**OFFICIAL**

**Notice to Social Contact– Restriction of Communications**

Dear *(insert contact name)………………………………………….*

We would like to make you aware that the below-mentioned prisoner has been restricted from communicating with you.

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| **Prisoner Details** | | | | | | |
| **Forename** | **Surname** | **Date of Birth (DD/MM/YYYY)** | **Prison Number** | **Establishment** | **Cell Location** |
| Type Here | Type Here | Select | Type Here | Type Here | Type Here |

The decision to restrict this person from contacting you has not been taken lightly, as our establishment is committed to maintaining ties with family and friends.

Restricting communications is not part of any form of punishment, but we have a duty to ensure that our establishment is a safe and secure environment for prisoners, visitors and staff. Furthermore, we are also committed to the prevention of crime, and to safeguard the public. The grounds under which the restriction has been applied is outlined below.

|  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| |  |  |  | | --- | --- | --- | | **Restriction Details** | | | | **Time period** | **Form of Contact** | **Reason for restriction** | | Type Here | Type Here | Type Here |   The restriction will be reviewed on *(insert date).*  You may appeal against this decision by writing a formal complaint addressed to the Governing Governor of the establishment.  Regards,  *[Insert Name Here]*  *[Insert Establishment Here]* |  |