



RESIDENT
HANDBOOK
& PROGRAM INFORMATION

All policies in this Handbook are subject to the discretion of Director. Exceptions may be granted on a case by case basis as deemed appropriate for the good of the program and its residents.

Our Name: Bridgett & Friends

Bridgett & Friends is a ministry of The Friend Center, Inc and Bridgett Henson Ministries.

Motto: Begin Again with Bridgett & Friends.

Ministry Goals:

Bridgett & Friends' goals are that upon graduation, each resident will have obtained:

- ✓ **Knowledge of their Christian Heritage.**
- ✓ **Freedom from Life's Addictions & Strongholds**
- ✓ **Financial Independence**
- ✓ **Emotional Stability**
- ✓ **A Mature Relationship with Jesus Christ.**

Transitional Housing For Women in Need:

Bridgett & Friends provides a safe, controlled environment where residents have access to curriculum, local ministries, and community programs to better themselves spiritually and financially with the hopes of becoming an independent, productive member of society.

Discipleship Program for Women:

We are a Spirit-filled ministry offering our residents the knowledge and skills necessary to obtain and sustain a fruitful life. Along with our ministry partners, we offer a variety of financial, educational, and spiritual training. The success of our program is dependent on our resident's participation and execution of the following:

Personal Prayer - We teach our residence to commune with their Savior, Jesus Christ.

Bible Study - We provide classroom instruction and require our residents to rely on the Word of God for everyday problem solving.

Worship - We encourage our residents to praise and worship God as individuals and in corporate settings.

Work - We promote good work ethics in our residents through household chores and lawn maintenance.

Life skills - We cultivate partnerships with community resources to provide our residents with a variety of financial, educational, therapeutic, and spiritual training.

Discipline - We expect our residence to behave themselves with dignity and respect our staff, other residents, and our ministry partners.

Pledge - We recognize the benefits of godly marriages. However, residents must devote all their time and effort to their successful completion of this program. Therefore, residents must NOT enter in, pursue, or continue any romantic relationship(s).
*Godly marriages excluded.

Court Appointments/Obligations:

Bridgett & Friends is NOT responsible for fulfilling resident's obligations to any court whatsoever. However, we will provide transportation to parole appointments or court appearances if given a 10-day prior notification from residents and the appointment location doesn't exceed a 50-mile radius from campus.

Eligibility

The program is voluntary. Applications will ONLY be accepted from women who are committed to a life change and desire a personal relationship with Jesus Christ. All applicants will be required to commit to continuous spiritual growth while in the program. Weekly reviews will be conducted. To be considered for admission:

- ✓ **All applicants must be 18 years or older.**
- ✓ **Applicant must be physically able and mentally stable to participate in all work and living situations.**
- ✓ **All applicants must inform Bridgett & Friends of all outstanding legal matters and court dates prior to entry.**
- ✓ **All applicants must be biological females.**

NOTE: If you are incarcerated, please do not apply until you are within three months of release.

Procedure for Entry

The application process is as follows:

- 1. Read the entire Resident Handbook.**
- 2. Complete an Application found at thefriendscenter.com/friends
Or email bridgett@thefriendscenter.com,
The Director will call to schedule a phone or in-person interview.**

Prior to Admittance:

If your application is approved you will be notified and an entrance date will be schedule. (If there are no vacancies, your name will be placed on a waiting list until a bed becomes available.) The admission process is as follows:

- 1. Read the Resident Handbook in its entirety.**
- 2. Agree to the boundaries and accountability policies outlines in this handbook.**
- 3. Pledge your full participation to the program by signing the Resident Pledge on the last page of this handbook.**
- 4. Postpone all medical appointments until the completion of the 180-day program. Failure to do so may result in dismissal.**
- 5. Report to campus as scheduled bringing two types of identification; i.e., driver's license, passport or state photo ID, social security card, or birth certificate with an embossed seal.**
- 6. Submit to a substance test. Failure will NOT void your acceptance.**
- 7. Sign a medical release form.**
- 8. Disclose all court ordered requirements.**

Fees

- Residents are NOT required to pay fees for room and board.
- Residents are required to pay for any damages to Bridgett & Friends property or any damage for which they are responsible.
- Residents are required to make a small donation equal to 10% of their income to the ministry after securing employment.
- Residents may be required to pay tuition to Educational Institutions for classes in which they chose to enroll.

