

REMEMBER YOU ARE HERE TO DO CCTV OBSERVATIONS

- Please liaise with the Custody Officer for a full briefing of the detainee's care plan. You must ensure that you fully understand your role and responsibilities. Request that you be issued with and retain a key to the cell whilst in this role. If in doubt ask!
- Ensure that an entry is made on the relevant custody EDL confirming that you have taken over the CCTV observations, and that you are fully aware of the care plan for the detainee you are observing.
- Visits to the detainee must be in accordance with the instructions given by the custody officer. You must ensure that the detainee is under constant observation and accessible at all times.
- The EDL must be updated at least every 30 minutes, to include each and every occasion when you attend the cell and when the detainee's behaviour/condition changes.
- If the detainee attempts to fully conceal themselves under their blanket they must be visited and advised. If they persist after warning, the blanket should be removed. Constant watch means that you should be able to see the detainee head and arms in full view at all times.
- If during your observations there is a change in behaviour, no matter how trivial the change may seem, visit the detainee immediately and check on their welfare. Inform the Custody Officer or Detention Escort Officer immediately so that the risk assessment can be reviewed.
- When observing detainees who are under the influence of alcohol, the detainee if asleep must be visited & roused at least every 30 minutes. The Custody Officer will define what "rousing" consists of.
- The detainee must be positively engaged at frequent and irregular intervals.
- Should you be relieved from your constant watch duties, the custody EDL must be updated. You must ensure that you verbally brief the Custody Officer & any Officer taking over this role prior to exiting the custody suite. Remember to hand over the key to the cell.

Ensure you constantly monitor the detainee at all times and do not allow yourself to become distracted.