

WERRINGTON RULES

- No Drugs (Includes Alcohol)
- No Violence or Threatening Behaviour
- No offensive language i.e. referring to male/female genitalia, calling anyone a dog
- Discrimination of anyone because of their culture, race, gender, religion or sexual preference will not be tolerated.
- No Weapons of Any Description Are To Be On The Premises
- No Stealing or Other Illegal Activities
- No Tattooing or Body Piercing Whilst In Program
- No hat or sunglasses on in any buildings
- No Sex on the Premises
- Medication is to be recorded in medication folder and signed by staff and residents.
- Note: No taking pain or headache medication with codeine.
- Rent Is To Be Paid On Arrival Two Weeks In Advance
- Visitors Staff need to be notified before Arrival visitors have to be clean this includes Methadone and Buprenorphine.
- Sign check in and out form.
- Curfew Midnight
- Residents are on restrictions until they start work
- Random Urine Samples Are Taken For Full Drug Screening
- (Urine Test Are Supervised) 1 hour to produce
- Telephone 10 Minute Time Limit after 4pm for personal calls
- No Mobile Phones are allowed in Stage 1
- Rising Time 6.00 am. Morning Jobs to Be Finished By 6.55am. No Exceptions
- No vehicles are allowed whilst in program unless work related. Work vehicles need to be approved by staff

VISITORS STAGE ONE

- Visits allowed after 4 weeks with staff permission
- One phone call in per week and one out call allowed on Friday's. Letters and emails are allowed to be sent and received after first week.
- Children cannot visit unless staff are present
- Visitors have to be 3 months clean (if in recovery)
- No visitors after 4.30pm on Personal Objectives group night or on fitness training on Tuesday night.

VISITORS STAGE TWO

- Visits aren't allowed in the first 2 weeks. This only applies to residents transitioning from Coffs Harbour program
- Children cannot visit unless staff are present
- Visitors need to be 3 months clean (if in recovery)
- No visitors after 4.30pm on Personal Objectives group night or on fitness training on Tuesday night.
- All visits should be after 4pm week days

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CURFEW

- Midnight at all times unless overnighter or late nighter is granted
- All unemployed clients have to return by 12.30pm
- Employed residents are required to come home straight after work unless you notify staff. If you don't return home it could result in being discharged. SO IF YOU CANNOT MAKE IT RING A STAFF MEMBER.
- All residents are required to be home for 2pm Group if not working. Including Stage 3 Residents

RANDOM URINE AND BREATHALYSER TESTS (URINES ARE SUPERVISED)

- Samples are taken for drug and alcohol screening. Failure to give urine or a breath test within one hour on request may result in you being discharged.
- The staff reserves the right to discharge a person on suspicion without taking urine.
- Contaminated urine will be treated as a positive sample.

HOUSE TELEPHONE AND MOBILE PHONE

- Phone limit is 10 minutes on and 10 minutes off. Staff and residents have to be able to contact the house within 10 minutes.
- No phone calls after 10.30pm. If use it you lose it.
- Remember Mobile phones are not allowed to be on and are required to be handed in on admission.
- If you are found with a mobile you may be discharged.
- NOTE: Mobile Phones are only allowed in STAGE 2 are required to be switched off if employed, STAGE 3 any time.

RISING TIME AND BED MADE

- 6.30am bed made, Monday to Saturday.
- 8.30am bed made Sunday

SHOWERS

- All residents should be finished showering and shaved by 8.30am Monday to Friday.

HOUSE ROSTER

- Rostered duties should be finished by 7.00am Monday to Saturday (except spring clean).
- Sundays or Public Holidays 9.00am
- The vehicle used for shopping needs to be washed and vacuumed before 8.00am.

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MUSIC AND TELEVISION

- Quiet time in the house starts at 9.00pm so please respect the right of others to go to bed early.
- Audio appliances are not to be turned up loud as the purpose of the house is to fit into the community.
- Television unit are to be turned off at 11.00pm Sunday to Friday and Saturday 11.30pm.
- No TV before 4.00pm on weekdays,
- Volume not to be more than 1/3 of maximum volume.
- Residents with their own music have it so you cannot hear it outside your room.
- Security has control over what they want to watch.
- Rugby League takes priority over all
- 4pm-5pm Music
- 5pm-7pm News and Current Affairs
- 7pm-11pm Anything. No music Channels.