PROGRAM OVERVIEW

5 Phase —180 Day— Discipleship Program

Phase 0- Overcomer Phase —15 Days

Residents are provided an environment free from world problems and temptations. This gives them time to become accustomed to our facilities and staff. Residents are introduced to the Savior and made aware of the good life He offers.

- ✓ **Dormitory Style living quarters.**
- ✓ **Protection from the outside world for the first 7 to 14 days depending upon the resident's personal circumstances.**
- ✓ **Residents are responsible for specific, household chores.**
- ✓ **Bible Classes 3 Times Daily – with an emphasis on God Is.**
- ✓ **Personal devotions Twice Daily.**

Phase 1— 30 days — Freedom is found in Jesus!

Residents are encouraged to self-reflect and see the possibilities of a sober/independent life. Residents are taught to seek the face of God and His will for their life.

- ✓ **Dormitory Style living quarters.**
- ✓ **Bible/Lifeskills Classes 3 Times Daily – with an emphasis on who they are/can be as a daughter of God.**
- ✓ **Personal devotions Twice Daily.**
- ✓ **Controlled accountable contact with the outside world. (1 family visit per week.)**
- ✓ **Personal Cell phone use is allowed during scheduled times.**
- ✓ **All Transportation is provided by Bridgett & Friends. No personal vehicle use allowed.**

Phase 2 — 45 days — Love, Joy, Peace — Career Pathway Decided

Resident's self-confidence is increased by learning new life skills. They are encouraged to grow Spiritually by learning the promises of God to His people when they keep His commandments.

- ✓ **Dormitory Style living quarters.**
- ✓ **Residents are responsible for specific, household chores.**
- ✓ **Limited accountable contact with the outside world. (1 family visit per week.)**
- ✓ **Bible Classes 2 Times Daily – with an emphasis on personal sanctification and instructions of how to avoid temptations.**
- ✓ **Life Skills Class Once Daily – Skills taught by outside volunteer's such as, specific housekeeping, shopping, couponing, self-defense.**
- ✓ **Career Pathway decisions are made.**
- ✓ **Personal devotions Twice Daily.**
- ✓ **Personal Cell phone use is allowed during scheduled times.**
- ✓ **All Transportation provided by Bridgett & Friends. No personal vehicle use allowed.**

Phase 3 — 45 Days — Career Path Implementation — Longsuffering, Gentleness, Goodness.

Residents begin job training or enroll/attend educational classes to secure future employment that will enable them to provide for their future households without the benefit of outside sources.

- ✓ **Roommate Style living quarters. (Subject to Availability)**
- ✓ **Limited accountable contact with the outside world. (1 family/friend visit per week. 1 overnight pass per month.)**
- ✓ **Residents may supervise specific, household chores.**
- ✓ **Bible Classes Once Daily as work/school schedules allow – with an emphasis on using biblical principles to solve real world conflicts/problems.**
- ✓ **Life Skills Class Twice Weekly– Skills taught by outside volunteer's such as, budgeting, time management, personal accountability.**
- ✓ **Personal devotions Twice Daily.**
- ✓ **Accountable cell phone use.**
- ✓ **Supervised personal vehicle use for work and/or educational purposes only.**

Phase 4 — 45 Days — Semi-Independent Living

Residents enjoy freedom to make daily choices. Prepare to live independently outside of the program.

