



Bethel House Women & Children's Center

405 South Joy Street | Troup, TX 75789 | 903.405.5655 | www.newcf.net

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1. General Information

- 1.1 New Creation Foundation, Inc. is a non-profit, interdenominational, faith-based program ministering to people with life-controlling problems. New Creation Foundation, Inc. is a financial entity of its own and governed by a local board of directors.
- 1.2 New Creation Restoration Center – Bethel House Women & Children's Center (BH) disciples and cares for women 18 and older, along with their young children (4-8 years old), to help people become mentally sound, emotionally balanced, socially adjusted, physical well and spiritually alive through the power of Jesus Christ.
- 1.3 We suggest that the prospective student should have tried some type of professional counseling (pastor, professional counselor, etc.) getting help from a local church and/or local drug or alcohol clinic or program before considering committing themselves to BH's yearlong residential program.
Note: New Creation Foundation, Inc. reserves the right to accept or deny program applications.

2. General Information

- 2.1 New Creation is concerned with the whole person. The program structure is aware of each person's spiritual, mental, physical, social and educational needs.
 - 2.1.1 Spiritually: New Creation deals with the person's problems as symptoms, which relate to deeper issues and causes. Zeroing in on spiritual needs begins the real healing process. Faith in God gives hope and brings the "running" to a stop.
 - 2.1.2 Mentally: Rebuilding an abused mind is of key importance. Consistent study of the Bible enhances mental healing and growth and serves as the foundation for the restructuring of broken down thought patterns, creating new and more stable ways of living.
 - 2.1.3 Physically: New Creation cares for such needs on a long-term basis. Assistance is given for Shelter, food, clothing and recreation.
 - 2.1.4 Socially: Through the benefits of a group living situation, students are helped to work on relationship problems and to more successfully relate to family and peers once they complete the program. Such interaction promotes strong character of moral fiber and right attitudes.

3. Program Phases

- 3.1 The program is very structured and broken down into 5 phases. Restoration is additional support if needed.
- 3.2 Evangelism
 - 3.2.1 Evangelism outreach is provided directly to the people through outreach services, jail and prison services, help-line substance abuse prevention programs, drop-in counseling, literature distribution and more.
- 3.3 Preparation and Induction
 - 3.3.1 This is the beginning of the residential program. Students and children live in a home-like atmosphere where everyone shares in the work assignments. Therefore, all students entering the program must be able to participate in all activities in the program.

Individualized study is a major part of daily life, partnered with one-on-one life coaching. This is a period of adjustment and spiritual response.

3.4 Phase 1-2: Christian Growth

3.4.1 Bible studies and coaching continue. Academics, vocational training and other life skills are added.

3.5 Phase 3: Intern/Re-Entry

3.5.1 The purpose of this phase is to re-establish the person in society through learning to cope successfully with everyday stress and challenges. Each individual is assisted in job placement, budgeting money, establishing personal goals, paying room and board, finding new friends, establishing church fellowship and is challenged to disciple oneself as well as others.

3.5.2 Eligibility and Requirements for the Program:

The Intern/Re-Entry Program is a privilege – NOT A RIGHT.

The program will be open to anyone who has demonstrated an acceptable level of Christian maturity, desire for training in ministry, and has a teachable spirit.

Evaluation of the prospective trainee will be based on references that have personal knowledge of the prospective trainee and an interview with the Program Director.

3.6 Restoration

3.6.1 This involves the process of assisting graduates of New Creation, or a similar yearlong program, who have experienced some problems or a relapse and require a safe place to recover and regroup. The Restoration phase is a minimum of six (6) months.

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3. Program Phases – Cont'd

Student Privileges	Induction Days 0-30	Phase 1 Months 1-4	Phase 2 Months 5-8	Re-Entry/Intern Months 8-12	Restoration
Accountability Partner	Yes	Yes	Yes	No	No
Carry Cash on Person	No	No	No	Yes - \$50	Evaluate @ 4 mths
Driving own vehicle		No	No	Yes	Evaluate @ 4 mths
Financial Life Coaching	No	No	No	Yes	Yes
Independent Classroom Time	Yes	Yes	Yes	Yes	Yes
Ministry/Fundraising Team	After 2 weeks	Yes	Yes	Yes	Yes
Overnight Passes	No	No	No	Yes	Evaluate @ 4 mths
Personal scheduled phone calls	2/Week > 14 days	2/Week	2/Week	Unlimited <small>(Immediate family only)</small>	Evaluate @ 4 mths
Monitored Phone Calls	Yes	Yes	Yes	No	Evaluate @ 4 mths
Cell phone/Personal Computer/Internet	No	No	No	Restricted	Evaluate @ 4 mths
Shopping	With Group	With Group	With Group	Independent	Evaluate @ 4 mths
Passes	No	No	Yes	Yes	Evaluate @ 4 mths
Train in Child Care	No	Yes	Yes	Yes	Evaluate @ 4 mths
Vocational training	After 2 weeks	Yes	Yes	Yes	After 2 weeks
Visits	No	2 per month	2 per month	2 per month	2 per month > 30 days

