**Welcome to the Supervised Exchange and Parenting Time (SEPT) Program sponsored by CASA of the 6th Judicial District. We look forward to serving you and your family.**

Separation and divorce are always a painful process, especially when it involves your children. It is not uncommon for people who choose to separate to need temporary assistance in arranging for visitation or exchanges between children and their parents.

We understand that you have many concerns, and we are here to help create a safe environment for you and your family. Our staff is familiar with the dynamics that result in families being ordered or agreeing to use S.E.P.T. We are a child-focused service that provides a safe and comfortable place for parents and children to build positive relationships. This packet is intended to help you fully understand how to use the program most effectively for you and your family.

**Please read through the Orientation Packet/Handbook prior to your orientation.**

You will find the following information:

* Primary Goals
* Supervised Exchanges
* Supervised Parenting Time
* Fee Schedule for Visitations/Exchanges and Court Documentation
* Personal Information Form (Please complete prior to your orientation)
* Bringing Party Rules
* Visiting Party Rules

If you ever have any questions, please contact Alanda Martin at 970-403-6606, the SEPT Program Director. Please review the information and call the SEPT Coordinator to set up an orientation appointment. Bring completed paperwork and required documents to your orientation meeting.

We look forward to working with you in order to promote safety for you and your children.

Sincerely,

SEPT Program Director and SEPT Staff