

Perry Center Resident Policies

Welcome to the Perry Center! We want your time with us to be meaningful and worthwhile. The Perry Center is a safe and loving environment that offers life skills training and Christian spiritual growth experiences in a comfortable residential setting. It is our desire to provide the help, education and encouragement you need at this time in your life.

The following policies are designed for your safety, as well as to provide the framework for your stay here to be a valuable encounter with God. Our hope is that your experience here provides the love and support you need to make the best decision for you and your baby.

(For the purpose of this document, "staff" refers to the Administrator, the Program Director, the Houseparent, and/or the Resident Advisor.)

A. General Residential Policies

1. **Smoking, Alcohol, and other drug use.**

The entire property of the Perry Center (any indoor or outdoor space) is a smoke-free, alcohol-free, and drug-free zone. This policy is for the health and safety of all concerned, including you and your unborn child. Additionally, if a resident under 18 years of age is found to have tobacco in their possession, they will be referred to local juvenile authorities. North Dakota state law considers alcohol or drug use by a pregnant woman as child abuse. If you are concerned about your tobacco, alcohol, or drug use or have a history with addiction, *please* speak to staff about it during your intake interview and we will assist you in getting appropriate help. Your wellbeing and the safety of your baby is our top priority!

2. **Rent.**

Your monthly rent payment will not exceed \$400 per month for your room, board, and services. If you come to the Perry Center with children, the monthly rent amount increases by \$100 per month per child. (Example: You and your toddler are admitted. Your monthly rent payment will not exceed \$500 per month: \$400 for you, plus \$100 for your toddler.) It is due on the 1st of each month. You may give your payment to the House Staff or the Administrator. If you or your guardians (if under 18) are unable to afford a full rent payment, please contact the Administrator or Program Director to implement the sliding fee scale. Proof of income will be required on a monthly basis, as the sliding fee is based on income.

3. **Bedrooms.**

Rooms should be kept neat and orderly at all times and will be checked frequently by staff. Each resident will have a key to her room. If lost, another key can be purchased for \$5.00. A common kitchen and TV area is provided; therefore, no personal TV's, refrigerators, space heaters or microwaves are allowed.

4. **Assigned chores.**

Residents are expected to complete daily and weekly chores so that everyone can enjoy a safe and clean environment. The list of chores and directions on how to complete them will be posted. If chores are not done properly you will be asked to do them over. Upon their completion, the resident must sign off on the chore list.

****Daily chores:** All residents are expected to keep their personal space clean every day. Your personal space includes: 1) your assigned room, 2) your assigned bathroom, and 3) whatever space in the commons area you make use of in the course of the day. After each evening meal, all residents are expected to remain in the kitchen area and assist with clean up until all kitchen clean up is completed.

****Weekly chores:** Household cleaning chores will be assigned weekly to each resident.

You are expected to do one thorough cleaning of that area as well as a daily check for general cleanliness.

5. **Meals & Food**

Each resident must apply for WIC, and any other appropriate assistance. The WIC coupons and food support programs are for you. This food is intended for your use and should remain where you are residing. It will be kept in the refrigerator and cupboards, labeled with your name.

~Each resident is responsible for preparing their own breakfast and noon meal using their WIC food items and other items they may have purchased. Of course, leftovers and other food purchased by the Perry Center are available to residents as well. No cooking of food is allowed between meals, as healthy snacks and leftovers (to warm up) are always available. The evening meal is always eaten together in family style.

Additionally, each resident will be expected to assist staff in the preparation of at least one evening meal per week. Don't panic if you do not know how to cook! Staff is there to teach you how to prepare meals safely and to keep your diet nutritionally balanced. All residents assist in evening meal clean-up. If you are unable to be present for the evening meal due to an appointment or work schedule, please let staff know by 3:00pm that day.

6. **Resident Earning Program**

After daily and weekly chores are completed, residents may choose to complete extra chores in order to earn rewards through our Resident Earning Program. Hours worked on extra chores may be redeemed for such things as baby clothes, baby equipment, maternity clothes, transportation, babysitting, etc (supplies depend on donations). Earnings for rewards are equivalent to \$8.00 per hour and will be rewarded for work completed efficiently and thoroughly. See staff to participate in this program.