4. Statement of Faith

4.1 New Creation Foundation, Inc. (NCF) believes....

- 4.1.1 The scriptures are inspired by God and declare His design and plan for mankind (2 Timothy 3:15-17).
- 4.1.2 There is only One True God; revealed in three persons...Father Son and Holy Spirit (Deuteronomy 6:4).
- 4.1.3 In the Deity of the Lord Jesus Christ. As God's son, Jesus was both human and divine (Matthew 1:23).
- 4.1.4 Though originally good, Man Willing Fell to Sin – ushering evil and death, both physical and spiritual, into the world (Genesis 1:26-27).
- 4.1.5 Every Person Can Have Restored Fellowship with God Through 'Salvation' ...trusting Christ, through faith and repentance, to be our personal Savior (Luke 24:47).
- 4.1.6 In Water Baptism by Immersion after repenting of ones sins and receiving Christ's gift of salvation and Holy Communion as a symbolic remembrance of Christ's suffering and death for our salvation (Matthew 28:19).

- 4.1.7 The Baptism in the Holy Spirit is a Special Experience Following Salvation that empowers believers for witnessing and effective service, just as it did in New Testament times (Luke 24:49).
- 4.1.8 The Initial physical Evidence of the Baptism in the Holy Spirit is Speaking in Tongues, as experience on the Day of Pentecost and referenced throughout Acts and the Epistles (Acts 2:4).
- 4.1.9 Sanctification initially occurs at Salvation and is not only a declaration that a believer is holy, but also a progressive lifelong process of separating from evil as believers continually draw closer to God and become more Christ-like (Romans 12:1,2).
- 4.1.10 The Church has a mission to seek and save all who are lost in sin. We believe 'the Church' is the Body of Christ and consists of the people who, throughout time, have accepted God's offer of redemption (regardless of religious denomination) through the sacrificial death of His son Jesus Christ (Ephesians 1:22-23).
- 4.1.11 A Divinely Called and Scripturally Ordained Leadership Ministry Serves the Church. The Bible teaches that each of us under leadership must commit ourselves to reach others for Christ, to worship Him with other believers, to build up or edify the body of believers-the Church and to meet human need with ministries of love and compassion (Mark 16:15-20).
- 4.1.12 Divine Healing of the Sick is a Privilege for Christians Today and is provided for in Christ's atonement (His sacrificial death on the cross for our sins) (Isaiah 53:4.5).
- 4.1.13 In The Blessed Hope – When Jesus Raptures His Church prior to His Return to Earth (the second coming). At this future moment in time, all believers who have died will rise from their graves and will meet the Lord in the air, and Christians who are alive will be caught up with them, to be with the Lord forever (1 Thessalonians 4:16-17).
- 4.1.14 In The Millennial Reign of Christ when Jesus returns with His saints at His second coming and begins His benevolent rule over earth for 1,000 years. This millennial reign will bring the salvation of national Israel and the establishment of universal peace (Zechariah 14:5).
- 4.1.15 A Final Judgment Will Take Place for those who have rejected Christ. They will be judged for their sin and cosigned to eternal punishment in a punishing lake of fire (Matthew 25:46).
- 4.1.16 And look forward to the perfect New Heavens and a New Earth that Christ is preparing for all people, of all time, who have accepted Him. We will live and dwell with Him there forever following His millennial reign on Earth. 'And so shall we forever be with the Lord!' (2 Peter 3:13).
- 4.1.17 God has Ordained Marriage and Defined it as the Covenant Relationship Between a Man a Woman and Himself. NCF will only recognize marriages between a biological man and biological woman.
- 4.1.18 that God Wonderfully and Immutably Created Each Person as Male and Female. These two distinct, complementary genders together reflect the image and nature of God. Rejection on one's biological sex is a rejection of the image of God within that person.

