

# Extracts from the Rules of the House of Correction at Knutsford



**The original booklet of  
'Extracts from the Rules of the  
House of Correction at Knutsford'  
was pocket size, and issued to all members of  
staff at the Knutsford goal.**

**It has been copied and enlarged by the  
Museum of Policing in Cheshire  
As a aid to understanding the role of  
Prison staff in 1840.**

# MALE

## SIDE OF THE PRISON

The taskmaster shall be appointed by the gaol committee, subject to confirmation by the court of quarter sessions. he shall have the general charge of the furniture, bedding', and effects, in the different wards, for which the respective turnkeys shall be accountable to him. he shall receive and have charge of all stores, and of all articles manufactured or intended for manufacture, or for the employment of the prisoners, and shall assist the keeper in fixing the kind and quality of labour, and shall superintend the labour, he shall see that the provisions are served out in good order, and at the appointed hours, and that the prisoners are properly supplied with beds, blankets, and change of linen, and that the bedding and blankets are kept properly clean and aired. he shall keep receipt and issue accounts of all articles received into the prison showing by whom ordered, the price, and whether furnished by contract or otherwise, and how applied; and an account of the stock of unwrought materials, and of goods manufactured, and articles made, and of all tools and implements provided for the prison, and all other articles given to him in charge, and how disposed of; and an account of the employment of the prisoners, their daily task, and the manner in which it is executed, the number of days employed, and amount of earning's, and deliver such accounts to the Keeper whenever required, and produce them at each meeting' of the Gaol Committee, and at each General Quarter Sessions. He shall immediately report to the Keeper any misconduct of any Officer of the gaol, or any violation of the rules, or any extraordinary diligence, idleness, or misconduct of any prisoner, or any complaint made by a prisoner. He shall, under the Keeper, take charge of, and preserve order and regularity in the prison, and assist in the general management and discipline, and in the opening and locking-up, and preserving 'silence and order' during meals and otherwise; and, in the absence of the Keeper, he shall be in the Keeper's place, and fulfil all his duties, and possess his authority in the prison.

### *Further prescribed duties of the Taskmaster.*

He shall direct the ringing of the bell for unlocking, and shall not allow any Officer to unlock any ward until every Officer appointed for that ward is at his post; if any Officer be absent, he shall delay the unlocking' of that ward until an Officer from another ward is at liberty, and shall report the absentee to the Keeper. He shall take care that prisoners committed for unnatural offences, sleep in cells alone. He shall direct the ringing of the Bell for Meals, Work, Locking, &c., at their proper times, out, although that is a signal to cease labour, he shall not allow prisoners to be removed, or leave their places, until he has ascertained that the proper officers are ready to receive them. He shall take care that no prisoner be set on any work unconnected with the County, until he has entered the work in the proper book He shall not furnish any article to the Officers of the Prison, "without having the direction of the. Keeper, and shall report to the Keeper any inconvenience or difficulty arising in the observance of any Rules or Orders that he may receive. He shall enter in the General Order book any article he is soon likely to want, or of which his stock is getting too low, either in Clothing', Bedding, &c., or in such Provisions, &c., as are not under Contract, and shall take care and demand the remnants of all worn out articles, when new ones are required in their stead.

## SCHOOLMASTER.

The Schoolmaster shall be appointed and removed by the same authority as the Taskmaster. He shall devote three hours each day to the instruction of prisoners in reading and writing. viz., from nine o'clock to twelve o'clock in the forenoon, and shall use such books, and pursue such system of instruction, as the Chaplain shall from time to time direct. He shall carefully prevent communication betwixt the prisoners during instruction, and shall report any breach of the rules to the Keeper. He shall act as Clerk to the Chaplain in the performance of Divine Service, and shall, when not employed in the instruction of prisoner's, or in the performance of worship, assist in the general management and discipline of the gaol, according to the directions of the Keeper.

