

# Walgwan Center

## *Rules & Regulations Booklet*





## Table of Contents

*Welcome*

*What to expect upon arrival*

*Basic expectations & Responsibilities*

*A Typical day at the Center*

*Expectations at a Glance*

*House Rules*

*Drugs and Alcohol—Zero Tolerance*

*Violence*

*Smoking Policy*

*Telephone calls*

*Schedule*

*Physical Fitness*

*Nutrition*

*Personal Hygiene*

*Chores*

*Television*

*Music*

*Computer Use*

*Areas of Access*

*Privilege shopping*

*Native Traditions and Culture Way (Traditional Ceremonies)*

*Family Visits*

*Family and Visitors*



Welcome! We're happy that you're here and we look forward to valuable time spent together. This document is your guide to the program's rules and regulations. Please read it carefully. If you have any questions, please ask. We are here to help and support you on your journey towards a healthier lifestyle.

### **What to Expect Upon Arrival**

Upon arrival at the Center, you and your family will be greeted and welcomed into your new temporary home. You and your family will be met for a "Welcoming Interview". The purpose of this meeting is to look over the information provided during admission and to ensure that we have accurate information. We will also use this time to establish a telephone contact list and to answer any questions that you or your family may have.

You will be shown to your room where your baggage will be checked by a staff member. The purpose of the check is to ensure that any items not permitted in your room can be removed and placed in your personal locker in the main office. In respect to any sacred items, they will be put in a safe and secure area. Once the baggage check is complete, you can then put away your belongings and settle in, decorate your room and get comfy in your new surroundings.



## Basic Expectations & Responsibilities

We encourage you to embrace this new journey! On this journey we ask that you demonstrate respect of yourself and other's as is outlined in the Walgwan Center Life Code. We encourage you to accept to try new things, to participate in activities and to live new experiences. The program follows a busy schedule (see schedule on page 8) and you are expected to respect this schedule. The staff are here to guide you and to give you support to achieve your goals.



## A Typical Day At The Center

Morning wake up is at 7:15. You are expected to be up ready for your day by 8:00. Depending on the shower schedule you will need to be showered, dressed in appropriate clothing (pajamas are not acceptable) and ensure that your room is clean (bed made, clothes folded and put away) by the time you come to the table for breakfast. Breakfast is served starting at 8:00 (later on the weekends). Following breakfast, you will complete your assigned chores, attend our morning spiritual ceremony and then get ready for the morning cultural activity. For the remainder of the day you will attend school, workshops, participate in one on one meetings with your assigned worker. You will also partake in the daily outing and any other activities planned throughout the day, demonstrating a respect for the program, yourself and others.



## Expectations at a Glance

- To respect the daily schedule
- To respect the wake up and bedtime
- To participate in the school program
- To attend and participate in the workshops
- To take part in the group outings and activities
- To participate in the cultural activities, respectfully.
- To respect your space and surroundings, as well as those of others
- To participate in one on one meetings
- To work towards reaching your personal goals
- Ask for help from staff when in need of support

## House Rules

- ⇒ Respect others, their personal space and property.
- ⇒ Bedrooms are off limits for visits (this is your personal space). Other common areas can be used to socialize.
- ⇒ Be respectful during cultural activities and ceremonies as there are specific protocols that you are asked to respect.
- ⇒ Make staff aware of your whereabouts. This demonstrates responsibility and maturity.
- ⇒ Borrowing money, clothing or other belongings is not permitted.
- ⇒ Giving gifts is only permitted at the time of graduation.
- ⇒ Outside clothing must be kept in the main entrance closet. This includes coats, boots, and shoes.
- ⇒ Tea and coffee will be prepared for meals ONLY. (Breakfast, lunch and supper)
- ⇒ Eating and drinking is permitted at the table (with the exception of “goodnight tea” that can be had in your room at bedtime and snack during movie time that can be enjoyed while sitting on the floor in the common area.)
- ⇒ Arguing, fighting or physical violence is not permitted. Discuss your frustrations with staff and/or the person involved.
- ⇒ When making requests to staff, please be patient and respectful.
- ⇒ Staff offices are staff spaces and should be respected.
- ⇒ Old behaviors, such as bragging about past substance use, aggressive verbal and physical behaviors, and sexual activities are not to be discussed with the other youth, but can be shared with your tutor.



