obtain written permission from the General Manager prior to visiting this prison, regardless of permission given at any other prison.

Write to:

General Manager  
Beechworth Correctional Centre  
C/- Locked Bag 3  
Beechworth VIC 3747

### **Getting Here**

From the Hume Highway take the Beechworth turn-off (Great Alpine Road B500). Turn left at Tarrawingee and head to Beechworth. As you enter the township, about 650 metres past the 60 km speed sign look left for Malakoff Road and a red post box. Turn into Malakoff Road and Beechworth Correctional Centre is located approximately 3.5 km along on the left-hand side.

### **Visiting Times**

Visits are held on Saturdays, Sundays and Public Holidays (except on Christmas Day and Good Friday) from 12:00pm to 3:30pm. Prisoners may have four adult visitors and a reasonable number of children on every visit day. If more than four visitors arrive, they may share the visiting time as long as only four adults are visiting at one time.

Professional visits (lawyers etc) may occur at other pre-arranged times.

## **Visitor's Identification**

Satisfactory identification must be produced by each visitor. A total of **100 points** of identification is required to gain access to the prison. Anyone who cannot produce satisfactory identification will not be permitted to enter the prison. Satisfactory identification must be one of the following:

### **100 POINTS**

Current Drivers Licence, Correctional Services Pass, Consulate ID Card, Law Card, Valid Passport, Shooters Licence, Key Pass, Police Member ID

### **50 POINTS**

Sixty Plus Card, Birth Certificate, Australian Citizenship Certificate, Marriage Certificate, Defence Department I.D, Government Authorised U16

### **25 POINTS (only one of each of these items will be accepted)**

Proof of Age Card, Medicare Card, Social Security Card, Student Card, Credit Card, Bank Book

## **Visit Conditions**

Visitors are checked in through the Visitors' Reception Centre where names are taken, identification checked and any approved property booked in. The prisoner will be called for a visit. No prisoner is permitted in the Visit Centre before their visitor.

Lockers are available at the Visitors' Reception Centre for the temporary storage of visitors' personal items. Mobile phones are not to be brought into the Visit Centre and must be left in the lockers. Food and drink items may be purchased from the Visit Centre during visits.

## **CONTACT VISITS**

It is expected that contact between prisoners and their visitors be kept at an acceptable level. Throughout the visit it is the responsibility of visitors to ensure any children are well behaved and remain in the Visit Centre. Failure to do this may result in the General Manager terminating the visit.

## **CUBICLE VISITS**

The prison accommodates cubicle visits should the prisoner be ineligible for contact visits.

At the end of the visit, visitors can collect any outgoing property from the Visitors' Reception Centre, and must sign out in the appropriate register.

The following rules must be followed at all times by all visitors:

- It is an offence to take any item into or out of the prison without the General Manager's permission. Any person found doing so will be apprehended.
- It is a criminal offence to traffic drugs, including prescription drugs, into a prison facility. If you are suspected of attempting to traffic drugs you may be asked to consent to a strip search by prison officers.
- Persons entering the prison may be asked to submit to a search of their person and their property. If you refuse this request, you may have your visit rights withdrawn by the General Manager.
- Any visitor found introducing contraband into a prison will be banned from all visits at all prisons for a minimum period of 12 months, with the matter also referred to Police.

## **Money**

Money can be sent in by family or friends via the mail, by a money order or bank cheque made payable to the prisoner. Personal cheques will not be accepted. Money can be brought in during visits only, in cash also (a maximum of \$190, of which \$140 is for spend and \$50 for phone calls). Only money from registered visitors on the prisoner's Approved Visitors List will be accepted. A money order or bank cheque must have the sender's name and address written on the back, plus the 'do not detach' stub, otherwise it will not be credited to the prisoner's account.

## **Property**

The following items may be brought into the prison by visitors who are on a prisoner's Approved Visitors List:

- Underpants/Jockettes/Boxer Shorts
- Singlets - white or bottle green
- T-shirt - white or bottle green (no motifs or pockets)
- Socks - ankle length only
- Handkerchiefs
- Slippers
- Thongs
- Dressing Gown - plain colours only (not blue)
- Swimming trunks
- Sheets and pillow case (1 set)
- Bedspread
- Single bed size doona
- Towels
- Mug
- Family photos (non-offensive)
- Hair bands

## **Phones**

Prisoners may use the telephone during out of cell hours providing it does not interfere with work or musters. Prisoners must arrange for money to be put into their phone account. Prisoners are not permitted to receive incoming calls; however urgent messages can be left at the prison switchboard. All calls may be monitored by prison staff.

## **Prisoner Mail**

Prisoners may write and receive as many letters as they wish. They will be charged current postage rates for each outgoing letter. All mail (other than exempt mail) will be scrutinised for contraband. Letters will not be censored unless the General Manager suspects a security breach. In such cases a record of intervention and the reason why will be kept and the prisoner will be informed.

## **Visitor's Accommodation and Transport**

Mulwila House is an accommodation facility for prisoners' families. Arrangements and further information can be obtained by contacting VACRO on (03) 9602 1366.

Transport for visitors is provided on weekends and public holidays from the V-line Bus stop.