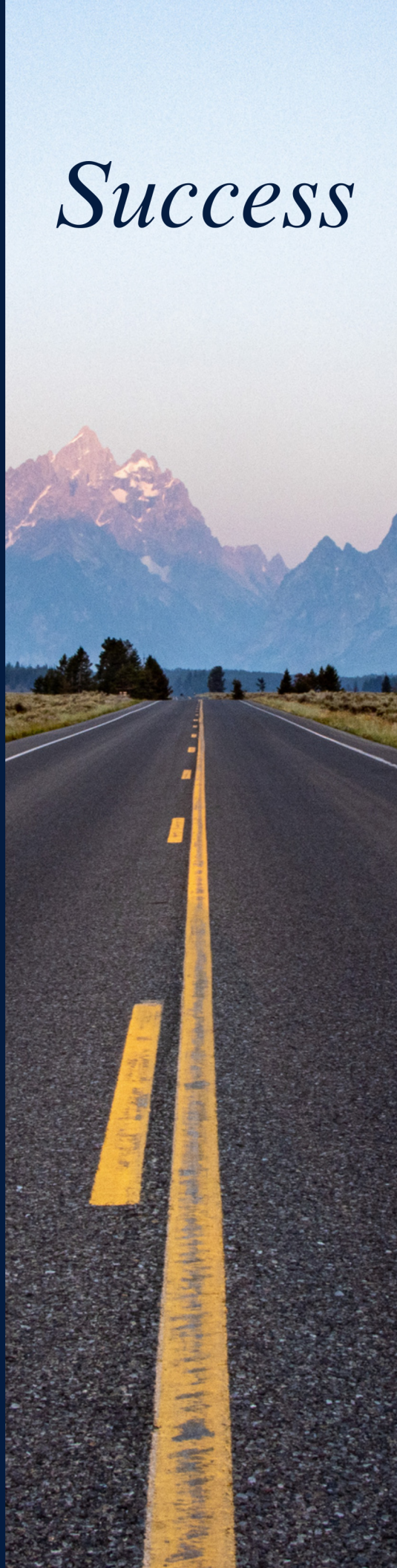


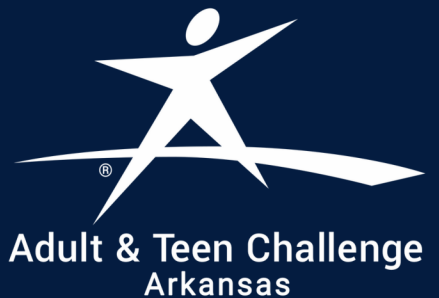
*Student*

*Success*

*Guide*



Hope is  
Within  
Reach



Adult & Teen Challenge  
Arkansas

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# Welcome!

Congratulations on your courageous decision to enter Adult & Teen Challenge of Arkansas! We are thrilled that you have chosen to become a part of a ministry that God is using to set people free from the bondage of addiction. We are confident that as you begin this journey that your life will never be the same. This is our hope and prayer for you! Hope is within your reach!

Adult & Teen Challenge of Arkansas (ATCAR), along with over 1200 other Adult & Teen Challenge ministries around the world, serve a greater purpose than to simply help you get clean from addiction. Addiction is not the root problem but a symptom of a deeper internal need. So, just wanting to stop using alcohol or drugs is much too small of a goal for your life.

God has a greater purpose for your life. Knowing and following Jesus is the ultimate goal! Knowing and following Him is the foundation for recovery from addiction and for a victorious life! His power will bring about positive and dramatic change in your life as you trust and rely on Him.

You are invited by Him into this incredible journey of freedom and life and we want to walk with you and help you on this journey! We want to help you establish a solid foundation for a dynamic life in the power of the Holy Spirit. Hope is within your reach and His name is Jesus! He is the path to success! The path you choose is your decision.

**THE THIEF'S PURPOSE IS TO STEAL AND KILL AND DESTROY. MY PURPOSE IS TO GIVE THEM A RICH AND SATISFYING LIFE.**

**- JOHN 10:10 (NLT)**

## OUR STUDENT COVENANT

We **PLEDGE** to serve every student with Christ-like compassion, respect, and guidance  
 We **COMIT** to address the needs of students to assist them in the development of Godly Character  
 We **DEDICATE** ourselves to mentor and to nurture meaningful relationships, inspiring hope for the future

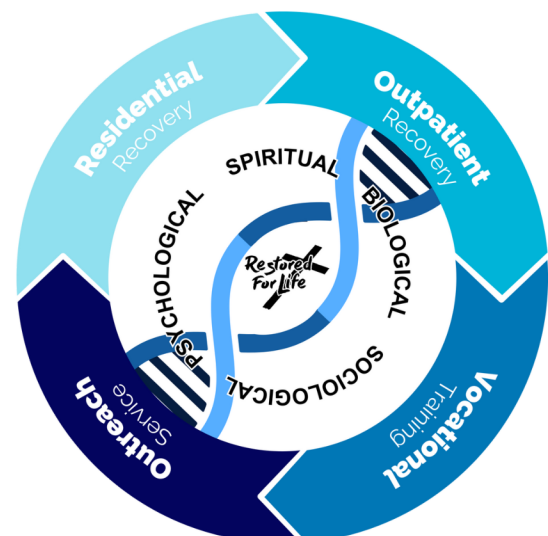
## OUR COMPREHENSIVE APPROACH

The four elements of our Comprehensive Approach are:

- Residential Recovery
- Outpatient Recovery
- Vocational Training
- Outreach Service

You will be involved with each element of this Comprehensive Approach throughout your stay with us. This Student Success Guide will cover each element of our ministry.

Through our Comprehensive Approach we endeavor to help you become mentally sound, emotionally balanced, socially adjusted, physically well and spiritually alive.



## THE PURPOSE OF THIS GUIDE

This guide serves to equip you with the information that you need to find success as a student in Adult & Teen Challenge of Arkansas. It also provides you with a clear understanding of the program operations and procedures as well as student expectations and requirements.

Read and become familiar with this guide. Once you have read it, you will sign a form confirming that you understand and agree to abide by the policies. It is your responsibility to follow these policies, so be certain you have read and understand them. If at any point you are unsure about any policy, please check with an on-duty staff member for clarification.

In addition to this Student Success Guide, your campus also has a Campus Policy Guide with information and policies that are specific to your campus. You are responsible to learn and follow all Campus Policy Guide policies and all specific instructions that are given to you by staff.

All Adult & Teen Challenge policies are subject to change.

### The Purpose of Structure and Policies

Policies provide a structured and healthy environment that is necessary to accomplish the goals of the ministry. Imagine living in a society where there were no laws; it would be dangerous and chaotic. The environment would be the same inside the ministry if we had no structure or policies. The structure and policies serve to:

- Minimize negative input and elements that might create temptation
- Create a healthy environment where you can feel safe to overcome your addiction and deal with root issues
- Help you learn Biblical truth and adopt life-long healthy habits and constructive behaviors
- Provide you the opportunity to develop a personal lifestyle of self-discipline. You can't expect to just "not do drugs" and make no other changes to your lifestyle. Setting high standards for yourself will help you develop character and integrity.

### The Ultimate Purpose

The policies of the program may provide a safe structure for your stay in ATCAR but what about after you complete? The policies and structure that provide safety will be gone; what then? Who you are on the inside, the internal "structure and policies," written on your heart and mind will be the map to guide you down the path to your future.

Your map is the beliefs, thoughts and actions you have trusted and followed. Where has the map that you have followed to this point in your life gotten you? Is it time for a new map? Will you surrender your map and choose to follow the path that He has for your future? Rewrite your map with Biblical beliefs, thoughts and actions. Follow Christ. This is the path for success in Adult & Teen Challenge. Much more importantly, following Christ is the path to lifelong and eternal success!

Your future can be better than you can ever imagine! He will take you on an exciting journey as you follow the map down His path, that is His Word and truth! We know that because we've experienced God doing that in our own lives and because we've seen God do it over and over again in the lives of countless other students. We know that He wants to lead you to freedom! We have faith that He can and will change your life if you follow Him. Hope is within your reach! Step out in faith to follow His map and path to your future!

PROGRAM

# PHASES

## PHASE 1: INDUCTION

2 MONTHS MINIMUM

This time begins with an orientation. The program components provide an opportunity for learning Biblical life-skills, laying the foundation for your success. Program components include, advising, spiritual development, discipleship education, Life Renewal, vocational training, Hope Outreach and privileges. All components are integral to healing and growth for success.

## PHASE 2: TRAINING

3 MONTHS MINIMUM



Your training and development will build on the foundation that has been laid in Phase 1. Program components provide opportunities for your spiritual, emotional, social, relational, and vocational development.

## PHASE 3: DISCIPLESHIP

4 MONTHS MINIMUM



Training continues and guides individuals towards the rhythms of real life. This includes an 8-hour work day, days off, and regular church attendance. This phase allows for individuals to set the habits they have practiced in the previous phases into their own personalized schedules.

## PHASE 4: INTERNSHIP

6 MONTHS MINIMUM



This phase proceeds completion of the main portion of the program. It is a path agreed upon with the student, their minister, program director, and executive director. This is to aid in returning to life off campus and following the call of God with wisdom and counsel. This can be either our leadership training as staff interns, re-entry, or any combination of the two.

# TRANSITION HOME

# PROGRAM PROGRESSION

Your residential program journey with us begins with an Orientation in Phase 1 and is followed by Phase 2 and then Phase 3 as you progress. You will complete the residential program once you successfully meet the requirements for Phase 3. Phase 4 internship and re-entry are alternative opportunities that you can apply for once you complete.

