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Visitors Policy & Guidelines

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families and friends to participate and be
, and in accordance with their wishes.

Policy Scope

This policy and its guidelines applies to all visitors to residents in COPE Foundation.

Policy Purpose

The purpose of this policy is to provide guidelines for visitors, residents and staff, in relation to visiting residents in COPE Foundation.

Guidelines

Residents

- Are facilitated to develop and maintain personal relationships in accordance with their own wishes;
- Are entitled to decline visitors should they so wish; this should be recorded.

Visitors

- Will sign-in in the *Visitor's Book* at the commencement and end of their visit;
- Will be responsible for the safety and security of their belongings;
- Are not permitted to smoke in the residence;
- Are not permitted to visit whilst under the influence of alcohol/drugs;
- Are not permitted to stay overnight;
- Are responsible for the appropriate behaviour of their children whilst in the residence;
- Who bring food/drink and wish to share with other residents, should consult with staff before doing so;
- Who wish to bring a pet into the residence, should consult with staff before doing so.

Staff

- Will not place restrictions on visits, unless requested by the resident, or for reasons of privacy and safety; this should be recorded.
- COPE Foundation staff reserves the right, at its sole discretion, to restrict a visitor's access, when it is believed their presence in the residence could create an unsafe environment; this should be recorded.
- May restrict access to prevent/control risk of infection.