- ✓ **Private living quarters. (Subject to Availability)**
- ✓ **Resident must sign in and out of Bridgett & Friends's Campus. All off-site activities are subject to accountability.**
- ✓ **Accountable contact with the outside world. All visits must be scheduled and take place in the living area of the main building. (No visits to resident's personal living quarters.)**
- ✓ **Data enabled personal Cell phone is allowed but social media posts are subject to accountability.**
- ✓ **Church Service attendance is required a minimum of three times per week. Resident may chose the church they attend.**
- ✓ **Personal devotions Twice Daily.**
- ✓ **Personal vehicles must be used for purposes that benefit the resident's success in the program.**
- ✓ **Resident's curfew is 9:00 pm with exceptions made for church and work related activities.**

During all Phases resident's person and possessions are subject to random searches and/or substance testing.

Medical Criteria:

Bridgett & Friends is NOT a medical/mental health facility and CANNOT provide medically supervised detoxification.

Resident must be physically detoxed and able to participate in required daily activities prior to enrollment. Those unable to participate in daily activities will be dismissed. Residents must disclose any physical or mental health conditions that might restrict or limit their participation in the program. Failure to do so may result in dismissal.

Approved Medications:

All prescription medications MUST BE pre-approved prior to check-in and turned in upon arrival. Medically necessary non-narcotic medications for chronic conditions such as diabetes and hypertension may be allowed if approved. NO narcotic, mood-altering or anti-psychotic medications allowed.

Residents are required to bring at least a 30-DAY SUPPLY of any approved medication. Residents are responsible for the cost of prescription refills.

All over-the-counter medications MUST BE pre-approved prior to check-in and turned in upon arrival.

The following are pre-approved over-the-counter medications:
(Must be sealed)

Pain Relievers - Tylenol, Naproxen, Motrin, Ibuprofen, Aleve

Stomach Medications - Prilosec OTC, Nexium, Prevacid, Roloids, Pepto-Bismol.

Cold, Cough and Sinus Medications - Claritin, Chlortabs, Tylenol Cold & Sinus (all non-drowsy), Alka-Seltzer Plus Cold Daytime, Mucinex, Alcohol Free Cough Syrup, Tussin CF, Cough Drops.

Prohibited Medications:

Antihistamines, Decongestants, or COLD medicines containing dextromethorphan.

Cold medicines ending with D or DM.

Barbiturates.

Natural/herbal remedies.

Narcotics.

Opiate blockers.

Sleep-aids

**Mood-altering, psychotropic
or potentially addictive medications
ARE NOT ALLOWED.**

Items to Bring:

Identification documents:

- ✓ **Picture ID or Driver's License,**
- ✓ **Social Security Card**
- ✓ **Insurance Card (For personal vehicle use in Phase 4)**

Personal Items:

- ✓ **Shampoo**
- ✓ **Conditioner**
- ✓ **Soap**
- ✓ **Toothpaste**
- ✓ **Mouthwash (alcohol free)**
- ✓ **Deodorant**
- ✓ **Feminine hygiene products**
- ✓ **Stamps and envelopes**
- ✓ **Wrist-watch**

Classroom Supplies:

- ✓ **KJV Bible**
- ✓ **Back-pack or book-bag**
- ✓ **Pens or pencils**
- ✓ **Highlighters**
- ✓ **Notebook**

Clothing: Women are required to wear women's clothing.

- ✓ **Casual clothing for classroom (Jeans, t-shirts),**
- ✓ **Casual/dressy clothing for church services (dresses, skirts).**
- ✓ **Clothing and shoes for recreation and work programs.**
- ✓ **Appropriate underwear. Bras are to be worn at all times except when sleeping.**
- ✓ **Pajamas. Nightgowns and lingerie are NOT allowed.**

Due to limited space, clothing is limited to
10 outfits and 3 pairs of shoes.

Toiletries, supplies, and clothing will be provided if needed.

