



## HOUSE RULES

**RAVEN HOUSE** is a Coming-of-Age Agency that believes that every youth in placement should be treated like other youth who are not currently in protective custody. As placed in “family-like” environment with RH, the Agency recognizes that rules must be put in place and adhered to.

As the governing body over Agency certified homes, the Agency maintains that all homes certified under the Agency’s “exclusive use policy” must adhere to standards representative of the Agency. For that reason, all youth in placement must adhere to rules within the certified group homes representative of those rules outlined below.

1. Each youth is expected to show respect to others and to comply with the rules and regulations and the requests of staff.
2. Each youth is expected to respect the property, boundaries and privacy of others. If you destroy property at Raven House and threaten to hurt other residents and staff, Management has the right to request your removal.
3. Each youth, as age appropriate, is expected to make their bed and be responsible for keeping their dresser drawers and their area of the bedroom and closet neat and clean.
4. Each youth, as age appropriate, is expected to participate in cleaning their own laundry or learning, through participating with the staff, to gain the necessary independent living skills of cleaning their own clothes. Staff will always monitor youth to ensure that they are appropriately using the laundry detergents and soaps used.
5. Each youth, as age appropriate, will participate in the cleaning of their bedrooms and other areas as mutually agreed upon by staff. Such “chores” may include the bathrooms, kitchen area, dining room/living room and will be incorporated into the child’s needs and services plan, if age appropriate, to incorporate training on a child’s independent living skills. The Agency social worker assigned to monitor the home and minor will ensure that all chores assigned are not excessive and appropriate for the minor in placement.
6. No raiding the refrigerator. No food is allowed in the bedrooms. The kitchen closes at a certain time daily. If you refuse to eat what is prepared, that is your choice; however, meals will be provided for you. Breakfast, Lunch, and dinner, along with 2 snacks.

7. No radios or lights (except night-lights) may be left on after bedtime or in unattended rooms. Radios/TV's must be played softly. Excessive volume may result in confiscation for one day and/or loss of privileges. Everyone is responsible for his or her own radio or for anyone who may be using it.
8. All visitors (except authorized representatives) must have permission from County worker and RH management before visiting. Approved are determined by DCFS. Visitors must sign young people in and out, providing appropriate Identification.
9. Each youth is expected to use the phone during scheduled hours only. Phone must be given to staff to lock away at the end of each day. If phone is being used for inappropriate behaviors, phone will be taken and returned within 5 business days and or deem appropriate after discussion with placement worker.
10. All gifts to a youth from outside/inside sources must have management approval. If a child does not have a cell phone at point of placement of RH, you are not to provide a cell phone (new or used) for youth unless approved by county worker and RH management. If money is in your possession, it should be kept locked in the staff office until you need it, unless you have a lockbox of your own in the bedroom.
11. Youth are allowed to share entertainment equipment with one another only with the approval of the rightful owner of the equipment. Should any equipment break, by other than intentional destruction, when in use by that individual who borrowed the equipment, the original owner will accept full responsibility for sharing the equipment in the first place
12. Every youth is expected to avoid (a) being physically abusive to others or being involved in fights (b) swearing/foul language: (c) horseplay; property damage; and (d) inappropriate physical activity.
13. Dress must be in accordance with the school dress code. When at RH or in public, dress must be appropriate to the given activity, which the child is involved in. No excessively baggy, torn, ripped, low cut or otherwise inappropriate (cult scripted, drug paraphernalia, profane, etc.) clothing will be permitted or purchased for the child.
14. Every youth that attends school is expected to. (a) be on time; (b) not be involved in problems at school; (c) let staff know whenever they have assignments/home-work and when these are completed; (d) finish homework on time; and (e) ask for help when needed.
15. No smoking, drugs, or alcohol of any kind.
16. If youth receives mail, it will be opened to ensure safety, and no illegal substance placed inside. If after inspection mail is clean, will be provided to you.
17. If you have a work permit and guardian has approved employment, Raven House supports. However, social workers are responsible for obtaining required documents for employment. You are responsible for getting to and from work. If you have failing grades in school during employment, you will not be allowed to work until you show improvement.
18. Afterschool activities must be approved by RH Management. Once the document/permission slip is signed and activity verified, it has been approved. Return time should be no later than 7:30p.m. for all after-school activities, Monday-Friday.

19. On weekends, you will be allowed community time; however, it is based upon behaviors displayed, chores completed and grades. If you are not complying with any of the forementioned, you will not be allowed to have free time in the community.

**15 years of Age, you must report back to Raven House at 7p.m. Saturday-Sunday**

**16 years of Age, you must report back to Raven House at 8p.m. Saturday-Sunday**

**17 years of age, you must report back to Raven House at 10p.m. Saturday-Sunday**

**If you are under the age of 15, you cannot be in the community alone, you must be with an approved family member or with staff if it does not involve employment or after-school activity.**

**YOU MUST BE AT RAVEN HOUSE FOR A PERIOD OF 2 WEEKS TO BE GRANTED ABOVE PRIVLIGES WITHOUT INCIDENT**

Upon return, all electronic devices must be turned in to staff. Staff will also conduct a body search to ensure the safety of everyone in the home. If any contraband is found on you or in your room, it will be confiscated, and your privileges revoked. If you do not return within the above timeframe, you will be considered AWOL. You must sign in and out of Raven House each time you leave.

20. Only approved visitors can come into Raven House. If you sneak someone into the home at any point in time, the authorities will be called immediately.

I have read and understand and have explained to me any question I had regarding the above procedures. If youth does not abide by the rules, and endangers self, other youth or employees, a request for removal will be placed immediately.

Youth: \_\_\_\_\_

Placement Worker: \_\_\_\_\_

Date: \_\_\_\_\_

RH Rep : \_\_\_\_\_