

PROGRAM RULES - FRESH START MINISTRIES

Remember that YOUR way has not worked for you in the past. None of these rules are difficult, but they are necessary. Breaking the rules can lead to a discharge from the program. The staff has full discretion in the interpretation of the rules. The staff wants you to work on yourself while you are here and these rules will be easy if you are working a good program. Keep in mind that you are in a program to help yourself, not in a club. Many of the rules are to not just teach you discipline, but to keep order in the program & the facilities.

WHAT IS EXPECTED OF YOU:

COMMITMENT to growth and a willingness to fully work on all of your problems.

HONESTY to share from your heart and to be truthful regarding your past.

SINCERITY to work your program. We will help you as long as you are working a program.

RESPONSIBILITY to complete all assignments, work a full-time job, and budget your income.

ACCEPTANCE to change and be willing to listen and practice suggestions.

ACCOUNTABILITY – a willingness to be held accountable for ALL of your actions & attitudes.

WHAT TO BRING:

Due to limited closet/drawer space, bring only necessary clothes. Example: you will need 2 or 3 outfits appropriate for church and outside meetings. You will need work clothes, jeans and tee-shirts, 1 pair of casual/tennis shoes and 1 pair of work shoes. Bring under clothes, socks and personal hygiene items. If available, bring a bible, 3-ring notebook or folder, paper and pens.

WHAT NOT TO BRING:

NO drugs or pills of any kind except aspirin, unless staff approved in advance.

NO pornographic or suggestive material (including pictures of wives/girlfriends).

NO tight fitting, short or otherwise inappropriate clothes including clothes with advertisements of drugs or alcohol.

NO secular (non-Christian) literature, movies or music (Christian, jazz and classical is o.k.).

NO alarm clock with music option.

NO body building products.

NO valuables, we will not be responsible for lost or stolen items. Such as Laptops, Portable DVD players, Boom boxes, MP3 players, or Jewelry

GENERAL RULES:

1. No defiance of staff or senior brothers.
2. **No CURSING, profane or loose language.**
3. No drugs, alcohol or medicine that contains alcohol (cough syrups, mouthwash, etc.)
4. Drug tests are done regularly. If you come up dirty, you WILL BE discharged.
5. Follow all schedules.
6. Attend all functions graciously and gratefully.
7. Be to classes, groups & quiet time 5 minutes before they start with appropriate materials.
8. Bible, pen and notebook is required at all classes/meetings. Notes must be taken in ALL CLASSES & Church.
9. **Journal & DMI must be turned in every morning.**
10. You are expected to respect/observe and participate in "Quiet time" activities each night.
11. **Leaving the living quarters before 5:05 a.m. is PROHIBITED.**
12. Smoking/dipping is permitted only in designated areas and never on church or meeting property.
13. No smoking in any Fresh Start vehicles.
14. No going outside or smoking after curfew.
15. If an argument arises, try to resolve it, if you can't, call staff immediately. (Matt. 18:15-17).
16. There is NEVER any need for a physical confrontation or an outburst of ANGER.
17. **No bragging about the past (war stories),** they only bring others down & make you look silly.
18. Don't discuss your past life in DETAIL with anyone except your counselor or mentor.
19. Respect each other's recovery process. Careful not to discourage others, this may be THEIR LAST CHANCE.
20. Dissatisfied talk or talk of leaving only serves to upset others. If you are feeling negative, don't drag others down
21. Notify staff when you see someone feeling extremely troubled. Consider their best interests & **help your brothers succeed.**
22. No body building products. Because some contain MaHung, Creatine Monohydrate, and Ephedrine etc.
23. Report to staff any drugs or other contraband. **Helping others from falling is not betrayal.**
24. If you disregard the rules & leave, please take your belongs. FSM is not responsible after 72 hrs. If you have any money in your account call the office to arrange pick-up. You will have it within 3 business days.
25. Clients on restriction who must work on Saturday must notify staff & sign out before leaving.