HOUSE MEETINGS

- Residents in the first 6 weeks of the program are required attend all groups
- Wednesday – Personal Objectives is compulsory for all residents – no exceptions
- All groups are compulsory if unemployed groups 2pm week days

CENTRELINK

- Residents on sickness benefits need to go on News tart after 6 weeks.
- Working residents are required to declare all earnings from any employment.

EMPLOYMENT – STAGE TWO CLIENTS

- Working residents are required to ring staff if you will be home later than 6pm.
- When looking for work or going for interviews you need to be dressed appropriately. (Smart casual. Collared shirt, long pants, and black shoes)
- You have to be dressed and finished all house responsibilities and out of the house by 8.45am.
- You need to then present to staff before leaving house.
- When you are finished you are required to return to the house immediately.
- Residents who are looking for work are required to be home by 12.30pm for lunch. And only go out again if you have appointments.
- Personal time starts after 4pm
- You need to work or do a course. If you intend to do a course it is required to be associated with finding employment; the course cannot exceed more than one week, unless approved by staff.
- When looking for employment you are required to keep a diary and produce proof of Attendance.
- Provide Pay slips every week as well as mini transaction history or internet banking history and bank statement if required.

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SAVINGS

- This is compulsory and money needs to be banked in the Adele trust account.
- You need to be saving and have a budget plan for when you are ready to move on.
- Withdrawals are not permitted unless it is an emergency and has been given approval by the Director
- A budget plan is required to be completed within the first 2 weeks and will reflect the monies required for when you leave the program.
- Each week money needs to be banked as per your Case Manager

GYM

- Put equipment back after use.
- Gym times are after house responsibilities. Gym cannot be used before house Responsibilities are completed.
- After 6 weeks (Stage One) in program, gym times are after 4pm.
- There needs to be two people in the gym at all times.
- Weight routines have to fit into four days per week only, no split training (only once per day).
- All weight gain powders are to be taken at meals times
- No steroid use in the program. Instant discharge for steroid use
- NOTE: If any of the above is breached, you will not be able to use house gym whilst in program or may be discharged.

N.A. OR A.A MEETINGS

- Non-working residents need to do meetings as required by staff.
- Working residents are required to attend 5 meetings per week.

MEAL TIMES

- Breakfast to be finished by 6.30am, Weet-Bix, porridge and other like foods only to be eaten at breakfast.
- Lunch between 1.00 and 1.30 sandwiches only and fruit
- Dinner cooked by security at 6.00pm unless otherwise directed by staff
- Dinner is to be completed by 7.00pm.
- When you make a mess clean up after yourself.
- Under no circumstances is the stove allowed to be used at lunchtime or breakfast time.
- The sandwich press and microwave are allowed to be used at lunchtime.
- Security to prepare lunch and cook dinner as required.
- When working, you may prepare sandwiches and take them with you.
- Cooking food other than for the evening meal or for the program is not allowed.
- Residents cannot cook personal food.
- Eating out of times can result in discharge.

DRESS CODE

- When leaving the house you need to be presented appropriately i.e. dressed cleanly and shaved. If do not abide by this rule you could be discharged.

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HOUSE SECURITY

- The person rostered need to stay home. Unless employed.
- You are not allowed to swap as this protects the house from robbery and a person is available to answer the phone, to write down messages and answer the door. The breaking of this rule will result in discharge.
- When rostered day security is a working resident, the next available resident on the roster (going down the list) need to volunteer to take over until working resident arrives home.
- Are required to clean toilets at 3pm each day 7 days per week
- Will complete any responsibility that is not completed
- The evening meal is to be cleaned up by day and night security. Day security need to attend a meeting after clean up.
- If security is working or left the program it drops to the next person.
- NOTE: Lunch time every day and Tuesday nights the salad is to be prepared in a white catering bowl and all separated with lettuce, tomato, carrot, and other vegetables if available.

SMOKING

- Adele house has a no smoking in the house policy. Inside the house is a smoke free zone. Breaking this policy will result in discharge

SPRING CLEAN

- Spring Clean is compulsory every fourth Saturday
- Every fourth Saturday 6.30am Residents cannot work or leave centre until all duties are finished.
- Bedrooms are to be finished by 8.30am. Residents who are not training need to be spring cleaning.