

HIS CARING PLACE ~ FAMILY GUIDELINES

GENERAL

1. All residents must be following and completing their individual goal plan created by the resident and counselor in order to remain in the program.
2. Residents are required to follow the daily schedule and participate in all required classes and activities.
3. Residents shall be in their rooms by 9:00 pm with lights out by 10:00 pm. Any resident not in her room on time will go to her room one hour earlier the following night. Residents must be showered/dressed, have eaten breakfast and completed chores by 9:00 am.
4. It is the responsibility of the resident to take care of her belongings. His Caring Place is not responsible for lost or stolen property. No borrowing is allowed.
5. Residents are required to dress modestly (no spandex, spaghetti straps, tight pants, short skirts/shorts, or high heels).
6. No body piercing~ only two earrings per ear are permitted. Residents will not be allowed to enter the program until all items are removed (tongue, belly, nose earrings, etc.).
7. Residents are not permitted to enter another resident's room without staff permission.
8. No secular music is allowed in the home. Radios are not to be on from 9:00 pm – 9:00 am. Staff will screen all CD's tapes, books and magazines. If not approved, items will be removed.
9. Television/VCR may be used with staff permission. MTV, VH1, talk shows, soap operas, BET, horror, sex, violence, etc. are not permitted.
10. Family devotions and prayer will be held on a daily basis, participation is mandatory.
11. Residents are required to attend church services on Wednesdays and Sundays.

BIRTH FATHER

1. The birth father is not allowed in the delivery room when resident is in labor unless he has met the following criteria:
2. He must visit the birth mom at least bi-weekly while she is at HCP
3. He must attend parenting classes.
4. He must set aside at least 25% of income in savings for support of child after birth.
5. He must have weekly or bi weekly contact with birth mom via phone,(he must call her).

6. He should attend counseling regarding responsibilities of becoming a father.
7. Church attendance is recommended but not mandatory.

MEALTIMES

1. Kitchen hours are as follows: Healthy nutritional habits are required.
Breakfast 7:00 am – 9:00 am
Lunch 11:00 am – 1:00 pm
Afternoon snack 3:00 pm – 3:30 pm
Dinner 5:00 pm – 7:00 pm
Evening snack 8:00 pm – 8:30 pm
2. Each resident will have some responsibility in meal planning and preparation. Dinner will be eaten as a family. Everyone is to be punctual for dinner and must ask to be excused from the table (if for some reason a resident asks to substitute her meal, a sandwich may be prepared – this may only occur once a week).
3. All residents are responsible for preparing their own breakfast and lunch.

HOUSEKEEPING

1. Each resident will participate in the daily and weekly tasks of housekeeping. No young woman will have one job continuously. The chore chart will be revised weekly.
2. No arguing with staff or other young women in the house about duties. Remember to focus on your responsibilities and not those of others.
3. Residents will sleep in pajamas, nightgowns, or large T-shirts, not in their clothes and no in the nude.
4. During third trimester, beds will be made with plastic sheets along with standard bedding.
5. No food or drink is allowed in the carpeted areas or bedrooms (cup of water or ice and popcorn permitted).
6. Neatness and cleanliness are required. You are responsible for your own personal hygiene.

EDUCATION

1. Education consists of general academic, GED course work, and vocational school. Other mandatory programs include childbirth class, adoption vs. parenting counseling, baby care instruction, Bible study, household curriculum, and any assignments from the counseling program.
2. Resident who do not maintain a C average or neglect other His Caring Place assignments shall be required to attend a study hall at a specified time and place. If they continue to fail, social restrictions will result (phone, TV, outings, etc.).

COUNSELING

1. All residents will participate in the Biblical counseling program. Counseling will consist of individual and group sessions including assignments and extended sessions when possible or necessary.
2. Birthfather and/or family counseling are available (at counselors discretion).

MEDICAL CONSIDERATIONS

1. All medication of any kind, including aspirin, antacids and vitamins will be given to houseparent and distributed as needed.
2. Houseparent must approve all appointments.
3. Residents must go to doctor's appointments and follow medical advice. A birth coach will be provided and will be present at time of birth..

PERSONAL FINANCES

1. All residents shall agree to deposit all money received into an appointed account set up by His Caring Place.
2. Each resident shall receive thirty dollars per month as allowance to be used as a financial budgeting tool.
3. All residents who are employed are required to give 10% tithe, save 50% and keep 40% for personal use.

VISITATION

1. Parents/Guardian will be allowed to visit the young women with the understanding that they will contact the house parents 48 hours in advance to schedule a visitation.

2. Other relatives/friends will be allowed to visit with the approval of His Caring Place staff and referring adult parties.
3. Dating is not permitted during a resident's time at His Caring Place.
4. No visits away from the home are to be made when the house parents are not present unless prior permission has been given.
5. Home visits will occur after the residents have been at His Caring Place for a period of four weeks and these visits may occur only once a month with approval of His Caring Place staff. Also, once visiting arrangements have been made, **THEY MAY NOT BE CHANGED** during a visit except for extreme circumstances.
6. No pregnant resident will be allowed to go on an overnight visit after 34 weeks of pregnancy.
7. After 34 weeks of pregnancy, no resident will be allowed to be away from the home without a staff member, mentor, or birth coach, for more than three hours.

PHONE

1. Residents will be allowed to accept or make calls while house parent or counselor is present. Calls will be a maximum of 20 minutes each. Residents will take turns making calls. Residents must use phone cards for long distance calls. Each resident must ask permission before using the phone.
2. Doctors, school, and other business calls may be made with special permission.
3. Collect phone calls may not be accepted unless His Caring Place staff gives permission.
4. Residents may not call young men, but may receive calls from young men.
5. No cell phones or beepers are permitted in the house.
6. House parents and counselor must approve phone list for each resident.
7. Misuse of any of the phone rules will result in lost phone privileges.

GRIEVANCES

1. Physical violence is unacceptable. His Caring Place resolves conflict through communication and respect.
2. His Caring Place recognizes that there may be personal conflicts between residents. These issues will be handled as follows:
 - a. First, calmly and respectfully discuss the situation with the resident. If you are unable to resolve the issue then go to the staff for assistance with the situation.
 - b. If you feel you are unable to approach your housemate, then go directly to the staff for assistance.

- 3 Conflict with staff will be resolved by going directly to that particular staff member. No gossiping or disrespectful talk is allowed.

His Caring Place, shall consider for placement any unwed mother who meets the admission criteria, and wants to be in the home. She must be willing to live as a member of the family, accepting the staff of the home as the authorities in the home. No one shall be allowed to place a young woman in the home without her consent.

These policies have been explained to me and I agree to abide by them.

Signature of Young Woman

Date

Signature of responsible party
(if young woman is a minor)

Date

Staff witness

Date