



**VAN ZANDT COUNTY SHERIFF'S OFFICE**  
**Steve Hendrix, Sheriff**  
 1220 West Dallas Street, Canton, TX 75103  
 Phone: 903.567.4133



**Visitation Plan to Re-Open**

The purpose of this plan is to facilitate inmate visitation with family according to established guidelines set by the Texas Commission on Jail Standards. Visiting will be conducted to accommodate the recommendations of the Health Department regarding the prevention of COVID-19 spread.

**On-Site Visitation (Sheriff's Office Visitation)**

Regular visitation will be weekly as follows, including holidays

<b>Male Inmates:</b> Sundays	9am - 11 am
Wednesday	7pm - 9pm
Thursdays	7pm - 9pm

<b>Female Inmates:</b> Saturdays	9am - 11 am
Tuesdays	7pm - 9pm

All visitation days will have a maximum capacity of (5) five seats. (Every other seat for social distancing)

Van Zandt County Jail does not allow contact visits.

**Off-Site Visitation (Video Visitation)**

7 days per week. A fee will be charged by the phone vendor.

Each inmate is allowed to fill out a visitation list at the time of book-in. the visitation list will consist of (6) Six names. All visitors 17 or older must be on the visitation list to visit with an inmate. This form will be turned into the Jail Administrators office for approval before visits will be allowed. Only the individuals listed on the visitation form will be allowed to visit. The only juveniles to visit will be the children of the inmate. They must be accompanied by an approved adult and will count as one of the (2) two visitors. An inmate will be allowed to add or change the names on their visitors list every 90 days. Each inmate is allowed (2) two (20) twenty minute visits per week. Any inmate on medical isolation or restriction are prohibited from in person visitation until cleared by medical and the Jail Administrator.

## **Dress Code**

Visitors are required to wear appropriate clothing while visiting on-site. Please dress in clothing that is appropriate for a gathering of men, women and children. Tops must cover the chest, mid-section and arms. Bottoms must cover the knees and free of holes and rips. Anything provocative, vulgar or revealing in nature will result in a denial of visitation. Jail staff will determine the appropriateness of clothing when questions arise.

## **Conduct**

All visitors must behave in an orderly manner. Adults are responsible for children's behavior. Visits may be terminated at any time when conduct puts the safety and security of the staff, inmates or facility operations at risk.

## **Items Allowed/ Prohibited**

The only items allowed into the visitation area are car keys. Nothing else can be carried inside the visitations area (purses, packages, sacks, books, food drinks, etc.) by a visitor. Anyone who brings any unauthorized item into the Jail or Sheriff's Office may be denied visitation.

A visit may be denied to any person if there is reason to believe the visit may not be in the interest of the security and welfare of the facility.

## **Approved Visitors**

All inmate visits will be limited to the following persons i.e.: Mother, Father (including Step Parents), brother, sister (Including Step Siblings), grandmother, grandfather, spouse(legal Spouse), child.

Anyone attempting to visit that has been incarcerated in Van Zandt County will be denied.

The only exception(s) will require prior approval from the Jail Administrator.

Visits will be on a first come- first serve basis. Once all visitation slots have been filled, all other visitors will be turned away. All visitors must fill out a visitation slip and provide a valid state issued ID prior to visiting anyone in the facility. The Jail Administrator must approve any other form of identification. All visitors must complete the visitation slip 45 minutes prior to the end of visitation. Weekdays (8:15 pm) Weekends (10:15)

No property will be accepted or released during visitation hours.

Any violation in dress code, conduct or other rules outlines could result in the visitor's permanent removal from a visitation list.

**Steps to be Taken to Ensure the Safety of the Public, Staff and Inmates of this Facility Include:**

- Visitors should postpone their visit if they have COVID-19 symptoms.
- Face covering are not required, but are encouraged.
- Visitors should expect to be screened for COVID-19, including temperature checks, and will be unable to enter the facility if they do not clear screening or decline screening.
- Hand Sanitizer will be available in the lobby area before entering the visitation area.
- Sanitizing the visitation areas and phones will be conducted after each visit
- Visitors will not be allowed to wait in the lobby area of the Sheriff's Office. Visitors may wait in front of the Sheriff's Office until their visitation time.
- We will encourage social distancing by utilizing (5) five out of our (9) nine visitation phones during each group.

## Recommended Visitation Scheduling

The (10) ten-minute break between each visitation group will allow for sanitizing.

### Weekdays 7p-9p

7:00pm

- 1.
2. X
- 3.
4. X
- 5.
6. X
- 7.
8. X
- 9.

8:00m

- 1.
2. X
- 3.
4. X
- 5.
6. X
- 7.
8. X
- 9.

7:30pm

- 1.
2. X
- 3.
4. X
- 5.
6. X
- 7.
8. X
- 9.

8:30pm

- 1.
2. X
- 3.
4. X
- 5.
6. X
- 7.
8. X
- 9.

The (10) ten-minute break between each visitation group will allow for sanitizing.

### Weekends 9a-11a

9:00 am

- 1.
2. X
- 3.
4. X
- 5.
6. X
- 7.
8. X
- 9.

10:00 am

- 1.
2. X
- 3.
4. X
- 5.
6. X
- 7.
8. X
- 9.

9:30 am

- 1.
2. X
- 3.
4. X
- 5.
6. X
- 7.
8. X
- 9.

10:30 am

- 1.
2. X
- 3.
4. X
- 5.
6. X
- 7.
8. X
- 9.