- 4.1.19 That the term “marriage” has only one meaning: the uniting of one man and one woman in a single, exclusive union, as delineated in Scripture. (Genesis 2:18-25). We believe that God intends sexual intimacy to occur only between a man and a woman who are married to each other. We believe that God has commanded that no intimate sexual activity be engaged in outside of a marriage between a man and a woman.
- 4.1.20 That any form of sexual immorality (including adultery, fornication, homosexual behavior, bisexual behavior, bestiality, incest, and use of pornography) is sinful and offensive to God.
- 4.1.21 That in order to preserve the function and integrity of New Creation Foundation, Inc. as the local body of Christ, and to provide a biblical role model to the NCF clients and staff and the community, it is imperative that all persons employed by New Creation Foundation, Inc. in a capacity, or who serve as volunteers, agree to and abide by this Statement of Marriage, Gender and Sexuality.
- 4.1.22 That God offers redemption and restoration to all who confess and forsake their sin, seeking His mercy and forgiveness through Jesus Christ.
- 4.1.23 That every person must be afforded compassion, love, kindness, respect, and dignity. Hateful and harassing behavior or attitudes directed toward any individual are to be repudiated and not in accord with Scripture nor the doctrines (policies) of NCF.
- 4.1.24 Addiction is characterized by a progressive loss of control over the use of a substance or behavior. The user becomes obsessed with it despite adverse consequences and often vigorously denies the existence of a problem if confronted.
- 4.1.25 **The faith-based approach of New Creation Foundation, Inc. is that merely abstaining from addiction will not provide a lifetime of success; however, success can be achieved by replacing those addictions with a fulfilling and life-affirming experience with Jesus Christ.** In other words, we believe that the void, which people often attempt to plug with addictions, can be filled instead with a new identity in Christ.
- 4.1.26 The Statement of Faith does not exhaust the extent of our beliefs. The Bible itself, as the inspired and infallible Word of God that speaks with final authority concerning truth, morality and proper conduct of mankind, is the sole and final source of all that we believe, For purposes of NCF's faith, doctrine, practice, policy and discipline, our Board of Directors/Executive Manage Team is NCF's final interpretive authority on the Bible's meaning and application.

5. Our Mission and Core Values

- 5.1 The Mission of New Creation Foundation, Inc. is – To develop new and innovative ways to restore the whole person to a vibrant thinking, feeling, and fully-function human being with talents, gifts and inner qualities that are developed and used for God's divine purposes.
- 5.2 Core Values
 - 5.2.1 Authority of God – God inspired the words of the Bible. It is His will for us.
 - 5.2.2 Authentic Relationship – Truth, Love, Accountability, Forgiveness and Acceptance are the foundation for restoration of relationship with God, family and others.

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- 5.2.3 Meaningful Ministry – refusing to be religious or denominational at the expense of relationship with God.
- 5.2.4 Every Person – Everyone is invaluable and irreplaceable, People matter to God and must matter to us. We must love people when they least expect it and least deserve it, just as God has done for us.
- 5.2.5 Life Change – Enhance the spiritual well-being and potential of every person. God changes lives and it's never too late to pursue who God intended for us to be and reaffirm our God-given uniqueness.
- 5.2.6 Empower – Teach and train those that have been trapped by dominating fear to pursue what can be and should be, rather than what has been.
- 5.2.7 Cultural Relevance – Irrelevance is irreverence. New Creation Foundation will be a place of Hope Restored. We will be culturally relevant and Biblically pure.
- 5.2.8 Expect Excellence – We value excellence, creativity, humility, honesty and risk rejecting mediocrity at every level.
- 5.2.9 Sacrificial Service – We cannot out give God. We will live to give our lives away. We must serve God and people through our spiritual gifts, our natural abilities, our time and our resources.
- 5.2.10 Strategic Prayer – Pray like it depends on God and work like it depends on us.