### *Further prescribed duties of the Clerk and Schoolmaster.*

He shall attend on the ringing of the second Bell in the Morning, and shall perform such duties as shall be allotted to him by the Keeper, for the purpose of preventing' communication, and enforcing silence', cleanliness, order, and conformity to the rules and discipline of the prison, during the time of unlocking, and until the prisoners go to their work. The Office, Lecture Room, School Room, and Chapel, shall be considered in his charge, and he shall be accountable for their general cleanliness, &c., for which purpose he shall be allowed necessary assistance of prisoners, to be appointed by the Keeper. He shall personally see that the Office he properly cleaned, and fire Lighted, before breakfast; and he shall not allow any prisoner to be in the Office alone. The Afternoon shall be employed in the Office, in such duties as are required in the Books, and in case of his necessary absence, he shall communicate with the Officer or Orderly, or the Taskmaster, one of whom shall remain in the Office during his absence, and at no time shall it be left open unattended by an Officer. He shall render assistance at locking' up in the same manner as unlocking, and shall take his meals at such times as the Keeper shall direct, and in all other respect obey his general Orders wherever he thinks the discipline &c. of tile establishment requires a change. The Utensils, Furniture, &c., of the Office, Lecture Room, School Room, and Chapel, shall be considered as under his care, and he shall enter in a Book called "The Requisite or General Order Book" any injury done to the Building, or any deficient, damaged, or worn out Articles, stating' the cause of such injury, damage, or deficiency; he shall bring such Book to the Keeper, who shall write opposite, an order for the necessary repair, &c., and state by whom it is to be attended to, He shall, until noon each week day, be constantly employed in instructing the juvenile prisoner's in Reading, &c., under the direction and superintendence of the Chaplain; he shall receive his scholars from their respective wards in the morning, and state the time when others will be required, at which time an Officer' shall take one Class away and replace it with another Class as often as necessary, but the Schoolmaster shall not allow the scholars to leave his presence without an Officer; he shall take scholars to their respective wards five minutes before the time of ringing' the Bell for meals.

## TURKEYS, AND SUBORDINATE OFFICERS.

They shall be appointed and removed by the same authority as the Taskmaster and Schoolmaster. The particular station and duty of each shall be allotted by the Keeper, and entered in his journal. They shall have in charge every article of furniture, bedding', blankets, and other effects, in their respective wards, for which they shall be accountable to the Keeper and to the Taskmaster. They shall examine the state of the cells, locks, bolts, bedding, &c., in their respective parts of the

prison, as soon as the prisoners shall have left their cells in the morning, and see that the cells, work rooms, day rooms, staircases, and passages under their care, are swept and cleaned each morning, and the beds rolled up, and that the doors and Windows of the night cells are kept open during the day, and that the bedding is frequently aired and beaten, and shall generally attend to the cleanliness of every part under their care, and to the maintenance of decency and good order; and after the cells and passages are cleaned, they shall lock the doors of the gates or passages, so as to prevent any prisoner going to his night cell during the day, without the order of the Keeper. They shall enforce the strictest silence amongst the convicted prisoners, and prevent all communication by signs or otherwise, and shall not converse with any prisoner. They shall give immediate notice to the Keeper, of any prisoner who may complain of sickness, or appear to be ill. They shall not assault or strike any prisoner, except in self-defence, nor treat any prisoner with harshness or ill language, and they shall attend Divine Service with the prisoners, unless engaged in some duty elsewhere, by order of the Keeper. They shall be provided with books, in which shall be inserted the particular duties they may have to perform, as from time to time directed by the Visiting' Justices or Keeper; and they shall have such books with them when on duty,

and they shall enter therein any circumstance, together with the date of its Occurrence relating to the prisoners' conduct or otherwise, which they may be required to report to the Keeper; and such books shall be laid before the Visiting Justices at their Ordinary Meetings; and they shall not have with them, 'When on duty, any book, newspaper', or' other paper for reading. The Watchman shall perambulate the prison during such hours, and in such manner as the Keeper shall from time to time direct, and shall, each morning, make a report to the Keeper of the state of the gaol during his watch. The Taskmaster, Schoolmaster, Turnkeys, and Subordinate Officers shall discharge all such duties as shall be ordered by the Keeper. They shall not receive any fee or gratuity from any prisoner, or from any fiend of any prisoner or from any person who has been a prisoner, or from any friend of any such person, or from any visitor of the prison.

*Further prescribed duties of the Turnkeys.*

They shall be at their posts ready for the ringing of the second bell, but shall not proceed with their duty until the Taskmaster gives the order, and has seen every Officer at his post; they shall consider themselves on duty from the time of unlocking in the morning until locking at night, and shall absent themselves at such times only as the Keeper shall sanction for their meals; the Roll shall be called each meal, and both Turnkeys of each Ward shall be present; it shall be called by one Turnkey, and the other shall see that each prisoner answers to his number. They shall not allow the prisoners belonging to their' respective wards to be absent without an Officer, but shall remain upon duty until relieved by another Officer. The senior Officer of' each ward shall daily inspect the state of the Cells, Bedding, &c, of his ward, and have the charge of all necessary Clothing, 'whether belonging to the County or prisoners, which duty he shall perform when not engaged with the prisoners under his care and the junior officers of each ward

shall act as Orderly, when not so employed, and remain in the Office ready for any necessary employment. They shall consider the ringing of the bell as notice to them to repair to their proper posts, whether for locking, unlocking', going to or returning' from labour, but shall not allow a prisoner to leave his place until the Taskmaster's signal has passed that every Officer is at his post. The Turnkeys acting as Orderlies, shall, five minutes before the bell is rung for meals, inspect the