## Phase 1

Phase 1 is the first 2 months of your residential program. This 2 months includes an orientation. The focus of Phase 1 is to begin to discover Biblical truths in order to map your path to the future. Our prayer is that you will experience your own personal surrender to Christ and begin your journey of following Him. All the program components serve to help you lay that foundation and begin that journey. Program components include:

- Advising & Assessment
- Discipleship Education
- Hope Outreach
- Spiritual Development
- Life Renewal
- Privileges
- Vocational Training

### Your path to success

It is your responsibility and our expectation that you will engage willingly and fully in all components of the program. To complete Phase 1 and move into Phase 2 it is your responsibility to satisfactorily:

- Fully engage in and participate in each program component as described in the Your Program Components section of this guide.
- Follow all instructions and complete assignments for each component
- Exhibit growing development of healthy relationship skills
- Demonstrate healthy positive interaction with all individuals in a position of authority including staff members, vocational training supervisors, judicial authorities, parents and others

## Orientation

### Your first day

This is your opportunity to get settled into your new home and become familiar with the staff members, your fellow students and the facilities. A few of the things you will do are:

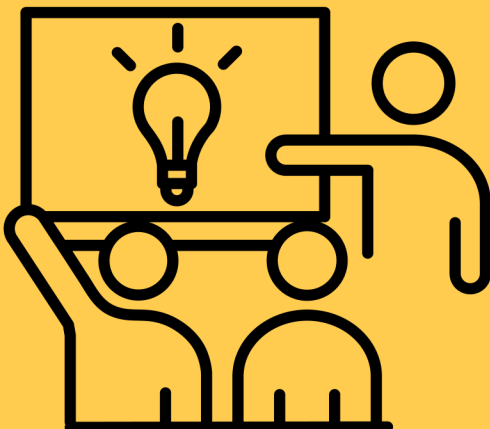
- Receive your dorm assignment, unpack and settle into your room
- Receive your Student Leader assignment and receive a green band which you will wear for your first 30 days
- Meet with your primary Advisor for an intake interview
- Complete an Approved Contacts form with the Minister, identifying individuals who are approved for your personal communications, visits and passes
- Complete all necessary check-in requirements

### Your first 30 days

This 30 day period provides you the opportunity and responsibility to:

- Get to know your fellow staff and students
- Learn about, adjust to and acclimate to the program
- Increase your physical health and mental alertness
- Complete student orientation study assignments
- Work with your Advisor and/or Education Coordinator to determine your initial areas for personal development and begin your first Personal Growth Plan
- Take ownership of your responsibility to be transparent and grow
- Determine to become fully engaged in and complete the program that you have chosen to start

You will not be talking to others with green bands, receiving telephone calls or visitors during your first 30 days.



## PROGRAM PROGRESSION CONTINUED

# Phase 2

Phase 2-3 typically covers the remaining seven months of your residential recovery program. Completion of this phase is not based on the time spent in the program but, rather on your satisfactory progress. You will continue to be engaged in each program component. As you progress you will have increased privilege opportunities.

### Your path to success

A growing faith in and surrender to Christ equips you for true transformation and growth that will be exhibited in all areas of your life. Discipleship is a life-long journey of continued growth. There should be ever increasing growth in all areas of your life.

- Hope: Knowing that He loves you, that He is there for you and that He has a plan for you!
- Faith and Confidence: Knowing who God is and placing all your trust in Him.
- Obedience: You not only read and hear what God is saying through His Word, the Bible, but you are seeking to live it out.
- Responsibility: Personally recognizing areas of need and growth in your life and choosing to take steps of growth. Take ownership for your life and choices. No longer play the victim or blame others for your actions.
- Trustworthy: Trusted to say and do the right thing at all times.
- Teachable: Not defensive when being instructed or corrected. Hungry to learn more about God and His Word.
- Leadership: Capacity and demonstration of leadership through serving others.
- Speech: Ability to speak in a positive and godly manner rather than negative and worldly.
- Maturity: The Your Program Component section of this guide provides further detail regarding attitudes and behaviors for growth for each component.

# Phase 3

Program completion requires that you:

- Exhibit ongoing growth and maturity in all areas as described in this Student Success Guide
- Successfully complete a minimum of 9 months in Adult & Teen Challenge
- Fully participate in and complete requirements for all program components
- Complete all discipline assignments
- Create an approved aftercare plan

When you fulfill all program requirements you will earn a Certificate of Completion. Completing Adult & Teen Challenge is a momentous achievement in your life! We will honor your accomplishment and celebrate with you when you complete!



## PROGRAM PROGRESSION CONTINUED

# Phase 4

Post completion, you are eligible to earn a Graduation Certificate. A Graduation Certificate is earned upon fulfillment of 6 continuous months participating in our 4th-Phase program, which is a personalized path consisting of internship, re-entry and successful Christian living.

You will work with the designated ATCAR staff member to provide verifiable evidence for:

- Church attendance and involvement
- Discipleship and recovery support meeting attendance
- Remaining drug, alcohol and tobacco free
- Stable living environment
- Stable employment
- Monthly contact with ATCAR mentor or advisor
- Advisory team review and approval
- Flexibility

"BEFORE COMING HERE, I WAS LOST IN MY DAILY LIFE. I LET THE SITUATIONS CONTROL ME INSTEAD OF ME CONTROLLING THEM. I WAS MARRIED TO A WONDERFUL LADY FOR 20 YEARS AND HAD THREE WONDERFUL CHILDREN. I HAD ALL THE THINGS YOU COULD WANT UNTIL I STARTED DRINKING AND THEN BECAME A HIGH FUNCTIONING ALCOHOLIC, ALL THE WHILE STILL PROVIDING FOR THE FAMILY. THEN ONE DAY MY WIFE PASSED AWAY AND I LOST TOTAL CONTROL. I LOST EVERYTHING I HAD WORKED FOR. MY CHILDREN GREW UP AND MOVED ON AND I WAS ALONE. THEN I CAME TO ADULT & TEEN CHALLENGE AND WITH THE STUDYING OF GOD'S WORD AND HELP FROM THE STAFF HERE I AM LEARNING TO LOVE MYSELF AGAIN AND FINDING MY RELATIONSHIP WITH GOD ONCE AGAIN. I KNOW NOW THAT GOD LOVES ME THROUGH THE GOOD AS WELL AS THE BAD, AND THE UGLY."

- JAMES R.





# Program Components

## SCHEDULE

In this section we will cover information and requirements for each of these components. Your program will involve both scheduled and unscheduled activities for each component.

- Advising & Assessment
- Spiritual Development
- Discipleship Education
- Life Renewal
- Vocational Training
- Privileges
- Hope Outreach

Check and follow the posted Daily Schedule.

- You are required to be on time and prepared for all scheduled activities unless granted prior approval by staff personnel or by a doctor's excuse not to participate.
- Schedule disruption may occur as circumstances require. **Be flexible to accommodate ministry schedule changes.**

### WAKE UP

- You are required to get out of bed immediately at wake-up call each day.
- Be off the bed with both feet flat on the floor and actively preparing for the day.
- Neatly make your bed promptly after wake-up.

### LIGHTS OUT

- Be in your dorm room and in bed during lights out.
- Dorm room lights must be turned off by the scheduled time.

### MEALS AND FREE TIME

- Meals and free time provide opportunities for interaction with students and staff. This is your opportunity for personal growth and healthy relationship development.
- Proper table etiquette is expected at all meals.
- Free time also provides opportunities for prayer, study and attention to personal needs.

See your Campus Policy Guide for more specific instructions regarding your daily schedule.



**"I AM A FORGIVEN AND REDEEMED CHILD OF GOD. I NO LONGER IDENTIFY BY WHAT THE WORLD DEFINES ME AS - A CRIMINAL, THIEF, LIAR, AND IGNORANT. GOD REACHED DOWN INTO THE MESS I FOUND MYSELF IN AND SHOWED ME WHAT BEING A TRUE CHRISTIAN IS ABOUT."**

**- BEN F.**

## ADVISING & ASSESSMENT

### Advising

The ATCAR advising model is that of biblical discipleship. The staff members who serve as Ministers are credentialed ministers, peer mentors and ATCAR graduates. These individuals work with you to identify areas for personal growth and guide you in discovering and applying sound biblical truth and principles.

- One staff member will serve as your primary Minister
- Your Minister will help you in determining needs and developing personal growth plans
- Sessions may be initiated by either yourself or staff
- If your assigned Minister is unavailable, in urgent situations seek help from on-duty staff members; you are encouraged not to carry problems around or let them grow in intensity; the sooner a problem is dealt with, the better
- Advising is available 24 hours a day in emergency situations

### Assessment, reflection and growth

Your growth and development is an ongoing process that requires your commitment to personal reflection for realization of where you need to grow. Your path forward involves taking an honest look at your beliefs, thoughts and behaviors in light of God's truth and love. Let go of the lies and embrace the truth. Those things will be revealed to you as you are willing to let down your defenses and trust God. He will speak to you through various people and ways. Here are a few places in which you should reflect and pray in order to discover areas of growth:

- Devotional time
- Chapel and church service sermons
- Discipleship education studies and assignments
- Discussions with your Minister and other staff members
- Counseling
- Vocational training ethics and behaviors
- All of the Your path to success.. sections of this guide
- The Character section of this guide
- Interactions and feedback from your peers and others

Daily ask God to show you the things in your heart and mind that hold you in bondage. Ask him to show you the truth and to give you the faith to surrender the lies and embrace His truth. Set personal growth goals.



### Your path to success with advising and assessment

- Be transparent; your willingness to talk openly and honestly with your Minister about your emotions, thoughts and beliefs is an important key to finding healing and success
- Be receptive; listen with an open heart and mind to what they have to say. They have experienced life-controlling problems and found freedom
- Be responsible; learn to personally identify areas of growth needed in your life and own your responsibility to change and set goals for yourself

**REFUSE GOOD ADVICE AND  
WATCH YOUR PLANS FAIL;  
TAKE GOOD COUNSEL AND  
WATCH THEM SUCCEED.**

**PROVERBS 15:22 (MSG)**

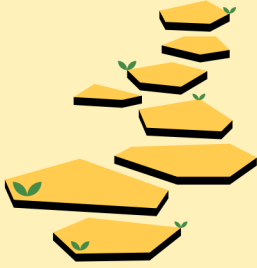
**"...EVEN IN THE TOUGH TIMES WHEN I THOUGHT GOD WASN'T THERE,  
THAT'S WHEN HE WAS THERE THE MOST. LOOKING BACK, I CAN SEE  
HE WAS THERE THE WHOLE TIME."**

**- LARRY J.**

## SPIRITUAL DEVELOPMENT

Spiritual Development is the core component of the ATCAR ministry; it is the foundation on which all other program components are built. Your relationship with God is the starting point and basis for your change and freedom. A restored relationship with your Creator, through Christ, is where you will find and establish your identity and purpose. The Spiritual Development component, along with the other components, provide opportunity for your transformation and spiritual growth. There are specific times and activities set aside in your schedule to focus on your personal relationship with God:

- Devotional and prayer time
- Chapel and church services



### Your path to success with advising and assessment

- Be prepared; have your Bible, pen and journal in hand with your mind and heart ready to learn
- Be attentive; listen with your mind and heart, giving ever increasing attention to the Bible which is the Word of God, to prayer and to the voice of the Holy Spirit
- Take sermon notes in every chapel and church service that you attend with specific attention given to how you can apply the message to your own life
- Be worshipful; focus your heart and mind on the presence of God and respect those leading the service and those around you
- Be humble; as you are attentive and worshipful, God will speak words of truth and healing; He will show you things in your life that you need to surrender in faith; you will encounter and experience His Word, His presence and His love when you do; this is where true freedom from addiction will come
- Follow all specific instructions given to you by the staff
- Pray and ask God to give you a heart sensitive to hear the voice of the Holy Spirit every day
- Be transparent and willing to surrender destructive thoughts and behaviors
- Be ready to step out in obedience as you apply God's Word to every area of your life



