

STEP 1: RAMOTH HOUSE GUIDELINES

The programs at Ramoth House are designed to assist you in learning how to parent well and build on the strengths you already have. During your time at Ramoth House you will be encouraged to develop new life strategies as you seek to grow and manage your self-care, home management and relationships. In order to do this there are House Guidelines that need to be followed so everyone has the opportunity for learning and living in a safe environment. As such I, _____ commit to follow the guidelines listed below:

1. While living at Ramoth House, I am responsible for the following:

- Following all Ramoth House guidelines and schedules.
- Respecting the rights of both Staff and other residents.
- Accepting the consequences of my actions.
- Participating cooperatively in programming and in the life of the Home.

2. I will control my actions and respect the feelings of others. Put downs, threats, name calling, lying and swearing hurts people and makes them feel unsafe and uncomfortable.

3. Threats of violence/intimidation may result in immediate dismissal from the program. I will consider my voice level, tone and body language when addressing other residents and staff.

4. There is zero tolerance for criminal activity, violence, acts of vandalism, the use/possession of alcohol, the use/possession of drugs or the use/possession of weapons. Such incidents will result in immediate dismissal from the program. I understand this.

5. Please be advised that there is an audio monitoring system throughout Ramoth House. The monitors alert Staff should a crisis arise with an infant, if aggression occurs between residents or if a resident goes into labour. Some monitors are used by residents to hear their infants. Please be aware that, while the purpose of the monitors is not to overhear personal conversations, if a person is speaking loudly the conversation may be overheard. It is advised that information that you do not want to be heard by another resident or Staff should not be shared in the building.

6. I will be in the house by the curfews of:

Sunday - Thursday 10 pm In own room by 11:00 pm

Friday & Saturday 11 pm In own room by 11:00 pm

7. This is a cooperative living residence. All daily tasks of housekeeping, meal preparation & laundry etc. are the shared responsibility of the residents. Housekeeping, cooking and laundry duties are assigned by Staff and posted each week. There are lists posted explaining how the housekeeping, cooking and laundry are to be completed. Schedules must be followed.

8. For the first 28 days I am not able to have overnight visits away from Ramoth House as stipulated by Wellington County Ontario Works. After this time period I am able to have 14 overnights away that will be financially covered by Wellington County. Please be advised that Family and Children Services may limit overnight visits. Overnight visit forms must be submitted to the office two weeks in advance to allow for planning and scheduling.

9. Family and friends are not able to visit you on the Ramoth Life Centre property. Instead you may visit all Family and Children Services approved visitors in the community. The backyard and back entrance are off limits to all visitors and their vehicles unless special permission is granted by the Executive Director or Program Manager. It is my responsibility to plan my visits around the House schedule.

10. A nonrefundable admittance fee of \$100 covers the cost of processing your admittance to the program. If you are unable to pay the full fee at admission time then you can request a payment plan.

11. I will be held responsible for any damage I cause to the Ramoth House property or to items belonging to Ramoth House. Charges for damages will be collected as they occur or prior to my discharge.

12. Each resident is required to pay a monthly fee of \$20 for long distance phone service. This allows each resident to make an unlimited number of long distance calls. Residents cannot accept collect calls.

13. Participation in all Ramoth House Programs is required (see Ramoth House Stepping Stones and Home Management Program for program descriptions).

14. Ramoth House does not provide transportation. Alternative arrangements need to be made for me to attend appointments and at the onset of labour. The Community Resource Centre in Mount Forest does provide a volunteer transportation service.

15. Cell phones may be used in accordance to the Resident Cell Phone Protocol (see Resident Handbook for more details).

16. Smoking is only permitted in the designated area shared by Step 1 and Step 2 residents and is **not** allowed in any part of the Home or by the entry ways. Residents who smoke are responsible for emptying and cleaning the smoke butt container on a regular basis. If these guidelines are not followed, smoking privileges on the Ramoth Life Centre property will be revoked.

17. No sexual activity (kissing, touching, caressing, sex toys, intercourse) is permitted at Ramoth House or in the Ramoth House office.

18. There is no burning of candles or incense at Ramoth House.

19. Ramoth House is a perfume free facility.

20. There will be no tattooing or piercing of yourself, a baby or other residents while at Ramoth House.

21. Residents wishing to dye their hair will be required to do so when visiting family or friends or at a professional salon so not to stain the tub, sinks, and bathroom floors at Ramoth House.

Parenting and Child Safety:

1. I am responsible for caring for my child while at Ramoth House. Staff is here to support and encourage me in my parenting, not to do it for me.
2. All infant feedings take place downstairs in the living room, unless special permission is granted by the Program Manager.
3. Residents who choose to bottle feed must prepare a 24 hour supply of formula daily according to Ramoth House instructions (as specified by Public Health). Immediately after each bottle feeding, bottles must be rinsed well, nipples separated from rings and then rinsed, and all items placed in the designated container.
4. The microwave and electric bottle warmers cannot be used to heat/warm baby food or bottles. Warming pitchers are provided.
5. Each baby has his/her own infant supplies, toys and equipment that must not be shared.
6. My baby may not sleep/lay/sit with me in my bed but be in his/her own crib. Please be advised that Staff do conduct bedroom checks at night to ensure baby safe sleep.
7. When a baby is in a car seat, infant seat, high chair or stroller, the child must be securely buckled in at **all** times. If a baby is in the kitchen, the mother must also be in the kitchen.
8. I am to place my baby in my stroller while I am outside. The Ramoth House infant seats and my car seat are not to be used outside.
9. My baby is to be in the crib or play pen if an activity requires me to move to a location where I am out of arms reach or when I cannot see my child. I will make sure I go and check on my baby if I cannot see him/her. I will remain on the same level of the building as my child unless I have been granted monitoring privileges by the Program Manager.
10. My baby can never be left on the floor unattended.
11. Crawling babies are not allowed to crawl on the kitchen floor, in the upstairs hall way or near stairs. I am responsible to ensure my crawling infant does not touch things that would be unsafe.
12. I must never leave my baby alone while I go outside.

Respecting the Ramoth House Program:

Not following the house guidelines will result in the removal of privileges and/or the addition of chores. Sample consequence lists are available in the binder in the study room. If you refuse to follow guidelines and/or participate in the program, you will be asked to leave. If you are asked to leave the program you may be allowed to re-enter the Ramoth House program at a later date after an interview, review of guidelines and appropriate agreements signed.

Reasons for Discharge:

1. Causing harm to yourself, baby, residents and staff.
2. Not respecting the staff and volunteers of Ramoth Life Centre.
3. Creating a tense, stressful and uncomfortable home environment.
4. Threatening and/or violent behavior, criminal activity.
5. Use/possession of drugs, alcohol, and/or weapons.
6. A lack of participation in the program.
7. A repeated pattern of failure to follow through with the Ramoth House guidelines and schedules.

Leaving the Program:

When you leave Ramoth House you must take all of your personal belongings with you on the day of departure. If you are evicted from the program you must take all of your personal belongings with you at the time of eviction or within three days arranging for the O.P.P. to accompany you to Ramoth House during office hours. Ramoth House will dispose of all personal items left behind after three days.

Resident Signature

Date

Ramoth House Program Manager

Date