



Guidelines for Parents having Supported Contact at Living Springs Family Centre

A. You will be responsible for:

- The care and safety of your own child/children and should be aware of their whereabouts at all times.
- Your child/children should not be left in the care of other visitors. Living Springs staff & volunteers on duty will gladly help you out in any way they can.
- You are responsible for providing food for yourself and your children and possibly a spare set of clothes for your child/ren, just in case. Drinks are always available.
- You are here to enjoy your time with your child/ren and we want you to make the most of that special time, however, it would help us greatly and be a superb example to the children if you could tidy up toys, plates, mugs as you go along.
- You will be allocated a room dependent upon availability on the day and the size of your family, but you are free to use all the other communal rooms/playground as much as you want to.
- PLEASE KEEP VALUABLES WITH YOU AT ALL TIMES OR ASK STAFF TO LOCK THEM IN THE OFFICE.

B. Visiting:

Visitors may come by prior arrangement only and must be agreed with Living Springs staff and your solicitor. No person will be allowed entrance unless Living Springs has been given full details beforehand.

Professional visitors such as health visitors, doctors, solicitors may visit, but prior arrangement is a must.

C. Baby-sitting:

Living Springs Staff & volunteers will be happy to assist you at times during your visit, for example, if you need to prepare lunch and your children are playing happily in the play ground.

D. Violence / Aggression

The use of violence either physical or verbal towards a member of staff, volunteers, other residents, other visitors or children is not acceptable behaviour. A violent incident will be taken seriously and action will follow which could include informing your solicitor and asking you to terminate your visit and leave Living Springs.

E. Discriminatory behaviour

At Living Springs we have people from many different backgrounds and life experiences. We treat all families with respect as to their race, nationality, gender, sexual orientation, age, family structure, religion, culture and class, mental and physical ability. We will not allow anyone to discriminate against others and will actively deal with any discrimination that occurs.

F. Smoking

With regard to the law on smoking in public places, Living Springs' premises is a no smoking environment therefore smoking is not allowed within the Centre.

If residents are found smoking in the Centre other than the designated smoking shelter outside, action will be taken.

G. Alcohol

Living Springs is an alcohol "Zero Tolerance Zone"

The drinking of alcohol by visitors is not allowed at Living Springs. Should any person be found consuming alcohol on or off the premises, or alcohol be found in their possession, action will be taken which could result in the contact session being terminated and you being asked to leave Living springs.

H. Drugs/Solvent Abuse

The use of drugs and solvents is strictly forbidden unless drugs are prescribed by the doctor. Should any person be found using drugs or solvents or should drugs/solvents be found in their possession on or off the premises action will be taken which could include terminating the contact and asking you to leave Living Springs.

I. Medication

All medication, prescribed or un-prescribed is to be handed in to the office for safe keeping in the office medical cabinet in accordance with Living Springs' Health and Safety rules.

Declaration

I have read these Guidelines or have had them read to me. I understand these guidelines and agree to abide by them during my visits to Living Springs. I have been given a copy of these guidelines for my records.

Visitor

Name.....

Date.....

Signature.....

Witnessed by Staff Member or Volunteer

Name.....

Date.....

Signature.....