

Prison and Parole Easy Read Examples

Easy Read guides for prisoners

The Parole Board has created Easy Read guides help explain to prisoners how the parole process works. This is a national document available on the Gov website.

[Guide to help prisoners with their parole review](#)
[Guide to help prisoners prepare for an oral hearing](#)

How to make a complaint

[Information for Prisoners: How to make a complaint](#) (NOMS, PSI 02.2012)

This is a document designed by CHANGE and developed by NOMS with service user input. It explains how to make a complaint in prison.

A general guide introducing prison life

[Prisoners Handbook](#)

Designed by The Clear Communication People and Surrey NHS. This is a general guide for all prisons to use. It is an introduction to prison life.

A general leaflet for prisoners with disabilities

[Information for prisoners with disabilities](#) (DH and Prison Reform Trust)

This is a general leaflet for prisoners with disabilities. This was developed by the Department of Health and The Prison Reform Trust. There are plans to update this shortly.

Toolkit to support prison and probation staff with their communication

[Prison and Probation communication toolkit: Crossing the Communication Divide](#)
(MoJ/NOMS)

This is a toolkit developed by NOMS in partnership with various experts. It is designed to support prison and probation staff with their communication. The appendices include several template examples of Easy Read (for example, a letter explaining your probation appointment).

Extra support for prisoners (poster)

[Poster promoting help for those struggling to understand prison](#)

This is an example of local best practice; a poster directing prisoners to where they can get extra support if they are confused.

What's in the Tuck Shop?

[HMP Greenock Canteen Items \(HMP Greenock\)](#)

This is an example of local best practice; a photo list/menu of everything in the prison tuck shop.

Support for someone with disabilities

[Disability Support Form](#) (HMP Winchester)

This is an example of local best practice; a pro-forma for staff supporting someone with disabilities, including an Easy Read form to record all the prisoners information.

Prisoner Handbook from HMP Hull

HMP Hull issued an Easy Read document: [Prisoners Handbook: Your guide to help during your time in Prison](#)

You're in Prison (book)

[You're in Prison](#) (Books Beyond Words - fee applies)

Books Beyond Words produces picture only booklets, designed to be read/understood with support of another person. Notes on how to support someone are in the back

Information about the facilities and the schedule

[HMP Rye Hill Information](#) about the prison facilities and schedule.

This document was developed by CHANGE working with staff from HMP Rye Hill. It is a best practice example of how to present information about your prison and the day to day activities involved. You may wish to develop a version for your own prison based on this one. Email Tracy Hammond (tracy.hammond@keyring.org) for the Word version, which can

be edited to suit the different aspects of your prison.

Other Easy Read leaflets for use in prison

The British Institute of Learning Disabilities (BILD) was commissioned by NOMS to produce a set of Easy Read leaflets for use in prison. These are as follows:

[Leaflet 1 - Arriving and your first days in prison](#)

[Leaflet 2 - All about Apps - the forms you need to fill in](#)

[Leaflet 3 – Visitors](#)

[Leaflet 4 - Phone Calls](#)

[Leaflet 5 - Letters and Emails](#)

[Leaflet 6 – Money](#)

[Leaflet 7 – Food](#)

[Leaflet 8 - Good and Bad Behaviour](#)

[Leaflet 9 - Keeping Well](#)

[Leaflet 10 - Who can help?](#)

Information about prison services, Scotland

[This guide](#) tells you about the Prison Service and aims to make sure you are supported and protected when you have contact with the Prison Service. Made by The Crown Office and Procurator Fiscal Service (COPFS) - Scotland's prosecution service and death investigation authority.

Self help toolkits for prisoners

The Prisoners' Advice Service has provided several Easy Read Self Help Toolkits. These are for prisoners to help them understand and undertake some legal processes by themselves.

[Categorisation Easy-read](#)

[Category A Review Easy-read](#)

[Closed and Banned Visits Easy-read](#)

[Governor's Adjudication Easy-read](#)

[Home Detention Curfew Easy Read](#)

[Pre Tariff Review Process Easy-read](#)

[Property Claims Easy-read](#)

[Release On Temporary Licence Easy-read](#)