

2015 edition

Welcome to CSCD!

We, the CSCD team, are here to help you as you serve our Lord. Of course, as full-time residents of CSCD, we have probably answered in the past the question you plan to ask in a few minutes. We host between 3 and 10 work teams each year so we have compiled these guidelines to help us to communicate clearly the specific needs of living practically in this place.

Please use forethought as you live in our community. We want you to seriously consider such things as BE KIND, SPEAK GENTLY, and DO IT AS UNTO THE LORD.

We request that you ask your leader about things before you come to an CSCD team member. Your leader should know the answers or can ask the CSCD staff if there are things that cannot be resolved without assistance. This is simply a consideration so that no CSCD staff person is asked the same question more than twice 😊

We hope you find your bed cozy, your bathroom adequate, and your sleeping area roach-free. We hope you enjoy the amenities of the kitchenette area supplied. We want you to use the refrigerator in your guest quarters for your water bottle, your snack food, ice pops, etc. REHYDRATE OFTEN!

Seriously - SUNSCREEN and protection should be used always. The ESD team will not take you to an ER for sunstroke or sunburn. If you were negligent to do that or to allow someone in your group to do that, your leader will do the ER drive and wait and hassle. Please do not tell us that your skin can take it. This is the tropics and the sun is closer and more forceful than you understand.

2 BIG RULES

DRINK LOTS and KEEP YOUR SKIN COVERED!



CHRISTIAN SCHOOL AND CHAPEL
FOR THE DEAF

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Now, some more things to keep us all working and living happily together:

1) TESTIMONY!

The ministry of CSCD is known in the community. Please behave in a manner which will give good and godly testimony to your group and thereby to CSCD.

Dress appropriately at all times.

- a) Wear shirts over swimming suits when in transit to and from the beach.
- b) Wear clothing that shows you are Christian - no grungy, nasty, questionable things. If it raises a question that requires you to be defensive, it's probably better to not use that item of clothing. If it causes someone to praise God for you, that's a good thing!

Behave appropriately at all times.

- a) We want our groups to be welcomed back. If your group acts immaturely, rudely, loudly, obnoxiously, that reflects on ESD.

Please remember that you are representing God and CSCD and your church at all times.

Your church or group may want to return to CSCD in the future, so do your best. Leave no room for questions, criticisms or complaints about your behavior or dress. We have apologized in the past for indiscretions of our guests and really don't want to do that again. Some groups have been denied visiting privileges. Make sure you are welcomed back!

2) SLEEP!

Everyone needs sleep so let them sleep.

- a) PLEASE TRY to keep quiet around the grounds after 9 p.m. You will have some early mornings to get up and work and some people need their 8 hours or they will be bears. Let's help them be nice.



- b) NONsleeping/talkers should be supervised in the Meeting Room/School Chapel until lights out. If the CSCD team finds a group of unsupervised young people, the young people will be sent to their sleeping quarters or group leader.
- c) Because noise carries all over the place here, even in the chapel, you should work to maintain your voices at a quietly respectful level.

3) FOOD!

Don't take food into the sleeping areas. Ants will find it and we are working hard to decimate the ant population here.

Don't leave food outside. We have rat poison boxes around here and want to not feed the rats healthy food.

4) TRASH!

We have a limited trash dump and the trash collectors are good to us. We want to respect them and their limits.

WASH DISHES rather than filling the garbage with disposable plates.

- a) **REUSE** your cups and water bottles. Teams effective in keeping their member hydrated have carried empty Nalgene (for example) bottles through security and refilled at water fountains in the airport. The bottle saves money and prevents unnecessary waste.
- b) Get ONE BOTTLE, label it and REUSE it daily. Same with cups - write your name on a cup and wash it daily in the dining room. Leave it there so you can reuse it at the next meal.
- c) If you used it, take care of it. If it's trash, put it in a proper trash receptacle. The ground, grass or floor is never a proper trash receptacle. If it's biodegradable, put it in the trash too! We do not actively compost... sorry.



5) THINGS!



Put them away. **NOTHING should be left outside.** When you are done with something - a chair, a trimmer, a plate, a Bible - put it where in its place. We have sudden and unexpected rains some days. Things left out WILL get wet.