**DO YOUR BEST TO PRESENT YOURSELF TO GOD  
AS ONE APPROVED, A WORKMAN WHO DOES  
NOT NEED TO BE ASHAMED AND WHO  
CORRECTLY HANDLES THE WORD OF TRUTH**

**2 TIMOTHY 2:15 (NIV)**

**BY THE GRACE AND MERCY OF OUR LORD AND  
SAVIOR, I AM ABLE TO LOVE DEEPLY AND SHOW  
PEOPLE WHAT HE HAS DONE IN MY LIFE.**

**- MICHAEL R.**



## DISCIPLESHIP EDUCATION

The discipleship component of ATCAR is a critical part of every student's recovery process. The material you will be studying is designed to help you:

- Encounter the transformational truth of the Bible, which is the Word of God
- Experience the transformational love and grace of God revealed in Jesus
- Understand yourself and why you make the choices you do
- Identify the key ingredients that are necessary to establish and maintain lifelong sobriety and spiritual health

### Discipleship education includes

- Group Studies for New Life in Christ (GSNL)
- Personal Studies for New Life in Christ (PSNL)
- Life Skills Classes
- Other group classes and studies

### GSNL - Group Studies for New Life in Christ

GSNL consists of 14 individual studies, each normally taking 1-2 weeks to complete. You will be provided a Student Manual and a Study Guide for each class. Each study includes reading, study assignments and personal application designed for personal reflection and growth.

### PSNL - Personal Studies for New Life in Christ

Each PSNL discipleship study is called a Personal Contract. Each Personal Contract will consist of 5 key elements, serving to address a specific area of growth that has been identified for your life:

- Book Reading
- Bible Reading
- Lessons (Workbook Studies)
- Scripture Memory
- Character Qualities

### Other group classes and studies

You will participate in group studies beyond the 14 GSNL studies that provide the opportunity for you to continue to learn biblical truth and develop life skills that are vital to your success. Also, from time to time you will have opportunities to hear teaching and training from other teachers or videos.



### Your path to success with discipleship

- Ask God to give you an open heart and mind to hear what He has to say to you through your studies
- Be transparent and willing to confront your destructive beliefs, thoughts and behaviors
- Take ownership of your Personal Growth Plan and fully engage in all assignments
- Be studious; read, understand and apply what you are learning
- Set and complete personal application goals that put the truths you are learning into action
- Be thorough, complete and turn-in all assignments in an orderly and timely manner
- Keep current with all assignments regardless of any missed classes due to sickness, work or other activities
- Follow classroom guidelines set forth by the Educational Coordinator or teacher

1. A Quick Look at the Bible
2. Anger and Personal Rights
3. Attitudes
4. Christian Practices
5. Growing Through Failure
6. How Can I Know I'm a Christian
7. How to Study the Bible
8. Love and Accepting Myself
9. Obedience to God
10. Obedience to Man
11. Personal Relationship With Others
12. Spirit Empowered
13. Successful Christian Living
14. Temptation

## RESTORED FOR LIFE

Restored For Life is part of the comprehensive approach that we use at ATCAR. With this approach, you will receive evidence-based treatment that will guide you through interrupting negative thoughts and behaviors that have been controlling your life.

Restored For Life's assessment process considers all aspects of an individual's life and allows for the treatment team to address the individual's needs and level of care. The assessment will factor in the student's history and current symptoms during the process. The counselor and the student will work together to create a unique treatment plan that will begin the process of changing the patterns of their lives. The treatment will include group and individual sessions and case management to help each student address their issues.

Depending on the level of care you can receive between 12-30 hours of group sessions per week. The topics that you can expect to cover are:

- Relapse Prevention
- Family & Other Relationships
- Cognitive Skills
- Living in Balance
- Wellness
- Healthy Thinking
- Seeking Safety
- Understanding/Reducing Anger
- Non-violent Communication
- Grief and Loss
- Emotional Management
- Self-Control
- Denial
- Maintaining Positive Changes
- Life Management
- Post-Acute Withdrawal
- Stages of Change
- Building Better Habits
- Challenging Negative Thoughts & Beliefs



### Your path to success with life restoration

- Listen with an open heart and mind.
  - Don't be resistant
- Be ready to learn and apply the teaching in your life
- Be authentic, open and honest as is relevant to the discussion
- Actively participate in group discussion and ask questions
- Pray and ask God to speak to you during these times



**BEHOLD, I AM DOING A NEW THING;  
NOW IT SPRINGS FORTH, DO YOU NOT  
PERCEIVE IT? I WILL MAKE A WAY IN THE  
WILDERNESS AND RIVERS IN THE DESERT.**

**ISAIAH 43:19 (ESV)**

## VOCATIONAL TRAINING

Student vocational training assignments are an integral part of our comprehensive approach and are key to healthy discipleship and recovery. Vocational training assignments also serve as a source of financial support for the ministry. All money earned in work training will be applied to covering the cost of the program.

Vocational Training assignments outside and away from the campus are a privilege and made possible by people who care and are involved with the success of the program.

God created us to work and serve. Even before Adam and Eve fell into sin they were given responsibilities. You will discover the biblical truths regarding work.

We have found that work assignments often help surface unbiblical attitudes towards work, authority, and God, as well as various character issues, which reveal (at least in part) why students may have misused alcohol and/or other substances in order to cope.

Vocational training assignments can serve to expose and address these sinful and destructive issues. Staff members will take the opportunity to teach students Christian character and how to make the best of the circumstances and honor God in the process. All of this is vital to your growth and success!

**WORK WILLINGLY AT  
WHATEVER YOU DO, AS  
THOUGH YOU WERE WORKING  
FOR THE LORD RATHER THAN  
FOR PEOPLE. REMEMBER THAT  
THE LORD WILL GIVE YOU AN  
INHERITANCE AS YOUR  
REWARD, AND THAT THE  
MASTER YOU ARE SERVING IS  
CHRIST.**

**COLOSSIANS 3:23-24 (NLT)**

### VOCATIONAL TRAINING ETHICS AND BEHAVIOR

We will work alongside you to help you discover and develop strong work ethics and behaviors that contribute to your success. Here are a few examples of some key attitudes and behaviors to evaluate yourself and grow in:

- Listen to and follow directions well
  - Acceptance of authority
  - Servant leadership
  - Cooperative teamwork
  - Assuming responsibility
  - Accountable for your role and tasks
  - Work hard and thoroughly
  - Work safely
  - Take initiative
- Serve and help others; don't distract others
  - Positive attitude, dress and appearance
  - Proper care and maintenance of all equipment
  - Learn trades/skills
  - Conflict resolution
  - Finish well - complete the task and put everything away properly

### Vocational training assignments

**Work assignments vary significantly. Examples of vocational training assignments that you may be involved with include:**

- Daily chores and cleanup
- Kitchen duty (food preparation and cleanup)
- Building and grounds maintenance
- Construction and remodeling projects
- Administrative office
- Community projects
- Thrift store
- Creating and building crafts
- Lawn care



# VOCATIONAL TRAINING CONTINUED

**Safety is the top priority with every vocational training assignment.**

Comply with all instructions given by staff personnel on how to perform and complete vocational training assignments effectively, properly and safely

Follow all instructions and manuals for the proper use of any equipment or power tools

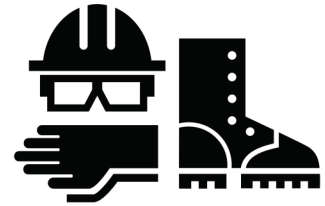
Keep your work area clean, organized and free from hazards  
Work in compliance with proper safety protocol; do work correctly

Think through and discuss with coworkers a safe execution plan for any challenging task; if you have any questions or are unsure, ask the supervising staff

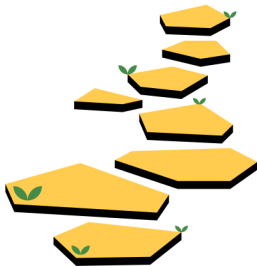
Notify your supervisor immediately of any unsafe behavior, working condition, hazardous situation or malfunctioning equipment

It is your responsibility to notify the supervisor if you are ill and unable to work

**Emergency:** If there is an emergency, do only what is necessary to insure the immediate safety of yourself and others; then immediately notify your supervisor of the situation



**Wear PPE as instructed or required**



### Your path to success with vocational training

- Learn and develop godly work ethics and behaviors like those described above under Vocational training ethics and behavior
- Always work safely according to the work safety guidelines above
- Ensure that you have listened to and clearly understood your assignments so that you can complete them well; ask for clarification if you are uncertain about anything
- Complete your vocational training assignments in a thorough and satisfactory manner
- Finish well; leave the work sight neat and clean; clean all equipment, tools, materials, lunch containers, etc. and return them to their proper place.
- When you complete your work assignment, immediately report to your supervisor for further instructions
- When an assignment task is not complete or done incorrectly, you may expect the supervising staff to reassign the task with the expectation that it will be done correctly
- Show appreciation, courtesy and respect to individuals, ministries and businesses for whom ATCAR is working with or for

**[GOD] HAS PULLED ME THROUGH TO SERVE HIM, AND THAT'S WHAT I INTEND TO DO.**

**- LARRY S.**



## WORSHIP TEAM & OUTREACH

Our worship team also includes a prayer team that goes to each event. The team is compiled of second and third phase students up to staff members. Our worship team will lead on Sunday morning and evening and on Wednesday evening when requested. We reserve the right to do special events. The prayer team will always be available to pray with the congregation at any time.

We reach out to churches and other organizations to lead worship and spread the word via message and/or testimonies. Our worship team also helps raise money to help students that are unable to pay for the program.