## Drugs & Alcohol—**ZERO** Tolerance

All clients are expected to remain free of drugs and alcohol while at the center. In order to maintain this expectation, the following conditions are in place.

- Baggage checks are done upon youth arrival and following family visits. Verifications are always done in the presence of the youth.
- Room searches will be conducted when deemed necessary by staff. Room searches are always done in the presence of the youth.
- Sacred items will be removed and placed in a safe and secure area.

## Violence

All clients are expected to be respectful of themselves, others and the Center's property.

- Any form of violence towards staff members or other youth is unacceptable. Example: Causing deliberate harm to another individual, either verbally or physically.
- Any destruction to the Center's property, materials or the belongings of others is unacceptable and will result in consequences of restitution (paying for the damages)
- Violent actions will not be tolerated. You will be held accountable for your actions and asked to make resolutions with those involved. (Replacing or fixing what was damaged, destroyed or stolen and providing an apology.)





## Smoking Policy

Smoking inside the Center is not permitted. The designated smoking areas will be outside. Youth will not be allowed to carry cigarettes, lighters or matches at any time. Cigarettes are kept in the main office in a small fridge. Smoking is only permitted during scheduled breaks (4 per day) Cigarettes will be distributed by staff only when outside at the designated smoking area. Smoking is not allowed during outdoor activities other than during scheduled smoking breaks. Smokers entering the Walgwan Center will be highly recommended to participate in a non-smokers program as part of their rehabilitation. They will be monitored by the staff and supported to reach their goal of becoming non-smokers.

Only clients with signed consent from the parent or guardian will be permitted to smoke. Youth should arrive with their own cigarettes as borrowing or buying cigarettes from other youth is not permitted. We strongly recommend that the youth arrives with a carton of cigarettes.

## Telephone Calls

The staff will monitor all incoming and outgoing calls. No collect calls will be accepted however this policy is case by case and in some instances they could be permitted. Time limit for calls is 15 minutes. You are granted the privilege of making one call per week and a second call can be earned by keeping your bedroom clean. Incoming calls are not limited in number but must be received within the scheduled time frame for phone calls.

- No calls can be made or received on Fridays as the youth will be outside the Center on an activity.
- Calls can be made and received as follows;

Monday and Tuesday 6pm – 6:30pm

Wednesday 7:45 to 8:45

Saturday 11:00am to 12:30 – 6:00pm to 8:45 pm

Sunday 11:00am -1:00pm



- A copy of the phone schedule will be provided during the “Welcoming Interview” to the guardians.
- Youth can receive call from their aftercare/referral workers any day as long as arrangements are made in advance with the youths educator.