Your things are things. Not as valuable as people. If they are lost, stolen or broken, they are replaceable. When in doubt, take care of the person near you and forget about the things.

6) THE DOGS

We have three dogs. Two of them are free-range dogs. They are the little white one (LILY) and the short legged brown one (ROXY). Their home porch is at the back of the building near the clotheslines.

Please respect their space. LILY has bitten people before. **JUST TELL HER YOU ARE COMING** - do not sneak up on her. If she sees you and you talk to her **HI LILY!** She will be fine and you can be her friend.

DOG #3 is a (Petite) Great Dane named Delilah. Don't let her knock you down. Her sleeping porch is at the front. **Please close the gate at the porch stairs when you go in or out.**

DO NOT FEED THE DOGS. PLEASE PLEASE PLEASE it's just to keep them from fighting each other or learning to BEG food or getting too chubby.

If you want to brush them, they all have brushes. If you see ticks or fleas on them, let us know. We have special shampoos and treatments and if you are willing.



7) RAIN!

We have rain. Close your bedroom windows when you know you will be away for any period of time. (Also turn off lights and fans when you leave a room ALWAYS!)

Close all van windows when you park.

Be prepared to get wet - carry your camera (cellphone, etc) in a ziplock bag because previous visitors have had their electronics destroyed by the rains.

8) LOCKS!

Not to disturb your peace but we have bars on most of our doors and windows for a reason. There are bad people around our area and sometimes they will try to get past the dogs and take things.

- a) Don't leave things out. Trimmers have been stolen from the roadside when the user has gone for gasoline.
- b) Don't leave things in the vans. Windows have been broken so that a \$30 camera could be stolen. If you are going to have something stolen, make it worth the price of the new van window!
- c) ALWAYS LOCK THE DOORS WHEN YOU LEAVE CSCD
- d) DO NOT HANG OUT at the front of the school near the school sign and gate. Just because. Just do it.
- e) ALWAYS KEEP THE KITCHEN DOOR CLOSED (this prevents dogs from entering or stray people looking for things to take)
- f) ALWAYS LOCK THE VAN DOORS.

JUST TO BE SURE IT HAPPENS... DESIGNATE LOCK-ERS AND KEY PEOPLE! Who will be the LAST ONE OUT of the dorms? Who will lock the kitchen everyday? Who will hold the keys and ensure they are not lost?



9) EXPENSES! (We don't like them. We would rather be using money for fun things or school events 😊)

Electricity is our greatest expense on a monthly basis. When there are guests, our electricity bill can double. Please do your part to keep our guest expenses DOWN by practicing active conservation or resources.

- a) **TURN OFF EVERYTHING** WHEN YOU ARE DONE IN A ROOM.
- b) Only use the **washing machines** for full loads of clothing - there is no hot water connection. Gather dirty items from others to make a full load. Plan to take everything home dirty.
- c) Use the clotheslines to dry your clothes.
 - i. In the event of rain, wait to wash your clothes on a clear day
 - ii. or set the dryer to the shortest time possible to dry your clothes.
 - iii. 30 minutes of dryer use runs about \$4 of electricity. This is not included in the cost of overnight stays but should be paid as an extra.
- d) The **refrigerators** need to be kept closed. (Have you heard this before?)
 - i. The **dining room freezer and refrigerators** should be opened **only by designated kitchen staff**. This will prevent numerous openings which results in frozen items not remaining frozen.
 - ii. Personal drinks, etc. should be kept in your guest quarter refrigerators.
 - iii. If the electricity should go off, DO NOT OPEN ANY REFRIGERATOR OR FREEZER. Protect the food stuff by waiting for the electricity to return.
- e) Please practice active **conservation of water** as well.



- i. The hot water is heated by the sun. There is a very limited supply of it so shower in “cold” water or take a short shower.
 - ii. Our septic systems are old and groups larger than 10 can experience problems with the plumbing.
 - iii. **ONLY FLUSH WHAT HAS COME OUT OF YOUR BODY** and PLEASE flush only the smallest possible quantities of toilet paper.
 - a. If there is a need for a larger quantity of TP, please place this in the trash cans in the washrooms.
 - b. Ladies’ sanitary products and **ALL of their parts** should be wrapped and **placed in trash cans**.
 - c. Be polite to those who come after you - make sure everything goes down. Report stoppages in toilets to the maintenance person of your group or deal with it effectively yourself.
 - d. Be polite as well by removing the trash as often as necessary so that human waste product on disposed TP does not remain in the room for extended periods of time.
- f) We pay an exterminator to come every 6 weeks. If you find a live bug, kill it. Sweep its remains into a dust pan and please toss it into the grass where little ants will feast on its corpse.

