



# Canopy Center

Dane County CASA • Oasis • Parent to Child

## **SUPERVISED VISITATION POLICY**

Visitations take place in an environment where a child's health, safety, and well-being are the top priority. Our goal is for positive and active interactions between child(ren) and their parent. The Family Interaction Specialist (FIS) will help facilitate this goal.

### Confidentiality/Notes:

- A FIS will be present and documenting all observations made during the visits. This includes any conversation with either parent directly before, during or after a visit.
- Notes will remain confidential in the file and can only be obtained by a professional via a subpoena or a release of information signed by both parents. Notes will never be given directly to the parents.
- The custodial parent will be given information about the visit only if it benefits the child(ren).

### Visit Rules:

- I will interact in a positive, active, and supportive manner with my child(ren).
- There will be no communication or behavior that is emotionally or physically threatening to my child(ren) or Canopy Center staff, volunteers or interns. Angry outbursts and debating with Canopy Center staff, volunteers or interns will not occur.
- I will remain in the presence of the FIS when I am with the child(ren) and will not remove the child(ren) from the premises.
- My child(ren)'s behavior at visits is my responsibility. I will set limits and discipline appropriately. Physical discipline of any type is not allowed.
- There will be no physical activities (such as wrestling or horseplay) that could result in an unintended injury.
- Tickling, hugging, kissing, or holding, must be freely initiated by your child(ren).
- I will not use non-prescription drugs, alcohol or any substance before or during my visit that impairs my judgment.
- Video and audio recording of visits are not permitted.
- I will not bring any weapons or anything on the premises that could be used as a weapon.
- I understand that it is encouraged to leave my purse, cell phone and other personal belongings in my vehicle as they are subject to a search. Refusal of search will result in my visit being cancelled.
- I am expected to tidy up before the end of my visit which includes, but is not limited to, washing dishes and cleaning up toys and to end my visit on time.
- Children that are toilet trained are encouraged to use the restroom privately. FIS will remain in the restroom if a parent and child(ren) are in the restroom together.
- I agree to be responsible for my child(ren)'s care while visiting. This includes bringing all necessary supplies for meals and snacks, as well as diaper bags for children that are not toilet trained. Healthy meals and snacks are encouraged.

Evaluations and Recommendations:

- Evaluations and recommendations about visitations are not given.
- Evaluations and recommendations for future contact outside of our facility are not provided.
- Visitation exists for the opportunity for parents to spend quality time with their child(ren).

Conversations:

- Conversations will be directed by my child(ren)'s interest.
- I will not discuss adult issues, such as court proceedings, with my child(ren).
- I will not make promises about unsupervised visits or future time together away from the Canopy Center or a visit location supervised by an FIS. For example, "we'll go fishing this summer" or "you'll live with me soon" are not appropriate.
- I will not speak of or question my child(ren) about their custodial parent.
- I will not whisper to my child(ren) or pass notes. This includes letters and pictures.

Cancellations:

- If I need to cancel my visit, I will do so by 24 hours prior to my visit.
- If I cancel fewer than 24 hours before a scheduled visit or fail to cancel and no-show, I will be responsible for my payment.
- Consistent attendance is important to my child(ren). My visits may be terminated if I miss two consecutive visits or I establish a pattern of missed visits.
- If either parent is more than fifteen minutes late, the visit will be cancelled. This does not apply for separate arrivals. (See below in Separate Arrivals.)

Payment:

- Each hour of visitation will be assessed a fee of \$50.00
- Parents are able to split the fee if court ordered or mutually agreed upon.
- I will make my payment at the start of each visit via credit card, cash, or money order. If I do not have my payment, the visit will not take place. If I do not have exact payment, any excess amount will result in a credit towards the next visit.
- If my credit card is declined, I understand that the visit will not take place..

Prior Approval:

- Requests to take still pictures or to bring anyone else to the visit, or on the premises, must be made ahead of time to the FIS.
- Gifts, of any kind, including letters and cards, cannot be given at any time, regardless of the custodial parent's wishes.

Separate Arrivals:

- The visiting parent will arrive 15 minutes early to wait in the visit room. The child(ren) will be brought at the start of the visit. At the end of the visit, the visiting parent will remain in the visit room, up to 15 minutes, until an FIS joins them to walk them out.
- FIS will also separate arrivals/departures if it is believed to be in the best interest of the child.

**I understand scheduling will begin upon receipt of the following three items; \$50.00 non-refundable intake fee, signed Supervised Visitation Policy form, Referral Form with contact information**

I have read and agree to the above expectations and requirements. I understand that violating many provisions of this policy or making any threatening actions or abusive comments, can result in the termination of my visits on a permanent basis.

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**Signature of Visiting Parent**

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**Date**