### Worship/Prayer Team Criteria:

- Must be in Second or Third Phase
- Cannot be on discipline when applying
  - Major discipline will result in a minimum 30 days' suspension from the worship team
- All contracts must be up to date and in good standings with your minister
- Must show willingness to lead worship in song, prayer and actions on and off the stage
- Prayer warriors must be willing to pray for individuals at any time
- Each member of the worship team may be asked to give their testimony
- Worship team positions are filled based on needs, not wants
- Written recommendation from Minister required
- Not everyone who asks will be automatically placed on the worship team
- Once on the worship team, attendance at practices will be required

## SHARE YOUR STORY

**IF YOU HAVE SHOWN YOURSELF RESPONSIBLE, EXHIBIT PERSONAL AND SPIRITUAL GROWTH AND YOU ARE IN GOOD STANDING WITH YOUR FELLOW STAFF AND STUDENTS, YOU MAY BE ASKED TO PARTICIPATE AND SHARE YOUR TESTIMONY IN THESE OUTINGS. IF SO, TESTIMONY TRAINING WILL BE PROVIDED BY YOUR OUTREACH COORDINATOR.**



### Your path to success with worship team & outreach

- Develop a servant's heart; work hard; be a team player
- Willingly and eagerly serve in on- and off-stage activities
- Be encouraging to those you serve and those you serve with
- Pray for and with those you serve and those you serve with
- Be courageous as you share your hope and faith and the love of Christ with others
- Demonstrate growing leadership responsibility





## PRIVILEGES

**ATCAR privileges are social and physical activities that provide you with the opportunity to improve your relational, physical, emotional and spiritual health.**

**Privileges include:**

- Mail
- Visitation
- Entertainment
- Phone Calls
- Passes
- Recreation

## Contact Approval

**Persons eligible for consideration for mail, phone call, visitation and pass privileges are:**

### Immediate family members

- Spouse, children, parents and siblings

### Spiritual mentors

- Individuals who have encouraged you in your relationship with Jesus and your Christian walk, or individuals who have had a positive influence on your life will be considered on an individual basis.

### Exceptions

- In extenuating circumstances the Chief Process & Compliance Officer (CPCO) may allow specific contact exceptions that may include additional accountability and reporting requirements.

**Approved contacts are made at the determination of the Minister. Individuals that are approved will be placed on your list of Approved Contacts.**

## Mail

### Incoming

- Will be opened, read, and inspected by the inspecting staff member
- Will bear the correct name and return address of the sender.
- Will not be subscriptions for literature of any type.

### Outgoing

- Bear the correct name and information of the recipient.
- Be presented open and unsealed for inspection and approval prior to mailing.
- Be presented for approval as by the scheduled time.



## Visitation/Passes

### Phase I - INDUCTION PHASE

- **After 1 Month:** One 4-hour on-hill visit from 1:00 PM to 5:00 PM on a Saturday or Sunday.
  - Only available for students with children under 18 years old and his children must be present for the visit.
- **After 2 Months:** One 8-hour off-hill visit from 8:00 AM to 4:00 PM on a Saturday.

### Phase II - TRAINING PHASE

- **After 1 Month:** One 8-hour off-hill visit from 8:00 AM to 4:00 PM on a Saturday.
- **After 2 Months:** One 8-hour off-hill visit from 8:00 AM to 4:00 PM on a Saturday.
- **After 3 Months:** One 7-Day off-hill pass from the fourth Friday of the month through the following Friday.
  - Only 4 students are allowed to go on their 7-day pass at the same time.
  - If a 7-day pass is not an option, an 8-hour off-hill visit from 8:00 AM to 4:00 PM on a Saturday may be taken.
- **Day of Promotion:** Family may arrive at 12pm and stay through dinner.

### Phase III - MINISTERING PHASE

- **After 1 Month:** One 8-hour off-hill visit from 8:00 AM to 4:00 PM on a Saturday.
- **After 2 Months:** One 8-hour off-hill visit from 8:00 AM to 4:00 PM on a Saturday.
- **After 3 Months:** One 8-hour off-hill visit from 8:00 AM to 4:00 PM on a Saturday.
- **After 4 Months:** One 8-hour off-hill visit from 8:00 AM to 4:00 PM on a Saturday.
- **Day of Completion:** Family may arrive at 12pm and stay through the graduation ceremony.

### Items Received From Approved Visitors

- All items brought to the campus for you must be presented to and approved by the on-duty staff member
- Any money given to you will be placed into your commissary account.

## **PRIVILEGES CONTINUED**

### **Visitation/Pass Guidelines**

- Visitation is a privilege and must be earned.
- Family must contact the student's assigned Minister at least 2 weeks prior to intended week to schedule the visit. Students do not schedule their own visitations.
- Students' first 8-hour visit can be scheduled after they have been in the program at least 60 days at their Ministers' discretion.
- No girlfriends or common law marriage wives are allowed to visit unless she is the mother of the student's children.
- Visitors must be a member of the student's immediate family. (See below for list)
- Other students are not to hang around with the student and his visitors.
- Families may bring food for a meal to share with their student during an on-hill pass. Other students are not allowed to share in this meal.
- No home passes are permitted while in the first two phases of the program.
- Students must stay within the county limits of Garland County during their visit in the first two phases of the program.
- No cell phones, radios CDs, stereos, tape players may be used by a student during visits. These items are not to be used by family members while on campus.
- While on pass, students should not:
  - Get a new tattoo or piercings
  - Get married
  - Engage in any illegal activity
- The 7-day pass is only approved from the fourth Friday of the month to the next Friday.
- Returning late from any pass will result in discipline.
- Upon return to the Center, students and any belongings will be searched.
- Only items on the "What to Bring List" are allowed to come back with a student from pass.
- Students are not allowed to bring back any type of food or candy from pass.
- Students may be asked to submit to a drug and or alcohol test.
  - Any student that returns from a pass and tests positive for drugs, alcohol, and/or tobacco will be subject to an extra 30 days in the program.
- An off-campus visit may be denied if the student is not complying with program rules and guidelines.
- There will be certain times when no passes will be allowed on weekends due to special events.
- We encourage families to visit on Thanksgiving Day, Christmas Eve and Christmas Day.

### **Phone Calls**

- Students may be eligible for weekly phone calls once 30 days have passed since their induction.
- Single students may make one phone call per week.
- Students with children may make two phone calls per week with one of them being to his children.
- All phone calls must be authorized and documented by staff.
- Due to our tight schedule, outgoing phone calls are made at the discretion of the staff on duty. Most phone calls will be made on the weekends due to a more relaxed schedule.
- No phone calls may be made or accepted by any other means. This includes through cellphones, phones at places of business or pay phones during off-hill passes or activities.
- Unauthorized phone calls could result in extended stay in the program or dismissal.
- When another student is on the phone, other students must respect his right for privacy by not listening in on the conversation or making distracting conversation/noises.

### **Immediate Family is defined as:**

- Mother/Father Stepmother/Stepfather
- Brothers/Sisters Stepbrothers/Stepsisters
- Grandparents
- Wife (must provide marriage license)/children
- Pastor
- Other: With approval by a committee consisting of: Student's Minister, Program Director, and Induction Coordinator.

## PRIVILEGES CONTINUED

### Entertainment & Recreation

- Entertainment includes such things as games, TV, movies, music, and other similarly approved activities that are provided by the ministry
- Entertainment will be allowed during free time as designated and approved by the Minister and CPCO.
- Recreation privileges generally include physical activities such as basketball, weights, etc.



### Your path to success with privileges

- Privileges are your opportunity to put into practice the principles you are learning and the goals you have set to help build healthy relationships for your future
- Put the biblical life skills you have been learning into practice
- Have integrity; abide by all privilege related policies and guidelines; be trusted to do the right thing when no one is looking
- Be a blessing; let your personal interactions and communications be about showing compassion to and serving others
- Have faith that God will sustain and guide you while on your visit or pass
- Talk openly and honestly with your Advisor and your Life Recovery Counselor about your struggles and successes
- Model character, compassion and leadership during all privilege activities



# Program Services

## HEALTH SERVICES

We are committed to helping you become physically well. We are not, however, a medical facility and do not provide medical services. We will endeavor to assist you in securing needed medical services and attention while you are with us.

### Guidelines for Medical Attention

**Health services will be guided under the supervision and determination of the Minister who will aid you in determining needs, appropriate assistance and action steps.**

- All medical and dental care will be made available only when deemed necessary
- All expenses incurred and related to your medical or dental treatment including medications, transportation, meals, etc. are your sole responsibility
- Appointments, including follow-up appointments will be approved and scheduled as necessary
- Your medical records and drug history will only be made available to a requesting physician when you have provided a signed Release of Information Authorization, except where a life-threatening emergency exists
- A signed physician's order must accompany the need for other types of medical treatments such as special diets, therapy, and physical aids
- If you refuse medical examination or treatment for symptoms or behavior deemed hazardous to yourself or fellow students, you are choosing to leave the program

### Medical Leave

- May be granted under either of the following circumstances:
  - You require medical or dental treatment beyond that which can be offered by the local medical facilities
  - You require treatment and have medical needs beyond what can reasonably be accommodated by the program
- You have the option to leave the program and to seek appropriate treatment
- Your program time will be on pause; your time away from the program does not count towards your required 9 months to complete
- Requirements for medical leave include:
  - Approval of Minister
  - An approved plan and return date
  - Weekly phone check-in with your Minister to keep them informed of your medical treatment and progress
  - You may re-enter after the medical or dental problem is satisfied

## Medications & Vitamins

### Prescribed medications

- Will be purchased for you by the staff with your funds
- Are not permitted to be kept in your possession but will be stored and dispensed by the on-duty staff during med call
  - Exceptions will be allowed for medications that
    - need to be kept on your person such as an asthma inhaler, ointments and EpiPen
- You are responsible to take your medication in the manner approved and prescribed on the container it came in
- You may not alter or discontinue your prescription medication dosage or schedule without written permission from a physician
- Medications will be dispensed and monitored daily during posted times for "med call;" see the campus schedule
- You will take the prescribed medication in the presence of staff personnel
- Medications will not be administered by another student or staff member
- The Prescribed Medication Log will be used to document the prescribing doctor name, medication name, dosage, frequency, date, time, amount received or refused and will be signed by the student and dispensing staff each time medication is dispensed

### Non-prescribed medications

- Non-prescribed Medication Log will be used to document the medication name, dosage, date, time, amount received and will be signed by the student and dispensing staff each time medication is dispensed
- You are permitted to bring or receive non-prescription items (aspirin, tylenol, etc.) into the program if, and only if, they are enclosed in the manufacturer's original package and the seal is unbroken



## HEALTH SERVICES CONTINUED

### Illness or Injury

**If you become ill or suffer an injury it is your responsibility to promptly notify an on-duty staff member of your condition and circumstance. If you are too ill or badly injured to notify staff, send someone else to inform the staff of the problem immediately.**

- Based upon the severity and seriousness of the injury or illness, staff personnel shall continually monitor and evaluate your condition and progress; these observations and assessments shall be noted on the Medical Report form
- Staff may require a student to consult with a physician if deemed necessary

### Bed rest:

- If you have been confined to your bed because of an illness or injury, you will remain so until you are showing signs of recovery or for 24 hours
- Once on bed rest you are expected to remain in bed from the time of the reported illness or injury until the next morning wake up call
- You are permitted to shower as approved by on-duty staff personnel
- You are permitted to read your Bible
- You will receive soup & crackers.