7. **Curfew and Quiet Times**

Quiet time in the building generally starts at 9:00pm and continues through 7:00am. The building is locked for resident safety. You will need to ring the doorbell to gain access. Doors are monitored by a security system for your safety and protection.

~For minors (age 17 years of age and under), curfew is 9:00pm Sunday through Saturday and 11:00pm on Fridays.

~Adult residents have Sunday through Saturday curfew of 10:00pm, and Friday night curfew of midnight.

Check with the Houseparent or the person on duty if a late check in is needed. No one is to leave the building after curfew as you will set off an alarm and be locked out.

8. **Appearance and Clothing**

All residents are expected to be fully dressed modestly and appropriately by 9:00am. Short shorts, any tops showing your midriff, spaghetti straps and other revealing clothing are not allowed. No bare feet are allowed outside of the bedroom/bathroom area. No pajamas can be worn off of the bedroom/bathroom area. Only full coverage robes are permitted in the common areas and only after 8:00pm. You must be dressed appropriately for classes and Bible Study.

9. **Free Time**

Residents are allowed up to two (2) evenings out to socialize per week. This must be planned in advance with staff on Monday of each week. All classes, supper clean-up, and assigned chores must be completed before socializing. Residents over the age of 18 may leave the building during free time **but must sign in and out**. Residents under the age of 18 will have to have permission of their parent/guardian to leave the facility and have approval by Perry Center staff. You may request a pass to go to a family member or volunteer's home for the weekend or during holidays. Group activities (community events, etc) are sometimes scheduled on weekends. If you are not

spending a weekend at a family member's home, the following applies: **Saturdays** are a free day for running errands or visiting friends, except for scheduled group activities. You may be gone from 8:00am until 10:00pm. You must give details of your plans to the person on duty and on the sign out sheet. **Sundays** are always a day for worship service attendance for all residents. After worship services, you are encouraged to invite visitors to see you from 3:00pm to 5:00pm. Visitors must be approved by staff ahead of time.

10. **House Meetings:**

House meetings are weekly events that all residents attend. This is an opportunity to discuss issues within the Perry Center that affect all residents, such as chore schedules, group activities, relationships with each other, menu items, etc.

11. **Miscellaneous Important Items:**

Hygiene-All residents are expected to bathe or shower, brush their teeth, use deodorant, and change clothes every day.

Laundry- Washers and dryers are provided, however each resident must purchase their own detergent and dryer sheets. Laundry loads are not to be started after 9:00pm. There is a sign up sheet for times posted on the door. You are responsible for washing your own bed linens weekly. Please remove your laundry from the laundry room when your scheduled time is up.

Mail- Mail will be handled each day by the staff.

House/Cell Phone Use- There is a house phone available for your use. You will need to purchase a phone card to make long distance calls. Cell phone use of any kind (including texting) is not allowed during any in-house classes, meetings, or bible study times. Please inform your callers that there are no phone calls allowed after 9:30 pm.

Television- TV will not be available for entertainment during in-house classes, meetings, bible studies, evening meal preparation, mealtime, and mealtime clean-up. Other TV time as well as what is viewed is at the discretion of the staff.

Movies, Books, Music, Games and Other Forms of Personal Entertainment- Movies with "G" or "PG" ratings only are allowed. ANY item with *occult* (Ouiji Boards, tarot cards, crystals, horoscopes, witchcraft, etc.), *violence*, or *sexual* themes will not be allowed in the building. Any material of this nature in any form found on the premises will be destroyed and disposed of, regardless of ownership.

B. Programming Policies

1. **Medical Care**

All Perry Center residents must be receiving ongoing and regular prenatal care. You may choose your own physician or the staff can refer you to one. There are two top quality hospitals in this community: Meritcare and Innovis. All medical appointments are expected to be kept and to be attended on time. At each medical appointment you are responsible to have your physician complete an "Update Form" for your Perry Center file and return it to staff. You will have the opportunity to attend childbirth classes.

2. **Appointments**

Always check the house schedule when making appointments for WIC, doctor, or other appointments. Try to schedule similar appointments on the same day and near the same time as other resident's appointments in order to help us be efficient with gas costs and staff time if you need a ride. Always schedule your appointments around the in-house class schedule. All appointments must be recorded on the House Schedule on the wall next to the refrigerator.