26. If you are not on restriction, Saturday free time 8am-10pm with completion of sign-out log providing you are EMPLOYED.
- 27. No wrestling or rough playing. It often times leads to bad feelings or someone hurt.**
28. Fishing is a free-time privilege. Follow posted fishing schedules.
- 29. Only Christian, jazz or classical music and No headphones or iPods allowed.**
30. All rented movies must be PG13 or prior approval by staff. Only 2 rentals per weekend.
31. T.V. time – Saturday & Sunday by staff permission only. (see specified times)
32. No astrology, witchcraft, occult or new age related items (crystals, pyramids, tarot cards, etc.)
33. No card playing, or magic tricks, absolutely no gambling.
34. All personal hygiene items are kept in your room, including your towels.
35. No hats worn inside the buildings.
36. Any personal food items or containers must be properly marked with your name or it is free to all.
37. Underwear must be worn at ALL times, including under pajamas.
- 38. Sleeping quarters will be locked from 9:00am until 3:30pm.**
- 39. Job hunting is done from 9:00am to 3:00pm.** You are expected to be OUT looking for work. Online applications done earlier.
- 40. Phone use in the computer room is for job hunting & is limited to 10 minutes per person.**
41. If you have a day off, you are expected to stay at Fresh Start & notify staff if you have errands to run.
42. Expect to receive consequences for your actions. Break rules, receive a discipline.
- 43. Own up to your own responsibilities.**
44. Take your own DMI. Don't worry about what others are doing unless it affects someone's sobriety.
45. All homework must be turned in on time – NO exceptions.
46. Do whatever a senior brother or mentor asks of you without question.
47. Clients are not allowed to have personal items, such as furniture, pets, exercise equip, etc.
48. Staff housing is off limits, except by invitation. If staff is not on duty, do not knock on their door.
- 49. Clients are not to counsel each other, but rather to share with staff who is equipped to help.**
50. If you leave the program early/not on good terms, you will NOT be allowed to have contact with the remaining clients.
51. Vehicles are permitted providing they are properly registered, insured & your license is valid.
52. All clients ride together to groups & church or carpool in a caravan only.
53. All incoming mail is distributed by staff at dinner.
54. All client mail must be addressed to:

Your Name
c/o Fresh Start Ministries
4436 Edgewater Dr.
Orlando, FL 32804

CHRISTIAN ETIQUETTE:

1. Respect the rights and belongings of others.
2. Respect the authority. If you disagree with what you've been told, be willing to do it anyway and discuss the matter later with staff.
3. Avoid arguments – but don't stuff – DEAL with your emotions correctly.
4. Do NOT gossip. It tears down others and yourself. **Drama is destructive!**
5. **Avoid sarcasm and off-color jokes** – they are not Christ like.
6. Learn to live with each other's faults, look for Jesus in everyone & be respectful of others.
7. **Keep your daily attitude positive, be thankful and appreciative.**
8. Speak courteously, seek after peaceful relationships.
9. ALWAYS respect authority and seek a disciplined life.
10. Encourage positive group spirit, build one another up, not put down.
11. Take care of the property & facilities. This program belongs to God & you should respect it.
12. Be considerate of other's needs. If you can help someone, ask staff for permission.
13. Negative talking is totally unacceptable; in particular, talking about staff or negatively about the program is not permitted.
14. **Profanity is absolutely NOT in our vocabulary – a bad habit that is not edifying. – NO PROFANITY-**
15. Love yourself, but consider one another more important than yourself. (Phil. 2:3).

DORM AND HOUSING RULES:

1. DMI, journal & class notes are to be TURNED IN every day for staff review.
2. Lights are to be turned off when there is no one in the room.
3. Each person's space is private and is not to be violated.

4. **We encourage you not to lend or borrow at all. If you must, staff needs to approve it.**
5. Follow the lights out rules & be ready.
6. Cease speaking at bedtime and quiet time.
7. Keep bedrooms clean and neat at all times, making bed tight when you first arise.
8. Hang towels neatly in the designated area.
9. **SHOWER EVERY DAY & ESPECIALLY ENSURE ITS DONE BEFORE BED.**
10. **No sleeping on top of your comforter.**
11. Beds must have a fitted sheet, flat sheet and/or blanket on at all times.
12. Dresser tops clean & neat. Toiletries are to be kept orderly.
13. Trash cans in living quarters will be emptied daily.
14. Drawers kept neat, clothes folded.
15. No food or drinks allowed upstairs except water if necessary.
16. No posters or pictures hung on walls.

BASIC MANNERS

1. Remain in class, activities, dinner table, etc. until they are fully complete.
2. Try not to get up during classes for bathroom breaks.
3. Dress appropriately. **No pants below the waist**, no ripped clothes, collared shirts & socks are to be worn to church
4. Length of hair is to be only to the top of the collar on a dress shirt.
5. You are responsible for washing your own laundry including your bedding.
6. Use time efficiently (bathrooms & showers), conserve energy and supplies.

