



Parent and Family Contact Planner

A child-focused worksheet for planning visits, calls and other family contact. Follow any court, GACP or Child Protection rules that apply.

Child

Parent / family member

Date and time

Location / method

Responsible adult

Before contact

- ☐ Child knows what is planned.
- ☐ Transportation is confirmed.
- ☐ Required supervision is confirmed.
- ☐ I have not promised the visit will happen if attendance is uncertain.
- ☐ Safety or legal restrictions have been reviewed.

What the child may need afterward

Factual notes if something important happens

Record facts rather than arguments: arrival or cancellation time, a significant safety concern, or information a worker may need.