

# MONTGOMERY COUNTY CIRCUIT COURT

## SUPERVISED VISITATION GUIDELINES

### **Introduction:**

The Supervised Visitation Program at Family Trauma Services, Inc. is designed to provide visitation between children and their parents in a relaxed environment. While it is understood you are currently involved with the Circuit Court, the supervisors at Family Trauma Services are not part of the Court system.

### **Parking:**

When you arrive at the Center, please proceed to a parking space. Enter the front door to the Front Office and check-in with the security officer.

If you are not the visiting party, you must leave the parking lot and grounds during the supervised visitation.

### **Schedules:**

There are several starting times for visits. **Family Trauma Services, Inc. will assign a time for your visitations.**

### **For Example:**

<b>9:00 a.m. Visit</b>	<b>10:30 a.m. Visit</b>
Visiting party arrives at 9:00 a.m.	Visiting party arrives at 10:30 a.m.
Custodial party arrives at 9:10 a.m.	Custodial party arrives at 10:40 a.m.
Custodial party pick-up at 10:20 a.m.	Custodial party pick-up at 11:50 a.m.
Visiting party leaves at 10:30 a.m.	Visiting party leaves at 12:00 p.m.

### **Checking In:**

An officer from the Youth Division of the Montgomery County Police Department provides security for the program. The Officer will use hand-held detectors to screen all visitors. Anyone found carrying weapons into the center will be immediately detained and visitation services will be terminated.

**Visits:**

Unless otherwise specified, visitations occur every other week. **The supervisor will be present for the entire visit.** The supervisor has the authority to stop the visit at any point if he or she believes that the visit is not in the best interest of the child(ren). Should this occur, the Court will be notified and the referring Judge will determine the parameters of any future visits. Once visitation has begun, visiting parties will not be allowed to leave the grounds.

At the conclusion of the visit, the visiting parent will be required to participate in a ten-minute feedback session. The session will be conducted by the supervisor and will be used to discuss behavior/communications and improvements for interacting with the child(ren). The information gathered from these sessions will accompany the observation report and be presented at a mandatory 90 day review hearing to aid in establishing or changing the parameters of supervised visitation.

**Punctuality:**

Please do not arrive early or late. If either party is late, the supervisor will allow 20 minutes before ending the visit. Visits will always end at the scheduled time, even when one of the parties is late. The supervisor will document the times of arrival and departure.

**Pick-up:**

If you are picking up the visiting child, do not be early or late. You must arrive at the pre-scheduled time the visit ends. The visitation supervisor will bring the child to you and you are to leave the facility without delay. The visiting party will leave the Center after the feedback session is completed.

**Cancellations:**

Cancellation of a scheduled visit is prohibited. A custodial parent or visiting parent who fails to appear or deliver the child(ren) will be

immediately reported to the Court and a status hearing will be scheduled. Failure to comply with these procedures will result in the issuance of a Show Cause Order and the scheduling of a contempt hearing.

**Failure to comply with this Court's cancellation policies will result in termination or suspension from the program, monetary sanctions and/or contempt proceedings being brought against you.**

**Inappropriate Behavior during Visits:**

- Negative comments about your child(ren)'s other parent and/or his/her family are not permitted.
- You may not argue with or make comments to your child(ren)'s other parent.
- Do not ask your child(ren) to relay information to the other parent.
- Child(ren) are not to be placed "in the middle" of adult problems.
- Questioning your child(ren) to get information about the other party is not permitted.
- Making promises to your child(ren) about the future is not permitted.
- Please do not talk to the supervisor about your Court case or the other parent in the presence of your child(ren).
- Please do not make demands for physical contact from your child(ren) by pressuring or bribing your child(ren) for a kiss or a hug.
- Inappropriate touching, whispering or speaking so softly that you cannot be heard by the supervisor is not permitted during the visitation.
- Picture taking or video/audio taping is not permitted without prior approval from the Court.

- You may not use physical punishment, foul or threatening language, or make any threats toward anyone.
- Any of the inappropriate behaviors listed above may be grounds for terminating the visit.

**Restroom:**

Either the custodial party or a staff person will accompany all children to the restroom. Visiting parties will not accompany children to the restroom.

**Phone Calls:**

Parties and children are not allowed to make or receive phone calls during visits.

**Alcohol and Other Drugs:**

Individuals who appear to be under the influence of alcohol or other drugs will be directed to the Montgomery County Police Officer on duty and appropriate actions will be taken.

***Family Trauma Services, Inc. reserves the right to end visits when the supervisor feels it is necessary. The Visitation Supervisors have the right to refuse services to any individual.***

***I have read and understand the above guidelines and am willing to agree to the above stipulations. I understand that if I do not follow these stipulations, services will be terminated.***

**Signature** \_\_\_\_\_  
**Date** \_\_\_\_\_

**Signature** \_\_\_\_\_  
**Date** \_\_\_\_\_