

# **SEJD Circular 14/1998 – Extended Sentences – Initial Interview**

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## **Importance of information exchange**

3.1.1 The Extended Sentence, in order to be effective, requires a significant level of exchange of assessment and other information between social workers in the community, their colleagues in prison units and equally, personal officers, psychologists and other specialists in prisons. This will be a particularly important feature at the following stages:

- < following admission and during the initial stages of the custodial sentence
- < in the context of visits of Supervising Officers
- < at points of significant changes in the prisoner's circumstances, including completion of prison programmes or risk assessments
- < in preparation of reports for referral to the Parole Board or other pre-release planning

on recall or other return to custody while on post-release supervision

## **5.4 Social Work Unit in Prison**

5.4.1 On receipt from the Governor of the information from the Clerk of Court, social work staff in the prison will interview the prisoner within 2 working days.

The purpose of this interview is to:

- < establish whether there are any immediate problems of a personal or family nature to be dealt with
  - ensure that the prisoner understands the nature and consequence of the Extended Sentence
- < inform the prisoner of the social work services available in the prison, together with an indication of what contact to expect from the unit and the community based Supervising Officer as a result of the Extended Sentence.

5.4.2 For Schedule 1 offenders, this interview must also combine the purposes outlined at paragraph 324 of Throughcare National Standards and SWSG Circular 11/94 and SPS Circular 60/94.

5.4.3 On receipt of notification of the Supervising Officer, social work staff in the prison unit will wish to ensure that s/he has copies of the relevant information they have received from the sentencing court. That information should include:

- < the indictment;
- < the previous convictions libelled in court;
- < the social enquiry report and other reports such as medical reports
- < notification of the imposition of an Extended Sentence
- < the trial judge's report