Privies in their respective wards and all Officers, when they come off duty, shall do the same, in order to prevent improper waste of Working Materials, Books, &c. They shall be responsible for the general cleanliness of their respective wards, and shall enter in the General Order Book any injury done to their respective dwellings, or wards, and all articles worn out, stating the cause of all injury or damage, whether wilful or accidental. They shall, on every Saturday, inspect every prisoner and examine the whole of his Clothing, and exchange such as are out of repair; reporting all prisoners whose Clothing appears injured by unfair means, or without fair wear. they shall, on every Saturday, see that the legs and feet of all prisoners are properly washed and that all whose period of imprisonment exceed three cal. months, be once properly cleansed in the Bath., in each succeeding three months. They shall diligently search all prisoners when brought down to be discharged, to see that they convey no Letters or other Articles from the prisoners. In Case of any prisoner being turbulent, or resisting' the Authority of an Officer he may be immediately removed into a refractory Cell, and notice forthwith sent to the Keeper.

*Further prescribed duties of the Porter.*

He shall receive the Key of the Front Door after the ringing' of the first Bell, and let such Officers into the Prison as reside outside the walls, and remain on duty until ten o'clock at night, when he shall return the Key to the Keeper. He shall not entrust the Key to the watchman, or part with it except to an Officer appointed by the Keeper to relieve him, half an hour before the Gaol is locked up for two nights in each week. He shall receive every prisoner brought into the Prison, and endorse every commitment with his name, and the Date of the prisoners receipt, He shall search every male prisoner on his admission, and shall not give any Constable a receipt for any prisoner, until he has so searched him and delivered the prisoner to the Bathman and enquired in his presence, if the prisoner has been Properly victualled for the Day. He shall read the Rules of the Prison headed Punishments, to each prisoner brought in, and shall take into his possession all money, or other articles found on the prisoner, and shall enter a list of such articles in a book to be produced at any tune when called for, and deliver the articles up on the discharge of each prisoner. He shall receive all articles from Tradesmen, supplying' necessaries either for the use of the Gaol or the Officers and shall use diligence to inform the Officers that the articles are remaining at the Lodge for them, in order that they may fetch them away; but he shall not allow any person to pass the second Gate of the Prison unaccompanied by an Officer. Whenever in consequence of any visiting order or anything being brought to the Prison, the presence of another Officer is required, he shall ring the bell of the matron or male officers once; the Officer acting as orderly, shall attend at the Lodge and receive the necessary message or Instruction from him; but on the Keeper or Matron being wanted, he shall ring' the Bell of the Male or Female Side twice instead of Once. As all Officers ,Male or Female, are considered on Duty from the opening of the Gaol until the closing at night the porter shall in all cases of persons residing within a mile of the Prison, enquiring to see them, inform such persons that the Officer is on Duty and cannot be seen during Gaol hours. He shall receive all Letters or Parcels brought to the Lodge for prisoners &c., but he shall not receive any prisoners parcels unless properly ticketed and directed, in which case he shall receive them, and hand them over to the proper Turnkeys. He shall take charge of all victuals brought in by prisoners on their entrance, and deliver them up in like manner, He shall, a week before each sessions, give the Keeper an Inventory of all Property in his possession belonging to prisoners for Trial, or to the County, whether Fixtures or moveable's"

*Further prescribed duties of the Watchman.*

He shall perambulate the Yard from nine o'clock in the evening, until the prisoners are unlocked in the morning, and shall pull the check string of each Check Clock every half hour, and shall see that his performance of that Duty is accurately recorded by the Taskmaster, or other Officer appointed for that purpose, each morning, before he leaves the Prison. He shall not leave the Prison in a morning until he has the sanction of the Keeper or Taskmaster.

## P R I S O N E R S C L E A N L I N E S S .

Each convicted prisoner, on being brought into the prison, shall be put into a Bath and thoroughly cleansed, under the superintendence of a Turnkey, before being passed to the proper ward. Prisoners, before trial, shall be bathed only when absolutely necessary for health and cleanliness; but no prisoner shall be stripped and bathed in the presence of any other prisoner, and the clothes shall be fumigated and put in a store-room until the prisoner's discharge, when they shall be returned, except the clothes of Misdemeanants, which shall be returned to them after being stoved, An adequate supply of Soap, Towels, and Combs, shall be furnished to the prisoners, and they shall have their hands and faces clean washed, and their persons neat and clean before breakfast, and shall appear before the Turnkeys of their respective wards for inspection before going' to work, and on every Saturday the feet of each prisoner shall be properly washed and cleaned, The hair of convicted prisoners shall be cut as short as the Keeper may at any time think necessary for cleanliness or health. The hair of prisoners, before trial, shall be cut only when absolutely necessary for health and cleanliness.

