

**Action Plan – Scott Tinsley at HMP Oakwood on 03/01/2016**

<b>No</b>	<b>Recommendation</b>	<b>Accepted/Not Accepted</b>	<b>Response</b>	<b>Target date for completion and function responsible</b>
1	The Director should ensure that, when a cell door is unlocked, staff satisfy themselves of the wellbeing of the prisoner and that there are no immediate issues that need attention.	Accepted	A Directors Order was issued to all staff in January 2016 reminding them that when a cell door is unlocked, staff must satisfy themselves of the wellbeing of the prisoner and ensure there are no immediate issues that require attention.	Director Completed