3. **Signing Out**

You are required to sign in and out in the binder on the bookshelf every time you leave

and return. Residents must be specific as to who they are with, where they are going, and a phone number and/or address where they can be reached. For your safety, please notify the on-duty person of your plans also.

4. **Transportation**

You are responsible to make and get to all your appointments on time. Staff may supply transportation to and from medical, WIC, and Social Service appointments that are scheduled on appointment day, but only if staff is available and the request is submitted in writing 24 hours in advance of the appointment. The first ride each week is free, but additional rides in that week are earned through the Resident Earning Program. Independence is encouraged, and you are expected to learn the public transportation system. The Program Director can assist you in applying for a reduced-priced city bus ticket (unlimited bus use for \$15/month). There is a bus stop right next to the Perry Center, at the corner of 7th Avenue South and 45th Street South.

***Any resident that is 18 years old or older and has completed high school or a GED program and is employed or actively searching for employment may bring an automobile for her use during her stay at the Perry Center. Proof of a valid driver's license, current auto insurance and registration, and license plate number is required. If you have your car at the Perry Center, please be aware that you are not allowed to provide a ride to any resident that is under 18 years old without written permission from their parent or guardian.

5. **In-house Classes**

Regular classes scheduled at the Perry Center are designed to enhance your experience and abilities during this period of your life when you are faced with so many life-changing decisions. Some examples of topics covered are life skills, independent living skills, decision making, adoption vs. parenting, taking care of a newborn, loss and grief, physical exercise at YMCA, and single parenting. All residents are required to participate in appropriate classes.

6. **Counseling & Advocacy**

The Program Director's office is located right in the Perry Center, and is available to provide one-on-one Christian-based counseling. All residents will meet with the Program Director at least weekly. Group counseling may also be available. The Program Director will also teach classes, assist you in planning and decision-making, be a daily support person, help coordinate services and make appropriate referrals.

7. **Spiritual Growth**

Residents are provided the opportunity to deepen their relationship with God and further their walk with Jesus as their personal Savior through a variety of activities.

~ If a resident does not have a personal bible, one will be given to her.

~ A prayer of thankfulness is said before each meal.

~ Group daily devotions are held after every evening meal.

~ All residents attend Bible Study which is held in-house two times per week.

~ Staff is available to pray with the residents at any time it is needed or requested.

~ Every Sunday all residents attend worship services. Residents may be accompanied to services by a staff member or a volunteer in order to ensure their security and comfort in a new spiritual community.

C. Community Activities Policies

1. **Mentor Program**

"Mentors" are volunteers from the community that are meant to be a friend and spiritual mentor to you during your stay at The Perry Center. You and your Mentor will meet on a

frequent basis and will develop a trusting relationship that will hopefully last beyond your stay at the Perry Center. She will be as involved as the two of you determine is appropriate or needed. She may be your childbirth coach. She might attend Lamaze classes with you. She may be willing to help you with rides to appointments, or a weekend visit to her home to stay with her family. She may take you to church each Sunday, or a community-based bible study. Each Perry Center resident is assigned a Mentor as soon as possible after arrival. The depth of the relationship is up to you and your Mentor.

2. **Home Visits**

Home visits are allowed every other weekend, unless other arrangements have been made. Overnight visits are with approved family members only. No overnight visits will be granted for stays with boyfriends or friends. Weekends begin at noon on Friday and end at 9:00pm on Sundays. Home visits for minors will be arranged by the parent/guardian and the staff. These arrangements should be finalized 24 hours in advance of leaving. Overnight visits are not allowed during the week. If a holiday falls during a weekday, the Perry Center will follow the school vacation schedule. Weekend home visit passes will be approved by the staff if the resident has completed all of her in-house responsibilities before departing and is actively participating in programming. Starting with the 8th month of pregnancy, out-of-town visits will be allowed if a doctor has given written permission to travel.

3. **Education**

North Dakota state law requires that any person under the age of 16 years must attend school. ***Additionally, the Perry Center requires that any resident under the age of 18 that has not completed their high school education must attend an educational program toward the goal of achieving their high school diploma or equivalency degree while residing at the Perry Center. There are several options to choose from. The Program Director will assist you in a referral to the program of your choice.

***If a resident is 18 years old or older and has not completed their high school education, the Perry Center requires attendance at an Adult Basic Education program and regular progression toward the achievement of a General Equivalency Diploma (GED) while residing at the Perry Center.

