

Visiting

Spring Creek Correctional Center encourages offenders to maintain ties with their families and friends through regular visits. Spring Creek Correctional staff will supervise visiting in as accommodating manner as possible while still adhering to the rules and maintaining the safety of employees, prisoners, visitors and the security of the institution. Because visitation with offenders is a privilege, it may be restricted, denied or suspended if an offender and/or visitor does not follow the Department's visitation rules.

Family and friends of an offender must be approved before they will be placed on an offender's visiting list. To obtain approval to visit an offender, a potential visitor must complete a visitation application form, even if the visitor has been previously approved to be on another SCCC offender's list.

Applications are processed, reviewed and either approved or denied by the Superintendent or designee. This process can take from seven days to six weeks. A criminal history check is done on all prospective visitors.

**Offenders are responsible to notify their visitors of changes in SCCC visiting schedules and rules*

How do I apply for visiting privileges?

A [SCCC Adult Visitor Application Form](#) must be filled out. If you wish to bring your minor children a [SCCC Minor Visitor Application Form](#) also must be filled out.

To obtain a form either a SCCC offender may mail it to you or you can print the form from this website.

Fully complete the Visitor Application and return it by mail to

**Spring Creek Correctional Center
PO Box 2109
Seward, AK 99664
Attention Visiting Sergeant**

If you do not provide all requested information, the form will be rejected. If the SCCC Visitor Application cannot be processed because it is incomplete or because you have provided an incorrect offender name or offender number, it will be returned to you, if the address on the form is complete. Only a parent or legal guardian will be permitted to sign a SCCC Minor Visitor Application form.

Can children visit?

Yes, children can visit but only those specified below. A parent or legal guardian must complete the SCCC Minor Visitor Application form, including a notarized signature authorizing their children to be allowed to visit at SCCC. A minor visitor, person under the age of 18, must be accompanied by an approved visiting parent or legal guardian. A minor who is an immediate family member of the offender may be brought in by an approved visitor who is a family member. An order of the court prohibiting an offender from visitation with a minor during probation applies during incarceration. Children must be kept under supervision by a responsible adult while on facility grounds. Escorting parents/guardians must monitor their children's behavior and provide appropriate control of their children. Unruly children may be cause for termination of the visit. Corporal punishment, generally defined as any measure intended to be injurious to an individual, is prohibited during visits. Verbal corrections and time-outs are the only allowable forms of discipline during visits.

A Birth Certificate or proof of guardianship must be brought to verify the relationship of the adult bringing the child(ren) on the first visit.

How will I be notified if I am approved to visit?

The offender is responsible for notifying visitors once they have been approved. (NOTE: Any subsequent change to the information on your original application (address, name, phone number, etc.) must be submitted to Spring Creek Correctional Center in order to be updated or the visitation privileges may be revoked.

If I am approved, when and how often can I visit?

Visitors must abide by the facility visiting schedule. Visitors may not be in the lobby for check-in any earlier than 15 minutes before visiting is scheduled to start. Visitors may start and end their visit at any time during the appropriate scheduled time period. If a visitor arrives with less than 30 minutes until the termination of that visiting period, they will be denied a visit until the next appropriate scheduled visiting period.

Why would I be denied visiting privileges?

You may be denied visiting privileges for any of the following reasons:

1. Providing false information on a SCCC visitor application form.
2. If you are a former offender, you may be denied visiting if the Department considers you to be a threat to the safe and secure operation of the institution. Former offenders will not be allowed visiting privileges until at least 60 days after they have been released from an Alaska Department of

Corrections Institution. If you are on felony probation you will not be approved to visit without your Probation/Parole Officers written approval submitted to the Superintendent.

3. If you are a former Alaska Department of Corrections employee, contract employee, or volunteer who worked within the Alaska Department of Corrections facility, you may be denied visiting privileges if during such employment, you violated any Alaska Department of Corrections policy/procedure pertaining to employee/offender relations to include sexual intercourse, sexual relations, dating, marrying, or otherwise establishing a personal relationship with an offender and/or any person under the jurisdiction of the Alaska Department of Corrections. In any case, former employees, contract employees, or volunteers who have terminated their employment with the Department within the last year prior to the date of the "Request for Visiting Privileges," will not be approved to visit. After one year, only members of an offender's immediate family will be considered.
4. Anyone may be disapproved if they pose a threat to the safe and secure operation of the institution.

Is there anytime an approved visitor may be denied a visit for Institutional need?

Yes. Visiting hours and days are subject to change either because of scheduled institution or prisoner functions or with unscheduled notice because of unforeseen events, such as an emergency condition. The Institution will notify prisoners in advance of the cancelation of visitation hours, when ever possible. If a visitor is traveling a long distance it is a good idea to verify the visiting will not be canceled for the day.

Visits also may be denied when the maximum person capacity in the visiting room is reached. When this occurs staff will first ask for volunteers willing to end their visit early. If no one volunteers, the staff will end visits based on length of visit and distance traveled.

How many people can visit an offender at one time?

