



Visit/Pass Alternate Adult Supervision Agreement

While residents are enrolled in the Hope Harbor program, parents agree that their family will abide by HH policies and guidelines designed for the purpose of reconciling families, to “turn the hearts of the parents to their children, and the hearts of the children to their parents.”

Upon admission to HH, resident will be under constant parent supervision while on visits and passes. When occasional circumstances arise that parents are unavailable to supervise during a pass, parents and Director/Counselor will agree upon appropriate alternative adult supervision consistent with rules and guidelines of the HH program. This must be agreed upon by all parties prior to the pass, and said alternate must participate in a conference with HH supervisory staff and sign this agreement to adhere to HH rules and guidelines.

Authorized alternative adult supervisor agrees to read and keep a copy for reference of the **Off Campus Visit/Pass Guidelines** found on the back of the Parent Pass Evaluation Form and this form. Said supervisor agrees to uphold HH rules and policies, including but not limited to the following, during visits/passes:

- Resident must be under **direct supervision** at all times. Reasonable accommodations are respected in regards to bathroom use and sleep; however in public places, supervisor agrees to accompany resident to the bathroom and during the night supervisor agrees to reasonably occasionally check on resident.
- Supervisor will reasonably **engage** with the resident in activity (ie games, conversation, planned activities, exercise, etc).
- Resident may not use the **phone** in any capacity (calls, texts, pictures, internet/data use, social media, landline or cell phone, or directing others to make contact for them). The only exceptions are emergency situations, or prior approved calls to/from parents.
- Resident may not use **computers**, tablets, etc with/without internet/data, nor access social media, email, etc (or ask other to).
- Residents may not send **letters** or pass notes to friends or family while on visit/pass.
- Residents are expected to follow HH **dress code**, specifically regarding modesty and proper hygiene.
- Residents are expected to complete **responsibilities**, including helping out with chores, completing assignments and self logs/devotions, attending church and completing sermon notes, and any other responsibilities.
- **Books, TV, movies, video games**, etc read/viewed by resident may not have mature, adult, occult, non-Christian, violent, or otherwise inappropriate or sensitive content or themes. TV may be viewed in limited increments on appropriate channels; movies may be G or PG, PG 13 with permission and appropriate content.
- Residents may not listen to secular **music** (via CD, radio, IPODS, TV, etc); approved Christian music is allowed and encouraged.
- Residents may not have scheduled or prolonged contact with **friends**; if resident runs into a friend in public they may greet them but must say they are unable to visit because they are in a program. Supervisor needs to be present during the exchange and needs to step in and end the exchange if it goes beyond greetings.
- Residents may not have any 1:1 or unsupervised contact with **opposite sex**, including physical contact. Residents are not allowed to develop romances or date during the HH program.
- Residents may not use or be in the presence of **cigarettes, tobacco, drugs, or alcohol** during the HH program.
- Residents may have **soda and treats** while on pass, but with supervisor permission and in limited quantities. Energy drinks are not allowed but caffeine and coffee are in limited quantities.
- Resident may not make **purchases** without prior approval of parents/HH. Anything brought back to HH without prior approval will be sent home. Any shopping done must be supervised.
- Supervisor will keep resident’s **medications** in their possession and administer to resident.
- Supervisor will **encourage** resident to do her best with the HH program and show support for the family.
- Supervisor will report any issues or rules broken and honestly evaluate the visit/pass via Parent Visit/Pass Evaluation Form.
- Supervisor will be familiar with any other **instructions specific** to the resident and her family and agrees to uphold said guidelines. Family specific instructions may be added to this document if necessary.

Approved Alternate Supervisor: _____ Date: _____

Parent(s): _____ Date: _____

HH Supervisory Staff/Title: _____ Date: _____



Off Campus Visit and Pass Guidelines

Visits and passes are a chance for parents and residents to walk out in practice the things they are working out during their healing at Hope Harbor. It's a time to see what is and isn't working. Visit and pass length are determined by phase, behavior and progress.

