

# PRISON SERVICE JOURNAL

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## About the Prison Service Journal

### Purpose

The Prison Service Journal (PSJ) is a peer reviewed journal published by, but editorially independent from, HM Prison and Probation Service of England and Wales.

The purpose of the PSJ is to provide a platform for exchanging knowledge on issues relating to the Prison Service. Its scope includes imprisonment, the wider criminal justice systems, and other related fields. It aims to present good quality, evidence-informed, and practice-focused publications to encourage discussion and debate on topics at the forefront of research, policy, and practice.

### Aims

1. Publish good quality and evidence-informed research and discussion related to the experiences of and impacts on people who live and work in, or are more broadly affected by, prison services and the wider criminal justice system in the UK and internationally.
2. Promote and enable evidence-informed practice, reflective practice, and discussion by those working in criminal justice by acting as an intersection between research, practice, and policy, and sharing diverse but reliable and critically considered research and debate.
3. Present content in a way that is accessible, relevant, and interesting to the public, people detained in prison or on probation, practitioners, policy makers, researchers, government officials, and others.
4. Contribute to the development of a capable workforce and leadership delivering the very best evidence-informed practice, to an informed prison population, and to enrich scholarship on imprisonment and related matters, to strengthen conversation between evidence, policy, and practice.

### Values

1. **Good quality:** The PSJ aims to ensure that all content published is of good quality, reliable, has been critically considered, and is evidence-informed.

2. **Independent:** All content published in the PSJ is peer reviewed. We also aim to ensure that all content is reflexive, and non-party political.
3. **Practice-focused:** The PSJ aims to publish content that is focused on practice delivery and considers this in relation to applicability, pragmatism, and relevance to the prison service and wider criminal justice system in the UK and internationally.
4. **Inclusive:** The PSJ works to uphold the principles of inclusivity by seeking to publish content that reflects its multidisciplinary and diverse readership. It also works to ensure that content is as accessible as possible for readers.

## Editorial Board

### Editors

|                            |                                                |
|----------------------------|------------------------------------------------|
| Flora Fitzalan Howard, PhD | KTA Research and Consulting, UK                |
| Rachel Gibson, PhD         | His Majesty's Prison and Probation Service, UK |
| Marcia Morgan, PhD         | His Majesty's Prison and Probation Service, UK |

### Book reviews editor

|                  |                            |
|------------------|----------------------------|
| Sacha Darke, PhD | Westminster University, UK |
|------------------|----------------------------|

### Social media editor

|                 |                                                |
|-----------------|------------------------------------------------|
| Keely Wilkinson | His Majesty's Prison and Probation Service, UK |
|-----------------|------------------------------------------------|

### Editorial board

|                     |                                                |
|---------------------|------------------------------------------------|
| Elizabeth Allen     | His Majesty's Prison and Probation Service, UK |
| Julia Anderson, PhD | Ministry of Justice, UK                        |
| Ruth Armstrong, PhD | Justice Matters, UK                            |
| Jamie Bennett, PhD  | His Majesty's Prison and Probation Service, UK |
| Alyson Brown, PhD   | Edge Hill University, UK                       |
| Munazzah Choudhary  | Ministry of Justice, UK                        |
| Richard Garside     | Centre for Crime and Justice Studies, UK       |
| Kate Gooch, PhD     | Bath University, UK                            |
| Karen Harrison, PhD | Lincoln University, UK                         |

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|----------------------|------------------------------------------------|
| Susie Hulley, PhD    | Cambridge, University, UK                      |
| Alice levins, PhD    | Liverpool University, UK                       |
| Helen Johnston, PhD  | Hull University, UK                            |
| Martin Kettle        | His Majesty's Inspectorate of Prisons, UK      |
| Amy Ludlow, PhD      | ShiFT, UK                                      |
| David Maguire, PhD   | Back on Track, UK                              |
| Rachael Mason        | Lincoln University, UK                         |
| Matt Maycock, PhD    | Monash University, Australia                   |
| William Payne        | Independent                                    |
| Lynn Saunders, PhD   | Derby University, UK                           |
| Lewis Simpson, PhD   | Leeds Beckett University, UK                   |
| Christopher Stacey   | Prisoners Abroad, UK                           |
| Helen Nichols, PhD   | Hull University, UK                            |
| Raymond Taylor       | Independent                                    |
| David Redhouse       | His Majesty's Prison and Probation Service, UK |
| Rosie Travers, PhD   | His Majesty's Prison and Probation Service, UK |
| Helen Wakeling, PhD  | KTA Research and Consulting, UK                |
| Michael Wheatley     | His Majesty's Prison and Probation Service, UK |
| Darren Woodward, PhD | Arden University, UK                           |

## Correspondence

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## Editorial Management and Publication Procedures

### Editorial Oversight

The Editors are responsible for the style and content of each edition, and for managing production. The Editors (who are unpaid) are volunteers, supported by an Editorial Board – a body of (also unpaid) volunteers who have experience and knowledge of the criminal justice and penal system. Members of the Editorial Board consider all articles submitted (via our peer review process), although the Editors retain over-riding discretion in deciding which articles are published and when, their precise length and language, and may make modifications to ensure published content is in line with in-house style.

The PSJ publishes research/academic articles, book reviews, and interviews. We produce both ‘general’ and ‘special’ editions. Content published within general editions is a diverse mix of content brought together and collated by the Editors. For special editions, guest editors are often used. In all cases, the Editors check guest editor’s credentials to ensure that they are well placed to bring together and collate content on their chosen topic. The Editors maintain final editorial oversight of all content. This includes the over-riding discretion in deciding whether content will be published in a planned special edition. Papers authored by guest editors for inclusion within special editions are handled under an independent review process, and do not make more than 25% of the special editions content.

