



Student Handbook 23-24



Student Living

The student handbook is a guide for community living at Jackson Hole Bible College. The responsibility lies with the student to read and become acquainted with the information contained within the handbook. Our standards are designed for the edification and well-being of the entire student community. While you may not entirely agree with the standards we implement, you are choosing to abide by them while you attend JHBC. Enrollment at JHBC is not a right, but a privilege.

Some may be inclined to interpret this handbook to be “legalistic” in nature, but our goal is to create a distraction-free environment for the enrichment of our relationship with Jesus Christ. For this short season of your life, we will ask you to set aside a number of things our culture says you can’t live without (Philippians 4:11-13).

Our prayer is that during this time you will be dedicated to pursue to know Jesus Christ more, develop a passion for the lost, learn to love your brothers and sisters in a discipleship format, and be saturated with the Word of God. We want students and staff to be unified in this pursuit together, for the Gospel!

At Jackson Hole Bible College, discipleship and the development of genuine friendships are very important. Attitudes of caring and support are foundational to all aspects of student life at JHBC. Discipleship should be a group effort within the body of Christ (1 Corinthians 12; Philippians 2).

Code of Conduct

The administration and faculty of Jackson Hole Bible College are committed to the highest standards of Christian conduct. The Scriptures clearly teach that Christians are ambassadors for Christ. Therefore, our conduct should be fitting as representatives of the Savior who is the Head of the Body of Christ. JHBC's goal is to provide an atmosphere in which students are given maximum opportunity for maturity in all aspects of life: spiritual, intellectual, emotional and physical.

In the prayer of Christ from John 17, it is clear that the Word of God, not a man-made code of conduct, sanctifies the believer. Principles in Scripture are normative for all believers. At the same time, Scripture allows freedom and diversity among believers (Romans 14 and 1 Corinthians 8), while guarding against becoming a stumbling block to other believers.

Along with the totality of God’s written Word, the following seven principles gleaned from His Word seek to preserve the balance between form and freedom, and they are foundational principles to which students will be held accountable:

1. I will strive to love God with all my heart, soul, strength and mind, and my neighbor as myself (Luke 10:27). I will serve others, counting them more important than myself and looking to their interests (Philippians 2:3-4).

2. I will conduct myself as a gentleman/lady while enrolled at JHBC, not participating in activities considered questionable by many believers. I will live above reproach in order to honor Christ in my walk (Romans 14:14-23).
3. I will heed the Bible's injunction to "abstain from sexual immorality" and not take advantage of by look or deed (Ephesians 5:1-5).
4. I will seek to maintain a godly attitude of brother and sister relationships in the edifying of one another in conversation and conduct (Ephesians 4:29, Romans 15:2).
5. I will daily seek to present myself well-groomed and clothed modestly and in good taste (1 Corinthians 6:19-20; 1 Timothy 2:9-10).
6. I will seek to be diligent in all of the educational opportunities the Lord provides through JHBC (2 Timothy 2:15; Colossians 3:23). This will include doing all homework assignments, chapels, Bible Studies, prayer times, memory verses, quizzes, tests and papers.
7. I will endeavor to model Christ-likeness in all areas of entertainment (i.e. music, movies, etc.), recognizing that these things, when used solely to gratify the desires of the flesh, often lead to personal destruction and community distraction (1 Corinthians 10:31-11:1; Colossians 3:5-6).

Students are encouraged to develop personal convictions within the framework of these biblical principles, which are to govern the student's life at all times. It is assumed that students attending JHBC have as their highest ambition the desire to honor God in all aspects of life. We recognize that personal convictions will differ for each person due to different backgrounds. Our guidelines avoid extremes of either legalism or excessive liberty as we seek to live in a way that edifies our small community. In this particular environment, we ask that you respect the convictions of others and be willing to adhere to the guidelines JHBC sets up for this specific period of time during your enrollment at JHBC. The keeping of these principles will require high personal integrity.

Student Services

Food Service

Included in the tuition charges for a full-time, on-campus student are three meals per day, Monday through Friday. Meals are provided in the dining hall, but are not provided on weekends. Kitchenettes, however, are provided in the dorms and commons for student use while the kitchen is closed. Dietary needs (gluten free, lactose intolerant, celiac disease, etc.) or personal preferences extending beyond that provided at mealtime will be the responsibility of the student. If a student is not going to be present at a meal, every attempt should be made to let the Head Cook know at least two meals before the scheduled absence. In order to preserve a family atmosphere, we require all students to be at meals on time.