That’s the basics. Drink water.

Use sunscreen. Lock doors.

Turn off lights. Be kind in all you do.

Remember, you are God’s ambassador to the world.

Do it for His glory.



And finally:

We thank God for the opportunity to welcome you to our school. In time that you work with us, you will learn more about our ministry, our school and our goals.

The purpose of our school is to educate deaf children. Many of our students have emotional problems or learning disabilities in addition to being deaf. They often have developmental delays and approach things from an emotionally immature perspective.

Your presence can be a great help or a great distraction therefore we are requesting your cooperation when you visit. Your dress code and behaviour will serve as an example for the students and we would like you to dress and act in a respectful and professional manner when you are in the classrooms or working outside.

Additionally, your behaviour reflects on the CSCD ministry and we have worked hard through the years to maintain a position which respects the community members around us including members of various churches and government workers. Our students and staff follow the same dress code and code of conduct which is delineated below. Observe and copy what you see amongst the staff. We hope that you will collaborate with us in the following:

1. Please let the teacher or principal know you would like to visit the classroom. Please stop in the classroom to make the arrangements of call the day before you come to check to make sure that visitors are welcomed that day. Call the school office if you need to leave a message.
2. Please dress appropriately for your visit.
 - a) If you are working outside, you should be wearing jeans, work pants, closed-toed shoes, etc. as appropriate for the work you are doing. Safety first.
 - b) Men may remove their shirts if they wear sunscreen and maintain their pants appropriately near to the waist.
 - c) In the classrooms, pants or dresses or skirts (to the knee) are acceptable for the ladies but we ask that you do not use low-cut pants or jeans. Shirts and blouses should be of a length to cover you without exposing your midriff. They should be high enough to not reveal cleavage on the ladies nor to expose the chest when bending down to attend to smaller children.
 - d) All shirts should be without distracting pictures or drawings and without words.
 - e) Shorts should be mid-thigh or longer.
 - f) Beach clothing should be modest as well.

We ask the men and boys to maintain their swimming shorts within a modest distance of their navel (not letting their shorts to ride low on the hips) and ladies and girls to use a one piece, modest swimming suit.

Shirts and cover-ups are required in the school vehicles.



3. We ask that you behave in a manner that is respectful to the students and staff of the school.
 - a) Do not joke and tease in a way that will distract the students or draw attention to any inappropriate behaviour.
 - b) Respect the privacy of the students – do not invite them to your room and do not seek to be invited to their home or room.
 - c) Handle information learned at the school with discretion. If you learn information about the students or staff, it should remain with you and not be shared with others. Do not give out telephone numbers, addresses, etc. You may give your personal address or e-mail to the students and they may give you their own.

4. Team members and school visitors are expected to attend church services on Sundays (and may attend on Wednesdays or other times) and should come prepared to dress culturally appropriately. The Puerto Rican churches have a higher standard of dress for their services than is found in many North American churches. Please bring along and be prepared to wear
 - a. Men and boys: Dress slacks and a polo or button-up shirt, possibly a tie, definitely a pair of shoes (not running or sports shoes)
 - b. Ladies and girls: a dress or skirt (knee length or longer) and blouse (no spaghetti straps or tank tops please), sandals (not beach shoes)
 - c. A sweet attitude

5. If you are coming during a school term, we ask also that you plan to attend chapel sessions as scheduled daily with the students as well as staff meetings, staff prayer and devotional times.

6. Touching should be limited to necessary touches – no petting, kissing, or other close contact will be accepted.

7. The internet may be available but the parental controls will remain in effect. Any effort to bypass the password will be cause for removal of the privilege of Internet use.

8. No smoking or alcohol are allowed on the grounds.

9. Other issues will be addressed on an as needed, individual or group level.