### PSJ Access

The PSJ is published six times per year.

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The PSJ is committed to the permanent availability and preservation of scholarly research and ensures accessibility by partnering with the [Centre for Crime and Justice Studies](#) who maintain our digital archive.

The PSJ is free to access online (full editions and individual articles):

<https://www.crimeandjustice.org.uk/publications/psj>

The PSJ Editorial Board is actively working to increase the discoverability of the PSJ and its content. This means that publications may be made available via external indexing services, such as EBSCO, DOAJ, Scopus, PsycInfo, and others.

Print versions of editions can be purchased for a fee (which includes postage):

| United Kingdom                                                                    |        |
|-----------------------------------------------------------------------------------|--------|
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| Single copy                                                                       | £10.00 |
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| 1 year subscription (private individuals)                                         | £40.00 |

## Publication Disclaimer

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Authors may share and distribute their article on websites and repositories immediately upon publication. We ask all authors to ensure that reference to their work being published in the PSJ is included.

## International Standard Serial Numbers (ISSN)

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## Publication Process

### Fees

No payments are made for the submission or publication of articles.

### Manuscript Preparation

Authors should refer and adhere to the PSJ's author guidelines when preparing and submitting manuscripts.

### Peer Review

Peer review assists the Editors in making editorial decisions and, through editorial communications with authors, may assist authors in improving their manuscripts. Peer review is an essential component of formal scholarly communication and lies at the heart of

scientific endeavour. The PSJ shares the view of many that all scholars who wish to contribute to the scientific process have an obligation to do a fair share of reviewing.

Submitted manuscripts being considered for publication by the PSJ undergo a two-stage, independent peer review process; the first stage is conducted by at least one reviewer who is an expert in the field, and the second stage is conducted by at least one of the Editors.

Manuscripts submitted to the PSJ (research articles and interviews specifically) that are authored by employees of His Majesty's Prison and Probation Service and Ministry of Justice (UK) need to be additionally approved for publication via the Ministry of Justice's People Group. This process is managed by the Editors and does not impact the editorial independence of the PSJ.

Submitted manuscripts (of any type) that are authored by people in prison, or on probation, are reviewed via the same process used for any other submissions. The naming of such authors within PSJ differs however, and a copy of our policy is available on request.

## Publication Ethics and Publication Malpractice

The PSJ is committed to upholding the highest standards of publication ethics and takes all possible measures to prevent any kind of publication malpractice. All parties involved in the publication process—authors, editors, peer reviewers, and the publisher—are expected to adhere to the following ethical principles.

### Duties of Authors

- **Originality and plagiarism:** Authors must submit only original work. If the work and/or words of others have been used, they must be appropriately cited or quoted.

Plagiarism in any form constitutes unethical publishing behaviour and is unacceptable.

- **Multiple submissions:** Authors must not submit the same manuscript simultaneously to more than one journal. Submitting the same manuscript to multiple journals is unethical and unacceptable.
- **Acknowledgement of sources:** Proper acknowledgment of the work of others must always be given. Authors should cite publications that have influenced their research.
- **Authorship of the paper:** Authorship should be limited to those who have made a significant contribution to the conception, design, execution, or interpretation of the study. All contributors who have significantly participated should be listed as co-authors.
- **Disclosure and conflicts of interest:** Authors must disclose any financial or other conflicts of interest that could influence the results or interpretation of their manuscript.
- **Data access and retention:** Authors may be asked to provide raw data in connection with a paper for editorial review and should be prepared to provide public access if possible.
- **Fundamental errors in published works:** When authors discover significant errors or inaccuracies in their own published work, it is their obligation to promptly notify the journal's editors (and through them, the publisher) and cooperate with them to either correct the paper in the form of an erratum or to retract the paper.

## Duties of Editors

- **Fair play:** Manuscripts shall be evaluated solely on their academic merit without regard to the authors' race, gender, religious belief, ethnic origin, citizenship, or political philosophy.
- **Confidentiality:** Editors must not disclose any information about a submitted manuscript to anyone other than the corresponding author, reviewers, potential reviewers, other editorial advisers, and the publisher.

- **Publication decisions:** The Editors are responsible for deciding which of the submitted articles should be published, guided by the policies of the editorial board and legal requirements.
- **Disclosure and conflicts of interest:** Editors must not use unpublished information in their own research without the author's express written consent. They must recuse themselves from handling manuscripts in which they have conflicts of interest.

## Duties of Reviewers

- **Confidentiality:** Reviewers must treat manuscripts received for review as confidential documents.
- **Objectivity:** Reviews should be conducted objectively. Personal criticism of the author is inappropriate. Reviewers should express their views clearly with supporting arguments.
- **Acknowledgement of sources:** Reviewers should identify relevant published work that has not been cited by the authors. Any substantial similarity or overlap between the manuscript and other published works should be reported.
- **Conflict of interest:** Reviewers must not review manuscripts in which they have conflicts of interest resulting from competitive, collaborative, or other relationships with any of the authors, companies, or institutions connected to the papers.

## Publisher Responsibilities

- **Monitoring and enforcement of ethics:** The publisher shall take reasonable steps to identify and prevent the publication of papers where research misconduct has occurred.
- **Corrections and retractions:** In cases of fundamental errors, proven misconduct, plagiarism, or fraudulent publication, the publisher will take appropriate action, including publication of corrections, retractions, or expressions of concern.
- **Archiving:** The publisher ensures digital preservation of published content and implements appropriate measures to ensure data integrity.