6. Cost of Program

- 6.1 The cost of the New Creation Restoration Center – Bethel House Women & Children's program is listed below. NCF does not want lack of finances to keep anyone from receiving the help they need. Please discuss your financial situation with the Intake Coordinator.
 - 6.1.1 You are required to pay an Application Fee before entering the program. The fee is \$100 for those applying from within the state of Texas and \$200 for out of state applicants. This fee is nonrefundable.
 - 6.1.2 The cost to enter the program is \$1250 per adult, plus \$100 per child Induction Fee. It is to be paid at intake, the day you arrive and will cover the first month.
 - 6.1.3 The monthly tuition is \$300 per month. Plus \$50 per child per month, starting the fourth month of the program. A signed Fee Agreement will be executed at intake.
 - 6.1.4 All checks and/or money orders are to be made payable to: New Creation Foundation, Inc. Mail all payments to 1204 W. Noble, Troup, Texas 75789.
 - 6.1.5 You will be required to apply for **Texas Supplemental Nutrition Assistance** Program (SNAP) after entering the program and agree to give New Creation Foundation, Inc. Power of Attorney over all benefits.
 - 6.1.6 Students with children (5 or younger) in the program must agree to apply for WIC assistance from the Smith County Health Department.
 - 6.1.7 If you qualify for Social Security Disability, you agree to contribute your benefits toward your (\$300/student plus \$50 per child) tuition, minus \$50/person per month in your family for personal use.

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6.1.8 You are required to participate in the sponsorship program, fundraising events and other activities as part of your program.

6.2 We require that you do your best to help in these ways. The whole program, including assisting with the cost of your care, will require you to put forth a full effort.

7. Terms for Refund

7.1 Request for refunds of the Induction Fee will only be considered if:

7.1.1 The student leaves the program within five (5) days of entering.

7.1.2 The request for refund is made within three (3) business days of the date the student leaves the program.

6.1.2.1 Refund payments are made to the original payee only.

7.2 If it is determined that a refund will be made, the terms will be as follows:

7.2.1 Refunds will be less a refund processing charge of \$300.

7.2.2 Refunds will be less \$100 per day. For however many days the student was in the program.

7.2.3 Refunds will be less the cost to repair any damaged property caused by the student.

8. Cold Turkey Policy

8.1 New Creation's method of drug, alcohol, and tobacco withdrawal is totally and absolutely without substitute medications. Our "cold turkey" policy must be agreed upon for acceptance into the program. Applicants must seek any medical detoxification BEFORE entering the our program. Periodic urine drug testing will be made to check for drugs, including nicotine.

9. Official AIDs Policy

9.1 New Creation Foundation does not discriminate against those who are HIV positive in its admission procedures. Because a large number of IV drug users have been exposed to the HIV virus at any time, there may be one or more students in the program who are HIV positive. This center does not require students who are HIV positive to notify other students in the program of their HIV status. New Creation is not a medical care facility and is unable to provide 24-hour on-site medical care supervision. Therefore, all students entering the program must be in good health and be able to participate in all activities in the program. If a student's health deteriorates to the point where she is no longer able to participate in daily activities of the program, or medical condition requires 24-hour supervision, that person should leave the New Creation program after securing alternative living arrangements.

10. Entrance Requirements

10.1 Women must be 18 years old or older. Up to two (2) children, four (4) to eight (8) years of age, may accompany their mother **after 90 days of entering the program**, exceptions and conditions may apply.

10.2 Read, understand and agree to uphold the Student Handbook guidelines.

10.3 Complete Student Application.

10.4 Physical and Health Examination with results no older than 90 days.

10.5 Payment in Student Induction fee: \$1250, plus \$100 per child.

10.5.1 Due the day you arrive at intake to start your program.

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10.6 Entrance Requirements Check List:

Entrance Requirements Check List	Completed
Application Fee Amount: _____	
Induction Fee Amount: _____	
Student Requirements	
Original state-issued picture identification card	
Original Birth Certificate (may be a Certified copy)	
Original Social Security Card or receipt for duplicate card from Social Security Admin	
Marriage License, if applicable. Required for communication with spouse	
High School Diploma/GED	
Completed Application	
Physical and Health Examination with results no older than 90 days	
Child Requirements	
Induction Fee Amount: _____	
Original Social Security Card for each child ore receipt for duplicate card from Social Security Administration	
Original Birth Certificate for each child (or Certified copy)	
Current Immunization records for each child	
Custody papers for each child, if applicable	
Completed Family Registration Form	

11. Personal Belongings

11.1 Space is limited. Be conservative in the amount of belongings you bring and accumulate

11.1.1 Each student may bring only two suitcases or one trunk and one suitcase and a SMALL bag of small toys per child (No large toys).

11.1.2 A student who is dismissed or who voluntarily leaves the program must take all of their personal property with them at the time of program departure. Bethel House will not be responsible for any personal property left.

