



2023

Youth Handbook

FULL TIME ATTENDANCE PROGRAMS
OASIS & HEADSTART

ABOUT US

A QUICK OVERVIEW

Located in Campbell River, Oasis and Headstart are six-month Full Time Attendance Programs for youth involved in the Youth Justice System who want to make positive life changes. While you're here, you can work on the things you need to build the life you have in mind.

In the program we will help you set goals in the areas that are important to you, like:

- School Work
- Volunteering
- Personal Health
- Recreation
- Community Events
- Living Arrangements
- Life skills
- Counselling
- Connecting with Culture
- Relationships
- Saving/Budgeting

It's important to us that your time here is valuable, so you are involved in your program design – from setting goals to creating schedules and looking at progress.

The daily program runs **Monday to Friday from 9:00 am to 2:00 pm**. There are some afternoon and weekend activities available with staff, and you can make plans for more structured time in the community (to do rec activities, work, or volunteer).

You will have a primary counsellor, so there is always a 'go-to' person for you. And we have family caregivers for you to stay with, so there's a safe, stable place for you to be.



A TYPICAL DAY

IN THE PROGRAM

During the weekdays, you will be dropped off by your caregiver at the day program to participate in activities related to your goals and for recreation. For example, your week could be a combination of check-ins, cooking, physical education, individual/ group counselling, cultural connections, supervised time in the community, work experience, independent learning (school), and weekly chores. If you have specific ideas, you are invited to share those with staff and add them to the weekly schedule.

Example of a daily schedule

<i>Wake up at care home</i>		
9 am	<i>Caregiver drives you to program</i>	After the first month, you can apply to walk, bike, or bus this commute
9 – 9:30	<i>Check-in</i>	Time with other youth/staff for a casual or more formal group check-in
9:30 am	<i>Walk or Counselling</i>	Individual or group counselling
10:30 am	<i>P.E. Block</i>	Chance to participate in sports or workout routines at a local school gym or exercise facility
11:30 am	<i>Lunch</i>	
12 pm	<i>School Block</i>	1-1 school support with a teacher in the program or time to do independent learning toward other learning/training goals
1 pm	<i>Activity</i>	Other activities as planned, such as art projects, hikes, bowling, swimming, skating
2 pm	<i>Regular pick up</i>	The caregiver picks you up from program
2 – 4 pm	<i>Extra activities - can be arranged</i>	Activity workers can make plans with you outside of regular program hours

WHO ARE WE?

PEOPLE YOU'LL MEET IN PROGRAM

Primary Counsellors will be your main supports while you are here.

School District 72 Teacher will help you create and work on an individual learning plan.

Clinical Counsellor can work with just you or with you and your family members to develop coping and regulation skills, conflict resolution skills, problem-solving approaches.

Activity Workers spend time with you both in the program and after the program doing activities.

Youth & Family Transition Counsellor supports your entry to the program and your return home by helping set up support in your home community and helping you adjust to living back home.

Family Caregiver(s) will provide support to you in their home. Your caregiver(s) will take time to learn about your likes and dislikes, show you your room, and tell you about the basic routines in their home (meal times, shopping days, bedtime, etc.). If you are unsure of or uncomfortable with anything, speak to your caregiver(s) or your youth counsellor about it.

Family Resource Workers work with our family caregivers, and help you set up in your care home. Talk to the family resource worker if you have any care home questions or concerns.

Administrative Support Person is often the first face you see when you enter the building each morning. They will be part of helping you feel welcome.

Program Manager is responsible for the overall program and supports the staff. You can meet with the Program Manager if you have any questions or concerns.



BEFORE YOU GET HERE

HOW TO PREPARE FOR THE PROGRAM

Things to pack and bring

- ✓ Personal items (pictures, books, things that will make your stay more comfortable)
- ✓ Swimsuit and gym clothes
- ✓ Appropriate clothing for all of the seasons you'll be attending (socks, underwear, shirts, comfortable pants, rain jacket, running shoes, etc.). This includes a winter jacket and boots for the colder months - and lighter options for the heat!
- ✓ A current prescription from your doctor for all your medications, and over-the-counter medications.
- ✓ Any identification (BC ID, SIN #, care card, status card, birth certificate, etc.)
- ✓ Resume (if employment is a goal of yours and you already have a resume)
- ✓ Cigarettes or cessation products? Have you been smoking and plan to continue?

