

**SITE RULES FOR AUTHORISED ENTRY TO NORTHERN
TERRITORY DEPARTMENT OF CORRECTIONS
YOUTH JUSTICE CENTRES AND FACILITIES**

1. **Proof of identity.** Before being granted entry by any person/s 18 or over, current and valid photo identification must be presented and a current address supplied if requested to do so. Valid photo identification may include Australian passport; Australian driver licence; a licence or permit issued by the Commonwealth, or a state or territory government identification that has your date of birth and photo (e.g. firearms licence), Proof of Age Card issued by any Australian state or territory; identity document issued by an Aboriginal Land Council that has your photograph. All people under the age of 18 must be accompanied by their responsible adult at all times.
2. **Anyone attending a Centre or Facility as a worker in any capacity, including on a voluntary or unpaid basis, business people also agree to must comply with the following conditions:**
 - a) Hold a valid Northern Territory Working with Children Clearance (Ochre Card) or Exemption. Entry under any other circumstances may only be approved by the Superintendent at youth detention centres (Centres), the Facility Lead at youth justice facilities (Facilities) or relevant delegates.
 - b) Sign in via the Visitor Registration System (Passtab) upon entering a Centre or Facility and sign out on departure.
 - c) Comply with any reasonable direction of Youth Justice staff.
 - d) Maintain secure control of all tools, equipment, materials and supplies. Immediately report any missing tools, equipment or supplies to the Superintendent, Facility Lead or delegate.
 - e) Must not bring any prohibited items, inclusive of two-way radios, mobile devices and all other electronics into the Centre or Facility (refer [Prohibited Items Fact Sheet](#)), or any area declared a security area without prior approval from the Superintendent, Facility Lead or delegate.
 - f) Any electronic devices with internet and recording capability (including mobile phones and smart devices e.g. watches, rings, and spectacles) will not be permitted into any Centre or Facility unless there is a legitimate business requirement.
 - g) Must not make a recording of any kind or take photographs on a Centre or Facility without prior approval from the Superintendent, Facility Lead or delegate. The Centre or Facility perimeters are from the front gate point of entry and any area within the fenced perimeter.
 - h) Must not wear clothing that is revealing, excessively tight, offensive or associated with gangs (e.g. certain colours or symbols). Must not wear high heeled or open-toed shoes. Steel capped boots are prohibited unless required as Personal Protective Equipment. Fully enclosed shoes must be worn throughout the Centre and Facilities.
 - i) All vehicles must be locked (keys not to be left within the vehicle under any circumstances) whilst unattended anywhere in the Centre or Facility. All tools, equipment, materials and supplies must be secured within the vehicle or secured in a place designated by the Superintendent, Facility Lead or delegate.
 - j) Must observe speed limits (as sign posted) and park vehicles in designated areas only.
 - k) Must not engage in any way with a detainee or bring in or take out any article or message on behalf of, or for, a detainee, except where it is directly related to the purpose of the visit and has prior approval from the Superintendent, Facility Lead or delegate.
 - l) Must not consume alcohol, use or consume drugs, smoke or vape anywhere in the Centre or Facility from the front gate of entry and any area within the fenced perimeter.
 - m) Must behave respectfully at all times.

WARNING

It is an offence for a person to assume a false identity for the purpose of entering a Centre and/or Facility or to give information that the person knows is false or misleading.

NOTE: Failure to comply with these Site Rules may result in refusal of entry or the removal of persons and/or equipment from the Centre or Facility.