

Welcome to Duluth Family Parenting Time Center

Domestic Abuse Intervention Programs
202 East Superior Street
Duluth Minnesota 55802
218-722-2781 x 204

SERVICES OFFERED BY DFPTC:	SERVICES OFFERED BY DAIP:
Supervised Parenting Time	Men's Nonviolence Program
Supervised Exchanges	Women's Education Group
Supervised Communication	
Family Steps Program	

The Duluth Family Parenting Time Center's Mission Statement:

“The Duluth Family Parenting Time Center is part of a non-profit organization that works towards the elimination of violence in the lives of women and children. Conflict and disagreement regarding visitation causes stress and discomfort for children. We recognize that abusers excluded from their homes by protection orders continue to harass and re-victimize their estranged partners through visitation. Children have been traumatized by witnessing violence in their homes and continue to be victimized during visits and exchanges. Our Mission is to provide a place that is safe and free from violence where children can build and maintain positive relationships with their parents.”

The DFPTC addresses the needs of each participant with the Six Guiding Principles of the Safe Havens: Supervised Visitation and Safe Exchange Program as part of United States Department of Justice, Office on Violence Against Women (OVW)

I: Equal Regard for Safety of Child(ren) and Adult Victim

II: Valuing Multiculturalism and Diversity

III: Incorporating and Understanding of Domestic Violence into Center Services

IV: Respectful and Fair Interaction

V: Community Collaboration

VI: Advocacy for Child(ren) and Adult Victims

The DFPTC prioritizes the safety of children and adult victims of domestic violence. Our services are individualized to fit the needs of each family. We operate in community collaboration.

We are a child-focused service, which provides a safe and comfortable place for parents and children to build positive relationships. The DFPTC's goal is to help in arranging continued contact between parents and their children.

We are committed to providing reasonable accommodation for those with special needs and disabilities. Please let staff know any needs you have to access our services. It is the visiting parent's responsibility to make arrangements with staff if they will be bringing guests who need special arrangements.

In the event of a fire (or fire alarm) while at the DFPTC staff will be responsible for assisting all program participants in exiting the building. Visiting parents will exit through the back door and assemble behind the old city hall building on Michigan and Second Avenue East. Residential parents will exit the Superior Street door and proceed to the designated meeting place: the Lakewalk entrance, which is located east of the DAIP building

Duluth Family Parenting Time Center Hours

We work with families on an individual basis to schedule times for their services to take place. Available options are limited but we will do our best to accommodate the service times needed.

Sundays:	Call to Schedule – 11am – 7pm
Mondays:	Call to Schedule – 11am – 7pm
Tuesdays:	Closed
Wednesdays:	Call to Schedule – 4pm – 8pm
Thursdays:	Call to Schedule – 11am – 3pm
Fridays:	Call to Schedule – 11am – 3pm
Saturdays:	Closed

Emergency closing of the Duluth Family Parenting Time Center

When the **Duluth Public Schools are closed due to severe weather conditions**, the **DFPTC will also close**. Please contact either of the following sources for confirmation:

DFPTC Office 722-2781 Ext. 204 or KDAL 610AM RADIO at 722-4321.

If severe weather occurs on Sunday or other such day when the Duluth Public Schools are not open the DFPTC may opt to close. We will do our best to reach our parents to inform them but please call our office where we will have a recorded message informing you of our closing.

The DFPTC will also be closed for the following holidays:

- New Year's Day
- Martin Luther King Jr. Day (3rd Monday in January)
- International Women's Day (March 8th)
- Easter
- Memorial Day (Sunday and Monday)
- Juneteenth
- July 4th
- Labor Day (Sunday and Monday)
- Indigenous Peoples' Day (2nd Monday in October)
- Veteran's Day (November 11th)
- Thanksgiving Day (Thursday and Friday)
- Christmas Eve/Christmas Day

What We Offer at Duluth Family Parenting Time Center:

Steps Towards Change Program:

This program is for families who have been referred or court ordered into the Steps Program with the intent to create a plan that fits the needs of each family. There is no dedicated timeline unless otherwise noted in a court order or agreement between the parties involved. Within the Steps Program, the staff will work towards creating a process that prioritizes the safety of the child(ren) who is reuniting with a guardian.

On-going On-Site Parenting Time:

This program option is for families who are in the process of receiving a court order or referral from another guiding agency such as CPS, therapeutic services, or family court. While the process of parenting time is becoming established within the channel of the referral source, the program staff will work towards achieving on-going supervised parenting time. Scheduling will be on a first come and first served basis as the availability of on-going staff may not always be available.