# Walgwan Center



HOURS	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY	SUNDAY
7:15	WAKE UP	WAKE UP	WAKE UP	WAKE UP	WAKE UP		
7:30	SHOWERS/BEDROOM VERIFICATION	SHOWERS/BEDROOM VERIFICATION	SHOWERS/BEDROOM VERIFICATION	SHOWERS/BEDROOM VERIFICATION	SHOWERS/BEDROOM VERIFICATION		
8:00	BREAKFAST	BREAKFAST	BREAKFAST	BREAKFAST	BREAKFAST		
8:30	CHORES	CHORES	CHORES	CHORES	CHORES	from 9:45 to 10:15	from 9:45 to 10:15
8:45	HEALTH BREAK	HEALTH BREAK	HEALTH BREAK	HEALTH BREAK	HEALTH BREAK	WAKE UP AND SHOWERS	WAKE UP AND SHOWERS
9:00	WEILIEGSIT'PUG	WEILIEGSIT'PUG	WEILIEGSIT'PUG	WEILIEGSIT'PUG	WEILIEGSIT'PUG	from 10:15 to 11:00	from 10:15-11:00
9:15	CULTURAL ACTIVITY	CULTURAL ACTIVITY	CULTURAL ACTIVITY	CULTURAL ACTIVITY TALKING CIRCLE	CLASS	BREAKFAST BRUNCH	BREAKFAST BRUNCH
10:15	PAUSE	PAUSE	PAUSE	PAUSE	PAUSE	BEDROOMS VERIFICATION	BEDROOMS VERIFICATION
10:30-11:15	WORKSHOP	WORKSHOP	WORKSHOP	WORKSHOP	ARTS AND CRAFTS	WEILIEGSIT'POG HEALTH BREAK	WEILIEGSIT'POG HEALTH BREAK
11:30	LUNCH AND CHORES	LUNCH AND CHORES	LUNCH AND CHORES	LUNCH AND CHORES	LUNCH AND CHORES		BIG PERSONAL CLEAN UP
12:30-1:00	HEALTH BREAK AND PHYSICAL ACTIVITY	HEALTH BREAK AND PHYSICAL ACTIVITY	HEALTH BREAK AND PHYSICAL ACTIVITY	HEALTH BREAK AND PHYSICAL ACTIVITY	HEALTH BREAK AND PHYSICAL ACTIVITY	PERSONAL TIME	
1:00-1:45	CLASS	CLASS	CLASS	CLASS	SWEAT 1-3	PERSONAL TIME	PERSONAL TIME
1:45-2:00	BREAK	BREAK	BREAK	BREAK	SWEAT		
2:00-2:45	ARTS AND CRAFTS	CLASS	CLASS	CLASS	SWEAT CONT	CARDIO FLEX 1:00 TO 2:00) SNACK	PERSONAL TIME 1-2 SNACK
14 :45 à 15 :00 15 :00 à 15 :15 15:30 à 17:00	TRANSITION SNACK CARDIO FLEX	TRANSITION SNACK GYM AT THE SCHOOL	TRANSITION SNACK ARENA (WINTER)OUTDOOR ACTIVITY (SUMMER)	TRANSITION SNACK PRIVILEGE SHOPPING	SNACK PERSONEL TIME 3:30	ACTIVITY PLANNED BY EDUCATOR (2:00 -4:00)	ACTIVITY PLANNED BY EDUCATOR (2:00 -4:00)
5:00 to 5:45	SUPPER AND CHORES	SUPPER AND CHORES	SUPPERAND CHORES	SUPPER AND CHORES	SUPPER AND CHORES	3:00 HEALTH BREAK	3:00 HEALTH BREAK
5:45 to 6:00	HEALTH BREAK	HEALTH BREAK	HELATH BREAK	HEALTH BREAK	HEALTH BREAK	OUTSIDE ACTIVITIES	OUTSIDE ACTIVITIES
6:00 to 7:00	WORKSHOP	WORKSHOP	WORKSHOP	WORKSHOP	WORKSHOP	from 2:00-4:00	from 2:00-4:00
7:00 TO 7:20	HEALTH BREAK AND SNACK	HEALTH BREAK AND SNACK	STORE GUM NIGHT	HEALTH BREAK AND SNACK	RULES AND REGULATIONS 7:00 TO 7:30	SUPPER AND CHORES 5:00-6:00	SUPPER AND CHORES 5:00- 6:00
7:20 to 7:50	IP PERIOD AND MEETINGS	IP PERIOD AND MEETINGS	HEALTH BREAK AND SNACK	PERSONAL TIME	HEALTH BREAK	HEALTH BREAK 6:00	6:00 HEALTH BREAK
7:50 TO 8:45	PERSONAL TIME AND CALLS	PERSONAL TIME AND CALLS	PERSONEL TIME AND CALLS	PERSONAL TIME	BOXING (7 :30-9 :00)	MOVIES/CALLS	DEPARTURE FOR THE POOL AT 6 :30 POOL FROM 7:00-8:00
8 :45 to 9:15	WELI ULAWUG	WELI ULAWUG	WELI ULAWUG	WELI ULAWUG	WELI ULAWUG	WELI ULAWUG	WELI ULAWUG
9 :15 to 10 :00	SHOWERS JOURNAL AND BED TIME	SHOWERS JOURNAL AND Bed time	SHOWERS JOURNAL AND Bed time	SHOWERS JOURNAL AND Bed time	SHOWERS JOURNAL AND Bed time lights out at 10:30	SHOWERS : JOURNAL AND BEDTIME (IN ROOMS AT 10PM LIGHTS OUT AT 10:30PM)	SHOWERS; JOURNAL AND BED TIME