The number of visitors allowed may be limited because of the size of the visiting room, or for safety and security reasons. All approved visitors desiring to visit with the same offender on the same day must enter the institution at the same time in order to visit with the offender (but may depart at different times). In addition, the number of visitors for offenders in higher security levels, infirmaries, or community hospitals will be limited for security reasons. If you have questions about how many visitors will be allowed, you should call the respective institution.

What are the visiting hours

Maximum Custody/ Administrative Segregated Offenders Visiting Hours

Monday through Thursday	Secure Visiting	08:30 AM to 10:30 AM
Friday through Sunday/Holidays	Contact Visiting	08:30 AM to 10:30 AM

Punitive Segregated Offenders Visiting Hours*

*Only available for immediate family members

Sunday through Saturday	Secure Visiting	08:30 AM to 10:30 AM
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General Population Offender's Visiting Hours

Sunday through Saturday	Contact Visiting	01:00 PM to 4:00PM
Friday through Sunday/Holidays	Contact Visiting	06:30 PM to 9:00PM

How do I get to Spring Creek Correctional Center?

If traveling from Anchorage -

1. Proceed South on the New Seward Highway.
2. Drive approximately 115 miles.
3. Turn left at Nash Road.
4. Staying on Nash Road, drive approximately 5 miles.
5. Turn left on Betty Cato Drive.
6. Turn right into the parking lot.

If traveling from Seward –

1. Proceed North on 3rd Avenue (New Seward Highway)
2. Drive approximately 3 miles
3. Turn right at Nash Road
4. Staying on Nash Road, drive approximately 5 miles.
5. Turn left on Betty Cato Drive.
6. Turn right into the parking lot.

For information on transportation and lodging visit the Seward Chamber of Commerce website <http://www.sewardak.org> or call at 224-8051

Where is visitor parking?

Visitor Parking is available in the lower parking level to the left. Visitors are not to park in staff parking. Handicap parking for vehicles clearly marked handicapped are available in the upper parking area by the flag pole.

Can I leave my pet in the car?

Pets are not permitted in the facility or to be left in vehicles on the facility grounds.

Can visitor's guests wait in the lobby or parking area?

No, visitors or their guests are allowed to wait in the facility or parking lot for more than fifteen minutes before or after approved visiting times. There will be no loitering on the facility grounds, to include the lobby area or parking lot, waiting for visits to be completed. Visitor's "rides" will have to wait off facility grounds until the visit has been completed.

What is the dress code for visiting?

All visitors will be dressed appropriately for a correctional setting. The following rules will be strictly enforced. Clothing should be conservative and modest. All clothing must be clean, and in good repair, free of holes, rips or tears and have no obscene, inappropriate, or offensive messages. Excessively provocative, immodest or revealing attire is a reason to deny visiting. Prescription glasses are allowed, but sunglasses are not. Visitors with inappropriately revealing or suggestive clothing such as sleeveless garments, tank tops, halter tops, tube tops, clothing revealing the midriff area of the anatomy, scrubs, shorts, cutoff pants, mini skirts, spandex, low cut blouses, see through clothing, military fatigues, muscle shirts, backless clothing, spandex, revealing dresses/skirts, and form fitting clothes **will not be permitted to visit until a change to appropriate clothing is made**. Proper underclothing, to include a bra for female visitors, must be worn. Visitors are not allowed to wear multilayered clothing that could be used to conceal contraband, such as jackets, coats, hats. Sweatshirts with hoods or zipper fronts are not permitted in visiting. Clothing worn into visiting must remain on, to include shoes, sweaters and sweatshirts. Clothing items that are not allowed should be left in the provided lockers or the visitor's vehicle. A female visitor are required to wear a blouse, t-shirt, shirt, or sweater, and slacks, jeans, skirt, or dress. Pants, skirts and dresses must be no shorter than 1" below the knee or longer. Men are required to wear shirts, sweaters, or tee shirts and trousers or jeans. Shoes will remain on the feet. Slides or flip flops style shoes are not allowed. Shoes must secure on feet and cover heel. * **Note** Clothing with an excess amount of rhinestones, metal studs, and bib overalls may cause difficulty passing through a metal detector.

What form of identification do I need?

All visitors over the age of sixteen (16) years old will have to present picture identification cards (i.e. State Drivers License, State ID or Military ID).

A parent or legal guardian must accompany those under eighteen, unless it is pursuant to a valid court order. Emancipated minors, including spouses, will be approved for visitation in the same manner as adult visitors. All married or emancipated minors must furnish appropriate documentation, i.e. marriage license, court order, etc. Proof of relationship to minor visitors (under the age of 18) who are family of the offender is the burden of the offender and visitor and will require a birth certificate. If the parent's name is different than what is on the birth certificate, then proof must be submitted showing the name change from the birth certificate to the current name, i.e. a marriage license or court approved name change. Proof of guardianship of minor visitors who are not family of the offender is the burden of the offender and visitor and will require the court document appointing them as legal guardianship. Notarized documents are not a substitute for an actual court document granting legal guardian status. Once proof is provided, it will be noted for future visits.

What items am I allowed to carry into the institution and is there storage available for items not allowed in visiting?

Lockers are provided for visitor's use, but **it is strongly urged that all visitors come to the prison with only a minimum amount of items.** SCCC is not liable for any items stored in vehicles or SCCC lockers.

