


(Your child's name) Family Time Plan



<p>(Child's name) Would like....</p>	
	<p>(NB: Children and young people's views about contact/family time can change as they grow up - it is important for adults to listen to how young people feel and what they want)</p>
<p>Purpose of family time:</p>	<p>The purpose of family time is for (child's name) to keep in contact with people important to (him/her) whom they do not live with. The adults around (child's name) are responsible for making sure family time is safe and enjoyable for (him/her).</p> <p><i>What are your best hopes for family time?</i></p>
<p>Purpose of this family time plan:</p>	<p>The purpose of this plan is for the adults to reach an agreement about how family time should take place. This is not a legal document, which means the arrangements agreed below cannot be enforced. The role of</p>

the Special Guardian Service is to mediate between family members to work towards an agreement.

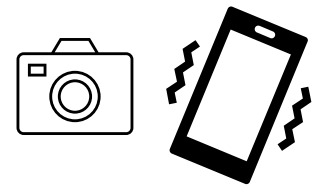
Expectations agreed:

Indirect (letters, gifts, cards) and virtual (phone, video, email etc) arrangements

Method of keeping in touch:

Between whom:

How often:



Things to consider:

- The dates and times could be agreed in advance. Then, if for any reason they need to be changed, alternatives can be arranged. You could use a timetable to write in the agreed dates.
- If child/ren doesn't want to talk then the call should be kept brief and ended in a positive way. The length of phone/video calls can be reviewed, and they could also be extended if child/ren are wanting this
- Updates about children can be sent between special guardians and parents via email on a separate email account dedicated to the child.
- It is ok if children do not always find lots of words to say in letters. It can sometimes be difficult for children to sit down and write. This might change overtime as they get older. Special guardians could try alternative methods like audio clips or videos to send to parents.
- Parents could also send videos of them reading their child's favourite story so their child can hear their voice.
- If gifts and cards are agreed, please include how these will be received by the child and when they will be sent. For example, they will be sent on special occasions like the child's birthday directly to the child's home address, or to a mutual friend/ family's address.

Face-to-face arrangements

Who:

Where:

When:

Things to consider:

- The dates and times should be agreed in advance. Then, if for any reason they need to be changed, then alternative dates can be made.
- If adults have any issues they would like to raise, this should not be done in front of the children.
- Children may well be upset after or even during family time and this is entirely normal. It's important that adults are able to manage their own emotions.
- Face to face arrangements can be reviewed regularly
- Children's wishes around family time are likely to change as they grow older.



Plan for reviewing this family time plan:

Date:

Who:

Where:

Things to consider:

- Overtime children grow and develop and may want and need different things. Circumstances also change overtime for special guardians, parents, other important family members. A review of the family time plan should reconsider all the points made above and consider whether anything needs to be changed such as frequency or type of family time.

Signed:

(special guardian)

Name:

Date:

Signed: (family member) Name: Date	
	NB: Please contact the Special Guardian Service for advice or support with your child's family time plan.