## Physical Fitness

This is an important aspect on your path to a new and healthier lifestyle. While at the Center you will be asked to work towards improving your physical fitness by participating in the physical activities included in the schedule and well as those planned during the weekend outings. The physical activities offered include both indoor and outdoor activities.

**\*\*Some activities are subject to change depending on the seasons.\*\***

- Sports; Basketball, volleyball, badminton, floor hockey, soccer.
- Bowling
- Swimming
- Walking
- Fishing
- Canoeing
- Hiking /Snowshoeing
- Boxing
- Fitness training with weights



Please ensure that you bring proper exercise attire when arriving at the center. Running shoes, shorts, bathing suit, boots and warm outdoor clothing (for the winter)

## Nutrition

Having good eating habits is important for a healthy lifestyle. While at the Center we will attempt to teach you how to adopt healthier eating habits. You will be given 3 balanced meals per day and provided with healthy snacks between meals. Our dedicated and knowledgeable cooks have reviewed the meal planning to ensure that you are provided with nutritious meals to help you feel good. Fruits and vegetables are offered and encouraged at every meal. **\*Please notify us of any allergies!\***





## Personal Hygiene



You are responsible to take good care of your personal hygiene. The Center utilizes a rotating shower schedule (one week on mornings and one week on evenings) in order to accommodate all of the residents each day. You are expected to respect the weekly shower schedule. In addition you are responsible to ensure that your clothing is washed regularly. Again the Center utilizes a laundry schedule to ensure that everyone can be accommodated. You will have 2 scheduled laundry days per week.

## Medication

If you take medication, you are asked to come with a written prescription and we will then fill the prescription locally upon arrival.

## Chores

You will be responsible to complete daily chores. A schedule of the chores will be posted at the beginning of each week. The following are a list of chores;

- Setting the tables
- Clearing the tables
- Washing the tables
- Dishes
- Sweeping
- Bathrooms
- Washing windows
- Cleaning the spiritual room
- Keeping your room clean and tidy





## Television

In the mornings, the TV is turned on for the morning exercising and before breakfast for the youth to be able to watch the news. There is a TV schedule to be followed for the remainder of the week that schedules each youth a time when they can choose the programming for the group.

## Music

As part of the Walgwan Center objectives, the youth are encouraged to have more contact with their native culture. Youth will be encouraged to listen to native and cultural music more often.

Upon arrival at the Center, the youth will be assigned an MP3 player pre-programmed with the latest radio hits. The youth can request for additional songs to be added, but the music will be screened for approval prior to being added to their playlist. Music with vulgarity or message about drugs or violence will not be acceptable.

If you arrive with a personal iPod, your escort will be asked to return home with it. iPods are not permitted within the Centre.

## Computer Use

Use of the computer will be during scheduled class time only and must be earned by showing consistent effort on assigned school work. Facebook and other social media sites are off limits during your stay at the Center.





## **Areas of Access;**

### **Bedrooms**

Bedrooms are private spaces for the youth. When a worker enters the room of a youth, he/she will knock and ask permission to enter (other youth are not permitted in your room). The youth are required to keep their rooms clean and they will be checked every morning by the staff. Youth sharing rooms are expected to respect one another's privacy, space and belongings.

