



Avon & Somerset Police Authority

Independent Custody Visiting Scheme

Custody Visitor Role Profile

Role

- To undertake custody visits with other panel custody visitors checking on the conditions in which a detainee is kept, their health and well-being and rights and entitlements with reference to Police and Criminal Evidence Act, 1984 (PACE) code C

Responsibilities

- To carry out custody visits to custody units in line with the panel rota, scheme guidelines and training received
- To carry out the duties of an Independent Custody Visitor as set out in the scheme's handbook, giving due regard to Health and Safety requirements of the custody visiting scheme and custody unit
- Where appropriate, to consult the detainee's custody record to clarify and check any concerns raised by the detainee
- To complete the Visitors Record Form, bring to the attention of the custody officer any concerns / requests arising from the visit and any issues that need to be dealt with
- To complete and submit any necessary documentation relating to the scheme, or in connection with own appointment, in a timely manner
- To retain a good working relationship with key stakeholders, including custody visiting colleagues, police authority members and staff, custody staff and any other interested group or individual
- To attend and take an active part in quarterly Independent Custody Visitor panel meetings
- To keep the panel co-ordinator and other panel members informed of any problems relating to own ability to meet the requirements of the visiting rota or changes in personal circumstances
- To attend seminars, developmental and training sessions as and when required
- To contribute towards the success of the independent custody visiting scheme, promoting improvement in the way that the scheme is delivered