Health Service

The college has a nurse who lives on campus as well as staff certified in CPR and First Aid. Emergency transportation to the St. John's Hospital in Jackson is available. All students must

have on file a health history form that should include information for the treatment of chronic health issues that may require medical attention. Students who are minors will need to provide a permission slip (signed by a parent or legal guardian) for medical services in case of emergency. Please notify the RDs and nurse if you are injured or sick so we can make sure you receive the best possible care.

Health Insurance

Students are required to have their own primary health care coverage. Policy numbers should be submitted to JHBC in the case of an emergency.

Hygiene

Because we are in a close group setting, good hygiene is a must. If you have any kind of sickness, virus, flu, etc., please notify the nurse and the rest of the staff immediately. You will need to find a replacement for any kitchen duties if you are sick. Maintaining clean rooms according to the room cleaning schedules as well as washing hands regularly (before meals, after using the restroom, working with anything unsanitary, etc.) will help prevent the spread of germs. Any accidents, which involve blood or other bodily fluids, need to be cleaned up by JHBC staff and medical personnel who have the proper supplies and training for dealing with blood-borne pathogen issues. Students with open cuts or sores cannot work in the kitchen or perform facility-cleaning duties; they will be given other tasks to cover their obligations.

Mail

Mail service to and from Jackson is provided daily. Incoming mail will be placed in the student boxes located in the dining hall. All incoming mail should contain the student's name plus the full JHBC mailing address. Magazine and other subscriptions need to be approved by the administration. Packages should be sent to the college via a delivery service such as UPS or FED-EX. For mail and packages use the following address: JHBC/3475 Cheney Lane/Wilson, WY 83014.

Transportation

JHBC will provide transportation for college-sponsored activities. Permission is needed to bring a car to JHBC. For a minimal fee, students may also use the local shuttle bus service for personal activities. Airport shuttle from the Jackson airport to JHBC is \$30 per person or per carload; Idaho Falls, Idaho is \$120 per person or per carload. Students may request other students help with transportation, but it must not conflict with the JHBC college schedule.

Parking/Cars

Parking space is limited at JHBC. Students wishing to bring a vehicle must first receive permission from the Administration to secure a parking spot. Students must park in their designated parking spot.

Please have an extra key made to be stored in the office (for use during snow months and a lost key incident).

Please adhere to the posted 10/20 mph speed limit on Cheney Lane to alleviate contentions with neighbors. Make sure your car is backed in and parked completely off the road to allow for snowplows and unhindered neighbor access.

If you decide you would like to loan out your car, (it's at your own risk/discretion), we recommend you check with your insurance provider to make sure another driver is "covered" under your policy. If the car is your parent's, please obtain permission first. If you borrow another student's vehicle with their permission, common courtesy would be to compensate that student for fuel and use. We recommend no less than \$5 per drive to/from town and a mutually agreed upon cost for anything beyond that distance. Common courtesy would also be to cover "rides" into town from fellow students to help with fuel costs.

Social Guidelines

Jackson Hole Bible College is well aware that the observance of regulations is not necessarily an indication that one is living a life of full commitment to Christ. The willingness, however, to adhere to these guidelines exhibits a maturity and spiritual concern for everyone, and is generally characteristic of those diligently seeking to honor Christ and our brothers and sisters in Christ. While some of us would not necessarily choose to follow all of these rules, they are enacted as community (similar to family) rules to provide for the safety, comfort and spiritual wellbeing of the student body.

Dress

It is our desire that all students will assume personal responsibility for their dress and grooming as an expression of Christian maturity. Personal dress is a public statement about you. As representatives of Christ, cleanliness and modesty are expected of all students. Modesty is ultimately a heart issue; those whose focus is toward the rest of the body of Christ and God's glory (not causing others to stumble) versus those whose focus is on personal appearance will find the following principles applicable.

Casual attire for the classroom and normal functions of the College includes the wearing of appropriate jeans and shorts. Appropriate shorts do not include short shorts, athletic shorts or boxer shorts. Jeans should be neat and clean with no rips or holes above the knee. Sweats, pajamas, slippers and athletic pants are not considered appropriate class attire. Apparel and cosmetics that confuse biblical gender roles are unacceptable. Unnatural hair color is also unacceptable. Students may not acquire a tattoo while enrolled at JHBC (including breaks). The senior staff and RDs of JHBC reserve the right to require students to refrain from wearing that which the staff considers to be inappropriate, on a case-by-case basis.