## D I S C I P L I N E .

All prisoners shall present themselves when the cells are opened in the morning and shut in the evening and shall also present themselves and answer to their names or numbers, in their respective yards, at the ringing of the Bell in the evening, previous to being passed to their cells. Upon leaving their cells to go to work, or Chapel, or any other part of the prison, they shall be attended by a Turnkey, and march in single file, at not less than two paces apart. Convicted prisoners shall not, on any occasion, or under any pretence, speak to or hold any communication with each other by signs or otherwise, without the special leave of the Keeper. They shall not abuse or ill-treat any Officer of the prison, nor each other, nor any visitor, nor shall any gambling', quarrelling, or other disorderly or immoral conduct be allowed; but the prisoners shall be required to conduct themselves peaceably and respectfully, and with as little noise as may be, and to obey all the lawful orders of the Officers. They shall not wilfully spit on, or otherwise damage, disfigure, or soil the doors, floors, walls or other parts of the prison, or the clothing or bedding or other things, or pull down or disfigure the prison rules, or sell or dispose of any victuals, or part with any clothes. All prisoners (except those confined in refractory cells, or prevented by sickness) shall be allowed to take exercise in the yards for the space of one hour each day, at such time or times as the Keeper shall appoint, (unless prevented by the weather) during which time they shall be superintended by a Turnkey, who shall cause them to march in single file, at not less than three paces apart. All prisoners, not prevented by sickness, or other sufficient cause, to be inserted in the Keeper's Journal shall attend Prayers and Divine Service whenever performed in the prison, by the Chaplain or his substitute.

## D I E T .

All prisoners confined in the prison, except untried prisoners, refusing- to work, and untried prisoners providing themselves, shall be provided with tile following diet at the cost or the County, but which shall be varied for any prisoner· by order of the Surgeon, if deemed necessary, or proper for health :-

For Breakfast,-Two ounces Meal, made into a Quart of Gruel, and half-a-pound of Bread, and the same for supper.

For Dinner, on Sundays and Wednesdays half a pound of uncooked Beef, with Two pounds of uncooked Potatoes, will a sufficiency of salt; except prisoners, whose period of confinement does not exceed six Cal. months, who will be provided with a Dinner similar to that on Tuesdays, Fridays, and Saturdays

For Dinner, on Mondays and Thursdays, - A Quart of the Broth made on the preceding days, with a Gill of Boiled Peas added, and properly seasoned.

For Dinner, on Tuesday, Fridays, and Saturdays. Two pounds of Potatoes, with Salt. The Keeper shall have power to substitute Rice for Potatoes when he may think it advisable, in the months of May, June, July, and August.

An Officer, with one or more prisoners, appointed by the Keeper, shall cook all food and provisions provided for the prison, and clean all articles used in the cooking or eating, and also the cookhouse and storerooms, and assist in serving out the food to the prisoners, in such manner as the Keeper shall direct; and no person so employed shall pilfer or wilfully, or negligently waste, damage, spoil, or destroy any articles of food, nor designedly serve out the same in a partial or unequal manner; prisoners, before trial, who shall not receive any allowance from the County, may, at seasonable hours in the day-time, send for any cooked food, bedding, clothing, or other necessaries, provided that every such prisoner; shall be able, and shall engage to provide himself for all entire week at a time, but no such prisoner shall be at liberty to provide himself during one or more days short of a week, and receive the prison allowance during the remainder ; un tried prisoners refusing to work and not providing themselves, shall be allowed the diet before mentioned, with the exceptions of the dinners provided for Sunday, Wednesday, and Friday. There shall be allowed for meal times as follows :-For Breakfast, half an hour, between half-past seven and nine o'clock; for Dinner, an hour, between half-past eleven and half-past one o'clock; and for Supper, half an hour, between half-past three o'clock and seven o'clock, according to the season of the year and the directions of the Keeper; and each prisoner, except those in the Hospital, shall eat his meal separately from the others, as much as the arrangements of the prison 'will allow.

