

TEEN CHALLENGE OF ST. LOUIS
GUIDELINES FOR FAMILY VISITS (Revised August 2008)
P.O. Box 213, High Ridge, MO 63049 636-677-1776

1. All passes and visits must be pre-approved by the Executive Director according to the completed classroom work, behavior, and attitude of the individual as established by the rules of Teen Challenge.
2. Visits and outgoing phone calls are allowed between the hours of 1:00 p.m. – 5:00 p.m. every Saturday and Sunday. However, visits and phone calls are a privilege and may be reduced or withdrawn at the discretion of the Executive Director.
3. Each student may have a total of twelve people on his authorized contact list comprised of family members and/or one pastor. However, only four individuals may visit at one time on each visitation day. Exceptions can only be made by the Executive Director when a student's wife and children exceed this number.
4. If planning to visit on Saturday or Sunday, please notify the office of your intentions no later than the Wednesday before the visit. When notifying the office regarding any visit, all visitors in your party must be pre-approved before arrival. If an unauthorized visitor arrives with your party, Teen Challenge has the right to terminate the visit immediately.
5. All visitors must report directly to the office before moving anywhere else on campus.
6. All students and visitors must sign a "Guidelines For Family Visits" form before privileges are granted.
7. All visitors must sign in using the log provided by Teen Challenge. If any visitor does not do so, Teen Challenge has the right to terminate the visit.
8. All visitors must log out upon departure.
9. Except for parking purposes, no visitors are allowed to pass beyond the steps immediately west of the office building without the authorization of the Executive Director. No visitors are allowed in or near the dormitories at any time. Only approved locations are acceptable for visits.
10. All monies must be turned into the staff on duty and a receipt will be written. No money shall be given directly to a student at any time.
11. All personal items must be brought to the office for approval by Teen Challenge before being given to the student. **Food/candy items of any kind must be pre-approved before the visit.**
12. Students must meet family members at the office rather than at the vehicle. No student may visit with his family inside any vehicle.
13. No letters may be passed to or from the Teen Challenge student. All mail must go to the office. **Incoming student mail must have the sender's full name and address in the return address on the envelope.** Do not mail food/candy items without pre-approval.
14. Teen Challenge of St. Louis is a no smoking campus.
15. Families may only have contact with their own family member. No fraternization with other residents or their families is allowed. Family members should not travel or lodge with the family of *another* student.
16. All minor children must be closely monitored and under close supervision of their own family. They are the responsibility of the family.
17. Visits are only allowed from the individual's approved family listing. All other persons wishing to attend must contact the office for pre-approval.
18. No student is allowed to use a cell phone at any time during family visits. **Visitors must leave all cell phones locked in their vehicles. Any violation of this policy may result in loss of visitation privileges for the entire student body.**
19. NO pets are allowed during visits.
20. Nicotine tests and pat downs may occur after any visit or pass.
21. Failure to comply with these rules can result in the student's dismissal from the program.
22. **I understand that Teen Challenge of St. Louis must maintain confidentiality of all student records and communications. Such confidential records and communications cannot be disclosed to third persons outside Teen Challenge of St. Louis, including family members. This means that Teen Challenge of St. Louis has no duty to notify or inform family members about any student's records and communications, including periodic progress reports or departure details.**

Student Name _____ Eligibility Date _____

1. _____ / _____ / _____

2. _____ / _____ / _____

3. _____ / _____ / _____

4. _____ / _____ / _____

Visitor's Signature

Please print name

Date

PLEASE SIGN THIS COPY AND RETURN TO TEEN CHALLENGE OF ST. LOUIS ATTN: PAUL