Prohibited Items:

- × **Drugs, alcohol.**
- × **Prohibited medication.**
- × **Any items with broken seals.**
- × **Anything containing alcohol: mouthwash, cologne, etc.**
- × **Items under pressure: aerosols, hair spray, etc.**
- × **Pocket knife or any item that could be considered a weapon.**
- × **Glass bottles or containers including hand-held mirrors.**
- × **Secular books, videos, magazines and/or music.**
- × **Nicotine in any form included gum and patches.**
- × **eCigs or vapors.**
- × **Loose powder of any kind.**
- × **Bath salts.**
- × **Energy drinks, diet aids, or workout supplements (Powdered drink or pill form.)**
- × **Sporting Equipment.**
- × **Musical Instruments (Without Prior Approval)**
- × **Pets.**
- × **Tank Tops**
- × **Clothing with profanity or vulgar graphics.**
- × **Cross-gender clothing.**
- × **Clothing with reference to alcohol, gambling, tobacco, secular music or profanity.**
- × **Camera, Computer, tablet, C.D. Player, IPod, or Radio. C.D.s or DVDs. (Allowed in Phase 4)**
- × **Hot plates, toasters, crock pots, cookers, etc. (Allowed in Phase 4)**
- × **Fans or Heaters of any type. (Allowed in Phase 4)**
- × **Personal room accessories such as rugs, throws, comforters, bed linens, Laundry Baskets, etc. (Allowed in Phase 4)**
- × **Footlockers or Toolboxes (Allowed in Phase 4)**

POLICIES AND PROCEDURES

Zero Tolerance Policy

The following violations of policy are subject to immediate dismissal.

- × **Stealing**
- × **Fighting**
- × **Firearms Or Edged Weapons**
- × **Unauthorized Cell Phone Use**
- × **Unauthorized Vehicle Use: Personal or Ministry Owned.**
- × **Damage To Property**
- × **Intimidation To Staff Or Resident**
- × **Illegal Drugs And Alcohol Use and/or Possession**
- × **Unapproved Prescribed Drugs**
- × **Gambling**
- × **Rough Housing Or Personal Boundary Violations**
- × **Failure To Report As Scheduled**
- × **Sexual Misconduct (Of Any Kind)**
- × **Refusal Or Failed Drug Test**
- × **Refusal To Work (Without Medical Reason)**
- × **Leaving Bridgett & Friends boundaries without permission.**
- × **Leaving The Friends Center without permission.**
- × **Smoking Or Tobacco Use**

Privacy Policy:

Bridgett & Friends will not confirm the enrollment of any individual in our program without the resident's written consent.

Program Entrance:

Upon entry to Bridgett & Friends, all baggage, bags, containers, etc. are to be surrendered to the Bridgett & Friends staff for inspection.

Bridgett & Friends reserves the right to inspect all items coming onto the campus. This includes items brought in by residents, volunteers, staff, and ministry partners. Any item may be prohibited with or without cause at any time.

Daily Schedule:

Residents MUST comply with all program boundaries and procedures. Participation in daily scheduled activities is mandatory.

Behavioral:

Residents are to respect and submit themselves in obedience to the program boundaries, policies, and procedures.

Residents will be considerate and respectful of each other, staff, and volunteers at all times.

Residents are NOT to ask for nor borrow items or money from other residents, visitors, or the general public.

Use the **Chain of Command** to handle issues; i.e., residents will take matters to the Senior Sister, who will take the matter to the 'Cate, who will consult the Director, if she deems necessary.

Appearance:

Daily personal hygiene, i.e., shower and hair washing is required.

Always use deodorant.

Perfumes, body sprays, or scented lotions are NOT allowed.

Attire should always be modest and appropriate. If Bridgett & Friends Staff determines clothing is inappropriate, resident must change immediately without complaint.

Bras are to be worn at all times, except when sleeping.

Pajamas (pants & shirt) MUST be worn when sleeping. No nightgowns or lingerie.

Changing of clothes will take place in the bathroom, in private, not in front of others.

Midriff skin may NOT be visible.

Cleavage may NOT be visible.

A camisole, undershirt, or slip should be worn when needed.

Capris and skirts MUST cover the knee when sitting.

Clothing shall NOT have offensive logos or sayings.

Clothes will be kept clean, ironed, and mended.

No tight, form fitting, or attention getting clothing.

Shoes MUST be worn at all times except when sleeping.

