

Kington Child Contact Centre

COURT ATTENDANCE POLICY

CONTEXT:

This policy is for very rare occasions where staff (and/or volunteers) may be summoned to court by order to witness or testify by a client's request or another related party ie Social Services.

CONDITIONS:

1.1 The National Association of Child Contact Centres (NACCC), and the Family Court have agreed in their Judicial Protocol summary, that **Supported Centres** do not write any statements for court, and will not be called to court to give evidence. Further information pertaining to this agreement can be requested from: kingstonccc84@gmail.com

1.2 However, on a very rare occasion, a **Supervised** managed contact with us might summon supervisors (or volunteers) to witness or further discuss their report(s) relevant at the time. We reserve the right to invite a further assessment review with the client, and their legal representatives with reference to the above (1.1); and to consider whether it is absolutely necessary to attend court, for instance what are the gains or benefits for the child/ren in question? etc.

1.3 The reflective outcome of the above assessment with said parties must be able to give true and substantiated reasons in writing for the summons. T

1.4 The following charges will be applied and must be agreed as referenced by the Ministry for Justice (*part 24):

RATE	COST
Daily	£500 - 800

1.5 The rate agreed is subject to the staff member's (volunteer) employment status and their full or part-time role, whether they are employed or self-

employment, and a binding contract of agreement that all costs are paid in full by the client (or representatives) in advance of court attendance dates/times.

1.5 All information will be confidential, including the staff member's (volunteer) employer, organisation or self-employment status.

1.6 Signatures for this agreement are required below from the client and those being summoned by Order of the Court. This information will be shared with the staff member's (volunteer) employer, organisation or if self-employed.

KINGSTON CHILD CONTACT CENTRE AGREED AND ACCEPTED TERMS AND CONDITIONS SIGNED BY CLIENT AND STAFF:

NAME	TITLE	DATE
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NAME	TITLE	DATE
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Policy Date: August 2026

REFERENCES:

* https://www.justice.gov.uk/courts/procedure-rules/family/parts/part_24#IDAKE0HC

The Ministry of Justice (Part 24) referenced:

(4) The order may require the production of any document which the court considers is necessary for the purposes of the examination.

(5) The order must state the date, time and place of the examination.

(6) At the time of service of the order the deponent must be offered or paid –

(a) a sum reasonably sufficient to cover the expenses of the deponent in travelling to and from the place of examination; and

(b) such sum by way of compensation for loss of time as may be specified in Practice Direction 24A.

August 2026