NOTE: Closet space is limited so bring just enough clothing for one week.

11.2 **All student money will be kept on account. Students may have a maximum of \$100 on account. An additional \$50 is allotted for each child.**

11.2.1 Students are permitted to have Walmart Gift Cards, rechargeable debit cards or debit cards linked to a specific bank account. All cards are locked in the office in the students files until needed.

11.3 Do not Bring:

11.3.1 Cell phone, radios, stereos, TV’s

11.3.2 Personal cars, motorcycles or bicycles.

11.3.3 Mouthwash or other hygiene products containing alcohol.

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- 11.3.4 Aerosol products.
- 11.3.5 Markers or highlighters with offensive odors, liquid white out, etc.
- 11.3.6 Secular books, magazines, music.
- 11.3.7 CDs
- 11.3.8 AA-NA-CA literature or books.
- 11.3.9 Materials or behavior associated or identified with witchcraft, astrology, new age, or anything related to demonic acts of worship.
- 11.3.10 Photos of boyfriends or male acquaintances.
- 11.3.11 Pornography or sex toys of any kind.
- 11.3.12 Nicotine in any form, alcohol, illegal drugs, or paraphernalia.
- 11.3.13 Pets
- 11.3.14 Large toys

NOTE: Unauthorized items will be disposed of.

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12. Items to Bring

12.1 30+ day supply of all prescription medication (allowed by NCF, i.e., blood pressure, thyroid, diabetes, etc.)

STUDENTS ARE ALLOWED TO BRING TWO (2) SUITCASES OR ONE (1) TRUNK WHEN CHECKING INTO THE PROGRAM. ITEMS NOT ON THE APPROVED LIST BELOW WILL BE DISPOSED OF

Student Personal Property: The following list of personal items will be needed by the student while participating in the program. These items may also be purchased when in the program at a later date.

<u>Item</u>	<u>Qty.</u>	<u>Item</u>	<u>Qty.</u>	<u>Item</u>	<u>Qty.</u>	<u>Item</u>	<u>Qty.</u>
T-shirts/Tops	6 ea.	Socks	7 pr.	Bath towels	2 ea.	Twin sheets/pillowcase	1 set
Dresses/skirts (opt)	2 ea.	Pajamas	2 pr.	Hand towels	2 ea.	Twin blanket/comforter	1 ea.
Dress slacks	2 pr.	Bathrobe	1 ea.	Wash cloths	2 ea.	Pillow-optional (1 will be provided by NCRC)	1 ea.
Dress shoes	1 pr.	Walking shorts (opt)	1 ea.				
Coat	1 ea.	Bras	3 ea.	Purse/wallet	1 ea.		
Sweater or jacket	1 ea.	Panties (no thongs)	7 ea.			SS card	
Slip	1 ea.	Jeans (no rips/holes)	5 ea.			Personal I.D. cards	
Sneakers	1 pr.	Shower shoes/flip flops	1 pr.				
						Bible	

NO OTHER BOOKS ARE ALLOWED – ONLY THE BIBLE

The following items are also required, and the student may purchase these items locally, when needed:

<u>Item</u>	<u>Item</u>	<u>Item</u>	<u>Item</u>
Bath soap	Brush or comb	Notebook	Toothbrush
Hair shampoo	Deodorant	Notebook paper	Toothpaste
Pens and Pencils	Stationary for letters to family	Stamps	Lotion

- A bedding packet and pillow can be provided by the program -

The items listed below are optional and the student shall bring only what is absolutely necessary:

<u>Item</u>	<u>Item</u>	<u>Item</u>	<u>Item</u>
Belts	Perfume	Curlers	Hair dryer
Slippers	Hair care items	Modest make-up	Necklace
Stationary and envelopes	Hats	Sweatshirts	Ring
Handkerchief	Watch	Sweatpants	
Dental floss	Kleenex	Mouthwash (non-alcohol) ONLY	Small Personal Fan to sit or clip on headboard

Pictures of **immediate family** only – (3 maximum - **no photo or scrap albums**).