## C L O T H I N G

The following Wearing Apparel shall be provided for prisoners, at the cost of the County:-

|                    |                |
|--------------------|----------------|
| 1 Jacket.          | 1. Waistcoat.  |
| 1 Pair of Trousers | 2. Shirts.     |
| 1 Pair of Cloggs   | 1 Woollen Cap. |

The dress of prisoners summarily convicted, or of convicted misdemeanants, shall be of plain woollen cloth, and the dress of convicted felons shall be of party coloured woollen cloth, of such



colours as the Keeper, with the approbation of the Gaol Committee, shall direct; but no prisoner shall, before trial, be compelled to wear a prison dress, unless his own clothes be deemed insufficient, or improper, or necessary to be preserved for the purpose of justice, in which case the prison dress, for the untried, shall be plain and different from that worn by convicted Prisoners

## **L O D G I N G**

The Cells, Rooms, anti-Wards, shall be opened in the morning at six o'clock, and shut in the evening at seven o'clock, from the twenty-first day of March to the twelfth day of September; and shall be opened at daybreak and closed at dusk in the evening, all the rest of the year; and a bell shall be rung at the opening and shutting. Each prisoner shall, as far as possible, be confined in a separate cell, but if there shall be more prisoners than cells, then they shall be so arranged, that either one or three prisoners shall occupy a cell, and no prisoner shall be allowed a 'light' in his cell, except by order of a visiting Justice. Each prisoner shall be provided with a bedstead, straw mattress, two blankets, and a coverlid, and if sick, with sheets and a pillow in addition, and the whole shall be properly cleansed and washed, and the straw changed when necessary.

## **L A B O U R**

The Labour in the prison shall consist of weaving, wool-picking, and such other work as the Keeper shall from time to time be able to procure, and of the tread wheel, and if the work shall be of such a nature as to require previous instruction, the Keeper shall provide a proper person to teach it. Every prisoner receiving the full allowance of diet in the prison, shall be employed at such work, and for such time as the Keeper shall, from time to time, direct, not exceeding ten hours in every day, exclusive of the time allowed for meals, except on Sundays, Christmas-day, and Good Friday, and on days appointed by public authority for fasting or thanksgiving. No untried prisoner shall be compelled to work against his own consent, and no un-convicted prisoner shall, under any pretence be employed on the tread wheel, either with or without his consent. No prisoner shall be employed as Turnkey, Wardsman, Yardsman, Overseer, Monitor, or Schoolmaster, or in the discipline of the prison, or in the service of any officer, or in the service of instruction of any other prisoner, The prisoners who may be acquitted, or against whom there shall be no prosecution, shall receive, on their discharge from prison, such money in consideration of any work done by them as the Visiting Magistrate may think proper.

## **V I S I T I N G T H E P R I S O N E R S , A N D T H E P R I S O N .**

Prisoners for trial may be visited by their friends and relations, from ten to twelve, and from two to four o'clock, on any day (except Sunday) during the fortnight before the Sessions, and by their attorneys on any day between the same hours; but an officer of the prison shall be present at all interviews though out of hearing at interviews betwixt prisoners and their

Attorneys. No person shall be permitted to visit a convicted prisoner until he shall have been three months confined after such conviction, nor oftener than once in each succeeding three months, unless by a written order from a Visiting Justice to whom the visitor is personally known, on any special emergency. The time for visiting convicted prisoners shall be the first Monday in each month, from ten to twelve, o'clock, and from one to three o'clock, and an Officer of the prison shall be present at all interviews betwixt convicted prisoners and their visitors, but no person shall be permitted to visit any prisoner in a refractory cell or in solitary confinement, without an order from a Visiting Justice to whom the Visitor is personally known. No attorney shall be permitted to visit

prisoners indiscriminately, in order to seek employment; but when any prisoner requires legal aid, he shall acquaint the Keeper, who shall send for such known certificated attorney or his clerk; as the prisoner shall name. Any prisoner, in the Hospital, Who may be dangerously ill, may, at the discretion of the Surgeon or Chaplain, be visited by his friends; and any prisoner in the Hospital, who is of a religious persuasion differing from the Established Church, and who may apply for the spiritual assistance of a minister of his own faith, shall be allowed to have such assistance whenever he may think proper, and the Keeper shall, in all cases, attend to and forward such application to such minister. And at the special request of any prisoner, of a religion different from the Established

Church, made to a visiting Justice, a minister of such prisoner's religion shall be admitted to see such prisoner, at any reasonable hour in the day, except during 'Divine Service', or when the prisoner is at work.

