



COMMUNITY GUIDELINES

The Saint Child Program teaches Life Skills to promote healthy lifestyles for expectant young women, their unborn babies, and infants.

The Saint Child program is committed to maintaining a safe and nurturing community environment for young pregnant women. Program guidelines help communicate expectations and benefit all residents, staff, and volunteers. This allows residents and staff to live and work closely and more comfortably together during the time leading up to birth and for up to a year after. The Saint Child program is designed to support residents in each stage of their pregnancy and throughout their first year of parenting. The Saint Child community encourages a positive atmosphere for physical, emotional, psychological, and spiritual growth.

OUR FAITH

Saint Child is a Christian organization and strives to give each resident the opportunity to explore and grow spiritually. Bible Study is provided weekly for all house residents. Residents are expected to select and attend a place of worship of their choice on a weekly basis. The Saint Child Program may be able to connect individuals with their own preferred local denomination or church and to help with finding transportation and support. Staff members and program volunteers are happy to help, and they welcome residents to attend worship services accompany them.

GENERAL EXPECTATIONS

- Participation in the Saint Child Program is completely voluntary; following the Community Guidelines, if admitted to the program, is mandatory. While it is the hope of the Saint Child community to help young women who need support during pregnancy, residents may be asked to leave the program early if they are unable to follow Community Guidelines.
- While you are participating in the Saint Child program, it is the expectation that you will be sober (no alcohol or drugs), smoke free, and sexually abstinent. We are happy to provide you support if this is a challenge for you. Periodic and random drug tests will be administered and, in some cases, it will be necessary to conduct room searches.
- Each resident is expected to be respectful, responsible, and to clean up after themselves. For example, this includes, but is not limited to, rinsing dishes after each meal or snack and putting them in the dishwasher. Specifically, counters

and other common work surfaces are to be wiped down and kept in a sanitary state. Food will be cleaned up and put away in proper storage areas.

- When a resident leaves the premises of the home for any off-site activity or appointment, she must use the sign-in/sign-out sheet without exception.
- Borrowing money is NOT allowed between any resident, staff member, or volunteer.
- Personal vehicles are permitted on a case-by-case basis, with prior approval from the Residence Coordinator. For liability purposes, Saint Child does NOT allow residents to transport other residents in their personal vehicles and is not responsible for costs associated with use of the vehicle or its maintenance. For safety reasons, illegal or irresponsible behavior may result in loss of use of personal vehicles.
- The Saint Child program is not responsible for residents' possessions, and will not replace items that are lost or go missing. Each resident is supplied with a locking box to secure valuables in their room.
- Residents must sleep only in their own bedrooms, not on couches or in other resident's rooms.
- Acts of aggression will not be tolerated; acts or threats of physical violence will result in immediate dismissal from the program.
- Respectful and appropriate communication is expected of everyone in the Saint Child community. Repeated instances of disrespectful and inappropriate communication and behavior toward residents, staff, and volunteers also are cause for dismissal from the program.

SCHEDULE

Since the Saint Child Program offers a shared living space, it is necessary that residents work together and with the Residence Coordinator to coordinate work, school, and appointment schedules. Time management is an essential life skill, and residents are expected to be on time for all community/house activities and for personal activities.

Dinners are shared together family-style most weekdays at 6 p.m. Residents are responsible for preparing their own breakfasts and lunches on weekdays and for their own dinner on Friday nights.

Quiet hours in the house are from 10:00pm-8:00am. This means that all conversations, music, and other noises are to be kept at a reasonable level that does not wake or disturb neighboring moms, babies, or staff. The TV must be turned off at the beginning of quiet hours (10 p.m.).

SCHOOL AND WORK

- Each Saint Child resident is expected to be actively working to meet their individual goals. All residents are required to complete a minimum of 20 productive hours each week. Productive hours often include attending school, work, or volunteering, but may look different in the third trimester of pregnancy and for a period after the birth of the baby.
- If a resident has not graduated from high school, she will attend school or study towards her high school equivalency test.
- A resident is encouraged to participate in any school-sponsored activity according to her physical ability, if her grades are eligible.
- If a resident is struggling to pass classes, Saint Child will provide homework support in the form of study hall and/or tutoring.
- Residents are exempt from this requirement for two weeks after the birth of their baby if a natural childbirth, four weeks if a cesarean section was performed, or per doctor's orders.

