

## **South Sound Family Services Rules of Visitations**

South Sound Family Services (SSFS) provides secure opportunities for families to visit.

**These policies and procedures are strictly enforced to provide safe, successful experiences for all parties involved. SSFS expects both sides to be responsible and keep their appointments.**

You may always call to clarify visit arrangements; we will not call to remind you of them. Remember that Case Supervisors (CS) are objective reporters NOT advocates. If you need advocacy, turn to your attorney or Guardian ad Litum(GAL).

1. Weapons, alcohol, drugs or smoking are not permitted at visits. Use or suspected use of drugs or alcohol prior to or during a visit is cause for immediate termination of the visit.
2. Pets are not allowed.
3. DO NOT discuss the case or negative opinions of any party involved with the case during the visit.
4. Passing notes or whispering are not allowed.
5. The CS will remain within sight and sound range at all times.
6. Visitors are not to be in the bathroom with a child at any time.
7. Physical discipline is not allowed.
8. Photos are allowed for personal use other than distribution on social media (Facebook, Instagram, etc.) Video is not allowed without prior approval by all parties. Photos or video must not include the CS or easily identify the visit location.
9. Skype, Facetime, phone calls or other means of communication between children and individuals not approved and present at the visit is not allowed
10. Additional visitors are not allowed without prior approval by both parties.
11. Payment by cash, check or money order will be made at the beginning of your visit. Visits may be paid for in advance. Receipts

are issued for all payments. Please pay the correct amount as the CS may not have change available.

12. Cancellations are documented and must be made at least 24 hours in advance. Cancellations less than 24 hours in advance will be charged \$20 except in emergencies.
13. Failure to appear is documented as a No Show and \$35 will be charged to the client.
14. If either party is more than 15 minutes late and has not communicated with the CS, the visit will be cancelled and documented as a No Show. The client will be charged \$35.
15. Three (3) consecutive Cancellations or No Shows may result in termination of further visits.
16. If a CS is unavailable for your visit, every effort will be made to provide a substitute. SSFS does not guarantee specific Supervisors. If none are available, the visit will be cancelled with no charge and a makeup visit will be scheduled when a CS is available. If payment was made in advance, it will be credited at the next visit.
17. The CS reserves the right to stop a visit at any point if they deem it is unsafe for the child or themselves. Intimidation, physical or verbal threats or aggression and/or following the children's or Supervisor's vehicle may result in legal action and termination of further visits.
18. The client is responsible for their belongings and is expected to clean their area prior to the end of their visit.
19. The CS will exchange contact information with you at your initial visit. It is your responsibility to keep the CS informed of any cancellations, scheduling issues, changes to your address, phone number or case status.
20. All parties will sign any relevant Release of Information for the GAL and attorneys.

**\*SOUTH SOUND FAMILY SERVICES provides children safe access to non-custodial parents. We are part of the solution NOT part of your personal conflicts.**

\*Your Case Supervisor is your contact person for all visits and scheduling. \*You are responsible at all times for keeping the Supervisor informed of any cancellations or changes in your address, phone number or Court case status.

The undersigned acknowledges to have read, understood and will comply with these policies and procedures. They acknowledge that these policies and procedures were fully explained and that failure to abide by any of the above is cause for termination of the visit.

Printed Name: \_\_\_\_\_ Date: \_\_\_\_\_

Signature: \_\_\_\_\_