### Vitamins & Supplements

- Will be reviewed and approved by the Minister as deemed appropriate and within reason
- They must be in the original container, unopened and sealed
- Documentation is not required
- Will be kept with medication and dispensed during med call
- We will endeavor to have approved vitamins and supplements added to Genoa medication packets
- Stimulants will not be approved
- 1 bottle of multi-vitamin allowed in the student's dorm



### Substance Use & Withdrawal

Withdrawal from drug and alcohol abuse is without medication, that is "cold turkey." Substance abuse withdrawal should be completed in a detox or under medical supervision prior to entry. All applicable state laws shall apply when dealing with the subject of substance abuse withdrawal.

Smoking and vaping are not allowed. Breaking free from nicotine addiction is an important key to health and to your success.

Being enrolled in Adult & Teen Challenge of Arkansas requires that you remain drug and alcohol free. You may be required to submit to a urinalysis at various times throughout your program stay.

**DON'T BE IMPRESSED WITH YOUR OWN WISDOM. INSTEAD, FEAR THE LORD AND TURN AWAY FROM EVIL. THEN YOU WILL HAVE HEALING FOR YOUR BODY AND STRENGTH FOR YOUR BONES.**

**PROVERBS 3:7-8 (NLT)**

## LEGAL SERVICES

**ATCAR will cooperate with outside law enforcement agencies, courts, parole and probation departments, attorneys, etc., by providing all required information, progress reports or other required documentation.**

No transportation will be provided to court outside of Garland County.



## FOOD SERVICES

**Students shall receive three healthy meals per day as a regular part of the program. You maintain personal responsibility to make healthy eating decisions.**

Every student will be involved in food preparation and clean up as scheduled by the supervising staff.

- When you are serving in the kitchen you must exercise sanitary food handling practices
- Handle and store food properly to reduce food spoilage
- Bring all donated food and non-food items to the immediate attention of the Kitchen Manager

### **Medical needs**

Special medical dietary regimens or restrictions require written physician's orders. Submit these orders to the Kitchen Supervisor. In the event that we are unable to accommodate your dietary needs, the Kitchen Supervisor will determine the appropriate action.

### **Fasting**

We may have suggested times of fasting; however, you shall not be forced or coerced to fast. If you desire to fast, you must request permission in writing from the Minister



# CONFIDENTIALITY & STUDENT RIGHTS

## CONFIDENTIALITY

The confidentiality and release of your student records maintained by ATCAR shall be in conformance with Federal law 42 CFR Part II. Generally, ATCAR may not say to a person outside the program that a particular individual attends ATCAR, or disclose any information identifying them unless:

- You consent in writing with a Release of Information Authorization
- The disclosure is allowed by court order
- The disclosure is made to medical personnel in a medical emergency or to qualified personnel for research, audit, or program evaluation

Violation of the Federal law and regulations by ATCAR is a crime. Suspected violations may be reported to appropriate authorities in accordance with Federal regulations.

Federal law and regulations do not protect any information about a crime committed by a student either at ATCAR or against any person who works for ATCAR or about any threat to commit such a crime.

Federal laws and regulations do not protect any information about suspected child abuse or neglect from being reported under state law to appropriate state or local authorities.

## STUDENT RIGHTS

You do not waive your rights as a citizen when you enter the Adult & Teen Challenge of Arkansas program. The right to confidentiality is recognized by our facilities and no part of this guide is intended to contravene nor violate applicable federal, state and local statutes or ordinances pertaining to a person's civil and human rights. Where a conflict exists between adopted student rights, policy procedures, and standards and applicable federal, state and local statutes or ordinances, statutes or ordinances shall prevail.

If your right to vote has not been revoked by an infraction of the law you are encouraged to exercise that right to vote at each general election. ATCAR requests that as a student you contact the precinct you are registered in and apply for an absentee ballot for each election held while you are a student in the program. This will insure your ability to participate as a citizen in each election.

You have the right to a safe environment in which to grow and mature in Christ. You may file a complaint or grievance if for any reason you feel you have received less than quality care or recovery assistance. You may file a grievance if you feel that your rights have been violated by being subjected to inappropriate behavior such as physical, verbal or sexual abuse by another student, staff or volunteer. Such complaints and grievances shall be filed by using the following procedures.

- Request and fill out a Narrative Report within 24 hours of the incident indicating all the circumstances relevant to the complaint; students who cannot read or write are entitled to have an individual assist them in the process
- Submit your completed form to the CPCO for review
- You will be able to meet with the CPCO at some point in the investigative process to discuss the details of the complaint or grievance
- This investigative process shall take place within 24 hours on weekdays and within 72 hours on weekends
- Any action required on the complaint or grievance will be addressed within seven days of Director notification

# PERSONAL CARE & PROPERTY

## PERSONAL PROPERTY

**Bring only items listed on the Personal Property list. This will ensure that you bring the appropriate amount of clothing and personal items. Your campus has limited personal storage space for each student.**

- Cell phones will be secured by staff personnel
- Upon entrance into the program, you will be asked to inventory all the personal belongings and valuables you bring into the facility
- All personal items are subject to inspection upon arrival and will be inspected at any time during your enrollment, at which you may or may not be present
- Upon entry you will also undergo a body search; a body search may also be conducted at any time as deemed necessary during your stay
- Unauthorized items shall be confiscated and recorded with proper action taken as necessary:
  - Unauthorized items will be returned to your family at your expense
  - Illicit substances will be destroyed
- You shall be responsible for all personal property that you bring into the program and shall not hold ATCAR liable in case of damage, fire, loss or theft of your property

### Personal Funds

**You are allowed to bring money into the program for commissary and/or medical account.**

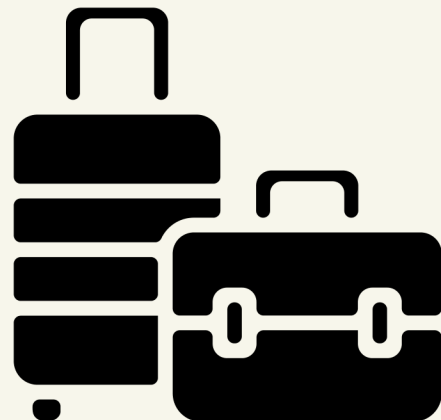
- Money, checks, credit or debit cards will not be kept in your personal possession
- Present money to staff to deposit in the Student Bank Account
- Funds will be accounted for in the Student Account Log
- Student funds and personal property will not be diverted for the use or benefit of any other staff personnel, student, person or the facility
- There is to be no borrowing of funds from another student
- Staff personnel, volunteers or interns shall not be permitted to take, loan or borrow money or personal items from students
- If you leave the program early, you forfeit any funds remaining

### Items Not Allowed

- More than two suitcases of items
- Cassette Players - Cassettes
- CD Players - CD's
- VCRs - VHS Tapes
- DVD Players - DVDs
- iPods, iPads, MP3 Players, etc.
- Headsets
- Video Games
- Radios
- Televisions
- Computers or Tablets
- Cell Phones
- Magazines, newspapers, or other printed articles
- Weapons of any kind
- Tools of any kind
- Recreation Equipment
- Playing Cards, Dice, Games
- Illegal Drugs, Drug Paraphernalia
- Alcohol or Tobacco Products
- Personal Vehicle
- Food, Candy, or Drink of any kind
- Fan (One is provided for each room)
- Rug
- Any aerosol items
- Any product containing alcohol unless medically prescribed
- Pens of any color other than black and/or blue

### Discretionary Items

Some items are considered on an individual basis and may or may not be allowed as you progress through the program. These items are at the discretion of the Minister.







## PERSONAL CARE

**All personal care policies are intended to ensure modesty and cleanliness as well as to promote a positive environment.**

- Bring only items listed on the Personal Property Checklist; this will ensure that you bring the appropriate amount of clothing and personal items; your campus has limited personal storage space for each student
- Clothing brought into the facility and worn shall be clean, modest, appropriate and in good repair
- All clothing and personal items are subject to the review and approval of the CPCO

### GENERAL APPEARANCE

- Students must be fully dressed when not in their bedroom (shirt, pants, socks, shoes).
- Socks are to be always worn.
- A shirt is to be always worn.
- Shirts will be always buttoned.
- No tank tops or muscle shirts are to be worn.
- No sandals are to be worn in the Culbreth Cafeteria room.
- Students may not wear hats inside the buildings.
- Students may not wear sweatpants or wind pants during class, chapel, study hall or work. These can be worn on the weekends during free time.
- Students must dress appropriately when leaving campus for church or any other type of activity. We recommend slacks and collared shirts. If the student does not have dress clothes, they should see a staff member to allow them into the "blessing room."
  - If the collared shirt has a "duck tail," it must be tucked.
- Staff may require any clothing considered inappropriate to be changed.
- Inappropriate clothing is subject to confiscation or to be sent home at the student's expense.
- Space is limited in dorm rooms. Students are not to bring more than 2 weeks' worth of clothing. Laundry is done once per week.
- Items to bring (if possible) casual pants, shirts, dress slacks, blue jeans, underwear, shoes, sneakers, work boots, socks, shorts, shaving gear, toiletries, toothbrush, toothpaste, towels, washcloths.
- Students must get permission from his Minister to get a haircut and style approval.
- Hair will be kept no longer than to the bottom of their shirt collar. No ponytails of any length are allowed. No carved emblems or Mohawks are allowed.
- No facial hair allowed in Phase 1; mustaches allowed in Phase 2; full beards allowed in Phase 3
- Shower daily before 9:30 pm

### PERSONAL HYGIENE

- Students will shower, brush teeth and use deodorant daily.
- Students must wear appropriate undergarments while in the program.
- No sharing of personal toiletry items such as toothbrushes, combs or razors.
- Because of the high-risk group, it is possible that students may be housed with a person who has tested positive for TB, Hepatitis, HIV or other sexually transmitted diseases. Good daily hygiene is their first and greatest defense against infection.
- Students shall not place themselves in a situation where body fluids might be exchanged with another individual.
- No sharing of eating utensils, drinking cups or any other item that has been in another student's mouth.
- Any clothing, bedding or towels that have blood, urine, semen, feces or other body fluids on them shall be laundered separately from all other laundry items.
- Any open sores or injuries must be reported to a staff member. They must be covered by a clean dressing at all times.

