



High Street, Sittingbourne, ME10 4AQ

☎ 01795 420990

[www.sbc-church.org.uk/
sittingbourne-contact-centre](http://www.sbc-church.org.uk/sittingbourne-contact-centre)

contact.centre@sbc-church.org.uk



£10 Administration fee paid yes/no

Start date: *(box for office use only)*

CONTACT CENTRE Referral Form

Adult with whom child resides: Name _____ Address _____ _____ Contact details _____ Relationship to child(ren) _____	Adult who is having contact: Name _____ Address _____ _____ Contact details _____ Relationship to child(ren) _____
Solicitor Name _____ Contact details _____	Solicitor Name _____ Contact details _____

Children's full names	Dates of birth	Boy/girl

Dates and Terms of any Contact Order: (eg. Children must Remain in centre Building. Attach copy)	Empty space for notes
If there is no order, have the parents agreed that the child can be taken out of the Centre? Yes/No	

Are the parents willing to meet?	Yes	No	Maybe	If they are not willing to meet we ask the carer to bring the child/ren 10 minutes later.
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Has any child named on this form been included on a child protection "at risk" register because of abuse of parent. **Yes/no**

Has any adult who will be using the Centre under the terms of this referral been convicted of a criminal offence involving child abuse? **Yes/no**

How frequent would contact be preferred? Weekly Fortnightly Monthly

Any other details which may be helpful please.

Admin Assistant: **Beverley Sills** contact.centre@sbc-church.org.uk
 Coordinator: Julie Matson office hours 9am-2pm Mon, Tues, Thurs, Fri only-01795 420990