LIFE SKILLS

Residents are required to attend life skills classes provided by the Saint Child Program. These will include nutrition, childbirth preparation, baby care, and parenting classes. When available, these classes are mandatory for residents to attend; therefore, other appointments should be scheduled accordingly.

COUNSELING

Residents are required to participate in a weekly counseling session. Residents who do not already have a counselor will be provided with one. Counseling sessions remain confidential between counselors and residents.

A release is requested so the Residence Coordinator and other staff may be made aware if a situation arises that raises concern about the safety of the resident or others.

FOOD

Residents are asked to let a staff member know of any food restrictions or needs. (i.e. gluten free, vegetarian, vegan, diabetic, etc.)

- Dinner is shared together, family style, each Saturday through Thursday at 6:00 p.m. On Friday nights residents are responsible for preparing their own meal.
- Residents take turns planning and preparing a family style meal every week.
- When it is your night to cook dinner you are responsible for preparing the meal and setting the table. After the meal everyone is expected to help with clearing the table and sanitizing it, sweeping the kitchen floor, cleaning the dishes, emptying the garbage, wiping down the counters, and running the dishwasher. The resident who cooked dinner is responsible to be sure that all the cleaning tasks are completed and that the dishwasher is unloaded before bed. Residents are exempt from this requirement for two weeks after the birth of their baby if

theirs was a natural childbirth, four weeks after if a cesarean section was performed, unless doctors' orders state otherwise.

- Each resident participates in meal planning and will grocery shop with the Residential Coordinator on a weekly basis and purchase items from a planned grocery list for use by the whole house. You will be given the opportunity to purchase specific items for your use, which can be labeled with your name and stored in a separate location.
- Food and drinks are to be kept in the kitchen and at the dining room table. Water in bottles is allowed in rooms and throughout the house.

HOUSEKEEPING

Housekeeping is everyone's responsibility. Everyone helps with the necessary daily tasks of housekeeping to keep the house in good condition.

- Beds are made and bedrooms tidied every day.
- Each resident receives specific chores to do each day, like vacuuming a room, sweeping steps, dusting etc. These chores are required and must be completed before end of day.
- All residents must do their own laundry. Each resident has a specific laundry day assigned each week and must honor the schedule unless problems with work, school, or unexpected circumstances arise. Concerns or problems with scheduled laundry days should be brought to the attention of the Residence Coordinator.
- Residents are exempt from this requirement for two weeks after the birth of their baby if a natural childbirth and for four weeks if a cesarean section was performed, unless doctors' orders state otherwise.

PASS TIME

Daily pass time availability is as follows:

Monday – Thursday 10:00am - 5:00pm

Friday & Saturday – 10:00am –9:00pm

Sunday – 10:00am – 7:00pm

Daily pass time is allowed once the following requirements are completed:

- Daily shower and personal preparations are complete, room is clean and checked by staff, and assigned chores have been completed and checked off by staff (by 11am if Daily Pass Time is to be Approved). It is each resident's responsibility to request staff verification of completed tasks.
- A plan for resident's weekly productive hours (work/school/volunteer hours) has been clearly communicated to the Residence Coordinator or other staff.
- A pass-time request form must be submitted and approved by the Residence Coordinator or other staff at least 30 minutes in advance.
- If residents are too ill to attend daily obligations (work, school, volunteer, etc.) daily pass time will not be available.
- If there is a change in where a resident spends her pass time, it is the resident's responsibility to contact the Residence Coordinator with updated details.

- Good communication is important and respectful. Returning late from daily pass time or failure to inform the Residence Coordinator of changed plans will result in loss of pass time privileges in the future. There is a 15-minute grace period given for return from pass time before loss of pass time will occur.
- Overnight pass time request forms must be completed and submitted a minimum of 72 hours (3 days) in advance. Staff requires a minimum of 72 hours notice starting when Overnight Pass Time Request Forms are submitted. Complete and detailed travel plan information is required before approval is given.

