

Chichester Child Contact Centre Ground Rules

It is important that everyone is aware of the ground rules prior to using the Centre, to ensure a safe, pleasant environment is established for all. All volunteers will be informed within their induction and families will be expected to read and sign a copy of this document within their pre-contact meeting.

- Parents are responsible for the safety and supervision of their children at all times while at the Centre.
- No child may be left without a parent in attendance
- A child can only be taken from the Centre during a visit if this is stated on the referral form, or with written consent of both parents
- Relatives and friends can only attend if they are named on the referral form or updated later at a review meeting
- Anyone under the influence of, or carrying, alcohol or drugs will not be allowed on the premises
- There must be no arguing in front of any of the children
- Any person displaying violence, bad language, intimidation, or aggression inside or directly outside the Contact Centre will automatically lose their place at the Centre
- Aggressive and intimidating conduct towards staff/volunteers will not be tolerated and may lead to the place being withdrawn
- Mobile phones are not to be used whilst contact is taking place so that full attention is given to the children
- Video recording is not permitted at any time in the Centre
- Still photography of your child/children, can only take place with the permission of the resident parent and under the direction of the Co-ordinator or Team Leader
- Any photography recorded at the Centre must not be uploaded or published to any social media website
- No other child or adult may be photographed at the Centre at any time
- Please tell us if you make other arrangements for contact or if you will not be coming on a particular day
- Failure to inform us of nonattendance on three occasions will automatically result in the loss of your place at the Centre
- Please also advise us of any changes to your mobile number for emergency contact