



MARIAN SCHOOL BOARD OF TRUSTEES

PARENTAL ACCESS POLICY

PURPOSE

To ensure that Marian School has clear guidelines and procedures for any visit to a child, by a parent, that does not have formal responsibility for the day to day care of the child.

That any visit to a child during school hours is managed in a way that is consistent with the core values of Marian School and any Court Order[s] that may be in place

POLICY

1. Any parent without formal day to day care responsibilities requesting a visit to a child shall be referred to the Principal, or in the absence of the Principal a Deputy Principal.
2. The child[ren] enrolment forms will be checked to see if:
 - a) Permission has been given for a parent without formal day to day care responsibility to have contact; and
 - b) That no court orders exists that bars such contact.
3. If there is any doubt at all about the appropriateness of the visit the parent with formal day to day care and responsibility shall be contacted immediately to seek clarification.
4. The parent without formal day to day care responsibility will be advised of the above process.
5. Marian School will comply with all Court Orders and Directives the school is made aware of.
6. If approval is given for contact, by the parent with the formal day to day care and responsibility, Principal or Deputy Principal then:
 - a) The child[ren] will be asked if they would agree to, and be comfortable with, a meeting with the visiting parent[s] either alone or with the support of a staff member.
 - b) The meeting will be of brief duration (no more than 15 minutes).
 - c) The child[ren] will be brought to the office to meet the parent and a suitable place will be made available for the meeting.
 - d) If a child or children are to meet the parent alone any door will remain open with staff support in close proximity.

- 7. A database of children with known day to day care issues shall be maintained. The Child Protection Team shall ensure the continued accuracy of the database as and when notified.

REVIEW

This policy will be reviewed by the BOT and Child Protection Team triennially.

APPROVED

21 April 2009

Board of Trustees Chairperson: