



Parenting Time Guidelines

The Parenting Time Case Aide will review these guidelines with the Parent(s)/ Caregiver(s) and all approved adult participants prior to the first scheduled parenting time session. All participants will sign the form and a copy will be given to the adult participants.

The initial visits will be observed to ensure the safety and well-being of your child(ren), and to gather information that will support changes to future family contact plans. The goal of parenting time is to provide parents/caregivers with quality time with their child(ren) along with support that may be needed during this time.

Preparation for Parenting Time

- **Be consistent.** It is important to your child that you consistently participate in parenting time. Make every effort to attend each of your parenting time sessions. If you miss three parenting time sessions, without communicating with your Parenting Time Case Aide, you may be placed on a call to confirm and continued lack of attendance may lead to closure of your referral.
- **Communicate.** Maintain open communication with your DCS Specialist or Parenting Time Case Aide if there are questions regarding your parenting time or you experience any trouble with participating in your parenting time.
 - ▶ If you cannot attend a scheduled visit, notify your Parenting Time Case Aide at least 24 hours in advance.
 - ▶ Arrive on time for your visits. If you are more than 15 minutes late, your parenting time may be canceled unless you have made other arrangements with your Parenting Time Case Aide.
 - ▶ Request approval from your DCS Specialist in advance for any individuals that you would like to join any part of your parenting time, whether that is in-person, virtual calls or phone calls. The Parenting Time Case Aide must receive notification of approval from DCS Specialist 48-hours ahead of the scheduled parenting time.
- **Prepare to meet your child's needs.** Obtain any items that will be needed for your child during parenting time. This will vary depending on the age of your child and may include nutritious food and beverages, formula, diapers, change of clothing, etc. If you need help obtaining these items, please speak with your DCS Specialist or Parenting Time Case Aide.
- **Plan activities.** Bring things that you can use with your child such as toys, games, balls, puzzles, books, movies, and other activities that they enjoy. If you need help obtaining these items, please speak with your DCS Specialist or Parenting Time Case Aide.

During Parenting Time

Be positive. This is a difficult time for you and your child and they will look to you for how they should feel or behave. Provide reassurance when children ask when they can come home or how the case is going without discussing aspects of the case.

Remain Calm and Kind. Use a normal tone of voice when speaking with your child (avoid whispering, yelling, etc.) Use age appropriate and non-physical discipline such as redirection, distraction and time out. Do not physically discipline or blame your child for DCS involvement.

Enjoy your time as a family. Give your child your full attention during parenting time. Minimize the use of electronic devices. Instead, encourage your child to tell you about things that have happened throughout their day.

Help children say goodbye or "see you soon." Let your child know 10 minutes before the end of parenting time that you must leave so they can prepare to say goodbye. Help them pick-up games or toys and gather up their belongings. Reassure your child that you'll see them again as soon as you can.

Follow up with your DCS Specialist, outside of your scheduled parenting time, to discuss any questions or concerns which may include:

- Any concerns about the care of your child;
- Plans to bring gifts or clothing to your child;
- Requests to arrange contact with your child outside of scheduled parenting time, including the exchange of phone numbers and/or addresses;
- Requests to arrange communication with the out-of-home caregiver;
- Requests for additional parenting time or changes to parenting time schedule/location; and
- Requests for other individuals to attend your parenting time.

Parenting Time Guidelines

Remember the safety of your child(ren) is the number one priority!

The Parenting Time Case Aide will provide support throughout your parenting time and will make every effort to ensure that parenting time may continue for the scheduled time. However, the following situations require that a parenting time session be canceled or ended early:

- If the child has become a danger to themselves or others, unable to be consoled (crying incessantly) or presents behaviors that are not re-directable and may risk the safety of all individuals present;
- If you arrive to parenting time unable to care for your child due to impairment from alcohol/substance use, mental health conditions or physical ailment;
- If you bring any weapons, including mace and pepper spray; and
- If you spank or use other forms of physical discipline with your child during parenting time.

Acknowledgment and Agreement to Parenting Time Guidelines

I have read and/or been read the Parenting Time Guidelines and they were adequately discussed with me. I agree to abide by the guidelines.

By signing this below you acknowledge that you have received the Parenting Time Guidelines.

Parent/Caregiver

Date

Parenting Time Case Aide Signature

Date



Equal Opportunity Employer/Program. The Department of Child Safety (DCS) prohibits discrimination in admissions, programs, services, activities, or employment based on race, color, religion, sex, national origin, age, disability, genetics, or retaliation or any other status protected by federal law, state law, or regulation. Reasonable accommodations to allow a person with a disability to take part in a program, service, or activity are available upon request. To request this document in alternative format or for further information about this policy contact your local office. TTY/TDD Services: 7-1-1. Free language assistance for DCS services is available upon request. Ayuda gratuita con traducciones relacionadas con los servicios del DCS esta disponible a solicitud del cliente.