# CHARACTER

Your decision to become a student in ATCAR is your opportunity for a new beginning in life. Following Christ is not about not sinning or not doing bad things like drugs or alcohol. That is way too small of a goal. Following Christ is about who you are and who you are becoming. It's about being His child and fully following Him. Surrendering your life to Christ and following Him takes you on a powerful and exciting journey of ongoing transformation to look and be more like Him. How can I become like Him? Understanding and living out Christian ethics in your everyday conduct is a part of that growth.

You will be challenged to grow and act in a healthy way with the other people in your life.

While enrolled here you are responsible to follow all policies, protocol and directives. You will be informed by center leadership of all modifications and additions to these policies.

The following BEhaviors are expected and therefore required. True change is not about doing but rather about who you are or "Who you BE!" Who are you becoming? Just as every decision and action that you have made in your past has gotten you to this point in your life, every small decision and action you take today is taking you down the path into your future. Don't just do what is required, "BE" a person of character and integrity.

You are to conduct yourself in a polite and respectful manner in and outside the facility. Your behavior and attitudes should manifest Christian love, compassion, consideration and cooperation for each other.

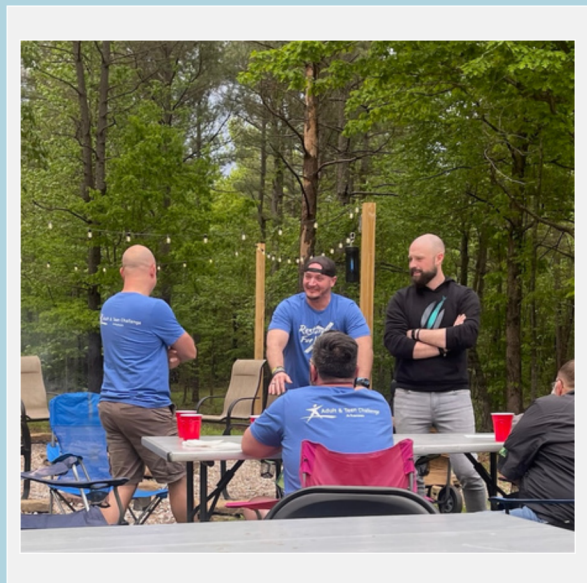
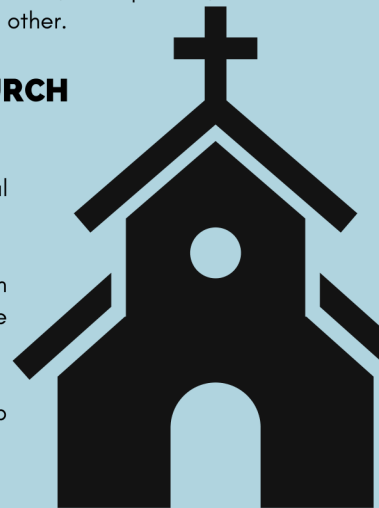
## ATTITUDES AND BEHAVIORS IN CLASS, DEVOTIONS, CHAPEL, AND CHURCH

- Be attentive. Pay attention and participate in discussion.
- Be engaged. No lounging, sleeping. Avoid distractions including other assignments or personal projects.
- Be respectful of others. Remain quiet and avoid talking to other students during PSNL class time
- Be respectful of curriculum, books and other materials. Treat all items with care. Only write in workbooks that are assigned to you to do so. Ministry books and curriculum are to remain in the Learning Center.
- Be polite. Don't be disruptive and rude. Ask questions only as and when appropriate.
- Be worshipful. In devotional time be quiet and respectful as you pray and focus on your relationship with the Lord.

## OFF-CAMPUS ACTIVITIES

**Life in ATCAR is not limited to the campus itself. You will be involved in various off-campus activities, including such things as ministry outreaches, recreational sports, special outings and vocational training assignments.**

- You are required to participate in all program activities unless granted special approval by staff personnel or by written medical release from a doctor not to participate.
- You are required to follow the instructions and directives of the staff in charge of the activity.
- Consume all food and drink at the designated times and in designated locations.
- Conduct yourself in a polite and respectful manner.
- Your behavior and attitudes should manifest Christian compassion, cooperation and servanthood. Edify and build one another up in Christ.
- All other policies still apply while involved in off-campus activities.



# ATTITUDES AND "BE"HAVIORS

**1**

## BE SAFE

- Horseplay or roughhousing are not permitted.

**2**

## BE PUNCTUAL

- Arrive 5 minutes before all activities.

**3**

## BE RESPECTFUL

- Enter only authorized areas.
- Knock and receive approval before entering staff offices.
- Request staff approval prior to entry into restricted areas.
  - Restricted areas include all offices, sheds, furnace rooms, refrigerators and freezers, kitchen, and pantry area, the roof of any building behind the dorm, laundry room, media booth, all staff quarters, and dorm room between 8:00 am - 4:30 pm.
- Do not enter another dorm room other than your own without leadership approval.

**4**

## BE PRESENT

- Only go beyond designated building and property boundaries with permission.
- When you are granted permission to leave a program activity or area, return promptly when your task is complete.
- Accountability may be required when you are allowed beyond normal boundaries.

**5**

## BE KIND

- Avoid disruptive behavior that creates unnecessary noise in the campus such as shouting or slamming of doors.
- Avoid disturbing those who are sleeping, praying or studying.

**6**

## BE A GOOD STEWARD

- Treat well the ministry facilities, vehicles and resources, as well as the property of others.
- Do not alter facilities or their decor.
- Gambling (making or placing bets) is not permitted.

**WHO YOU ARE (WHO YOU BE)**

**DETERMINES WHAT YOU WILL DO.**

**WHO YOU BE (THE PERSON YOU ARE IN THE INSIDE)**

**DETERMINES YOUR SUCCESS AND FUTURE!**



**7**

## BE ENGAGED

- Participate in program activities as the schedule and leadership require.

**8**

## BE ENCOURAGING

- Speak to encourage and help others. Do not speak profanity, foul or course language, or ethnic jokes, street talk or racial remarks.

**9**

## BE FORWARD-LOOKING

- Rise above your past and don't talk about past sinful lifestyle in casual conversation.
- Discuss past issues in appropriate formats such as group sessions and classwork as relative to your healing and growth.

**10**

## BE TRUSTWORTHY

- Do not borrow, use or tamper with items not belonging to you without express permission from the owner. Exercise respect for the property of other people.
- All lost and found items are to be turned into an on-duty staff member.
- You can not help yourself to items donated to the program without prior staff approval.

**11**

## BE CONSIDERATE

- Consider others before yourself. Treat fellow students, guests, and staff and others with thoughtfulness giving consideration to their wants and needs.

**12**

## BE RESPONSIBLE

- These BEhaviors do not encompass all positive attitudes and behaviors. You must assume personal responsibility for all of your attitudes and behavior.

## CONVERSATION PROTOCOL

- All conversations with all other individuals will be as permitted and allowed within the parameters and guidelines of the activity that you are involved with.
- Remain with accountability as assigned.
- Avoid unnecessary or inappropriate conversations that are not relevant to the activity or assignment.
- If an individual seeks to converse with you outside of the activity guidelines, immediately make staff aware. Staff must be present and aware of the conversation and will have you end it if it is deemed to be inappropriate.
- You are not allowed to exchange any personal contact information for any reason with any person outside the program for any reason.
- Direct any type of request to the supervising staff.
- Do not personally accept money or other gifts from others. If any individual wishes to give something to you or donate to the ministry, introduce them to the staff, who will handle the situation.
- You will be required to follow any other expressed conversion guidelines that the staff may give.
- Green bands are not allowed to converse with other green bands on free time for their first 30 days in the program.



## HONOR LEADERSHIP

**The ministry team is here to assist you in learning to follow Christ and in developing Biblical character and lifestyle habits. The Biblical mandate is that we all must respect and follow authority that He allows in our lives.**

### Appropriate response to leadership

- Pay attention to, accept and comply with policies and leadership decisions.
- Be respectful and obey any instructions they give you.
- Please respect any person that is placed over you by staff.
- Unless someone is asking you to sin, it is never appropriate to defy leadership. Have a "Yes, will do!" attitude.
- Often leadership is faced with situations that are complex and decisions have to be made as leadership deems appropriate for the circumstances. Respectfully accept those decisions even when you do not understand them.

### Inappropriate response to leadership

- Arguing, disputing or debating a directive given by a staff member or another person who is placed in charge
- Gossip, backbiting or complaining is not condoned
- Playing one staff or person against another (triangulation, manipulation) is counterproductive and inappropriate for healthy relationships and will not be tolerated.

**OBEY YOUR SPIRITUAL LEADERS, AND DO WHAT THEY SAY. THEIR WORK IS TO WATCH OVER YOUR SOULS, AND THEY ARE ACCOUNTABLE TO GOD. GIVE THEM REASON TO DO THIS WITH JOY AND NOT WITH SORROW. THAT WOULD CERTAINLY NOT BE FOR YOUR BENEFIT.**

**- HEBREWS 13:17 (NLT)**

**LET EVERYONE BE SUBJECT TO THE GOVERNING AUTHORITIES, FOR THERE IS NO AUTHORITY EXCEPT THAT WHICH GOD HAS ESTABLISHED. THE AUTHORITIES THAT EXIST HAVE BEEN ESTABLISHED BY GOD. CONSEQUENTLY, WHOEVER REBELS AGAINST THE AUTHORITY IS REBELLING AGAINST WHAT GOD HAS INSTITUTED, AND THOSE WHO DO SO WILL BRING JUDGMENT ON THEMSELVES.**

**- ROMANS 13:1-2 (NIV)**



## DEALING WITH NEGATIVE THOUGHTS AND EMOTIONS

### Anger-Loneliness-Depression-Bitterness-Temptation-Anxiety-Regret-Fear-Guilt-Shame

All of us experience negative thoughts and emotions. They are part of life. Your first response to these negative thoughts and emotions may be to want to leave and they often become our excuse for using and can become the trigger to relapse. Learning how to work through them in a healthy way is a key life-skill needed for discipleship, recovery and success. We want to help you do that. Don't leave, talk to your advisor or another staff member.

As you allow God to work in your life throughout your stay here, your thoughts and emotions will begin to be transformed. You will discover the truth behind these emotions and begin to find healing. You will begin to recognize and handle them with wisdom. Your thoughts and emotions will mature as you trust and surrender to God's love and truth. You will encounter His love and truth through His Word, worship services, sermons, discipleship classes, Life Renewal, through conversations with your advisor, other staff members and through other aspects of the ministry.