AVOID packing any of the following items

If you bring them, we will keep them locked up or have to dispose of them.

- ✗ Cell phones or devices with internet
- ✗ Offensive clothing/accessories. This includes images or words related to alcohol, drugs, paraphernalia, pornography, or swear words.
- ✗ Weapons (pocket knives, imitation weapons, etc.)
- ✗ E-cigarettes, chewing tobacco
- ✗ Supplements (protein powder, diet pills)
- ✗ Pornographic or offensive material
- ✗ Allergy/scented items (perfume or cologne)

IMPORTANT

QUESTIONS AND ANSWERS

Where do I live? **At a care home in the community**

Care homes are families in our community who work with our program. Before entering the program, we will connect with you to help make the best fit. Some homes have pets, some have other kids, and each will have a different vibe. Let us know your likes and dislikes so we can make the transition easier for you.

Can I have my cell phone? **No**

Like most treatment programs, we do not allow cell phones. This helps support you to focus on yourself and avoid distractions. We know music is important, so we will give you a new mp3 player when you get here, and it will be yours to keep when you finish the program.

Can I have my laptop, iPod, or tablet? **No**

Same as cell phones, anything with personal internet access is not allowed. We do have these devices at the program and can set up supervised time. If you bring a phone/device or laptop, we will keep it locked up here.

How do I keep in touch with my people? **Make a contact list**

When you arrive, we'll help you make a list of people that you want to keep in touch with while you're here that are approved by your youth probation officer. You can request to make changes to the contact list at any time. Appointment calls can be made during the day, but we usually ask you to make social calls in the evening with a set time limit."

Is there a dress code?

We want to honour freedom of expression and ask that youth wear clothing that is appropriate for the activity and program. We don't allow clothing that visually promotes violence, drugs, or alcohol.

Can I trade or sell things to other youth? **No**

Borrowing, exchanging, or selling clothing (or other items) between people in the program can lead to problems, so we ask you not to. If youth trade alcohol or substances, it can result in discharge.

How long is the program?

Most youth who come to our program on an FTAP order stay for approximately six months. The length of time you should plan to be in program depends on a few different things that are specific to you, and your situation. It is important to talk to your youth probation officer to have a clear understanding of your FTAP order.

What if I want to leave? **Staff can help you explore options, and leave safely.**

FTAP attendance is a court order, and we act as an alternative to custody. If you decide that you no longer want to attend program, staff will help you explore potential consequences and options. We can't stop someone from leaving, but we can make sure you know how leaving might affect your court order. Staff at the program will help you to reach out to your people (including your lawyer and YPO) so that you can make an informed choice about what to do next. If you are needing to leave suddenly, we will help you do that safely and without judgement.

Can I watch T.V. or play video games? **Yes, with some restrictions.**

Depending on your carehome and your experiences, some shows (18, M) are not appropriate to watch in the program. Any television shows and movies with a rating of 14A or lower, and any video games they play that have a rating of T or E are allowed.

Can I get a job? **Yes, with some planning.**

There will be chances for you to get paid work experience while you're here. If finding a job is part of your plan, we can help you connect with your Youth probation officer and legal team for approval. We can help you gain experience, build a resume, and explore options in the community. You can start this process after your first month in program.

Are there ways to make money? **Yes**

We give you a \$20.00 allowance once per week – guaranteed. We also have small jobs in the program to help you build work experiences and small earnings. After your first month, you can apply for jobs in the community if that fits your goals. We have realized that having too much money can lead to problems and only allow youth to carry \$25. Your caregiver or youth counsellor will help you deposit the rest, and keep your bank card safe for when you need it. When you want to make bigger purchases, we help you plan.

