# Children’s Access Support Service Meath.

**Standard terms and conditions**. (Oct 2015)

**Aim**

This service is provided by Navan Springboard Family Support Services. The role of supported access is to assist in maintaining and developing the child non-resident parent relationship. During access, the primary responsibility for the safety and welfare of the child resides with the non-resident parent. The role of the Access Support Worker is to support the maintenance and development of the child parent relationship, while at all times remaining attentive to the child’s safety and general welfare.

**Child(ren) and parent(s)attending for access support**

Name and age of children for whom supported access is sought;\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Name of Parent attending access: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Health and Safety.**

The safety and welfare of the child is paramount; if the Access Support Worker believes the safety & welfare of the child is at risk, they may;

* + Give specific directions to the parent regarding their behaviour and / or end the access immediately.
	+ Refuse to hold the access if the non-resident parent presents unfit for access, i.e. under the influence of drugs and/or alcohol etc
	+ If in the course of our work with either parent, we become aware of safety & welfare concerns for the child, we are duty bound to pass these concerns on to Child Protection Social Work Department; we operate under approved Child Protection Procedures.
	+ If the facilitator stops access due to a safety & welfare concern a written explanation will be provided to both parents.

**General Terms and Conditions.**

1. We provide access support for the benefit of children. Appropriate to the age of the children, their views and agreement will be sought regarding the provision of and the nature of the access support provided. This consultation will take place at planning and review stages. It may also occur if issues arise during access.
2. The access is for the benefit of the child to form and or maintain a positive relationship with their non-resident parent. Therefore the access is between the child and their non-resident parent only.{Exceptions to this will be rare and only by agreement of all parties including the child (age permitting), resident parent, non-resident parent and facilitator.
3. The conversation during access is to be kept to the present, rather than discussing the past or making promises for the future. The children are not to be asked questions about their other parent, the other parent’s family etc. If the children initiate conversation about their life and family, it is important that the parent respond in a positive appropriate way to the children.
4. Parents attending access are requested to turn their phone off during the session.
5. Photographs can only be taken with prior agreement of all parties.
6. Displays of affection (hugs and kisses) are at the instigation of the children only.
7. The child / parent interaction is to take place within view and hearing of the Access Support Worker at all times and all conversations need to be in English.
8. The children will decide what activities they want to take part in during the session
9. Presents will be by prior agreement only and for special occasions (Birthdays & religious celebrations).
10. Snacks for the children during access should be by prior agreement. The access support service support healthy eating and therefore ask that all snacks are in keeping with healthy eating.
11. It is a condition of Access that neither parent involve staff in issues outside of the access session such as court, or making negative comments about the other parent etc.
12. The non-resident parent is to be present ten minutes before the child is due to arrive. Sessions may be cancelled if the parent is not in the venue ten minutes prior to the child.
13. Infants/ toddlers, they should arrive at access freshly changed, with a baby bag including nappies etc
14. Navan Springboard Family Support Services provide the Children’s Access Support Service on a non-profit basis. Fees will be charged for access sessions and the meetings required in pursuit of arranging access. Access cancelled within 36 hours of the due time will be charged to the parent cancelling access.

These are the standard terms and conditions, items specific to the access for your child will be written in a separate document, for agreement and signing by both parties.

Signing this document is a statement of acceptance of these terms and conditions, failure to comply with these terms and conditions may lead to a withdrawal of the Children’s Access Support Service.

Signature of acceptance of standard terms of supported access:

Name:

Signature\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date;\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Signature of acceptance of standard terms of supported access;

Name:

Signature\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date;\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Contact Details;

Navan Springboard Family Support Services,

82 Blackcastle Lodge, Flowerhill, Navan, Co. Meath.

Ph 046 9078220