VISITORS

Saint Child emphasizes the importance of residents establishing and maintaining healthy relationships. During a resident's first week in the Saint Child house, it is important to become familiar and to integrate into the house routine, which allows very little opportunity for outside contact with friends and family.

- After the first week, visitation with friends and family is encouraged within the following guidelines:
 - With prior approval, friends and family are welcome in the house;
 - During available leave time, residents are welcome to leave the house with appropriate family or friends;
 - A Visitor Request Form must be completed and submitted by residents 48 hours prior to the requested visit. Staff needs at least 48 hours notice in order for an invited visitor to be approved and welcomed at the house.
 - Forms for previously approved visitors should be completed and submitted at least 2 hours in advance of the visit time.
 - Family and friend visitations to the house are allowed only in our public spaces.

CLOTHING

All clothing must be modest and appropriate for activities scheduled both outside and inside the home. Questions and clarification may be obtained from the Residence Coordinator and other staff members.

MEDICAL CONSIDERATIONS

The Saint Child community looks forward to assisting each woman who chooses to participate in the program. The goal is to provide quality care for each individual resident and her baby. Staff and volunteers often assist with transportation to and from medical appointments.

All women in the Saint Child program are offered Doula Services for their support and help during pregnancy and birth. Saint Child looks forward to helping women learn new ways of providing quality care for themselves and their babies.

CONFIDENTIALITY

For all of the residents' and staff's safety, the physical location of the Saint Child house and personal information about residents is to remain confidential. Approved visitors will be given the address only after agreeing to this confidentiality. Residents who have approved visitors are expected to communicate with visitors that the address is not to be shared with others and that mail should not be directed to the house address. Questions and exceptions to this rule are to be discussed with the Executive Director or Residence Coordinator.

MOBILE PHONES, TECHNOLOGY AND OTHER ELECTRONICS

We anticipate that residents will be responsible and respectful with usage of electronics. The Saint Child Program staff is not responsible for residents' electronic devices such as phones, laptops and tablets, but will maintain oversight of the use of computers, radios, iPods, CD/DVD/MP3 players, cell phones, etc.

- Use of TV's and or computers is to be done in public, common spaces.
- Using electronic devices for watching TV and movies for entertainment rather than for school or work or program activities is not allowed before 5 p.m. anywhere in the house. Other movies and DVDs may be allowed in residents' rooms on a case-by-case basis with staff discretion.
- The television is available after 5pm Monday – Friday and on weekends at staff discretion if all residents in the house have completed all chores, homework, and case management tasks.
- Content of TV programming or a movie is at the discretion of the Residence Coordinator and other staff. Programs rated PG-13 and lower are welcome, other programming may be allowed at staff discretion.
- As a courtesy to others, residents are asked to limit their use of the phone or computer to 30 minutes. Residents who need to use the phone or computer are asked to respectfully communicate with the current user that they are waiting.
- Cell phones and tablets are not permitted at the table during dinner. All electronics should be silenced and left in each resident's room during dinner.

RESIDENT CONTRIBUTIONS

- Each resident is required to contribute productive hours every week.
- Each resident will contribute \$ 130 of their monthly allotted SNAP benefits for the purchase of household groceries. All remaining SNAP benefits may be used at the discretion of each resident.
- Each resident will contribute the total amount of their WIC benefits per month to Saint Child for household operation.
- Each resident is expected to contribute \$150 per month in program fees. This can be paid in cash or residents have the option of completing Resident Contributions to work off the value of the program fee.

AGREEMENT AND SIGNATURE

By signing this, I, the resident, agree that:

I have read and understand the Saint Child Program Community Guidelines and that

I have been given the opportunity to ask questions about the guidelines.

I have been given my own signed copy of the Saint Child Community Guidelines, which I am required to keep handy and refer to from time to time.

By signing this, I also agree to the following:

If accepted to the Saint Child program, I agree to follow all of the Saint Child Program's Community Guidelines.

I understand that if I choose to violate the Community Guidelines, a loss of privileges or complete and early dismissal from the program may be the result.

Name Printed _____

Signature _____ Date _____