

یہ دستاویز کے بارے میں معلومات فراہم کرتا ہے۔ کیئریمینٹل جسٹس سروس
 اس دستاویز کو اپنی زبان میں سمجھنے کے واسطے اگر آپ کو مدد کی ضرورت ہے تو براے مہربانی اسکو کونسل آفس
 لے جائیں اور ریسپشن پر پوچھیں۔ کونسل کے دفاتر کے پتے نیچے درج ہیں۔

لائیمر ٹری ہاؤس	گرین فیلڈ ہاؤس
کاسل سٹریٹ	ٹیلی بڈی روڈ
آلوا	آلوا
FK10 1EX	FK10 2AD

یہ دستاویز کی معلومات فراہم کرنے کے لیے اس دستاویز کو اپنی زبان میں سمجھنے کے واسطے اگر آپ کو مدد کی ضرورت ہے تو براے مہربانی اسکو کونسل آفس لے جائیں اور ریسپشن پر پوچھیں۔ کونسل کے دفاتر کے پتے نیچے درج ہیں۔

Greenfield House 青田樓
 Tullibody Road
 Alloa
 FK10 2AD

Limetree House 檸樹樓
 Castle Street
 Alloa
 FK10 1EX

Niniejszy dokument udziela informacji na temat Sądownictwa Karnego.
 Jeśli chcieliby Państwo skorzystać z pomocy w zrozumieniu tego dokumentu w swoim języku, proszę go ze sobą zabrać do Biura Rady Miejskiej (Council Office) i zapytać w recepcji. Mogą Państwo znaleźć Biura Rady Miejskiej pod poniższymi adresami:

Greenfield House
 Tullibody Road
 Alloa
 FK10 2AD

Limetree House
 Castle Street
 Alloa
 FK10 1EX

Further information can be obtained on the
 Clackmannanshire Council website: www.clacksweb.org.uk.

Contact the Research & Information Service on 01259 452519 to
 obtain further supplies of this leaflet or to request any changes.



Long Term Prisoners



Social Work services for Long Term Prisoners

Introduction

Clackmannanshire Council employs a Social Work Team who are based full-time at HMP Glenochil, and are part of the Council's Criminal Justice Service.

Why would I see a Social Worker?

The Glenochil based Social Work Team perform a number of functions throughout the prison. Reasons why they may wish to see you include:

- ▶ To undertake a risk assessment for your Integrated Case Management (ICM) case conference
- ▶ To obtain information from you on behalf of the Parole Board
- ▶ To help prepare you for release

There may also be reasons why you would wish to see a Social Worker and these could include:

- ▶ To discuss child protection / child care issues
- ▶ Difficulties in coping with your sentence
- ▶ Enquiries about the parole process
- ▶ Your offending behaviour

How do I contact the Social Work Unit?

In the first instance you should ask an officer in the Hall for a Social Work referral form, which will also provide you with information on the range of Social Work Services available.

Complete the form and give it to an officer who will forward it to the Social Work Team.

If you have problems understanding /completing the form you should ask for help from an officer.

What happens next?

The Social Worker on duty will arrange to see you at the earliest opportunity after receiving the form.

If you require to see a Social Worker urgently, ask an officer to contact the Social Work Team to explain your situation.

Where will I be seen?

There are interview rooms in the Hall and in the Link Centre

Comments and Complaints

The Council wishes to know:

- ▶ If we have done anything wrong
- ▶ If we have not done something we should have done
- ▶ If you feel you have been treated unfairly
- ▶ If you have a suggestion on how to improve our services
- ▶ If you have received an exceptionally good service

The Council employs a Complaints Officer and a Complaints Monitoring Officer within Social Services to ensure that all complaints are dealt with fairly and within reasonable timescales. They can be contacted at Lime Tree House, Castle Street, Alloa FK10 1EX.

Core Values of the Council

Commitment, Trust and Partnership

Openness and Accountability

Respect and Dignity

Equity, Fairness and Inclusion