Women

Casual attire is appropriate for the classroom and normal functions of the college. Sweat pants, athletic shorts, and yoga or legging-style pants are acceptable for leisure time, but not the classroom. Yoga and legging-style pants may only be worn under shorts, skirts, or long shirts. Dress pants, nice jeans, modest dresses or skirts are required for Sunday services and for banquets, graduation, and other special occasions. Hems or slits may be no higher than the top of the knee; spaghetti straps and strapless shirts/dresses must have a covering (ie. jackets/sweaters). Swimsuits are to be modest and tasteful. Offensive hairstyles will not be allowed. Earrings and nose rings are the only permitted body-piercing jewelry allowed.

Men

Casual attire is appropriate for the classroom and normal functions of the college. A dress shirt or sweater with dress pants or nice jeans are required for Sunday services. Coat and tie with

dress pants are required for graduation and other special occasions. Sweat pants are allowed during leisure time. Modest swimsuits are allowed for swimming activities. Hair must be kept neat, clean, and well trimmed. No ponytails or offensive hairstyles will be allowed. Mustaches or beards should be neat and trimmed. No earrings, other body-piercing jewelry, or makeup are allowed. Hats (not hoods) may be worn during class, but not during services at CBC.

Dating

Each student is urged to prayerfully consider the Holy Spirit's leading in all friendships. It has been our experience during the past 20 years that the majority of students who have pursued a dating/courting relationship (with a fellow student) during the time they are enrolled at JHBC tend to struggle in many ways (i.e. lack of focus on studies, spend an inordinate amount of time on the relationship rather than others, miss opportunities for developing relationships with staff and professors in a mentoring/discipleship capacity, etc.).

Because of the close-knit environment, small student body (by design), and identical curriculum of study, students are involved with one another at almost every level, from studying together, working together, ministering together, traveling together, eating together, and recreating together. This intense proximity to one another is great for discipleship (iron sharpening iron) for a season, but is not the best environment for pursuing a relationship. This environment tends to create what we refer to as a "relationship on steroids": a couple that pursues each other to the exclusion of the student body (because there's only nine months to make an impression or win their heart).

Healthy relationships often need time, space, and accountability from not only the family and the body of Christ, but most importantly the Holy Spirit through God's Word in reproof, correction, and training in righteousness (2 Tim. 3:16). Because of these factors, we ask students to commit a short season of their lives to an intense study of God's Word, without having to worry about the distraction of developing a relationship with someone during their nine months here. This does not apply to existing relationships (boyfriends, girlfriends or fiancés off campus).

We want to be very clear. We are not against Biblical relationships. In fact, there have been over 30 couples who ended up getting married because of meeting at JHBC. We believe there is an advantage for students to have nine months of a solid friendship established with someone of the opposite sex without the pressure of feeling the need to pursue or be pursued.

Within the Old Testament and for a brief time during the transition after Christ's resurrection, certain men and women (God fearers) made what was called a Nazarite vow. This was a commitment of self-imposed separation and discipline for the purpose of special devotion to God. Although there is no longer a need for Nazarite vows (for we now have the Holy Spirit and every aspect of our lives are to be dedicated wholly to the lordship of Christ) there is a benefit in committing specific periods of time to Christ and His Word.

The development/pursuit of dating relationships with fellow students and staff is prohibited during enrollment at JHBC. Any relationship that the staff determines to be distracting, divisive, exclusive, too physical or romantic in nature will be strictly prohibited.

Prohibited Activities

Students are expected to develop edifying personal convictions and to refrain from consuming alcoholic beverages, from visiting that portion of any establishment that is specifically designed to dispense alcohol, from smoking, vaping and chewing tobacco, gambling, using illegal drugs and engaging in any other activity not promoting Christ-likeness.

Movies/Videos

Students may not view, rent or borrow movies, TV programs/series, Tik Tok, YouTube videos (and similar websites), Netflix, etc., during the school year (including outside locations, theaters, homes, etc.). There will be occasional approved movie/video nights sponsored by the college staff. Requests may be made for watching instructional/educational videos online. In addition, educational videos may be borrowed from the classroom.

Gaming

Because excessive computer/video game use is detrimental to the community of JHBC and students' academic/spiritual pursuits, we prohibit electronic gaming (including phone use) outside of JHBC-sponsored events during the school year.

Social Networking

In this technology-booming age, there are a plethora of venues to pursue social networking options on the internet. These methods of communication have good potential uses for the kingdom, but can often be used to build privatized worlds away from true personal fellowship in the body of Christ (see sermon by John MacArthur: <http://vimeo.com/89149657>). Not only does this stunt Christian fellowship but also creates great distraction from studies while students attend JHBC. Facebook, Instagram, Snapchat and approved social networking sites may be used (via computer, cellular phone or any other electronic device) Friday evening after Work/Study through Sunday evening, on field trips, and during Fall, Christmas and Spring breaks at your discretion.

