

# King Street Artworks

## Support Person/Caregiver/Whanau Policy

At King Street we recognise that some artists may need more support with activities than we, as staff, are able to provide. We actively encourage those artists to bring along an appropriate support person.

This policy applies to those caring for both the individual and groups of people.

As a support person/caregiver we ask that-

- You identify yourself as such to the staff.
- If the person you are caring for has any special needs please identify these needs to a staff member.
- Remain at the side of the person you're supporting and assist with their needs.
- If you need to leave for any reason please let a staff member know.
- Please read the King Street Guidelines and let the person you are supporting know what they are.
- You can work on your own artwork along side the person you are caring for as long as your primary focus is that person.
- Please respect your client's right to confidentiality, ie ask them before divulging only relevant and appropriate information to staff.
- King Street is a free service and all we ask is that each artist clean up after themselves- if they are unable to do so then it is up to the caregiver to do this for them.
- Everyone is required to put their name in the daily diary and fill out an '*Artist form.*'
- If you are a parent or support person for someone under 16 please refer the 'Children at King St. Policy.'
- For health and safety reasons appropriate clothing should be worn, (eg. No bare/stocking feet anywhere in the workshop or loose clothing where machinery might be in use and aprons to be worn in pottery area) Provocative clothing is also not appropriate in this environment. Please refer King St's Health and Safety Policy.

**Remember that the staff are here to help, if you have any questions please don't hesitate to ask.**