NO items will be kept in the SCCC reception area without the exchange of a locker key.

The only item to be brought into the visiting area is a SCCC locker key. Exceptions are prescription medication necessary to the immediate preservation of the life of a visitor, for example an asthma sprayer or nitroglycerin pills. The prescription medication must be issued to the visitor, be current, and in the original container and will be secured by staff until use is needed. In the case of a child under one year old, the adult guardian will be allowed to bring one (1) plastic baby bottle (not glass) or Sippy cup, one (1) pacifier, one (1) diaper, and one (1) handi-wipe.

Visitors are to leave all unauthorized items in their vehicles or in the lockers provided by the SCCC. Cell phones, I-Pods, PDAs, laptops and other electronic devices are not allowed. All Alaska DOC facilities are tobacco free. Visitors must not bring any form of tobacco into SCCC visiting. Tobacco, preferable should be locked in the visitor's vehicle or locked in the provided visiting locker, if available. Smoking can only be conducted outside the institution and more than 50 feet away from the entrance area.

Weapons of any sort, to include pocket or utility knives, are not permitted to enter the facility.

It is a crime to promote or introduce contraband into a correctional facility and punishable by up to five (5) years imprisonment and \$50,000 fine (AS 11.56.375). Contraband includes anything that the visitor or prisoner exchanges without the Superintendent's approval. In order to ensure that all visitors are aware of state laws governing contraband, AS 11.56.375 is posted in a conspicuous place at the entrance the institution so that all visitors may read it prior to entering.

What are the rules for visiting?

Except as otherwise noted, visitors are prohibited from engaging in the following activities. Any violation of the following rules of conduct may result in the immediate termination of a visit or further

All persons and their possessions in SCCC facility are subject to search. Staff may pat search any visitors before and after visitation. A staff member of the same sex must perform the pat search. Refusal to allow an authorized search by staff will result in a denial of visiting and possibly being denied of future visits. Staff will search a visitor's personal effects and belongings if the items are allowed in the visitation area. All visitors are to clear a metal detector before a visit will be allowed. Visitors who can not clear a metal detector because of a medical reason or device will be pat searched and any wheel chair, cane, or walkers will be thoroughly searched.

All visitors must abide by the facility rules, the Policy 810.02, Standard Operating Procedure SCCC 810.02, and instructions of staff members while on prison property. Visitors will follow all instructions of staff promptly. The supervising staff member has the discretion to terminate a visit for any disturbance. SCCC will not tolerate disrespect or aggressive behavior to include loud, threatening, abusive, or profane language; verbal or physical altercations towards staff members, offenders, or visitors; or improper use or abuse of state property. Persons under the influence of alcohol or drugs will not be permitted to visit. If someone is with a person under the influence, they will also have to leave the premises. Offenders and visitors may not visit with other offenders or their visitors, unless it is an approved offender function. Visiting privileges will be suspended or revoked for disruptive behavior or violation of visiting rules.

During an emergency or disturbance, we may ask that all visitors leave the facility immediately

During contact visiting, visitors and offenders are limited to a brief embrace and kiss upon the beginning and end of the visit. Holding hands or any other physical contact will be cause for termination of the visit.

Offenders and their visitors are to remain in their assigned seating during their visit unless authorized by staff. All chairs will be spaced apart and may not be moved from their position. Neither offenders nor visitors can leave the visiting room then return except for approved restroom procedures or for an administrative need. Once a visitor has left the lobby area, he/she will be viewed as terminating their visit and will not be allowed to return until the next appropriate visiting period. Undue delay in leaving the offender visiting area after visiting has ended will lead to suspension or revocation of visiting privileges.

Pets are not permitted in the facility or to be left in vehicles on the facility grounds. No visitors or their guests are allowed to wait in the facility or parking lot for more than fifteen minutes before and after approved visiting times. There will be no loitering on the facility grounds, to include the lobby area or parking lot, waiting for visits to be completed. Visitor's "rides" will have to wait off facility grounds until the visit has been completed.

Will my visiting privileges be suspended if I break a rule?

Visitation privileges may be terminated at the discretion of the superintendent or designee for any length of time, including permanently, for violation or attempted violation of any state or federal law, any Policy and Procedure, Standard Operating Procedures, memoranda, or failure to follow staff instructions. Prior to termination of the visit, less severe alternatives may be attempted, if appropriate. This may include verbal warnings to the offender and/or visitor(s) of improper conduct which, if not discontinued, will result in the visit being terminated and may result in the visitor's visiting privileges being suspended.

In addition, for serious violations of rules, the Department may suspend your visiting privileges for a period of one year or less, indefinitely or permanently, depending on the severity of the rules violation. During this suspension you will not be allowed to visit any offender in the Alaska Department of Corrections. Because of the Department's need to maintain security and order of our institutions, we highly recommend that you carefully follow our rules and regulations so that you can continue to visit your loved ones and friends. Who can I call if I have additional questions?

Further Questions?

If you need a question answered or just clarification about the SCCC visiting hours or rules, contact the Visiting Sergeant at 907-224-8200.