

Mary's Shelter Gulf Coast

RULES

Mary's Shelter is our home. We must all work together and do our part in keeping it a home full of love and acceptance. To keep our home clean, free of strife, and filled with peace we must all do what we can. Each one of us can conserve energy by turning off lights and TV when we are the last one leaving the room and keep our thermostats at a reasonable temperature. **THANK YOU ☺**

RESPECT FOR OTHERS

- All residents have the responsibility to respect each other, the staff, volunteers, and visitors at all times.
- Residents may not at any time use physical or verbal abuse of any kind toward staff, other residents, children, volunteers, or visitors.
- Physical or verbal abuse of any kind may result in immediate required departure from Mary's Shelter.
- Visitation between residents is to occur in the common areas of the house only. The resident's room is their sanctuary. No other resident or child allowed in another resident's room.

DAILY SCHEDULE

- Residents will participate in scheduled groups, activities, classes, etc according to their Care Plan, when not involved in scheduled activities outside the shelter such as school, employment, doctor's appointments, and/or other appointments related to case management previously scheduled.
- Do not schedule any personal activities or appointments during scheduled programs, activities, groups, counseling, etc. Any activities which will interfere with resident attendance are to have **prior approval** by the House Manager/Case Manager.
- Residents and children will maintain good daily hygiene and be properly dressed in street clothes by 8:00 a.m.
- All residents are to follow their personal schedule and "Residents' Schedule".
- Each resident has a calendar listing activities for the month. Residents are to keep the calendar updated.

CHILDREN

- Your children are your responsibility and should **BE IN YOUR SIGHT AT ALL TIMES**. They are not to be inside or outside without adult supervision.
- All children should be in your room by 8:00 p.m. and in bed between 8:00-8:30 p.m. and "Mom" is to be in the room if they are not sleeping.
- Monitors are to be in use if you leave your child sleeping in the room at any time.
- Time out and natural and logical consequences are the recommended discipline techniques. If you need someone to assist you, ask the staff. Mary's Shelter does not allow corporal punishment (spanking, slapping, shaking, or pulling by arm, etc.).
- The use of crayons, markers, pencils, pens, etc. by your child will be only at the dining room table with your personal supervision.
- Cleaning products and other potential poisonous items are to be out of reach of children at all times.
- Small items and potential choking hazards are to be out of reach of children at all times.

CHORES

- All household chores are completed before 9:30 p.m., according to the chore list, and according to scheduled times.
- Individual room chores completed **daily and room check requested by 8:00 a.m. or before leaving for daily activities**. Residents are responsible for keeping their bedroom, closet, and bathroom clean **at all times**.
- **Dirty diapers and personal trash from your room are not to be disposed of in the kitchen garbage can**, beside it, outside the door, or in the recycling cans. **ALL diapers and personal trash** are to be disposed of properly in the outside garbage cans at the rear of the building.

MEALS

- Breakfast is to be complete by 8:00 a.m.
- Lunch is from 12:00-1:00 p.m.
- Supper/dinner is from 6:00-7:00 p.m.
- Infants eat as needed and all other children are to eat with the adults.
- **The KITCHEN OPENS at 6:00 a.m. and CLOSES at 9:00 p.m.**
- **All food and drinks are to be in the kitchen and dining room areas only.**
- Do not take food or drinks into your room, the living room, or into volunteer's vehicles.
- Lunch and breakfast are the responsibility of each resident.
- The evening meal will be a shared meal with prayer before the meal, and everyone participating. Cooking and clean up are assigned.

LAUNDRY

- **The LAUNDRY ROOM OPENS at 7:00 a.m. and CLOSES at 9:30 p.m.**
- Be courteous and **do not leave clothes in washers or dryers** upon completion.
- Follow recommended load sizes and detergent usage.
- Follow the laundry schedule as posted on the laundry room door.

TV/RADIO

- TV may be watched when **all your chores are complete and all other responsibilities met**.
- Volume of TV, radio, cd/tape player, etc. is not to disturb others.

PHONES

- **Cell Phones** and house phone calls are never to interfere with meals, meetings, appointments, children's time, schedules, classes, groups, etc. – if cell phones are an interference **loss of cell phone** privileges may result.
- **House phone calls are limited to 15 minutes with 30 minutes between calls.**
- **No phone calls allowed on the house phone or cell phones between 10:00 p.m. and 7:00 a.m.**