CHILDREN

<u>Item</u>	<u>Item</u>	<u>Item</u>	<u>Item</u>
Bath soap	Brush or comb	Sippy cups	Bottles
Diapers	Wipes	Diaper Bag	Toiletries
Formula	Underwear	Shoes & Socks	Pajamas, robe, slippers
Toothbrush	Play clothes	Dress Clothes	Small toys/books

- NO OTHER ITEMS ARE ALLOWED -

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13. Legal

- 13.1 All legal issues must be disclosed prior to intake. This includes court hearings, criminal and misdemeanor charges, warrants, involvement with attorneys and law enforcement agencies. All legal expenses incurred by a student, including transportation, meals, lodging, supervision, etc. shall be the responsibility of each student.
- 13.2 Bethel House will cooperate with outside law enforcement agencies, courts, parole and probation departments, attorneys, etc., by providing information, progress reports and other written documentation required while the student attends the New Creation Restoration Center program.
- 13.3 Students will not be permitted to marry while in the New Creation program.

14. Medical

- 14.1 You are required to pass the Physical and Health Examination as documented in the application. The test results must not be older than 90 days on the day of intake.
- 14.2 You are responsible to notify a staff member if you or your child is sick.
- 14.3 Medical appointments are made by submitting a Student Request Form.
- 14.4 Over-the-counter medications will be given per the manufacturer's label ONLY.
- 14.5 Prescription medications will be given as per doctor's instruction. **Note: New students must have a 30+ day supply of their prescription medications for high blood pressure, thyroid, diabetes, etc. with them upon intake.**
- 14.6 Sleeping pills, anti-anxiety, anti-depressants and narcotics are not part of the NCF-BH program.
- 14.7 All medical and dental expenses incurred by students while enrolled in the program shall be the responsibility of each individual student.

15. Sexual/Moral Standard

- 15.1 New Creation Foundation, Bethel House upholds Christian, biblically-based moral standards. In our teaching and in practice observed by staff and students, all forms of sexual activity outside of marriage between a husband and wife are inappropriate and outside the boundaries of what God has ordained. There, adultery, extra marital sex, either heterosexual or homosexual, will not be allowed while in the New Creation program.

16. Behavioral Expectations

- 16.1 New Creation Foundation, Bethel House upholds Christian, biblically-based standards. As a result, the following behaviors are not permitted. Any violation could result in dismissal from the program.
 - 16.1.1 Tobacco, alcohol, illegal drugs or gambling.
 - 16.1.2 Arguing or debating a directive given by a staff member.
 - 16.1.3 Profane language and boasting about past lifestyle.
 - 16.1.4 Bullying, physical threats, intimidation or violence.
 - 16.1.5 Communication with boyfriends/fiancé' or making new relationships with men while in the program.
 - 16.1.6 Astrology, witchcraft, new age, and discussion or practice of the occult.
 - 16.1.7 Proper care of New Creation Foundation property is expected and required at all times.

17. Dress and Appearance

- 17.1 Dress modest and feminine; appropriate to the occasion. Clothing that is too tight or too revealing is unacceptable.
 - 17.1.1 Undergarments must be worn at all times outside of room.
 - 17.1.2 Hair must be kept clean and neat, dyed hair in natural colors only.
 - 17.1.3 A shower must be taken every day. Showers are limited to 10 minutes or less, a maximum of 15 minutes in the bathroom per student. Only one shower per day unless approved otherwise.
- 17.2 Piercing jewelry, including gauges are not allowed. Exception for pierced earrings.
- 17.3 Appropriate clothing is required for each activity.
- 17.4 Chapel, Church, Classroom: Business casual; dress, skirt and blouse or casual pants and shirt, dress shoes.
- 17.5 Work Experience: Work clothes appropriate to assigned area.
- 17.6 Housekeeping, Kitchen: Work clothes; jeans, t-shirts, tennis shoes.
- 17.7 Thrift Store: Work clothes; jeans, t-shirts, tennis shoes.
- 17.8 Childcare: Scrubs, comfortable shoes
- 17.9 Ministry team: Business casual; dress, skirt and blouse or casual pants and shirt, dress shoes.
- 17.10 Rock group t-shirts, motorcycle clubs or t-shirts with tobacco, beer, etc., are not permitted.
- 17.11 Tank tops or spaghetti straps are not permitted.
- 17.12 Make-up must be moderate if worn.
- 17.13 No mouthwash or perfume containing alcohol is permitted.