Music

Determining acceptable Christian music is becoming more and more difficult because of the wide range of genres, styles, lyrics, taste and emotion. At JHBC we want to encourage a Christ-honoring lifestyle, which includes the area of music. We encourage excellent, God-honoring music that contributes to the glory of God and the edification of others. Concerts need to be approved by the administration. The senior staff and RDs of JHBC reserve the right to require students to refrain from listening to music which the staff considers to be inappropriate, on a case-by-case basis.

Social Areas

There are various social areas on campus for regular student activities. The dormitories are not coed and as such no student may enter the dorm room of the opposite sex under any circumstances.

Social Hours

For the well-being of the entire student body, JHBC sets a regular curfew time for students to be in their dorm rooms. Sufficient sleep is necessary for a sound academic and spiritual life as well as pleasant interpersonal relationships. Therefore, the following curfews have been established. Sunday through Thursday: 11 p.m. Friday: 1 a.m. Saturday: 12 a.m. The staff will establish any

exceptions to these times. Girls may use the classroom for extra study time after curfew. Guys may use the lodge for extra study time after curfew. The curfew for the Commons is 10 pm on weekdays, 12 a.m. on Friday and 11 p.m. Saturday.

Departures

Students leaving campus for any reason are requested to sign-out on the sheet available in the lodge noting their destination and approximate time of return. This is a courtesy issue allowing JHBC staff to locate students in the event of a family/school emergency.

College Breaks

During breaks, movies and gaming will be at the discretion of the student with the goal being to utilize Biblical principles learned (from the previous semester) to form a foundation for lifelong discernment, convictions, and spiritual discipline.

Recognizing that all students have signed the Lifestyle Commitment (Student Application) and agreed to abide by the Code of Conduct (Student Handbook), all students will be held accountable for their actions whether at JHBC or elsewhere during their enrollment at JHBC. Any activities that would be dishonoring to Christ while students are enrolled at JHBC (including during winter and spring break) will result in the appropriate discipline, expulsion or R&R.

Students may leave for breaks only after class and work/study obligations are fulfilled.

Discipline

The goal of disciplinary situations at JHBC is the development of maturity in the individual student. Recognizing that conflict can/does occur (James 4:1), our desire through any disciplinary process is that we would be motivated by love (1 Cor. 13:7, Prov. 19:11), characterized by forgiveness (Matt. 18:21-35), inspired by grace (Heb. 4:14-16), and driven by the Gospel (Col. 1:21-22). If correction becomes necessary (assuming the offense is not at the level of immediate expulsion), the student will be given ample time to make any necessary changes. If the problem persists, the student may be asked to withdraw from enrollment at JHBC. Discipline may result from either specific actions or from a negative attitude (divisiveness) that influences the lives of others. Parents will be notified as needed in areas of discipline. Examples of where discipline may be used: dress code and curfew violations, gossip and slander of fellow students, staff or professors, problems with church/class attendance, music, theft, improper conduct with the opposite sex, use of alcohol or drugs, etc. Discipline begins with the Responsibility Reinforcement program, as outlined below:

Responsibility Reinforcement (R&R):

Infractions of the rules will lead to the issuing of an R&R. Discipline will be given at the discretion of the staff with the purpose of addressing the heart attitude.

Any student receiving three or more R&Rs will meet with the Administrator who shall determine whether the student shall be placed on probation (i.e. social, academic).

If while on probation the student's conduct shows no improvement, the student's enrollment may be terminated. The student is eligible for reapplication to the school after a minimum of one full semester following his/her dismissal.

These R&Rs will be in the student's files and this information may be attached to their permanent record.

Expulsion

JHBC reserves the right to expel any student for any reason deemed appropriate by the Administration. Examples of where expulsion may be enacted would be activities that put the safety of the physical and spiritual well-being of the college community or the offender(s) at risk.

When expelled from the College, all current educational activities are terminated immediately and may not be resumed. When a student is dismissed or asked to withdraw from the College, the following process will be followed:

1. The student will not be allowed on campus for any activity or event without prior permission from the Dean of Students.
2. The student is responsible to move out of their room by the time determined by the Dean.
3. The student remains financially responsible for the balance of their student account. No refund will be given for a student's tuition when they are expelled.
4. The student will receive the notation of "WP" (Withdrawn-Passed) for all courses the student is currently participating in and "W" (Withdrawn) for all courses the student has not yet completed.
5. The student will be allowed to re-apply to the College at the Dean's discretion after a minimum of one full semester if the following process is pursued by the student:
 - a) Functioning commitment to the local church.
 - b) The student submits himself to an accountability relationship with a staff member at their local church or other appropriate person agreed to by the Dean.
 - c) The student demonstrates a consistent pattern of Christian living evidencing a sincere repentance.