Any person, producing the order of a Visiting Justice, shall be permitted to visit and inspect the prison, on any day except Sunday, Christmas day, and Good Friday, but abstain from conversation with the prisoners. If the Keeper know any cause why any visitor should not see a prisoner, he shall prevent an interview until he obtain the order of a Visiting Justice, to whom he shall apply without delay, No order of a Magistrate for visiting prisoner's shall be in force more than two days after the day on which it is dated, or authorize the visiting of Prisoners, on a Sunday, Christmas day, or Good Friday, except ill cases of extreme necessity, to be specified in the order. The Gaol Committee and Visiting Justices shall visit the Prison whenever they think fit, and enter such observations respecting the state of the Prison and the management thereof as they may think proper, in a book to be provided for that purpose, to be called the Visitors Book. The Gaol Committee shall report to each Quarter Sessions, on the state of the prison and its management.

## P U N I S H M E N T S .

The Keeper has power to hear all complaints as to disobedience of the rules of the prison: assaults by one prisoner upon another, when no dangerous wound or bruise is given; profane cursing or swearing any indecent behaviour; any irreverent behaviour in Chapel; absence from Chapel without leave; and idleness or negligence in work, or wilful mismanagement of it; and to punish the offender by close confinement in the refractory or solitary cells and by keeping him on bread and Water only for any term not exceeding three days, and may, in cases of urgent necessity, put any refractory prisoner in irons, but no prisoner shall be kept in irons for more than 24 hours, without an order, in Writing, from a Visiting Justice, If any criminal prisoner shall be guilty of any repeated offence against the rules of the prison, or of any greater offence than before specified, the Keeper shall forthwith report the same to a Visiting Justice, who has power to order the offender to be punished by close confinement, for any term not exceeding one month, or by personal correction, in the case of prisoners Convicted of Felony, or sentenced to hard labour; persons attempting to introduce into the prison any letters, tobacco, or other article's, not allowed by the Rules, may be fined. £5, and committed for one month to hard labour, in case of non-payment; and persons assisting prisoners to escape, or in attempting to escape, are liable to be transported.

## G E N E R A L R U L E S .

No Prisoner shall be received in the prison before eight o'clock in the morning, or after nine o'clock at night, "without the express direction in writing of a Magistrate, nor during Divine Service in the

prison on Sunday, Good Friday, or Christmas day. no relatives or friends of prisoners shall be allowed to sleep in the prison. In case any insane prisoners shall be received, or any prisoners become insane during their imprisonment, they shall be removed as soon as may be, as the law directs, The Keeper shall report the case of any prisoner who shall be brought into the prison in a state of intoxication, and also the name of the constable who shall have brought such prisoner. If any prisoner has any complaint, request, or communication to made to a Magistrate, the Keeper shall inform such Magistrate with the least possible delay, and if any prisoner shall wish to send any petition to any public authority, he shall he furnished with pen, ink, and paper, and the Visiting Justices shall forward the petition with such remarks as they may think fit. No letter shall be sent or received by any prisoner without previous inspection by the Keeper, and no convicted prisoner shall be allowed to send or receive a letter oftener than once in three months, without the special permission of the Keeper. Prisoners, whose term of imprisonment expires on a Sunday, shall be discharged on the Saturday preceding, but no prisoner shall be discharged if labouring under any acute or dangerous distemper, until in the opinion of the Surgeon; such discharge is safe, unless such prisoner shall require to be discharged. No tap shall he kept in the prison, and no prisoner shall be allowed to have any wine, ale, beer, porter, or other fermented liquor, or any tobacco, unless ordered by the Surgeon. Sick prisoners requiring the attendance of the Surgeon shall report themselves to their respective Turnkeys. All money, food, or other articles, introduced clandestinely into the prison, and all clothing or other articles sold, exchanged, or bartered, shall be forfeited, and either destroyed by the Keeper, or applied by him to the general purposes of the prison. No books, newspapers, or pamphlets, shall be. admitted into the prison, except such as the Chaplain and Visiting Justices shall deem proper, and the Keeper shall keep a catalogue of all books and printed papers allowed to be admitted into the prison, No pig's, fowls, or dogs shall be kept within the prison walls, except dogs for security. No gaming shall he permitted in the prison and the Keeper, shall seize and destroy all dice, cards, or other instruments of gaming. Such prisoners as shall from time to time be appointed by the Keeper, shall sweep and clean the cells, workrooms, dayrooms, staircases, and passages, each morning, and roll up the beds, and frequently air and beat the bedding, and generally attend to the cleanliness of every part under their care. The walls and ceilings of the wards, cells, rooms, and passages, shall be scraped and lime-washed at least twice in the year, and the day-rooms, workrooms, passages, and sleeping cells, shall be washed once a week, or oftener if requisite. No Officer of the prison, or any person in trust for or employed by him, shall sell or have any benefit or advantage from the sale of any article to any prisoner, or directly or indirectly have any interest in any contract or agreement for the supply of the prison, or let or have any benefit or advantage from the loan or letting of any article, or any dealing whatsoever, to or with any prisoner, No money, food, perquisite, or gratuity of any kind, under the name of garnish, or under any name or pretence whatsoever, shall be taken or received from any prisoner, or from any person on his account, on entrance into the prison, or at any other time; and no Officer shall be allowed any wages or profit, in money or otherwise, in respect of the work performed by any prisoner. All Officers shall sleep and have their meals in the prison, except the watchman and such others as in consequence of any increase in the number, cannot be so accommodated, to be selected by the Keeper, and approved by the Gaol Committee. No Officer (except the Keeper) shall be visited by any person residing within a mile of the prison, during prison hours, and no visitor of the Taskmaster, Schoolmaster, Turnkey, or other Subordinate Officer, shall be allowed to sleep within the prison, for more than one night; the Taskmaster, Schoolmaster, Turnkeys, and Subordinate Officers, shall not absent themselves from the prison without the consent of the Keeper, to be entered in his Journal; and during prison hours they shall take their meals at such stated periods as the Keeper may think most convenient for the due observance of the discipline of the prison; and no

