



Contact Services

£60.00 One off	Referral Fee ★ Non-refundable- is to be paid prior to any contacts commencing.
£30 per 30 minutes	Virtual Supervised Contact ★ Virtual Contact in the form of Zoom or Teams ★ The supervisor can end the session at any time if the contact either becomes distressing for the child or any inappropriate behavior or comments are observed. ★ Reports for virtual contact sessions will be charged at an additional £10 per 30 minute rate.
£70.00 per hour	Supervised Contact ★ The Supervisor will remain with the children and parent/family member that the contact session is intended for. ★ A Contact Report will be completed on the interactions and observations throughout the duration.
£60.00 per hour	Supervised Monitored Contact ★ The Supervisor will remain with the children and parent/family member that the contact session is intended for.

	★ No Contact Report will be completed during Monitored Supervised Contact.
£40.00 per hour	Supported Contact ★ The family will be allocated a room that they can access for the specified hours required. Staff will be in the building, however not in the contact room continuously.
£60.00-£70.00 per hour	Community Contact Supervised or Supervised Monitored ★ This takes place in the local community and is to be arranged in advance to ensure that it meets the needs of the children and their families. An example of Community contact would be a trip to the local park, a bowling alley or nearby activity.
£25.00 Single payment Per Handover	Handover Sessions ★ We can facilitate picking up and dropping off children to and from the center.
£40.00 per hour	Room only Contact Sessions ★ You will make full use of the contact room for the duration of the contact session.
£75.00 per half day (does not include the cost of the contact)	Meeting Room only: ★ Additional room available for a half-day fee for meetings, conferences, training or for contact with larger families. ★ If you wish to use this service, this can be booked through S&S Family Contact Centre Ltd. Please be advised as much notice as is needed as other businesses within the building also have access to book this room.

£10.00 per item plus the costs of Postage & Packaging	Indirect or Letter Box Contact: ❖ This can include sending letters, cards, emails, or gifts. Ensuring that the gifts are appropriate, and letters do not contain inappropriate messages prior to forwarding these to the child.
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Court & Local Authority

£100	Supervised Contact Court Summary ★ Only available for Supervised Contact Sessions
£100 Half Day £200 Full day	Court Attendance ★ £100 Half Day fee plus additional Traveling expenses. ★ £200 Full day fee plus additional Traveling expenses.
£50.00 per hour	Local Authority Attendance Meetings (CIN, CP, Family Group Conference) ★ £50.00 an hour plus additional Traveling expenses.
£30.00 per hour does not Include costs of products & materials these will be agreed upon completion.	Life Story Work Life Story work is the process of helping children to understand and make sense of their lives. This service is often offered to children living in care, although it can be used for other purposes. The aim of such a service is to help them understand the things that have happened in their lives and therefore to support children to develop a sense of identity and therefore, to reduce emotional distress. Life story often concludes with a product for children to keep and treasure, this might include a book, treasure box, or various other things.

Payments & Cancellations

- ★ **Private Law** all payments must be made **prior to** the contact sessions taking place. Any invoice not paid will incur an additional admin and overdue payment charge of **£55** per invoice regardless of the quantity of invoices.
- ★ **Local Authority.** An invoice will be sent to the social work team for the approval of their finance departments to raise a Purchase Order. The referral fee and the first 3 months of contacts will be due for payment ASAP. Invoices will then continue to be sent every 3 months for the contact sessions. Any payment or invoice that has not been cleared and paid in full and / or has not been completed within the specified 30-day (inclusive) period will incur an additional admin and overdue payment charge of **£55** per invoice per month regardless of the quantity of invoices per organisation.
- ★ We would ask parents/visitors to let us know as soon as possible if they are unable to attend.
- ★ **A period of 48 hours** is required to cancel a contact session. Failure to give **48 hours'** notice will mean that full payment will still be required. Regardless of which parent/carers is cancelling the contact session.
- ★ Contact sessions that over run for a period of time up to, equal to or greater than 15 minutes will incur additional charges. These charges will be proportionate to an equivalent cost of the advertised hourly rate for that specific contact session.

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