Residents should NOT leave the bedroom inappropriately clothed. Pajamas may NOT be worn in public areas.

Jewelry must be limited. If Bridgett & Friends staff determines jewelry worn is in excess, resident must remove it without complaint.

Bridgett & Friends is NOT responsible for lost or stolen jewelry.

Classroom & Church on Campus:

Be seated in church or classroom at least 5 minutes before scheduled.

Residents should be courteous to all guests, speakers, and volunteers.

Residents must never ask visitors or staff for personal favors.

A respectful attitude is required at all times.

No talking, sleeping, slouching, or disruptive actions.

Off Campus Church & Other Activities:

Resident's MUST stay in a group when away from campus.

All residents must use the bathroom prior to service time.

Residents must sit together as a group as close to the front as possible.

A positive attitude and good sportsmanship is required during recreational activities.

Living Areas:

No going outside after dark.

Do NOT open windows or doors without permission.

Dirty shoes or boots are to be left outside.

Residents may not leave the designated boundaries of Bridgett & Friends without permission from the director.

Visitors are NOT allowed access to the Bridgett & Friends facility without expressed permission of the administration. Visitors will be issued a visitor badge.

Kitchen:

Residents are required to participate in preparation of and cleanup after all meals.

Hands MUST be washed with soap before handling any food.

Resident's may NOT **raid** the kitchen between meals.

Dining:

All meals are to be consumed in the dining area at appointed times.

Residents should be seated in the dining room 5 minutes before each meal, even if they don't plan to eat. The only acceptable reason for being late is work or church commitments.

All residents **MUST** maintain proper conduct during meal times, both on and off campus.

Residents may fix their own plate, but they must not be wasteful.

No one should eat their meal without giving thanks.

There will be no second helpings until everyone has been served.

There is to be no complaining about the food the Lord has provided.

Bedroom/Sleeping Quarters:

Bridgett & Friends provides all bed linens. Beds require a fitted sheet, flat sheet, and a pillow with pillowcase. Blankets are to be made up under the comforter.

Bedrooms will be kept clean, neat, orderly, and deodorized.

Beds must be made every morning and kept neat.

Clothes must be hung up or neatly folded and placed in drawers.

Each resident is allowed a limited personal space, which is reserved for family pictures, books or other appropriate personal items.

All residents will have a container for personal toiletry items, which is to be stored in your designated place.

With the exception of one bottle of water, No food, snacks, or drinks are to be stored or consumed in the resident's room except by privilege only.

Residents are not to rearrange room furniture or furnishings in any manner.

Residents **MUST sleep in their designated areas.**

Residents may **NOT sit or lay upon a bed that is not their own.**

Residents may **NOT enter a bedroom that is not their own.**

Residents in Phases 1 through 4 may **NOT enter Phase 4 Housing.**

Bathrooms & Showers

Showers may only be taken at the designated time.

Showers are 10 minutes, with 5 minutes for dressing and undressing.

Tampons and dispensers must not be flushed. Place in the waste container provided.

Personal toiletries may NOT be left on counter tops.

Residents should turn off all lights and fans when leaving a room.

Only one person is allowed in the shower or toilet at any time.

Financial Responsibility:

Residents are expected to be financially responsible.

Upon entry to Bridgett & Friends, residents are expected to inform staff of any outstanding financial obligations (e.g., fines, court costs, child support, debt collections, etc.)

Residents are expected to take care of all their financial obligations such as court costs, fines, and personal bills in a timely manner.

Medical/Dental Care

During Phases 0-2, ONLY emergency Dental and Medical care will be sought.

During Phases 3 - 5, all appointments will be scheduled on the resident's day off unless it is an emergency.

Payment for medical/dental care is the resident's responsibility.

Residents may be required to make payment at the time of service.

Residents are responsible for informing Bridgett & Friends staff of medical/dental appointments.

All on-the-job injuries must be reported immediately to the resident's employer and to Bridgett & Friends staff within 24 hours.