Officer of the prison shall take upon himself to overlook a breach of discipline, or fail to report it to the Keeper. Any three or more of the Visiting Magistrates may, at any time, suspend the operation of any of these rules until the next ensuing Quarter Sessions, or for a shorter period, if it shall seem expedient, so far as such suspension is not inconsistent with the provisions of the Act of Parliament; every such suspension be entered from time to time in the Visiting Magistrates Journal, and mentioned in their Quarterly report to the Sessions. The several Rules hereinbefore contained, under the heads Cleanliness, Discipline, Diet, Labour, Visiting, Punishments, and General Rules, shall be printed, and posted up in every cell in the prison. The foregoing Rules shall apply to each class of prisoners.

*Further prescribed General Rules.*

All the Officers shall enforce the General Rules and Discipline of the establishment. They shall perform such Duties as may, from time to time, be required of them by the Keeper, for the purpose of preventing communication, enforcing silence, diligence cleanliness, order, and conformity to the Rules and Discipline of the Prison, in all respects. They shall particularly observe that not more than one prisoner goes into the yard or privies at a time. They shall enforce their orders mildly, but with firmness. They shall not be familiar with any prisoner, or converse unnecessarily with them, but treat them as persons under their authority and control, and not as companions or associates. No Officer shall be the bearer of any article, letter, message, or other communication between the prisoners and any of their friends, unless authorised by the Keeper. Each Officer shall give to the Taskmaster an account, each night, of any articles that may be wanted for the necessary labour or employment of prisoners during the following day. No officer shall send a prisoner out of his yard, on any errand, unaccompanied by an Officer. No Officer, shall take any of his Keys outside the Prison, or entrust them to a prisoner, or have leave of absence, or, be allowed visitors in the Gaol, at any time when the Keeper is absent. No Officer shall take visitors though the Gaol, without an order from a Magistrate or permission from the Keeper, or allow Male visitors through the Female wards, except expressly authorized. Each Officer shall a week before each Sessions, deliver to the Keeper an inventory of all Property in his possession, belonging to the County whe fixtures or moveables, The Taskmaster, Schoolmaster, and a Turnkey from each ward, shall attend Prayers with the Male prisoners, every morning, and two Female Officers shall accompany the Females, when the different meals are ready to be served up the Master Cook shall toll the large bell, as a signal for the Officer off Duty to attend and see the Meals properly placed in their respective yards, and that a proper allowance be given to each prisoner. All Officers residing out of the Prison, shall take their meals at the same hours as the prisoners, and shall return to the Prison five minutes previous to the ringing of the bell for work, and no Officer, whether residing in or out of the prison, shall absent himself, on account of meals, betwixt dinner and the locking up of the Prison. There shall be kept in each yard, and in such form as shall be directed by the Keeper, a Book, containing the name and number of each prisoner, the date when he visited, and the date when he or she wrote or received a letter; every letter sent by a prisoner shall be regularly entered in the Book, and marked with the initials of the Turnkey entering; it, previous to its being forwarded to the Keeper for his inspection; and every letter received shall be, in like manner, entered before being delivered to the prisoner. Every Officer of the Prison shall be responsible for the conduct of every member of his or her family, and of all persons visiting them in the Prison, and no part of the family of any Officer, nor any such visitor shall be permitted to go into any of the Wards or prisoners' Yards, and no Officer or other person shall show visitors round the Prison without permission from the Keeper.

