

Overnight Visits Policy

Overnight visits may occur only when approval is given by Big Brothers Big Sisters in accordance with the terms of this policy. Failure to comply with this policy will result in a review which may result in closing the match. This policy supersedes all other agreements made prior to this date, including match contracts signed by parents and volunteers which permitted overnight activities to occur prior to 6 months. Matches may only have overnight activities if they are in compliance with this policy.

- 1) Overnight visits are strictly prohibited during the first 6 months of the match. The agency realizes that overnight visits are necessary for some activities (i.e. sporting event out of town) and does not wish to deprive the match of life enriching experiences. Outings that require overnight visitation before the six month anniversary will require written approval from the Match Support Specialist.
- 2) After being matched for 6 months, a match may apply for agency approval from their Match Support Specialist.
- 3) The following elements must be in place before any overnight visits may occur:
 - a. Both the parent/guardian and the volunteer must sign a statement indicating that they have received a copy of the agency's overnight policy and agree to follow its terms. Parent/Guardian must sign the overnight consent form every time.
 - b. Volunteers and parents/guardians must advise their Match Support Specialist of scheduled overnight visits every time.
 - c. Before each overnight visit, the parent/guardian and volunteer(with input/approval from the Match Support Specialist) must discuss the following items:
 - i. Emergency contact information for the child to reach the parent
 - ii. Emergency contact information for the volunteer to reach the parent
 - iii. Emergency contact information for the parent to reach the volunteer.
 - iv. Medications the child may be taking
 - v. Sleeping arrangements
 - vi. Other people involved in the overnight visit
 - vii. Itinerary of the overnight visit and scheduled time of return
- 4) Any individual involved in the match may decide at any time to discontinue with overnight visits for any reason.
- 5) The Match Support Specialist will follow-up with all parties by the regularly scheduled contact date to discuss the overnight visit and compliance with the overnight visit policy.
- 6) Big Brothers Big Sisters of the 7 Rivers Region reserves the right to close the match if any participant does not follow the guidelines of the overnight policy.