



Factsheet: Conditions of Entry and Security Screening

Conditions of Entry

- All persons entering via a public entrance are subject to security screening.
- Persons may be required to state their name and state the purpose of their visit.
- All visitors must follow the reasonable directions given by Authorised Officers, Security or Sheriff Officers. Failure to comply with reasonable directions may result in a person being asked to leave the premises, a fine or arrest.
- No animals are allowed on the premises except for companion animals authorised under the *Domestic Animals Act 2000 (ACT)*.
- No photography, video or sound recording is permitted by visitors within the Courts precinct without permission.
- Briefcases, bags, boxes and parcels must not be left unattended at any time.
- Surveillance cameras are in constant use throughout the buildings.
- Smoking, alcohol, illegal drugs and the wearing of helmets is not permitted.
- Potentially dangerous items are not permitted to be brought into a building, including glass bottles or containers.

Personal and Baggage Screening

Screening is undertaken each time a person enters a public entrance to a building. If a dangerous item is detected during the course of security screening, the owner of that item, or the person carrying it, will be asked to either:

- Surrender the item to a Court Security Officer for the duration of their stay on the premises; or
- Be asked to leave the premises.

Persons are required to lift their own items on and off the x-ray machine. Items surrendered at screening and not collected within 7 days will be disposed of in accordance with the ACT Uncollected Goods Act 1996. Persons may be asked to remove bulky items of clothing for security scanning, such as coats, hats and shoes.

Screening may be modified to cater for people with special needs as described below.

- **People with pacemakers and similar medical devices**
Any person who has a defibrillator or a pacemaker medically implanted is not required to proceed through the screening machine. Persons are scanned by security with a hand held wand whilst the person places their hand firmly over the site of the pacemaker.
- **Pregnant women**
Pregnant women are required to comply with entry screening with the exception of hand held wand devices which may be dangerous to pregnant women.
- **Wheelchairs and mobility transport devices**
People entering a building in wheelchairs or other mobility devices who are unable to proceed through the screening machine on foot will be subject to manual screening and inspection using a hand held wand.
- **Child conveyances**
Child conveyances such as strollers, prams, backpacks and portable car restraints will be screened through the x-ray machine or subject to manual screening if they are unable to fit.
- **Assistance animals**
Assistance animals are subject to manual screening.

Delays when entering the ACT Law Courts

In the event of a breakdown or failure of any part of the security screening system, a manual screening process may be undertaken. Priority screening may be provided to Legal Practitioners and Court staff who present appropriate identification at the security screening point.

Further Information, Feedback and Complaints

Part 5 of the *Courts Procedures Act 2004 (ACT)* outlines the powers of Security and Sheriff Officers within the ACT Law Courts or Tribunal precinct. Feedback and Complaints should be made in writing and left at the Enquiry Counter or emailed to Courts.Feedback@courts.act.gov.au with your contact details.

Approved by

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