All prescriptions must be pre-approved. (See pg 9)

Medicine:

ONLY approved medicines and prescriptions are allowed. (See pg 9)

Phase 0-4 residents are required to surrender all over the counter and prescription medications upon arrival or immediately after prescriptions are filled.

Medicines and prescriptions are dispensed from the office safe.

Phase 4 residents may keep approved medicines in their living quarters.

Phase 4 residents are PROHIBITED from dispensing medicines to other residents.

Usage or possession of unapproved prescriptions or over-the-counter medicine will result in immediate dismissal.

Transportation:

**Phases O—2 - Transportation is provided.
NO personal vehicle use allowed.**

Phase 3 - Residents MAY drive their personal vehicle for employment purposes ONLY after Proof of Ownership, State required insurance, and a valid Driver's License are provided to the Director.

Phase 4 - Residents may only use their personal vehicles for purposes that benefit their success in the program.

Personal vehicle use is a privilege. Abuse of the Personal vehicle policy may result in immediate dismissal.

Residents may only use their personal vehicles for purposes that benefit their success in the program. Residents on disciplinary action may lose this privilege.

Employment:

Beginning at Phase 2, residents are required to enroll with an education partner or seek employment. *Excluding Court Ordered Requirements.

Residents who are transported to their jobs are expected to be ready at least 15 minutes prior to transport.

Residents are to clock in on time at their respective employers and follow the directions of their supervisors.

Residents are to establish and practice good work ethics.

Residents must report conflicts with coworkers immediately to their supervisor, and to Bridgett & Friends staff within 24 hours.

Residents must inform Bridgett & Friends staff of their work schedules.

All work absences must be pre-approved by their employers. Allowed absences may include probation or other legal

appointments, medical appointments, or illness.

Work Duties (Chores) at Bridgett & Friends:

Residents will be responsible for yard work. Each resident will also be required to perform various household duties in order to keep the home clean.

Residents are to do their duty at the appointed time according to the roster.

Residents are to fulfill duties at other times at the direction of staff.

Visitation Policy:

In order to preserve and maintain a healthy and productive visit, all visits are evaluated and approved or disapproved according to the resident's attitude, behavior, maturity, progress in the program, and duration of the visit.

Initial visits are restricted to immediate family members.

Friends may be pre-approved for later visits if their visits' influence on the resident should prove to be of a good benefit. Therefore, if the visitor, family, or friend does not agree with resident's goals, it is better they not visit at all.

Bridgett & Friends staff reserves the right to talk with any visitors prior to the resident's arrival or departure.

All requests for a visit must be submitted to the Director in writing using the Visit Request Form five days before requested visit.

The Visit Request Form must be signed by the Director or appropriate staff member before scheduling.

Phase 0 - No Visits allowed except in emergency situations.

Phase 1 & 2 - Visitation is offered Saturday 2pm to 4pm and is limited to visitors pre-approved by the Director.

Phase 3 - Visitation is offered Saturday 2pm to 4pm and is limited to visitors pre-approved by the Director. Residents are allowed one overnight pass to a pre-approved location once monthly.

Phase 4 - All on-campus visits must be scheduled and take place in the Community Center. (No visits to residents personal living quarters.) All off-site activities must be pre-approved by the Director.

Any violation in the visitation policy may result in denial of future visits until the resident proves trustworthy.

Unauthorized Passes:

Leaving the premises of Bridgett & Friends without permission will result in immediate dismissal.

Packages:

All packages must be surrendered to staff for inspection prior to resident's acceptance.

If a visitor is caught trying to give a resident any prohibited item, the visitor will lose their visitation privileges.

No Item Drop-Offs:

Items are not allowed to be dropped off for residents. Items may only be brought by family members during regular visitation. Items must be delivered to staff for distribution.

Mail:

All mail received during the 180 days will be opened in the presence of the director. Outgoing mail will be inspected.

Residents are responsible for all envelopes and postage for personal mail. Bridgett & Friends can help residents mail packages through the post office.

Residents are not allowed to go to the post office without staff.