In the meantime, when you are experiencing negative thoughts and emotions, take a moment to breathe deep and ask God for help. Go and speak honestly to your Minister or Clinician. If it is urgent and they are not available, speak to another staff member. Talk honestly and openly to them about your struggles and negative thoughts and emotions. Acknowledging these negative thoughts and emotions is a vital step of faith that opens the path to overcoming them.



## CONFLICT RESOLUTION

Most of us never learned how to work through disagreements in a healthy way. We yelled and fought with others or maybe we avoided and ran from them. Either way, unhealthy conflict is often a trigger, an excuse, to drink or use. Few of us had good role models for how to handle anger and conflict.

As followers of Christ, God gives us principles and truth that will help us develop godly thinking and behavior that provide tools for handling conflict in a healthy manner that will help us build good relationships. Learning how to handle conflict in a positive biblical manner is an important key to your success.

First, is your heart posture. Be humble, not defensive. Be willing to listen to others and receive correction from others. It will take the empowering help of the Holy Spirit to do that. Pray. Ask. Surrender to Him and he will help you. Jesus provides us with a great model for conflict resolution. Biblical principles along with some practical steps outlined here provide a basic model for conflict resolution.

1. Read Matthew 18:15-10 and Galatians 6:1
2. Pray and think through the situation, asking God to help you understand how your actions and words contributed to the conflict. That is, be willing to look at yourself.
3. After you have completed the first two steps you are then ready go to the other person one on one and attempt to deal with the conflict in this manner:
  - a. Find a private area.
  - b. Both people should get a chair and sit down together.
  - c. Discuss the situation in normal conversational tones without raising your voice.
  - d. Clearly explain what you are concerned about and why you are concerned about it.
  - e. Hear the other person out to gain an understanding of their perspective.
  - f. Repeat back to the other person what you believe they are saying to you until there is a clear understanding of what each one is trying to say. "What I hear you saying is..." The goal may not be agreement but rather to understand.
  - g. Each individual seeks to come to an understanding of their own wrong behavior in the situation and in humility resolve to discontinue the behavior.
  - h. When each individual feels that the situation is resolved, pray for one another, committing your personal weaknesses and your relationship to the Lord.
4. If the situation is not resolved by following the steps listed above, have another student that is familiar with the situation or a staff member to act as a mediator and again follow the points listed above.
5. If the situation remains unresolved, inform the CPCO if it is urgent inform the closest available staff. The staff member will meet with the two students and their respective advisors within 48 hours to resolve the situation. Any decision the staff has to make will be final.

## ACCOUNTABILITY

Accountability is an important part of Christian growth and it is a vital part of our ATCAR culture. You must learn to welcome and even seek out accountability. Mutual accountability allows others to warn them by exposing areas of sin, weakness and even poor decisions. If you first learn to welcome it, it will be easier to give it when necessary. Accountability is about growth and maturity. It is about addressing those things that will hinder your growth and success.

When you observe another student being uncooperative with program policies you are to:

- Respectfully let the student know that you are aware of their actions.
- If the problem persists, give the student the opportunity to go to leadership themselves or let them know you will go on their behalf.
- If you choose not to say anything you hinder the other student's growth. You will be considered as complicit in the violation and will also be held responsible.

Actions requiring immediate staff notification If a fellow student or any other person associated with ATCAR is involved in activities that are listed under Program Termination - Dismissal which are grounds for immediate dismissal, or are acting in a way that is detrimental to the safety, health and welfare of others, the program or the facility, you must immediately inform the on-duty staff. If it is found that a student knew of these violations and did not report them to the on-duty staff you will be considered as a willing party in the violation and will also be held responsible.

**PEOPLE WHO LISTEN WHEN THEY ARE CORRECTED WILL LIVE, BUT THOSE WHO WILL NOT ADMIT THAT THEY ARE WRONG ARE IN DANGER.**

**-PROVERBS 10:17 (GNT)**

## DISCIPLINE

The program you have chosen to be a part of is structured for many reasons. The structure and policies provide external limits and boundaries which instruct and encourage positive changes for a new way of life. You learn how to walk out Christian principles and learn healthy habits and behavior while developing your own new self-disciplines.

It is important for you to understand that within the framework of the ATCAR ministry, the word "discipline" deals with the process of instruction and growth not punishment.

Discipline will be based on Biblical principles. It is designed to assist and nurture you in discovering and addressing the underlying thinking and beliefs that lead to the negative and destructive attitudes and behavior patterns that you have been unable to correct on your own.

Moments of correction provide the opportunity for you to identify and replace unbiblical beliefs and false thinking. These moments allow you to find healing and develop internal character. Do you want to find healing from wounds that lie behind your negative words and actions? Are you willing to learn and grow?

The Scripture tells us that our Father disciplines (instructs) those He loves. As we are His children, every believer in Christ experiences the discipline of our Father. Our hope is that any disciplinary measures given serve to guide you to responsible thinking, beliefs, attitudes, choices and behavior. Disciplinary measures are not meant to condemn or humiliate you. If you allow God to work in you, the process will bring you to a deeper point of surrender and trust in the Father and His Word.

**SO DON'T BOTHER CORRECTING MOCKERS; THEY WILL ONLY HATE YOU. BUT CORRECT THE WISE, AND THEY WILL LOVE YOU.**

**- PROVERBS 9:8 (NLT)**

## DISCIPLINE CONTINUED

You can not depend on external rules to guide you and keep you on track for a positive future. That will not work. You will fail if you depend on external guard rails to keep you on track. You must develop your own internal disciplines. Your ultimate success depends on your ability to submit your heart and mind to discovering, trusting and following biblical truth and principles. Following God, His Word and learning to hear and obey the voice of the Holy Spirit for yourself will lead you on a journey of integrity and character that exceeds any external rules. You are on the path to a healthy lifestyle and successful future.

Disciplinary measures will not contravene or violate applicable federal, state and local statutes or ordinances pertaining to an individual's civil and human rights. Where a conflict exists between adopted student rights, policies, procedures and standards, and applicable federal, state and local statutes or ordinances, said statutes or ordinances shall prevail.

The authority, responsibility and procedures for student discipline rest with the CPCO. They will endeavor to explain the measures imposed and the appropriate alternative behavior desired from the student. Their decisions shall be final.

### Disciplinary Actions

Disciplinary measures may be implemented if you:

- Violate any policy in this Student Success Guide or any direction clearly expressed to you by the staff
- Fail to complete your class assignments in the satisfactory manner or time

#### One or more disciplinary measures that can be taken include:

- Special Assignments will require use of your free time until complete:
  - Reflection assignments
  - Discipleship Education assignments
  - Work assignments
- Loss of Privileges can include loss of:
  - Free time
  - Communications: mail, phone, visits or passes
  - Entertainment privileges
  - Purchases with your personal funds
- Reparations
  - You will be required to restore or replace any property
  - that you deface or damage intentionally or by
  - irresponsible carelessness or neglect.
- Refocus Time - Includes ALL of the following:
  - Loss of all privileges for the designated time period, including any visits or passes that you may have been previously scheduled
  - Special assignments to be completed for the Refocus Time restrictions to be lifted
  - The number of days in Refocus Time are added to your program stay

Documentation will be made for all warnings and for any disciplinary action requirements and the resulting follow through and outcome.

**"WE HAVE ALL HAD HUMAN FATHERS WHO DISCIPLINED US AND WE RESPECTED THEM FOR IT. HOW MUCH MORE SHOULD WE SUBMIT TO THE FATHER OF SPIRITS AND LIVE! 10 THEY DISCIPLINED US FOR A LITTLE WHILE AS THEY THOUGHT BEST; BUT GOD DISCIPLINES US FOR OUR GOOD, IN ORDER THAT WE MAY SHARE IN HIS HOLINESS. 11 NO DISCIPLINE SEEMS PLEASANT AT THE TIME, BUT PAINFUL. LATER ON, HOWEVER, IT PRODUCES A HARVEST OF RIGHTEOUSNESS AND PEACE FOR THOSE WHO HAVE BEEN TRAINED BY IT."**

**- HEBREWS 12:9-11 (NIV)**



## PROGRAM TERMINATION

Due to various circumstances a student may discharge from the program prior to completion. Your enrollment in the ATCAR program may be terminated by your own volition or you may be released. Regardless of the reason for your departure from the program the following procedures must accompany your departure.

The following documentation will need to be completed:

- Student Personal Property Release
- Student Funds Release
- Student Discharge Report

The discharging staff member may be required to notify individuals such as authorities, outside organizations or family members as authorized through your Release of Information Authorization or as required by any legal authorities.

Any items that you leave behind will become the property of ATCAR within 30 days. All money is forfeited immediately.

We must endeavor to protect and guide our current students with all due diligence. In the event that you either leave prematurely or are dismissed from the program:

- You may continue with outpatient services. Contact Induction Coordinator.
- Refrain from contacting current students or interns at any location.
- Refrain from contacting individuals who you have come to know as ATCAR ministry friends, supporters or volunteers.
- Directly contact the CPCO if you wish to contact the ministry. Exceptions may be allowed after thoughtful conversations with the CPCO who will review and assess the situation and determine appropriate actions, boundaries and requirements.

## READMITTANCE

If you voluntarily leave or are dismissed from the program, you are allowed to make application for readmittance into the program.

- A 30 day waiting period for readmittance commences from the date of your departure.
- The CPCO will interview you and review your request giving consideration of all related circumstances. The CPCO will determine approval and if approved will develop an appropriate plan.
- Consideration may be given to the 30 day waiting period being done in house. If allowed this 30 day time period will not count towards your 9 month program time.
- It may be determined that the best placement for your readmittance will be at a different Adult & Teen Challenge campus.
- A student who reenters the program must be prepared for a 9 month program restart.

## Voluntary Discharge

Your decision to participate in the program is voluntary. If you choose to no longer participate in the program activities or to follow the policies and guidelines outlined in this guide, you voluntarily choose to discontinue your enrollment as an Adult & Teen Challenge student.