Can I go out in the community on my own?

It depends on you and your order. After settling into the program, you can work with your youth counsellor, caregivers, and youth probation officer to start applying for structured free time alone in the community. Free time in the community needs some planning and approval from the right people, and we can help you with that. Once it is approved, it offers you an opportunity to practice the skills you've been developing and enrich your experience here. Some examples of structured free time are working out at the gym, participating in cultural activities, civic events, sports, participating in a youth group, bike rides, going to the movies, taking a course, etc.

Can I go home for a visit?

Home visits are a chance for you to practice the things you've learned and to connect with key supportive people or services. We will discuss home visits before your admission with your family and youth probation officer. Our transition counsellor will support you to connect with your youth probation officer and guardians for permission and planning. They will help you to make the plan and help organize the visit. Family members who are approved (on your contact list) can visit you in Campbell River.

What happens when I've finished my FTAP order? **We help you leave safely.**

Whether it's planning to return home after finishing the program or creating a new home, we will help you do that safely and without judgement. We will support you in having a smooth transition after completing the program and celebrating your success.

Can I hold onto my medication?

Any medication or vitamins must be prescribed by a doctor (this includes over-the-counter medications, vitamins, or protein powders). The medication is kept at your care home in a locked cabinet. When it's time to take it, your caregiver will make sure it is available. If you'd like to make changes to medications, your primary counsellor can help book a doctor's appointment.

Is smoking cigarettes allowed? **Yes, but...**

We want to help you try and develop safer, healthier coping strategies, but understand that cigarettes might be a familiar coping tool. If you want to smoke cigarettes in the program, you will work with a counsellor to create a plan to consider how you will afford and manage your use. We can allow cigarettes, e-cigarettes, loose tobacco, or chewing tobacco rolling papers. We have to follow public health guidelines, so no smoking inside homes, buildings, or vehicles. We also ask you to avoid smoking while in the program from 9 am to 2 pm. Using tobacco for ceremonial purposes is usually ok, we'll just need to talk with you about it first.

What happens if I use drugs or alcohol? **We take time to explore it with you.**

If you end up using drugs or alcohol, the best thing is to tell a staff person you trust. Our first step will be to make sure you're ok, and then we will talk to you to discuss what happened. Sometimes youth will take a few days away from the program or may need to discharge (leave). We know that relapsing can be a part of the change cycle, so either way, we want to help you learn from the experience.

Your youth probation officer would be informed.

What happens first when I arrive? **Inventory**

When you first get here, we'll do an inventory of your belongings. We'll keep that list to be sure that you have everything when you leave. If you have any 'leave at home' items with you, we will have to confiscate them. The things we can return to you when you leave will be kept in a locked cabinet.

RIGHTS & COMMITMENTS

Things We All Agree To

In your first week here we'll talk about how we protect your confidentiality, rights and responsibilities, and program commitments (agreements to each other). We'll also explore what you want to accomplish while you're here so your time at FTAP will be meaningful.

The key commitments we ask you to keep:

We **respect each other** and **create a safe space** for everyone who is working hard to change. For example, this means we avoid language or clothing with explicit talk.

Be open with staff and don't hide stuff from us. For example, cell phone access can distract you from what you're trying to do here. If you hide it, you might feel disconnected from the program and staff, making it harder for you to create positive change. We are here to support you. If you're struggling with something - anything - let us know, and we'll figure out what to do together.

If you're not keeping the program commitments, we'll start by asking what's going on and how we can help. If we need to take some action, we'll make it logical and reasonable. We've tried to cover the main things here, but if anything that's not covered comes up, we will talk to you and figure out the best way to move forward.

COMMITMENT

By signing below, you acknowledge that you have read and understood the information outlined in this Youth Handbook, and agree to follow the rules and expectations outlined.

I, (print name) _____, have read and fully understand the information in the Youth Handbook. I agree to follow the commitments laid out in the Handbook to the best of my ability.

Youth Signature _____ Date Signed _____

Staff Signature _____ Date Signed _____