4. **Employment**

Employment is required for all residents who have achieved their high school diploma or GED. The Program Director will work with you on creating goals in this area as well as exploring other life goals. If the resident has not obtained paid employment within the first 30 days following her admission, employment classes and additional volunteering at the Perry Center will be expected.

***Once you are successful at attaining employment, your schedule needs be arranged so you do not work during in-house classes, House Meeting, bible studies, Wednesday evenings or Sunday mornings. Give a copy of your schedule to staff and notify them upon any changes so staff can assist in transportation and coordination of house activities.

** Copies of proof of income (from employment, TANF or other assistance) must be provided to the Program Director monthly.

~~~Remember: The in-house programming activities at the Perry Center are the priority on your schedule in order for you to fully benefit from your time with us.

D. Miscellaneous Policies

1. **Visitors**

Female friends will be allowed to visit per prior arrangements with staff.

\*\*\*Male visitors may visit in the building only on Sunday afternoons from 3:00pm to 5:00pm or by other prior arrangements with staff. They must wait outside or in the entry area for you, and will remain in the living room area during the visit.

\*\*\*Parents/Guardians of minor residents are allowed to visit at any time. Other family members may visit as approved by staff. You may visit your family and friends away from the facility during any of your free time.

# BEHAVIOR CONTRACT

Resident Name: \_\_\_\_\_

The Perry Center is a residential program where people who are unknown to each other (before this point) share intimate living space and daily living activities during a very stressful, uncertain, and emotional period in their lives. Because of these factors, it is critical that everyone abides by the policies in this manual. When respectful order is established and maintained, the opportunities for developing trust increases and supportive relationships are nurtured toward growth. As it is in the world outside of the Perry Center, there are consequences for not abiding by the rules and policies in this program. These consequences are clearly outline below. The policies in this manual will be lovingly but strictly enforced, as the staff at the Perry Center desire for this program experience to be successful for everyone participating in it.

## The following consequences will be enforced for breaking the Perry Center guidelines:

| Level                    | Consequence                                                                                                                                                                                                                                                                                                                                                                                                                                           | Staff Initial | Resident Signature | Date |
|--------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------|--------------------|------|
| 1 <sup>st</sup> Incident | -Verbal reminder of policy<br>-Review of Perry Center Resident Policies                                                                                                                                                                                                                                                                                                                                                                               |               |                    |      |
| 2 <sup>nd</sup> Incident | -Verbal reminder of policy.<br>-Review of Perry Center Resident Policies<br>-Assignment of extra chores: _____<br>(List chores here)                                                                                                                                                                                                                                                                                                                  |               |                    |      |
| 3 <sup>rd</sup> Incident | -Verbal reminder of policy<br>-Review of Perry Center Resident Policies<br>-Assignment of extra chores: _____<br>(List chores here)<br>-Loss of activities outside of program schedule (i.e. TV access, telephone use, recreation activities, other activities at staff discretion.)                                                                                                                                                                  |               |                    |      |
| 4 <sup>th</sup> Incident | -Verbal reminder of policy<br>-Review of Perry Center Resident Policies<br>-Assignment of extra chores: _____<br>(List chores here)<br>-Loss of activities outside of program schedule (i.e. TV access, telephone use, recreation activities, other activities at staff discretion.)<br>-Accountability Discussion of chronic policy violations at House Meeting with peers.<br>-Written warning from Administrator of high risk of discharge status. |               |                    |      |
| 5 <sup>th</sup> Incident | -Verbal reminder of policy<br>-Review of Perry Center Resident Policies<br>-Meeting with Administrator, Perry Center staff, resident, and resident's family members to plan for discharge from Perry Center within 48 hours.                                                                                                                                                                                                                          |               |                    |      |
| <b>CRITICAL INCIDENT</b> | <b>-Immediate discharge</b> will be implemented for any behavior that places the residents and/or the staff in imminent danger. This includes acts of or threats of violence, acts considered as a "hate crime", or weapons, illegal drugs, or alcohol brought to the premises. Personal effects and belongings not picked up within 14 calendar days will be donated to charity.                                                                     |               |                    |      |

**I have read the Perry Center Resident Policies, agree to abide by them, and have been given a copy of them.**

\_\_\_\_\_  
Resident Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Perry Center Staff Signature

\_\_\_\_\_  
Date