### **Dining Room**

During meals, there will be no television or music. While waiting to be served you will be invited to sit on the couch to wait to be called to the counter. When the youth is finished eating they are asked to remain at the table or on the couch until everyone in the group is finished and the chores are completed.

### **Living Room**

Lying on the furniture or having your feet on the sofas is not permitted. This is as a means to respect the Centers property and also to allow for the other youth to have a place to sit. When viewing movies, youth are permitted to have snacks in the living room but must eat, sitting on the floor, not on the couches.

### **Kitchen**

Clients are not allowed in the kitchen unless supervised by staff. Access will only be granted for completing assigned chores or when taking part in a cooking activity or workshop.

### **Educator Office**

The educator's office is private. Youth can have access to make and receive phone calls, receive medication or to meet with their educator for a meeting.

### **Laundry Room**

The laundry room is accessible during scheduled laundry times. The laundry is done under the supervision of the cook.

### **Spiritual Room**

The spiritual room will be used for spiritual ceremonies and cultural activities. The youth are asked to show respect for ceremonies, and protocols. Females are required to wear skirts to show respect during these ceremonies. A skirt will be provided if you don't have your own.



## Privilege Shopping

Once a week on Thursday night you will be given the opportunity to shop for an item of your choice. This privilege is earned with consistent positive behaviors, respect of oneself and others and by demonstrating motivation and willingness to participate in the program and to work on your own personal objectives.

You will be asked to complete an auto-evaluation each week. We ask that you take the time to read the evaluation carefully and to answer honestly. Your evaluation will then be discussed at the weekly team meeting to determine if the privilege has been earned.

If granted, you would receive \$20 to go shopping.

Potential items you could purchase are:

Hygiene products, clothing, accessories, a treat meal of your choice, magazines, dollar store items etc.





## Native Traditions and Cultural Way

The purpose of this component is to instill or revitalize pride in each youth's heritage, finding one's identity through cultural activities and ceremonies and in doing so, improve awareness, build self-esteem, respect for one's culture. The Center promotes and encourages Native traditions and spirituality as a component of the holistic approach. We also recognize differences however, and respect individuality and personal beliefs.

### Native Traditional and Spiritual Activities

- Smudging
- Talking circles
- Sweat Lodge ceremony
- Sweet grass ceremony
- Sunrise/Morning ceremony
- Powwow
- Beadwork & leatherwork
- Cedar bough picking
- Making baskets
- Berry picking/Hazelnut picking
- Fishing
- Native Arts and Crafts
- Medicine Wheel teachings
- Animal meanings
- Traditional songs and teachings
- Drumming
- Language
- Importance of ceremonies





## Family Visits

Family visits are an important component of the treatment program.

The goal of the family visit is to provide you with support and encouragement on your path of healing. The family visit takes place at the mid-way point of the treatment program. During these visits, the focus is to start rebuilding and repairing damaged relationships while spending valuable time together outside of the Center. The family visit also permits our clinical team the opportunity to meet your family, share information about your progress and provide support and teachings that can be beneficial to the family as a whole.

The Center in partnership with your community referral worker will make the arrangements for your family visit.

***\*Please be advised that so as to respect the confidentiality of our youth in the Centre, we ask that the family does not take any photos or videos during their visit. \* Cellphones and media devices are NOT permitted inside the Centre.***

## Family and Visitors

As mentioned, having support from the significant people in your life is important in helping you persevere on your path to healing. All visitors however must maintain their own sobriety during the visit. Anyone entering the Center under the influence of drugs or alcohol will be asked to leave. Anyone attempting to bring substances into the building should also understand that this behavior will be reported to law enforcement.





**Thank you for taking the time to read this booklet. We hope that it helped to provide you important information about the Center and our program.**

**We look forward to getting to know you, and supporting you on your path to a healthier lifestyle.**

**Once again, Welcome to the Walgwan Center! We hope you make the most of your stay!**

**Wela'liog msn wen  
Nogama**