Families are expected to follow Hope Harbor rules on visits/passes. Discipline may be given for rule violations. Familiarize yourself with the handbook and ask staff if you have questions. Rules and questions that frequently come up on visits/passes include:

Parental supervision is required for all visits/passes at all times: If parents are occasionally unavailable to supervise, an appropriate alternative adult supervisor who is aware of and agrees to Hope Harbor rules may be approved. Contact Leadership Staff to set this up.

Phone, Internet, Computers and Other Devices: Residents are not to use these devices on visits/passes and may not contact family or friends, pass messages through others, or have others call in when on visit/pass. If these privileges will be introduced at a later time in your program, clear permission will be given from staff prior to use. We recommend phones are put away on visits, and Wi-Fi is disabled on passes to avoid the temptation of use. Use the time to focus on one another.

Music, TV, Books: Hope Harbor standards should be enforced on visits and passes, including Christian music, appropriate TV and movie content, media viewing in moderation. R-rated, adult situations, obscene language, and secular music should be avoided. These all become triggers for residents, and they can become fixated on them upon return to Hope Harbor. Avoid the temptation to indulge 'just one' song or movie; it opens the door for secret keeping and more rule breaking.

Activities: Visit/pass time is a chance for all parties to utilize skills learned and to reconnect with one another. Plan ahead for your visit/pass time with activities that will build your relationships. Visit/passes are not vacation time or treat/celebration time. It is a chance to do normal life together in the new ways you are all learning. All shopping on visits/passes must be approved prior to purchase through monthly or special request forms. On passes, residents should have chores assigned with the rest of the family. Appropriate, modest dress in line with Hope Harbor dress code should be followed. Resident meals and snacks should avoid regular or excessive consumption of sugar, caffeine and junk food, indulging only in moderation to avoid health issues and withdrawal upon return to Hope Harbor. Residents are prohibited from using drugs, cigarettes, alcohol, etc on visits/passes. Residents will have assignments on passes including counseling homework, self logs, sermon notes, devotions and more. These are to be done during the entire weekend, not on the return trip to Hope Harbor or upon return.

Friends: Residents may not have scheduled/planned contact with friends on visits/passes. If the family sees a friend in public a brief greeting is allowed. **Parents must supervise these encounters and interrupt/stop any ongoing conversation.** Use this time to let the friend know the resident is in a program, that they can't visit right now but will be in touch when they can. Don't ignore or avoid the friends if you run into them, but be polite, honest and brief. Also remember that **no romantic or sexual interaction, no dating, no intimate contact (physical or media) is allowed during the Hope Harbor program.**

Emergencies: If you have an emergency on your visit/pass including runaway, suicide attempt, threat or gesture, accident, or other emergency, **please call 911.** Once emergency responders have been contacted, please contact one of the Leadership Staff for prayer support and additional assistance. This includes if you feel unsafe for any reason on your visit/pass and need immediate assistance.

Non-Emergency Crisis and Conflict: Occasionally, non-emergency crisis situations and conflict occurs on visits/passes. **In situations where emergency responders are not required, please contact Leadership Staff via text/cell (below) or the Hope Harbor office line (507 537 4525) for assistance.** If at any time you need to end your visit/pass early and return to the house, you may do so. Please contact staff so we are prepared for your early return. Staff on duty may or may not attempt to resolve the conflict in the moment.

Thanks for being on time! We appreciate families honoring scheduled visit and pass pickup and return times. If you are going to be late, please contact us. Staff may not be at the house if you are late/early. Frequent, consistent, or major violations will be handled at discretion of Leadership Staff, with next visit/pass time being effected. Regular pass return time is 5 pm Sunday.

Leadership Staff:

Melissa (507) 476-5591

Meagan (507) 360-5306

Laura (920) 660-4794

Cindy (507) 530-5777