**Supervised ‘Indirect’ Family Time Record (Eclipse)**

Please write as objectively as possible, with a view to this recording being shared with the family member as this record will be uploaded to the child’s file. The text in blue is for guidance only.

If at any time during the course of the family time session, you feel the child/ren (no matter what age) is at risk of being harmed or abused, you must end the session and inform the Contact Supervisor Keyworker and/or Social Worker.

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| **Date of Family Time:** | **Start and Finish Times:** | | **Actual Start & Finish Times**: |
| **Supervisor Name** | | **Type of Indirect:** | |

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| **Child/ren’s Name/s (in full)** |
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| **Family Member/s (Full Name)** | **Relationship to Child/ren** |
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| **Punctuality and Presentation of Family Members Punctuality and presentation of relative(s): Question hidden**  *How was the child/ren prior to the family time session?*  ***Did the family time start on time?*** *If not, what were the reasons for this? Did the family members offer explanation if they were late, did they apologise?**How was the child/ren greeted?*  ***How did the family members present?*** *E.g. did they appear to be under any influence (drowsy, overly loud)? Was there emotional warmth expressed at the greeting e.g. tone of voice, facial expressions, what was said? Were they angry, frustrated? How did the child respond e.g. wary, anxious, detached?* |
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| **Interaction**  *Were the family members able to give the child/ren consistent/ equal attention?*  *Did they show pleasure at interacting with the child? Did they express interest, were they playful in tone, question, expression with the child? Did they praise the child appropriately? How did the child/ren react when spoken to? Was there eye contact?*  ***Did the family members show good time management?*** *Did they say goodbyes appropriately, did they follow the time agreed for length of session?*  ***How did the family members and child/ren handle leaving the contact?*** *How did they bid the child/ren farewell? Was support required? How did the child/ren say goodbye?*  ***How was the child/ren following the session?*** *Did the child/ren share their views about contact? What were these? Did their behaviour change significantly? Did they have any specific questions?* |
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| **Stimulation/Engagement**  ***How quickly did the family/s begin to engage? Was any prompting or intervention needed?***  *How did the family interact i.e. were conversations, questions appropriate? Who initiated conversations, questions with the child? Did the family member lead this to help facilitate the family time? Was there any conflict? How did the child/ren react when spoken to?* |
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| **Ensuring Safety/Boundaries**  *Did you have to intervene to offer advice or guidance? If so, were the adult/s prepared to accept this and did they use it?*  *Were you asked to give guidance or assist in anyway, what did this concern?*  *Did the adult/s give clear instruction if the child/ren were misbehaving? If so, was the instruction appropriate? How did the child/ren react?*  *If more than one family member was involved in the session, did they co-operate / work well together? Did they provide consistent boundaries/expectations for the child?*  *Consider who lead the conversation, discussion, etc, who gave instructions etc. if required?*  *Was there any need for family members to express expectations/boundaries of the child during the session? Was this done appropriately? How did the child respond?* |
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| **Information to be Brought to the Attention of the Social Worker?**  ***Was the contact positive? Please explain the reasons why.***  *Consider, what went well during this session? what the family members said or did, how they responded to the child/ren, whether they made them laugh, feel at ease etc? What did the child/ren seem to enjoy about the session?*  ***What struggles or challenges were noted during the family time?*** *What could the family members try to work on for future sessions to address this? What was your overall impression of the child/family member relationship? If this is not the first indirect session, is there evidence that quality of family time sessions has improved?*  ***What was the child’s views?*** *Did they appear happy/say they were happy? Do they want anything to change for next time?*  ***Are there any key issues to highlight – such as:*** *Family members not turning up on time. Family Time agreement breached. Family members insisting on taking pictures/sharing information when not agreed by social worker/recording the session. Family members showing concerning behaviour e.g. under influence, aggressive towards carer/child, appearing disinterested in the child(ren)? Child reluctant to participate-- displaying distress when family members joined or throughout the session Any concerns re way end of the session is managed (e.g. undue distress, by either child or family member, not managing ending well, refusing to end. Any significant incident during the session, include any accidents?* |
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Records to be sent to the Supervised Contact Service should be sent to:

* Exeter: [childsc.supervisedcontactexeter-mailbox@devon.gov.uk](mailto:childsc.supervisedcontactexeter-mailbox@devon.gov.uk)
* North: [supervisedcontactservicenorth-mailbox@devon.gov.uk](mailto:supervisedcontactservicenorth-mailbox@devon.gov.uk)
* South: [childsc.supervisedcontactsouth-mailbox@devon.gov.uk](mailto:childsc.supervisedcontactsouth-mailbox@devon.gov.uk)
* Mid & East: [childsc.supervisedcontactmideast-mailbox@devon.gov.uk](mailto:childsc.supervisedcontactmideast-mailbox@devon.gov.uk)