TABLE MANNERS:

1. Mealtime should be pleasant & enjoyable. It is a time when we can fellowship & bond.
2. Be grateful for all meals. (You've probably had worse!)
3. Always be on time (or 5 minutes early).
4. Come to the table with clean hands and face, shirt, pants, shoes. No sleeveless shirts.
5. Don't slouch over your plate or lean back on the chairs.
6. Ask for things to be passed, rather than reaching across.
7. Eat your meal before your desert.
8. Everyone helps to clear the tables, clean off dishes & stack them properly after meals or snack.
9. Don't overuse the condiments.
10. Don't throw paper etc. at the trash can, place it inside the can.
11. Breakfast: you are responsible for cleaning up your own mess, wipe tables & throw away trash.
12. Eating and drinking will be in the dining area only or outside .

PERSONAL HYGEINE:

1. Showers are to be taken daily. Only fifteen minutes of bathroom time. Deodorant is required.
2. Clothing, etc. is to be picked up before leaving bathroom. No hair left in sink or tub.
3. Hair should be washed at least 3 times per week.
4. Ears, fingernails & toenails should be cleaned and trimmed regularly.
5. Teeth should be brushed every morning and before retiring.
6. Each client supplies their own soap in a soap dish to be kept with his toiletries.

SICKNESS:

1. When sick, you may only miss class if approved by staff & you must be in bed.
2. If you are too sick to work, you are too sick to have free-time. **You will stay in bed for the day.**
3. All medication is kept and administered by staff.
4. For emergency visits to doctor or hospital, client will be financially responsible.

VISITATION AND PHONE PRIVELEDGES:

1. NO overnight furloughs except immediate family emergencies. (death of immediate family member)
2. Visitation will begin on the Saturday directly following the 31st day of being in the program.
3. You are on Restriction through the first 4 Saturdays of the program, **if unemployed, you remain on restriction.**

4. No guests on property. However, staff must be notified immediately if someone shows up. DO NOT UNLOCK THE FRONT DOOR.
5. There are various times available for phone calls, see phone schedule. Only 10 minutes per man for phone use.
6. If not turned in, all cell phones are to be on vibrate during classes, meetings & church.
7. **All cell phones are turned in at 6pm.**

MANNERS FOR OUTSIDE ACTIVITIES:

1. ALWAYS stay together with the group.
2. Fresh Start ALWAYS sit together as a group, family can sit with you at outside meetings.
3. **Do Not have conversations with single females at any activities.**
4. When driving to an activity, stay together between the leader & finisher.
5. **No passing notes during lectures.**
6. Always dress appropriately, shirts tucked in, clean hands & face, hats off inside buildings, etc.
7. Always participate in cleanup work if needed.
8. Eating during lectures/quiet-time or homework times is not permitted, including no chewing ice.

FINANCE:

Upon my entry, all monies I receive, whether in cash, check, money order or any other form of compensation, come under the authority of FRESH START MINISTRIES. I give permission to the FSM Staff to pick up my employment check or any other monies rightfully due me and deposit it to my account if need be. I will turn in all paychecks/monies received un-cashed to FSM staff for deposit into a non-interest bearing account. I understand that cashing of checks or money orders will be regarded as rebellion and failure to cooperate, and I will be subject to disciplinary consequences or discharge.

I may draw up to \$55.00 per week for personal spending money. I am also entitled to one special draw per month of up to \$100.00, subject to the availability of funds and appropriate plans for the use of said funds. I will provide receipts for all such special draw expenditures. All other bills are paid by check requests.

Upon my departure from the FRESH START MINISTRIES, whether by graduation, termination or voluntary departure, I will receive any positive balance in my account, paid by check, within three business days. If, upon my departure, my program fees are in arrears, said arrearage will be deducted from any positive balance in my account before determination of the amount due me. I understand that a goal of this system is to provide me with funds to begin living my new life. I am coming to Fresh Start with the purpose of working on my life and agree to submit and allow the staff to provide critical Input to me in order to better my character. Further, I do hereby certify that I have read and understand the rules of Fresh Start Ministries as listed here and do fully agree to comply with all of the above rules to the best of my abilities. I understand that the breaking of any of these rules can be used to assign me disciplinary actions and/or discharge me from the program.

WARRANTS / LEGAL ISSUES

If you have a warrant or suspect that you have a warrant you must make us aware in order for us to assist you. Making amends for your past is a must in recovery. Fresh Start Ministries has helped many residents avoid going to jail by facing their legal issues.

I HAVE READ ALL OF THE RULES & PROGRAM STRUCTURE AND FEEL THAT I CAN COMMIT TO THE YEAR PROGRAM AND FOLLOW ALL OF THE RULES.

Signature of Client: _____ Date: _____