

What happens if I don't keep to the conditions of my licence?

Your supervising officer is expected to strictly enforce the requirements of this licence. Breach of the Order can occur by you failing to comply with any of the requirements.

This could include failure to attend an appointment, failure to notify a change of address, failing to attend a specified programme or counselling session and being involved in further offending.

Any failure to comply will result in consideration of breach proceedings. Where the decision is made not to breach you can be issued with a formal warning by your supervising SW on only one occasion. Any further decisions will be made by the Justice Department or the Parole Board.

What if I am unhappy about decisions made about my Licence?

In the first place talk to your supervising officer. If you are not satisfied you can speak to a Team Manager at the address shown on the back of this leaflet.

How to contact us:

Criminal Justice Team
The Civic Centre
Howden South Road
LIVINGSTON
West Lothian
EH54 6QF
**(Open 8.30 - 5 Mon-Thurs, and
8.30 - 4 Fri)**

Tel.: 01506 280999

Fax.: 01506 281243

e-mail:

criminaljusticeteam@westlothian.gov.uk

Website address:

http://www.westlothian.gov.uk/social_health/CriminalJusticeSocialWork/

We have a range of leaflets available about different aspects of our work. These can be obtained by contacting this office. Where necessary, all leaflets can be provided in a range of formats, including Braille, large print and a number of other languages.



When you have finished with this leaflet, please dispose of it through recycling facilities.

Ref.: CJ10 Throughcare 2007



**West Lothian
Council**

*Criminal Justice
Social Work
Service*

**A guide to
Statutory Throughcare**

***How we support you
from prison to
community***

**WEST LOTHIAN COUNCIL
DELIVERS**

What is Statutory Throughcare?

Statutory Throughcare is for prisoners who will be released from prison on a licence or order.

The local authority will allocate a Social Worker (SW) to you at the start of the sentence, to ensure that you have links with your community throughout your sentence for the purpose of:

- Rehabilitation and resettlement
- Prevention or reduction of offending
- Protection of the public from harm

Your social worker will visit you in prison, and will also visit your family, in order to:

- Outline the nature of the sentence and supervision
- Explain the nature of future contact, including preparation of reports, pre-release planning
- Offer appropriate assistance to your family

What is the Social Worker's rôle while you are in prison?

You and your family will be visited by your community-based social worker at the beginning of your sentence and annually until nearer your release. You will also meet your SW at annual Integrated Case Management meetings in the prison.

Your social worker will prepare reports if you are considered for Home Leave, and will prepare Home Background reports.

Before you are released, the SW will attend a Pre-Release meeting in the prison where the requirements and expectations of your release licence/order/extended sentence will be outlined and explained to you.

- Before you are released, a Throughcare Action Plan will be completed which outlines how your personal needs and offending behaviour will be addressed in the community. We hope this will build on the work that has already been completed during your sentence and on factors that will reduce your offending.
- If appropriate you may be subject to Multi Agency Public Protection Arrangements (MAPPA) and the prison may make a referral to the MAPPA co-ordinator before you are released.
- Your Licence will be supervised using a combination of office and home visits, meeting with you and other significant people.
- Work on your offending could involve a combination of one-to-one sessions with your supervising officer and attendance at any group-work sessions that may be appropriate. The frequency of your appointments will depend on your offending history and the level of risk you present to the community.
- You may also be required to use the services of other organisations, such as employment agencies and drug/alcohol agencies, if appropriate.

Licence Conditions

All licenses contain the following standard conditions. You must:

- Report forthwith the local criminal justice office, and be under the supervision of any officer nominated for the purpose.
- Keep in touch with the supervising officer in accordance with that officer's instructions; inform your SW if you change your place of residence, or if you gain or lose employment
- Be of good behaviour and keep the peace; you may not travel outside Great Britain without prior approval of your supervising officer.

Additional conditions may also be imposed. The most common are:

- To reside only in approved accommodation.
- To attend alcohol or drugs counselling
- A condition banning contact with certain individuals/places.
- To be involved in an organisation that provides support with job search.

Adherence to conditions is very important as failure to do so can result in your recall to prison.