

**Robertsdale City Jail
Policy and Procedure Directive**

Date Issued: May 10, 2002

Revised: March 1, 2006

Inmate Visitation

Times available for Visits:

Thursdays: 6 pm – 8 pm

Saturday: 10 am – 2 pm

Sunday: 10 am – 2 pm

Please call between 10 am and 10 pm, Wednesday through Friday to schedule a visitation appointment.

Regular visitation is non-contact in nature and will be held in an area designated by the Jail Administrator.

Special visits at times other than regular visiting hours may be authorized by the Assistant Chief or Jail Administrator only. Normally, such visits are authorized only for visitors traveling long distances or in the event of an emergency.

Any visitor entering the jail is subject to a search of his/her person and/or belongings. Refusal to submit to a search may result in the visitor being denied access to the jail either on a temporary or permanent basis.

The jail staff reserves the right to remove any visitor from the jail and the jail grounds if that visitor creates a disturbance, refuses to abide by verbal orders from the jail staff, refuses to abide by the rules and regulations governing the jail or in any other manner jeopardizes the security or orderly operation of the jail.

Visitors attempting to introduce contraband into the jail may be arrested and prosecuted.

Conjugal visits are not permitted under any circumstances.

Rules governing visitation will be reviewed periodically by the Jail Administrator and updated or revised if necessary.

Visiting high risk inmates will be coordinated in accordance with directions of the Jail Administrator.

A check for active warrants will be done on all visitors by the jail staff.

Conduct During Visitation: Improper conduct by the inmate or the person visiting may result in termination of the visit and possible disciplinary action and/or charges being brought on the visitor. The jail staff will determine if the attire of the visitor is appropriate and whether to permit the visit. The following attire will prevent the visit from occurring:

- a) short shorts, mini type skirts/dresses.
- b) halter, or revealing tops; males must wear a shirt covering their upper body.
- c) trousers falling below the hip level revealing the wearer's underwear.

The following visitors **will not be allowed:**

- a) known felons.
- b) active on probation or parolee.
- c) persons not on the inmate's visitation list.
- d) victim of the crime or victim of domestic violence.

Rules for Visitation:

- a) You must make an appointment at least twenty four (24) hours in advance of your visit.
- b) All visitors entering the Center are subject to search by the jail staff.
- c) Picture Identification must be presented to the jail staff for all persons age 16 and older.
- d) Persons under the age of 18 must be accompanied by an adult unless they are the spouse of the inmate, which will require proof. No children under the age of 12 will be permitted.
- e) Visits are limited to 30 minutes. If you are late, the visit will be cancelled.
- f) Only 1 person may visit with an inmate at a time.
- g) All personal property will be left outside the confines of the Center unless authorized and found necessary by the jail staff i.e. purses, books, pocket knives, etc.
- h) Unsupervised or unruly children will not be allowed in the Center and will result in termination of the visit.
- i) No smoking, drinking or eating is allowed in the Center.
- j) Visits may be terminated for any emergency situations which may arise.
- k) Footwear is required. No flip/flops/shower shoes or house slippers.