

## STEP 1: RAMOTH HOUSE GUIDELINES

The programs at Ramoth House are designed to assist me in learning how to parent well and build on the strengths I already have. During my time at Ramoth House I will be encouraged to develop new life strategies as I seek to grow and manage my 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 to:

- Follow all Ramoth House guidelines and schedules.
- Respect the rights of both staff and other residents.
- Accept the consequences of my actions.
- Participate 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 hurt people and make 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. I understand that there is zero tolerance for criminal activity, violence, acts of vandalism, and the use/possession of alcohol, drugs, or weapons. Such incidents will result in immediate dismissal from the program.

5. I have been 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. Any information that I do not want to be overheard by another resident or Staff, I should not share in the building.

6. I will be in the house by the curfew, as follows:

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

7. I understand this is a cooperative living residence. I will share in daily tasks of housekeeping; meal preparation, laundry, etc. as assigned by staff and posted each week. I am aware that Ramoth House operates with a schedule that I must follow.

8. For the first 28 days I am unable to have overnight visits away from Ramoth House. After this time period, I am able to have 14 overnights away that will be financially covered by Wellington County. I know that Family and Children Services may limit overnight visits. I understand that 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 on the Ramoth Life Centre property. Instead, I 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 Director of Programming. I am responsible to plan my visits around the House schedule.

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

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

12. I will be 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. I cannot accept collect calls.

13. I understand that 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. I will be responsible for arranging any transportation that I require.

15. I may use my cellphone in accordance to the Resident Cell Phone Protocol (see Resident Handbook for more details).

16. If I smoke, I understand it is only permitted in the designated area shared by residents and is **not** allowed in any part of the Home or by the entry ways. I will be responsible for emptying and cleaning the smoke butt container on a regular basis.

17. I understand that sexual activity (kissing, touching, caressing, sex toys, intercourse) is not permitted at Ramoth House or in the Ramoth House office.

18. I may not burn candles or incense at Ramoth House.

19. I understand Ramoth House is a perfume-free facility.

20. I may not tattoo or pierce myself, a baby or other residents while at Ramoth House.

21. I cannot dye my hair at Ramoth. If I want to do so, I must visit family or a professional salon.

### **Parenting and Child Safety:**

1. I am responsible for caring for my child while at Ramoth House. The staff are 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.

3. If I choose to feed my child formula, I will prepare a 24-hour supply of formula daily according to Ramoth House instructions (as specified by Public Health). After feeding, I will immediately rinse and put all used bottles into the bin provided.

4. I will have a warming pitcher to use to heat bottles & food. The microwave and electric bottle warmers cannot be used to heat/warm baby food or bottles.
5. My baby supplies, toys and equipment should not be shared.
6. My baby may not sleep/lay/sit with me in my bed but must be in his/her own crib. I understand that staff conduct bedroom checks at night to ensure my baby is sleeping safely. I understand that my bedroom door needs to be partly open so that staff can check.
7. When my baby is in a car seat, infant seat, high chair or stroller, they must be securely buckled in at **all** times. If my baby is in the kitchen, I 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 on the ground.
9. My baby is to be in the crib or play pen if I need to move to a location where I am out of arms reach or when I cannot see my child. I am responsible to go and check on my baby if I cannot see him/her. I must remain on the same level of the building as my child unless I have been granted monitoring privileges by the Director of Programming.
10. I will not leave my baby on the floor unattended at any time.
11. I am responsible to ensure my crawling infant does not touch things that are unsafe. Crawling babies are not allowed to crawl in the kitchen, in the upstairs hall, or near the stairs.
12. I must never leave my baby alone while I go outside.
13. Monitoring and supportive services are offered to mothers who live at Ramoth House with their baby, however I am responsible for my child's care. Ramoth House staff are available to assist with child care issues. Only when approved by the Director of Programming, can staff provide care for your child while you are away from the building.
14. I have been advised to not change, hold, or entertain another person's baby while at Ramoth House. I am not to care for another person's baby without permission from the mother. I am not to leave the property while my baby is in the care of another resident.
15. I need to purchase insulated bags and ice packs for safe storage of formula when travelling.
16. If my baby is crying during the night, I will be considerate of others and go downstairs until my baby settles.
17. I understand that Ramoth recommends only swaddling my baby until two months of age. This limitation allows my little one to move around as he/she grows and develops.
18. At Ramoth, infant carriers cannot be used in the house for safety reasons. I may use one when I take a walk outdoors and off-property. Staff are not permitted to assist me in using my carrier and will not instruct me in its use.

**Respecting the Ramoth House Program:**

Not following the house guidelines may 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 I refuse to follow guidelines and/or participate in the program, I communicate that I do not want to be at Ramoth and I will be asked to leave. If I am asked to leave the program, I may be allowed to re-enter at a later date after an interview, review of guidelines, and appropriate agreements are signed.

**Reasons for Discharge:**

1. Causing harm to myself, baby, residents, or 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, and/or criminal activity.
5. Use/possession of drugs, alcohol, and/or weapons.
6. A lack of participation in the program.
7. Repeatedly failing to follow through with the Ramoth House guidelines and schedules.

**Leaving the Program:**

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

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**Resident Signature**

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**Date**

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**Ramoth House Director of Programming**

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**Date**