**Covid 19 – CONTACT / FAMILY TIME (NOVEMBER 2020)**

**Carer process**

* Ensure the contact / family time service has your up to date number and car registration
* Wait in your car with the child at the front entrance of Coffee Hall (Jonathans)
* You will be called once the parent is safely in the room with PPE on and a worker will come collect the child.
* Please arrive promptly as any delay will eat into the one hour contact and could result in parents becoming agitated
* If you wish to change the child you may want to bring additional clothes (however this must be done in the car)
* Carers will be called if the parent removes their PPE as they will want to sanitise the child’s face and hands before putting them in the car – this will be reported as a significant concern.
* Please provide nappies, nappy bag and water in a plastic bag
* If providing a toy put this in a plastic bag – it will be sanitised before and after use
* Please leave promptly as we have a tight schedule to let parents leave and any delay could result in a cross over.
* All bags and gifts will not be allowed in the centre. These must be given to the Social Worker separate from the contact session as we are unable to store them.