**F E M A L E**  
**S I D E O F T H E P R I S O N**

**MATRON.**

The Matron shall be appointed and removed by the same authority as the Taskmaster, and shall reside in the Prison. She shall possess all the authorities and, fulfil all the duties within the female department of the prison that are hereinbefore assigned to the keeper and Taskmaster, as far as the same are applicable to the females; but she shall be subject to the control, superintendence; and directions of the Keeper, whom she shall consult as often as occasion requires; and she shall report to him, and to the Gaol Committee, all cases of breach of discipline in all persons under her authority. She shall superintend and direct the washing of all articles belonging' to the prison, the work of the female prisoners, and the prisoners' instruction in reading and writing, under the directions of the Chaplain. She shall preserve silence amongst the convicted prisoners, and report, daily, to the Keeper, any remarkable occurrence in her department of the prison. She shall occupy the whole of the time from opening the cells in the morning, to locking them up in the evening, (the necessary time for cooking her meals excepted,) in attendance on the prisoners, and shall not devote any part of such time to her, own domestic affairs. She shall not absent herself from the prison without the consent of the Keeper, to be entered in his Journal.

*Further prescribed duties of the Matron.*

She shall furnish the Keeper with a Weekly Return, containing' the name of all females employed in the wash-house, or as nurse, or in cleaning; she shall not permit females committed as prostitutes, or keepers or houses of ill fame, or who have been previously convicted of such offences, to be employed in any of the above duties.

**T U R N K E Y S , A N D S U B O R D I N A T E O F F I C E R S**

They shall be appointed and removed by the same authority as the Matron, and shall reside in the Prison. They shall be immediately under the control of the Matron, but shall be subject to the orders and directions of the Keeper. They shall possess all the authority, and perform all the duties within the Female department of the Gaol, that they are hereinbefore assigned to Turnkeys and Subordinate Officer's in the Male department, and shall assist in teaching the prisoners, and in superintending the work, as the Matron shall direct. They shall occupy the whole of the time, from opening the cells in the morning to locking them up in the evening, (the, necessary time for cooking their meals excepted) in attendance on the prisoners, and shall not devote any part of such time to their own domestic affairs. They shall report all cases of breach of discipline to the Matron, and also to the Keeper, and shall not absent themselves from the Prison, without the consent of the Keeper, to be entered in his Journal.

**C L O T H I N G**

The following wearing Apparel shall be provided for prisoners, at the cost of the County: - .

|                   |                         |
|-------------------|-------------------------|
| A cotton Cap.     | Two woollen Petticoats. |
| A cotton Bedgown. | Two Cotton Chemises.    |
| 1 pair of Clogs   |                         |

The dress of prisoner's summarily convicted, or of convicted misdemeanants, shall be plain, and the dress of convicted felons shall be party Coloured, of such colours as the Keeper, with the approbation of the Gaol Committee, shall direct; but no prisoner shall, before trial, be compelled to wear a Prison dress unless her own clothes be deemed insufficient, or improper, or necessary to be preserved for the purpose of justice in which case the prison dress, for the untried shall be plain, and different from that worn by convicted prisoners.

## L A B O U R

The Labour shall consist of the washing of articles belonging to the prison; of making and repairing articles of prison dress, and such other work as shall, from time to time, be provided by the Keeper, but prisoners shall not be employed in manufacturing; or working- any article until it has passed through the hands of the Taskmaster, that it may be properly accounted for; and no female prisoner shall be employed on the Tread Wheel.

## G E N E R A L R U L E S

The Diet shall he the same as hereinbefore stated with respect to male prisoners, and an allowance of one pint of new milk, per day, shall be made for each child brought into the prison with the mother, but no child whose age exceeds twelve months shall be received with the mother. The children shall from time to time, be under the care of one prisoner, during the hours of employment of the mothers. The classification shall be the same as hereinbefore set forth for male prisoners. The wards, cells, and yards, shall he locked and unlocked by the female Turnkeys, and by keys in the custody of the Matron, and secured by locks different from those securing the wards, cells, and yards of the male prisoners The several Rules hereinbefore contained, under the heading, Cleanliness, Discipline, Lodging, Labour, Visiting, Punishments, and General Rules, shall be observed and be in full force, on the female side, as far as the same are Applicable to females, and shall be strictly observed by every Officer and every prisoner on the female side of the prison.

TRAFFORD TRAFFORD, CHAIRMAN.

*Chester Castle, 30<sup>th</sup> Dec, 1839.*