

ASP EXPECTATIONS, RULES & REGULATIONS - PAGE 1

This is a home repair/home building ministry and all activity and energies should be focused to this end. You have made a commitment to the Appalachia Service Project, and on the basis of that commitment we in turn have committed ourselves to the housing needs in our service counties. We expect each participant of your group to participate fully and meaningfully in each aspect of the ASP. In view of this, we have a few simple expectations from each group. These Expectations, Rules, and Regulations apply to all ASP volunteers - group, family, individual; any age; any length of service.

The Appalachia Service Project staff has overall responsibility for all activities. Therefore, directions and rules given by the Center staff are to be strictly observed.

- * Because of the nature and intensity of ASP's work week in the summer, the summer youth program is geared for senior high youth (ages 14 and older OR having completed the 8th grade). ASP can not accommodate junior high groups. Please do not include junior high members in your work crews.
- * Everyone will be expected to act responsibly the entire time they are in the ASP community. For those coming from outside the region, you will be an obvious outsider in a small town and your every action will be seen. There might be occasions when you will have to modify your lifestyle or habits. Please be sensitive and take your cues from ASP's staff and information. We do not want to be offensive to the Appalachian culture or tradition.
- * Please use tools, supplies and materials, and other resources responsibly. No fights with staple guns or other tools at the work site. In addition, paint, tar, and other materials have specific purposes and are not toys for volunteers. Be sure they are used only for those purposes. Always keep the safety of others as a priority, as well as being sensitive to the family you are serving. If a family requests that you discontinue an activity, please respect their wishes.
- * Possession or use of drugs or alcohol is strictly forbidden for your entire stay! Violators of this rule will be asked to return home immediately at your group's expense.
- * Firearms, air rifles or pistols, BB guns, or replicas of firearms are not permitted.
- * The Appalachia Service Project does not condone or tolerate sexual harassment or abuse in any form.
- * The center staff will inform you of any specific center or community guidelines prior to your arrival.
- * Smoking or use of tobacco products is prohibited in any school facility (or grounds) or ASP facility if needed, a designated area will be identified. Use of tobacco products is discouraged at the work site due to sensitivity and the potential of fire hazard. Underage youth are not permitted to smoke anywhere!
- * No pets are permitted in the ASP center. If a new pet has been acquired during your stay, make arrangements to pick him/her up on Saturday on your way home.
- * Females are not permitted at any time in the males' sleeping area. Males are not permitted in the females' sleeping area, at any time.
- * A strict 10:30 p.m. quiet time and 11:00 p.m. lights out rule is enforced for all volunteers. The only exception to this will be Friday night, when lights out can be extended to 12:00 a.m. if this does not go against school policy or disrupts the community.

ASP EXPECTATIONS, RULES & REGULATIONS - PAGE 2

- * Center attire - Discretion in clothing must be used at the center and in the community. Shirts must be worn at all times. When leaving the center grounds, walking shorts, Bermuda shorts, or jams and T-shirts will be acceptable attire. Halter, spaghetti-strap, or tank tops, sports bras worn as an outer garment, sleeveless shirts, Spandex clothing, bike pants, or shirts and hats expressing alcohol/beer slogans and obscenities are not acceptable.
- * All volunteers (youth and adult) are expected to participate fully in the programs of the ASP. This includes attendance at meals, chores, meetings, evening gatherings, and any special events. To keep the center functioning smoothly, volunteers will be asked to aid in center clean up, tools and supplies organization, after meal clean up, loading or unloading of building materials.
- * Adult leaders are responsible for the safety and conduct of their youth volunteers at all times (at the center, work site, or in the community) while your group participates with the Appalachia Service Project.
- * A work crew consists of 4-7 people. Groups with 8 participants must be divided into two work crews. This number limitation ensures sensitivity to the families and for maximum efficiency at the work site. However, the eighth person might be a helper to the staff at the center or if highly skilled, could function as a floater/adviser! Please check with the Volunteer Office before your trip!
- * Work attire - Shirts, long pants, and sturdy shoes must be worn at all times on the work site. Sweat pants, shorts, scrubs, shorts ripped out at the seams, half shirts, sleeveless shirts, sports bras and halter tops are just not acceptable at families' homes.
- * Working hours are from 8:30 a.m. 4:30 p.m. each day. The ASP expects you to put in a full day of work and to work the entire week! Any sight seeing or recreational events must be done on either side of your ASP experience (i.e. Sunday on the way to ASP or Saturday on the way back home). If you must leave the work site during the day, all crew members must leave in that vehicle.
- * We expect lunch to be eaten at the work site. You may bring extra sandwiches to share with family members. We discourage families from preparing meals for us. Say "no" kindly (Appalachians will go to great lengths to make you welcome and to express their appreciation even to the point of overextending themselves.) If family members insist on showing their appreciation by preparing lunch, accept their offer if you feel that is the right thing to do. If you have any questions or concerns please check with your center staff.
- * Because of sensitivity issues and communal living courtesy, audio equipment (boom boxes, etc.) is strictly prohibited at the work site and at the Center. Staff persons will be allowed these items, as they have made your center their home for the summer.
- * To ensure sensitivity to the families we serve, taping with video equipment is strictly prohibited.
- * When volunteers are working on homes where family members are present, you are encouraged to invite them to the weekly picnic. Remember that they will be your guests. As a good host, help coordinate transportation and assist with any parking or swimming fees.
- * For safety reasons, no ASP participant is permitted to ride in the back of an uncapped pickup truck at any time during their stay in the ASP community. In addition for traveling safely, each ASP volunteer should have a seat belt in their vehicle. TN now has a seat belt law: "Click it or ticket." They're enforcing these laws!

ASP reserves the right to terminate the participation of any individual or entire group if the individual or group does not abide by the rules and expectations.