Supervised Zoom Parenting Time:

Supervised zoom parenting time is an option for families to connect virtually. Staff are able to provide a device to be utilized within the Steps Program Parenting Center. Staff will supervise the parenting time by remaining within close quarters to the parent within the building as well as logging onto the virtual call. Staff can also provide supervision to a call remotely where the guardian is exercising parenting time from a safe, confidential location. Staff will be present on the call from start to finish.

Supervised Exchanges:

Supervised exchanges are an option for transferring the child(ren) from one guardian to the other in a conflict free environment. This option can be utilized for referrals who are looking for on-going services or to be incorporated into a Steps Program Agreement.

Duluth Family Parenting Time Center: Important Reminders

Abide by Parking and Door Policy:

- ❖ The DFPTC has two entries for parents to use. Children will always enter and leave the DFPTC through the front door. [the visiting parent using side door] Each doorway has a doorbell to notify staff that you have arrived. Special arrangements are made for those who cannot use the stairs. If there is an OFP in place, the respondent is responsible for adhering to all conditions of the order while utilizing the DFPTC including avoiding contact outside the DAIP building.
- ❖ We expect people to park on Superior Street if you are using the front entrance and Michigan Street or 2nd Avenue East if you are using the back entrance. It may be considered a violation of a court order and our policies if you do not park in designated areas.
- ❖ At the close of a visit the children and the departing parent will leave first, and the remaining parents will wait 10 minutes to allow them time to exit.

Keep Parenting Time Schedule Consistent:

Consistent visitation is the first step in transitioning away from supervised parenting time. Visiting parents are asked to be consistent and keep to the parenting time schedule as much as possible.

First No Show: Verbal discussion with the DFPTC staff.

Second No Show: Staff will arrange for the child to be brought to the DFPTC after the visiting parent arrives.

Third No Show: Visits may be suspended. Visits can be reinstated after an onsite meeting with the DFPTC Team Leader, and a new plan of action is put in place.

Fourth No Show: Termination of visits. Letter to Judge and/or the referring agency.

Body Boundaries:

- Children will be able to decide whether to hug or kiss you hello and goodbye during a visit. If your child does not want to greet you with a hug or a kiss, we will work with the family on what greeting allows the child to feel most comfortable.
- If a child expresses to staff that they do not want to visit, staff will speak with the child(ren) individually to assess whether a visit or exchange will occur.

Possible reasons for staff to intervene during parenting time may include:

- Overly rough play
- Throwing toys
- Yelling/Swearing
- Intimidation
- Threats to other parent or staff
- Inappropriate conversation/play
 - Physical punishment
- Making unfulfilling promises

Guest Policy:

After visiting for a period of time the visiting participant may decide that they would like to bring a guest to a visit. If approved, staff will arrange for the guest to come in for orientation and then proceed during a period that fits your established schedule and the visitation schedule. Any future guest request needs to be made in the same fashion.

DFPTC recognizes the importance of extended family. Staff will determine appropriateness of visitors based on the following factors:

- ❖ Relationship of visitors with the child past and future
- ❖ Potential for visitors to be part of the transition plan to unsupervised visits
- ❖ Age and number of visitors in relation to the number of families visiting at the time requested
- ❖ Concerns of the custodial parents
- ❖ Visitor's ability and willingness to follow the rules of the DFPTC
- ❖ The impact of visitors on the visits and/or the child
- ❖ Whether or not visitors are under investigation or has been convicted of maltreatment or criminal sexual conduct
- ❖ Concerns of staff regarding safety for family, staff or other families in the DFPTC

Gift Policy:

If the scheduling parent decides they would like to give the child(ren) gifts during their time together, staff asks that the following guidelines are met:

- ❖ Guidelines are observed and respected by not bringing unwelcome items such as those discussed with DFPTC staff.
- ❖ Gifts are not assumably going to leave the center with the child. A basket can be provided to leave gifts at the center for future parenting visits.
- ❖ Gifts will not be given to the child and taken away as punishment.

DFPTC Sick Child Policy:

If your children are experiencing any of the symptoms below, call the DFPTC to discuss how to move forward with scheduled family time.

1. If your child has a temperature of 101.4 degrees or above.
2. If your child has had diarrhea in the past 24 hours, keep your child at home until the child has been diarrhea-free for 24 hours or stools are formed enough that they are contained in the diaper.
3. If your child is vomiting, please keep your child at home for up to 24 hours after the vomiting has ended.
4. If your child is exhibiting an unexplained skin rash, please keep your child at home until the condition has been evaluated and treated.

Staff will not enforce make-up time when a parenting time is cancelled due to illness.

DFPTC Medication Policy:

No medication will be given to children during onsite parenting time by the DFPTC staff. This includes prescription and non-prescription drugs. (Some exceptions apply) Please let staff know if you or your child has any special medical needs or concerns (allergies, asthma...etc.)