Actions and attitudes indicating your desire to discontinue your voluntary stay in the program:

- Consistent violation of policies outlined in this manual despite warning or discipline
- Use of tobacco, alcohol, drugs or pornography
- Theft
- Failure to accept assigned disciplinary action
- Ongoing neglect for the ownership and responsibility for your own personal growth
- Non-cooperation with program guidelines, schedule or objectives
- Provoking discord

## Dismissal

Behavior and actions that are grounds for immediate dismissal from the program include but are not limited to:

- Threatening anyone with bodily harm
- Physical harm inflicted on anyone
- Violent or abusive behavior
- Verbal or physical sexual misconduct, abuse or harassment
- Willful deliberate destruction of equipment or property
- Insubordination, that is a willful violation or act of defiance or disobedience to staff personnel or their directives

**"ALTHOUGH I RELAPSED SINCE MY FIRST TIME IN THE PROGRAM, I CAN SEE THAT GOD WAS FAITHFUL EVEN WHEN I WASN'T. GOD ALLOWED ME TO EXPERIENCE MORE OF MY MESS TO SEE THAT ALL MY EFFORTS END IN EMPTINESS. HE PROTECTED ME IN SOME PRETTY ROUGH SITUATIONS AND PROVIDED A WAY BACK TO HIM. HE ACTIVELY PURSUED AND IS TEACHING ME HOW TO PURSUE A RELATIONSHIP WITH HIM. TODAY, IT'S NOT ABOUT THE THINGS I CAN DO TO BE RIGHT WITH HIM. THAT WILL NEVER HAPPEN. IT'S ABOUT ACCEPTING HIS LOVE AND SACRIFICE FOR ME.**

**- LEE H.**

# FACILITIES, EQUIPMENT & GROUNDS

## PROPERTY STEWARDSHIP

Stewardship is defined as “the careful and responsible management of something entrusted to one’s care.” (Merriam-Webster) We recognize that all that we have in our personal lives and in our ministry is provided by God. None of us own anything. We are simply stewards of God’s resources. We honor God by honoring the possessions he has entrusted to our care.

We strive to maintain the care and quality of all resources for the service of our students and to represent Christ and our ministry well to those in need, our donors and the community.

You play a key role in the stewardship of ATCAR facilities.

### Common areas and grounds

**It is every student’s responsibility to keep the facilities clean, organized and in good working order.**

- Request approval from the Minister prior to:
  - moving furniture
  - hanging or attaching anything to the wall or ceiling in any manner
  - adding additional electrical devices or cords
- Have and eat food only in designated areas.
- Throw trash in the proper containers.
- Pick up litter when you see it.
- Protect and care for ministry furniture and equipment. Do not use furnishings or equipment in any way that is contrary to their design and use or in a manner that will damage, soil or stain.
- Turn off all lights that are not in use. The last person out of the room must turn out the lights and fans.
- Leave thermostat settings as set by staff. See a staff member for temperature adjustments.
- Keep all outside doors and windows closed and not propped open, unless otherwise allowed by staff.
- Protect and care for campus landscaping and grounds.
- Report facility maintenance needs immediately to staff personnel.



### Dorm room

- Inspections will be made to ensure that your dorm room remains clean and organized at all times as described in your Campus Policy Guide.
- Wash your bedding at least once every 2 weeks.
- Hang clothing neatly and orderly in designated area only.
- Put away and store all items when not in use.
- Close blinds while dressing.
- No toys or trinkets.
- No curriculum.
- Name on cubby and bed.
- Christian books only.
- No electronics.

### Classroom

- Desks are to be kept clean, dusted and uncluttered.
- Keep drawers closed.
- Keep the classroom and study hall areas neat and organized. Books, papers, etc. are to be kept in their proper place.
- No food/candy – water only.

### Laundry room

- Use of the laundry room will only be during scheduled times. Take laundry to laundry room only on your scheduled day. See campus bulletin board for scheduled days.
- Respect the other students' clothing articles.
- Take empty hangers to laundry room.

#### IF YOU...

**OPEN IT, CLOSE IT**

**TURN IT ON, TURN IT OFF**

**UNLOCK IT, LOCK IT**

**BREAK IT, NOTIFY STAFF**

**USE IT, TAKE CARE OF IT**

**MAKE A MESS, CLEAN IT UP**

**GOT IT, PUT IT BACK**

## FIRE SAFETY & EVACUATION

Your safety is of utmost importance to us. It is absolutely necessary for you to cooperate fully with the following safety guidelines and action plans:

Every fire alarm that is activated shall be considered serious and all persons in the building shall leave immediately. No exceptions. Fire drills will be performed quarterly. Blue bands will keep track of their room.

The following procedures shall be followed in case of a fire:

- Familiarize yourself with the posted exit plans.
  - Don't panic. Your safety comes first.
  - Assist any person in immediate danger, if it is safe to do so.
  - Alert others in the area that there is a fire. Sound the alarm by yelling "FIRE!"
  - Notify staff of the emergency.
  - Follow the posted exit plans and signs to exit the building, closing doors behind you.
  - Stay low to keep out of the heat or smoke. If possible, cover your nose and mouth with a damp cloth.
  - Evacuate to the assembly area. Check with staff for specific assembly areas.
- Remain in the assembly area and ensure everybody is accounted for.
  - Dial 911 if you have access to a phone.
  - Once out of the building do not re-enter for any reason.
  - If trapped in the building:
    - Shelter yourself from the immediate effects of smoke and flames. Use towels, or bed sheets to seal around doors and prevent smoke from entering.
    - Stay low.
    - If trapped above the ground floor, open the window and wave a towel or pillow case outside the window to alert firefighters to your location and that you need assistance.



## TYPES OF FIRES AND HOW TO FIGHT THEM

### COOKING FIRES

- DON'T USE WATER ON A COOKING FIRE.
- TURN OFF THE APPLIANCE.
- SMOTHER THE FIRE BY COVERING THE PAN OR CLOSE THE OVEN.
- USE AN EXTINGUISHER IF NEEDED.



**Student safety is of primary importance. Buildings, vehicles and landscape can be replaced. Do not risk life or limb to fight a fire.**



### CLOTHING FIRES

- STOP, DROP, AND ROLL
  - DO NOT RUN.
  - LIE DOWN.
  - ROLL UP IN A BLANKET, COAT OR RUG TO EXTINGUISH FLAMES.



### CAR FIRES

- SHUT OFF THE ENGINE.
- EVACUATE ALL PASSENGERS TO A SAFE DISTANCE.
- USE AN EXTINGUISHER.



### ELECTRIC FIRES

- DON'T USE WATER.
- UNPLUG THE APPLIANCE OR TURN OFF THE FUSE BOX.
- USE AN EXTINGUISHER OR BAKING SODA.



### GRASS FIRES

- KEEP A SAFE DISTANCE FROM THE FLAMES .
- KNOCK DOWN THE FLAMES IF POSSIBLE USING WATER, SHOVEL OR BROOM.



## VEHICLE USE & OPERATIONS

**All students have the responsibility to be good stewards of the ministry vehicles. Vehicles have been provided through donor support.**

- Treat the vehicles with care and respect
- Cooperate with driver instructions
- Remain properly seated with seat belts properly fastened
- Eat or drink in the vehicles only as permitted by the supervising staff
- Maintain the cleanliness of the vehicle; take your trash with you and throw it in a trash can when you exit the vehicle; do not throw litter from the vehicle
- Promptly report vehicle damage or abuse to a staff member



### STUDENT DRIVERS

**Student drivers must be preauthorized to drive ATCAR owned vehicles. Authorization requirements include:**

- Possession of a valid driver's license for at least three years
- That you be at least 18 years of age
- Pass a driver training course
- Complete driving review and approval from ATCAR HR

**Student Drivers will:**

- Maintain communication with campus
- Receive staff approval prior to driving the vehicle each time
- Ensure each student is properly wearing a seat belt before putting the vehicle in motion
- Drive carefully and within compliance of all traffic laws and speed limits
- When backing, request student assistance when you do not have clear sight
- Check and maintain the cleanliness of the vehicle
- Ensure the safety of the vehicle prior to the departure of all trips:
  - Ensure all engine fluids (gas, oil, transmission, water) are at appropriate levels
  - Ensure the proper air pressure of all tires
  - Ensure all lights are working properly (head lights, turn signals, brake and tail lights)
  - Ensure the current the insurance and registration cards are in the vehicle
- Vehicle must be signed out and back in once returned to campus.
- Front passenger must be aware of surroundings and awake.

### TICKETS

- Are the responsibility of the driver or passenger according to state or local laws
- Seat belt violations are to be paid for by the individual who is not wearing a seatbelt
- Report tickets promptly to the CPCO



### ACCIDENTS

**In the event of an accident the following procedures are to be followed**

- Stop the vehicle in a safe and legal manner and location
- Turn off the ignition
- Make a first aid check of all persons involved in the accident to ensure everyone is ok
- Do not move an injured person unless the person is in immediate danger if they remain where they are
- Call 911 and report the accident
- Mark the scene of the accident with reflective triangles
- Ask for the other driver's license and insurance information
- Do not discuss fault with anyone
- Do not make statements about the accident to anyone but law enforcement
- Promptly report all accidents, regardless of how minor, to the Director, CPCO or other available staff member

# THE JOURNEY IS YOURS. WHICH PATH WILL YOU CHOOSE?

There are now two paths before you and you must choose between them. You can continue to stay on the path you have been on or you can choose to follow Jesus.

Each day in ATCAR you will be faced with teaching, biblical truth and circumstances that will confront what you believe and the choices you have made that have led you down the path you have been on up to this point in your life. We are all faced with the same challenge, choosing between the beliefs and ways of the world and our own sinful nature or the Truth and love of God. How you choose to respond to each truth that you encounter is taking you one step further down your path. What path are your decisions and actions taking you down?

The ATCAR staff members, the program components and policies, and all other aspects of the ATCAR ministry serve to provide a safe place for you to evaluate your life and the path you are on and to help you begin creating a new map and path for your future. Begin now by making the right decisions and taking the right steps that will lead you down the path to freedom and success. It starts with choosing to fully follow Jesus.

Jesus reaches out to you with His very life offering you the path of freedom, life, joy and peace. "I am the way, the truth and the life." (John 14:6 NLT) Jesus's message to us is, "Repent of your sins and turn to God, for the Kingdom of Heaven is near." (Matthew 4:17 NLT) Repent means to make an about-face, turning and going the opposite direction that you have been going. It is the decision to stop going down your own selfish and sinful path and instead turning to follow Him. That is what repentance means; that is an about-face of your life.

Choosing to make an about-face and become a fully devoted follower of Christ means that you have chosen the path of growth and faith that leads you to ever increasing freedom and life. He provides you with the Truth - the Bible, His people - the church and His Holy Spirit to guide you on your journey. There will be times of doubt and struggle, but keep moving forward. Keep trusting. God will work mightily in your life as you do! He has an amazing adventure planned for you!

Which direction are you headed? Will you make an about-face and fully follow him? The choice is yours! We have chosen the path to follow Jesus and our hope and prayer is that you will join us on this journey!

**YOU MAKE KNOWN TO ME THE PATH  
OF LIFE; YOU WILL FILL ME WITH JOY  
IN YOUR PRESENCE, WITH ETERNAL  
PLEASURES AT YOUR RIGHT HAND.**

**-PSALM 16:11 (NIV)**