

Bell County Law Enforcement

Standards for Volunteer Programs

I have been approved as a volunteer worker to provide certain programming and opportunities to inmates confined in the Bell County Law Enforcement Center. In connection with my application and this approval, I hereby agree to the following terms and conditions.

1. **Contraband** – I understand that inmates are not allowed to receive anything from me. For example, I cannot even lend a pen to them without possible disciplinary action against the inmate and may result in my removal from the facility.
2. **Program Materials** – I understand that a jail officer will screen and authorize the delivery of any legitimate program materials according to facility guidelines on quantity, content, and circumstance. You will never physically give brochures, hand-outs etc...to inmates. All materials will be passed through the Officer in charge of the program.
3. **Personal Belongings** – I agree to secure my personal belongings prior to entering the facility. Purses and other items are not allowed. No Cell Phones or Laptops are allowed. Money and car keys are discouraged. If bringing food, it cannot be homemade, it must be store bought and sealed. All bags must be clear or in see through material.
4. **Searches** – I understand that any person entering or leaving the facility is subject to search. Possession of alcohol, weapons, or controlled substances is a felony and may be aggressively prosecuted.
5. **Attire** – I understand that my personal appearance must be acceptable in that no tight fitting, revealing, or provocative clothing will be allowed. Dresses are highly discouraged. If dresses are worn need to be knee length but preferably longer. Shoulders must be covered. Jewelry and other such accompaniments are discouraged.
6. **Safety** – I will follow all instructions given to me by jail officers promptly and without question. In the event of a disturbance, I will back up against a wall and not interfere with the duties of the officer.
7. **Obligation to Report** – I understand that state law requires me to report criminal activity that is known to me in such cases as escape plans and threats to the personal safety of employees, volunteers, and others.
8. **Personal Contact** – I understand that my contact with inmates must be kept on a professional program level and that I cannot deliver messages or money to, from, or for any inmate.

***Pre-existing Relationship** – I will report to the program officer any relationship within the jail such as a friend, past classmate or relative being confined. This will protect the integrity of the program.

DATE: _____

ORGANIZATION: _____

PRINT NAME: _____

SIGN NAME: _____