Our overall aims are:

* for all children and young people to have appropriate, carefully assessed and supported time with family and friends and other people who are important to them.
* for parents to be supported to understand their approaches to parenting and make changes if needed.
* for family relationships to be supported and strengthened.
* for children and young people to be helped to understand their own stories and identity.

**Family Time Agreement for the Family Time Service**

**This Agreement describes to all involved how the above aims can be achieved and children, parents and others can have safe positive time together.**

**Please ensure that you understand each point before signing this Agreement.**

Where possible the Family Time Agreement should be signed by all parties and in place prior to sessions starting.

**The Family Time Supervisor / Social Worker**

At the point of allocation, a meeting will be held between the Social Worker and the Family Time Supervisor to discuss expectations and identify how the family time service can support the child, young person and their family. Examples of support:

* Facilitation of family time
* Supervision of family time
* Observations & Assessment
* Parenting skills assistance/modelling
* Supporting relationships
* Contributing to Life Story Work

The Family Time Supervisor, Social Worker and the family will regularly review the family time sessions, to discuss what is working well and how else families can be supported. The Family Time Supervisor will write a report on how family time is going for each Looked After Child Review meeting.

On occasion the Social Worker should facilitate family time sessions as part of their assessment and overview of the family, and the children’s care plans.

The Family Time Supervisors will complete any necessary risk assessment and inform everyone of all family time arrangements, preferably by letter or email.

The Family Time Supervisor will work with you to ensure you and your child(ren) have a positive time. They will prepare for each session and ensure there are suitable activities and things for you to do.

**Parent(s)**

Parent(s) should attend at the session shortly before it is due to start (approximately 10 minutes) and let staff at the venue know they have arrived. The Family Time Supervisor will let them know when the session is ready to begin. A maximum of 15 minutes will be allowed for lateness before a session is cancelled.

It is really important that no parent(s) attends a session under the influence of alcohol or drugs. If it is felt that they are not able to focus on their child(ren) the session will not go ahead.

No other person should attend the family time session unless agreed in advance with the Social Worker/Family Time Supervisor.

It is recognised that pets are important to families and children. Should you wish to bring any pets to sessions this should be discussed and agreed with the Family Time Supervisor beforehand.

Whilst we recognise that family members may wish to take photos and/or videos of their children this should be agreed in advance with the Social Worker/Family Time Supervisor. Please do not take pictures or videos of any Family Time Supervisor.

If parent(s) miss or cancel two sessions in a row (without a valid reason), future sessions will be placed on hold for 7 days pending a review meeting or discussions being held. Unfortunately it is unlikely any missed family time sessions can be rescheduled.

Family time is planned to be a positive time for children and their families and there should be no discussion about unrelated matters such as legal issues or complaints. Should a parent wish to discuss such matters, please contact the Family Time Supervisor outside of a session.

Prolonged goodbyes can be difficult for child(ren), and parent(s) should remain in the contact room whilst the child(ren) are taken out at the end of the session.

Under no circumstances should an attempt be made to remove the child from the contact venue during the session

Whilst the venues will have clean toys and activities available parents are encouraged to bring suitable toys and activities. Toys may be brought in for the child(ren) to play with and left in a lidded, labelled box at their regular venue.

If children are unwell it maybe that no session can go ahead and the Family Time Supervisor/Social Worker will seek to let parents know as soon as possible. A virtual family time session may be offered in its place if the child(ren) is well enough. If during the family time session the child(ren) becomes unwell the session will be ended and the child(ren) returned to their placement. Equally, if parents are unwell they should let the Family Time Service know as soon as possible. Unfortunately missed Family Time sessions cannot be re-scheduled.

There will be no Family Time Sessions on Bank Holidays, Good Friday, Christmas Day, Boxing Day, New Year’s Day or Sundays. There will also be no sessions facilitated when the Family Time team are on training twice a year (dates to be confirmed).

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| --- | --- |
|  | We would be worried if you used your mobile phone when you are seeing ? and ?. |
|  | We would be worried if you used social media when you are seeing ? and ?. |
|  | We would be worried if you said unkind things about people when you are with ? and ?. |
|  | We would be worried if family or friends came with you to see ? or ?. |
|  | We want you to have lots of fun with ? and ?. |
|  | We want you to be relaxed and enjoy the time that you spend with ? and ?. |
|  | If you are not sure and have any worries or questions you can ask your contact supervisor during your family time session or speak to ? and ?’s social worker, ? her number is 07… |

**I confirm that I have read and understood the terms of this Family Time Agreement**

PARENT NAME \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

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FAMILY TIME SUPERVISOR NAME\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

SIGNED \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

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SOCIAL WORKER NAME \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

SIGNED \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

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