All incoming mail goes through the staff office and is distributed by the staff.

Bridgett & Friends reserves the right to open and inspect all incoming mail and packages regardless of the addressee.

Any incoming mail that contains contraband will be confiscated and destroyed. Any outgoing mail that contains contraband will NOT be mailed and the resident will be subject to disciplinary action.

All incoming mail should be addressed as follows:

Resident's Name
c/o Bridgett & Friends
P. O. Box 1026
Citronelle, AL 36522

Computer Access:

Residents will have access to the Internet for employment purposes only. Social media sites are discouraged until Phase 4.

Phone Calls:

Residents will have access to a phone for employment and educational purposes.

Personal phone use is a privilege and should be treated as such. Residents on disciplinary action may lose their phone privileges.

Abuse of the Personal cell policy may result in immediate dismissal.

Phase 0 - Residents are unable to make or receive calls except in emergency situations.

Phases 1 & 2 - Personal Cell Phones are allowed during scheduled times. Residents are allowed 10-minute personal calls to preapproved call recipients.

Residents are UNABLE to receive calls except for employment purposes.

Phones are subject to accountability.

Phase 3 & 4 - Data enable Cell Phones/Devices are allowed. Devices are subject to accountability.

Tobacco Policy:

Bridgett & Friends enforces a strict NO NICOTINE policy for our residents and staff. All forms of nicotine are prohibited. E-cigarettes and vapor systems of any kind are NOT allowed.

Drug Screening:

Failure to submit to or pass random drug screenings, and/or possession of illegal narcotics or paraphernalia will result in immediate dismissal from Bridgett & Friends.

No Profanity Or Vulgar Gestures:

In order to maintain a safe and life changing environment, Bridgett & Friends will NOT tolerate any conversation regarding drug usage or sexual exploitation.

Accountable Consequences

Failure to adhere to the boundaries and procedures outlined in this handbook will result in disciplinary action and or dismissal from the program.

Dismissal and Checkout

If a resident is dismissed or chooses to check out of the program voluntarily, they must gather their personal belongings and leave the campus IMMEDIATELY.

Only personal items may be taken. All ministry supplied equipment, furniture, decor, bedding, books, etc. are not to be removed.

Staff may choose to inspect baggage.

All outstanding obligations such as, but not limited to, required donations, property damage, and other expenses must be paid at the time of dismissal.

Rooms are to be left in good condition. Bridgett & Friends is not responsible for any personal property left by the resident. Such property will become the property of the ministry.

If a dismissed resident does not have personal transportation, staff will provide transportation to any safe, public location of the resident's choosing within a 50 mile radius of the campus.

Dismissed residents may NOT be picked up by friends or relatives from campus. This is for the safety of our residents and staff.

If applicable, the former resident's sentencing court and probation/parole officers will be notified.

Dismissed residents are NOT allowed to return to Bridgett & Friends program.

Additional Stay for Graduates:

Graduates of our 180 day program may choose to apply for additional, resident job training, and/or educational programs with our ministry partners for a period of up to two years.

RESIDENT PLEDGE

I have read and agree to the terms of the Bridgett & Friends Handbook.

If accepted, I _____ Full Name _____ pledge to devote all my time and efforts to my successful completion of Bridgett & Friends 5-Phase Discipleship Program and to do the following:

- ✓ Follow all program boundaries and procedures with a good attitude.
- ✓ Submit to random inspections of my personal, tangible, and digital property.
- ✓ Abstain from using Drugs, Alcohol, and Tobacco of any kind.
- ✓ Submit to random substance testing.
- ✓ Share all personal information relevant to my success with my advisors.
- ✓ Adhere to my personal financial budget compiled by myself and my financial accountability partner.
- ✓ Pursue educational or job skill training with the goal of obtaining gainful employment.
- ✓ Promise NOT to enter, pursue, or continue any romantic relationship(s) for the duration of the program.
- ✓ Diligently seek a close personal relationship with Jesus Christ through personal prayer and Bible study.

Signed

Dated