18. Living in a Community

- 18.1 Be kind and courteous to others even if they do not act that way to you.
- 18.2 Treat others with respect.
- 18.3 Respect each other's property. If it does not belong to you, do not take it or break it.
- 18.4 Respect each other's personal space.
- 18.5 Clean up after yourself and your children.
- 18.6 Do not share make-up or personal items.
- 18.7 Hair dyeing is only to be done in the bathroom.
- 18.8 Conserve water and electricity.
- 18.9 Keep the noise down.
- 18.10 Student Rooms
 - 18.10.1 Do not go into another student's room.
 - 18.10.2 Room doors must remain open at all times, unless permission is granted otherwise.
 - 18.10.3 Do not leave fans running or lights on.
 - 18.10.4 Rooms must be neat and clean at all times
 - 18.10.5 All clothing must be properly hung in your closet or neatly folded in your dresser and towels hung up.
 - 18.10.6 Beds must be made immediately after wake up every day
 - 18.10.7 You must be in your dorm room at Devotion time. After lights out BE QUIET. NO TALKING

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18.10.8 Nothing is to be tacked, nailed, taped or stapled to any walls, ceilings, or furniture.

19. Caring for your Children

19.1 Children must be under adult supervision at all times.

19.2 Dressed modestly, appropriate to the occasion

19.3 Mothers are required to discipline their children appropriately. Screaming, yelling or hitting a child in anger is not permitted. Staff will assist the mother as needed but will not discipline the child for the mother.

Note: New Creation Foundation – Bethel House is a mandatory reporter. This means we are required to report all suspected child abuse incidents.

19.4 Children are eligible for passes with approved family members upon intake, Passes are arranged through a Student Request Form.

19.5 Children attend their designated Sunday School or Children's Church class during church services.

19.6 Children attend the Bethel House Child Care Center. School age children attend Cain Elementary School in the Whitehouse ISD.

19.7 Attend your child's school events such as open house, school plays or holiday programs and teacher meetings. Monitored access will be given to a computer weekly to check child's grades, homework, teacher communications on the school's website.

20. Mail

20.1 Mail is limited to approved family members, pastors, and probation/parole officers.

20.2 You are not permitted to communicate with boyfriends while in the program.

20.3 **Bethel House reserves the right to monitor, approve, and deny all mail.**

21. Phone Calls

21.1 Phone calls are limited to approved family members, pastors, and probation officers.

21.2 Two telephone calls per week are scheduled for each student and limited to 10 minutes (15 minutes if calling minor children – 16 and under).

21.3 You are not permitted to communicate with boyfriends while in the program.

21.4 Calls will be monitored by Bethel House staff.

21.5 Bethel House reserves the right to approve, deny and monitor all telephone calls.

21.6 Students are not permitted to have a cell phone.

22. Visitation

22.1 Visits will begin after 30 days in the program.

22.2 Visitation is limited to approved family members, pastors and probation/parole officers.

22.2.1 You are not permitted to visit with boyfriends while in the program.

22.3 Bethel House staff must approve all visits.

22.4 Bethel House reserves the right to approve or deny visitation guests for anything that may be harmful to the student's progress, safety and welfare.

Bethel House Women & Children's Center

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23. Room/Belongings: Searches and Drug Testing

- 23.1 Bethel House reserves the right to conduct room searches and if necessitated, a physical search of the student for drugs, alcohol, nicotine and anything harmful to the welfare of the program and residents.
- 23.2 All items brought to a student by approved visitor must be checked in with staff. The items will be searched prior to being given to the student.
- 23.3 All suitcases, bags, packages, etc., will be checked coming in and going out of the center.
- 23.4 Bethel House reserves the right to require students to submit to drug testing upon demand. Refusal to submit to such testing shall be grounds for immediate dismissal.

24. Work Experience Program

- 24.1 Participation in the Work Experience program is vital to your recovery and your overall participation in the Bethel House student program.
 - 24.1.1 Administration, house cleaning, thrift store, childcare, culinary, craft shop, landscaping are just a few of the opportunities offered.
 - 24.1.1 You will be expected to dress in clothing appropriate to assigned area and be on time.

25. Student Rights

- 25.1 The right to give informed consent, or to refuse treatment or medication, and to be advised of the consequences of such a decision.
- 25.2 The right to a grievance procedure.
- 25.3 The right to a humane and safe environment, free from abuse, neglect, and exploitation.
- 25.4 The right to dignity and personal privacy.
- 25.5 The right to receive a complex explanation of student rights in clear, non-technical terms in a language the student understands.
- 25.6 The right not be detained against the legal consenters' will.
- 25.7 The right to medical or psychological/psychiatric care either through referral or direct service delivery.
- 25.8 The right to be informed of the financial responsibility for these services.