

## CONSENT TO USE KNOCK CHILD CONTACT CENTRE

Knock Child Contact Centre provides a neutral meeting place where children of separated families can enjoy contact with one or both parents, and sometimes other family members, in a comfortable and safe environment when there is no viable alternative.

I have received information about the above Child Contact Centre and understand that it is available to clients and their child/ren on the following terms which are intended to try to ensure that contact is a safe and positive experience. I agree to abide by the following:-

1. Arrangements for bringing children to and from the Centre are the responsibility of the adult they live with.
2. While at the Centre, the children must be under the supervision and control of a parent or other agreed person at all times to ensure their safety.
3. If anyone coming for contact at the Centre turns up under the influence of drink or drugs they will be asked to leave.
4. The Centre is a no smoking area.
5. People using the Centre are asked not to cause any disturbance or upset to their own children or others using the Centre. This may include aggressive behaviour or bad language. If people behave in a way considered by the Centre to be unacceptable they may be asked to leave and their use of the Centre will be reviewed.
6. Adults should be on time at the beginning and end of each session to avoid upsetting the child/ren. If staggered times of arrival and departure are agreed, they must be adhered to.  
If anyone is unable to attend, they should contact the Coordinator as soon as possible (Tel: 028 90806091) and if appropriate, also inform their ex-partner, solicitor and/or social worker.
7. The Centre does not report to any outside body except to provide information about dates and times of attendance, if requested by the court or referrers. There is a charge for providing this report.
8. It has been explained to me that my contact with the Centre is confidential unless issues arise relating to child abuse or a serious crime which they cannot by law keep confidential.
9. Contact Centre staff and volunteers are there to help contact take place but cannot give any advice regarding legal, financial, child care or counselling matters.
10. I understand that use of the Contact Centre is not a long term solution to problems with contact and use of the Contact Centre will be reviewed as required.

Signed \_\_\_\_\_ Date \_\_\_\_\_

Knock Child Contact Centre is an accredited member of the National Association of Child Contact Centres and works to nationally agreed standards and codes of practice.

We have policies regarding:

- Child Protection
- Domestic Violence
- Confidentiality
- Equal Opportunities
- Health & Safety
- Complaints

A copy of any of these policies can be obtained on request from the Co-ordinator, Knock Child Contact Centre, Knock Presbyterian Church, 53 Kings Road, Belfast BT5 6JH (Tel: 028 90806091).

KNOCK CHILD CONTACT CENTRE

RESIDENT ADULT'S CONSENT

IN THE EVENT OF AN ACCIDENT/EMERGENCY

In the event of an accident/emergency the contact adult/  
volunteers/staff on duty are authorised by me to render basic first  
aid and/or transport

.....

to the nearest medical assistance.

Signed: .....

Date: .....