Student Housing

Dormitories provide an ideal opportunity to learn to live with other members of the body of Christ, to make friends and to deepen your spiritual life and fellowship. To make the dorm experience the best it can be, please remember the following:

What To Bring

Students are responsible to provide their own bedding for a twin-size bed. Personal storage provided will include: two drawers per student as well as some shelf and hanging space.

Report Needed Repairs

Please inform the Facility Manager of any needed repairs. We request you refrain from doing the repair work yourself.

- Report any clogged drains, frozen pipes, drippy pipes or faucets ASAP. (In winter, outside spickets will have small water stream...do not turn off).
- Report any electrical problems.
- Report any propane leaks (smells like onions) ASAP.
- Report anything lost in the snow. The snow blower will find it.
- Report any activities of guests or students, that may cause injury/damage to people or property.

Damage

Any property damage beyond normal wear and tear is the responsibility of the individual student. Please report all damage. Upon arrival, students will be required to sign a form to confirm there is no damage to the room as well as indicating their responsibility of any damage incurred during the school year.

Electronic Sound Equipment

Students are not permitted to have TVs in the dorm. Radios, stereos and speakers are allowed but must be kept at low volumes at all times and operated only with headphones between the hours of 10 p.m. and 8 a.m. Playing music in the dorms must be done only with the respectful consideration of others and Christian or instrumental only. Abuse of the privilege of having a speaker in the dorm will result in removal of the equipment by the staff. The Administration will disallow any music that precipitates divisiveness or does not, in its opinion, glorify God. Questionable secular music will not be permitted.

Electrical Appliances

Electric razors, hair-dryers, coffee makers and curling irons are acceptable appliances.

Dormitory Inspection

Rooms should always be kept clean and neat for fellow students, possible prospective student visits, family visits, safety, etc.

Pets

Students are not allowed to keep pets of any kind on campus.

Quiet Hours

Quiet hours in the dorm are from one hour before curfew to 7 a.m. Participants in dorm activities should always be thoughtful of roommates and other residents. In order to help protect the privacy and preserve the family integrity of the staff with families, as well as renters, we ask that you knock and enter only when given permission to do so. We also would request that you call ahead if at all possible. Please refrain from visits after 8 p.m. unless there is an emergency.

Housing During Breaks: The dorms will be closed during both Christmas and Spring breaks. Students are responsible for their own housing during these breaks and will not be allowed to stay on campus.

Phone Service

Students are allowed to have and use personal cell phones on campus. Please refrain from reading mail or using the phone (including texting) during meal times so as to keep this time more in the context of fellowship.

Laundry

Washing and drying machines are provided on campus for students' use on afternoons during the week. College staff will designate specific time slots for each student. Cost is included in tuition.

Firearms

Firearms (including paintball, airsoft, BB gun, pellet gun, etc.) may not be brought on campus by any member of the student body.

Guests/Visitors

All guests requesting to visit at the college must be registered in advance with the college. Friends/family are not permitted to stay in dorms with students. Guests can find lodging in the town of Jackson which is 15 minutes away from JHBC; motels such as Super 8 are the most economical. Families and guests may join for meals. Cost for joining students for meals is \$6/breakfast, \$7/lunch, and \$8/dinner.

Spiritual Life

Devotional Life

Each student is encouraged to set aside a portion of each day for personal time with God. The importance of this time alone with the Savior in study of His Word, meditation, and prayer cannot be understated. In fact, one of our main goals at JHBC is to see students increase in their fervency for Christ as His disciple. All other things are counted as loss in comparison to knowing Jesus Christ (Philippians 3:7-8). We call students to cultivate increasing love for Him by becoming saturated with His Word. Getting to know God by spending time in His Word should be done as a personal act of worship, enabled by the Spirit (Romans 12:1-4, John 4:23-24). Because this is so crucial to Christian growth, every effort will be made to aid the student in the cultivation of this time.

Church Attendance

JHBC is a ministry of Community Bible Church; students are required to attend regularly the morning Sunday services at CBC and participate alongside members of the fellowship. There are several reasons for this including support of fellowship, contact with ministry personnel, and an additional time of teaching (beyond JHBC classes) for students. Normal classroom rules apply within the teaching times at CBC.

Practical Christian Ministry Assignment

Each student is required to participate in ministry while at JHBC. The school and the student will jointly arrange this after the student's arrival at the college.

Student Grievance Procedure

Grievances between any individuals while attending JHBC will be followed by Biblical principles set forth in Matthew 18.

Step One: The individual (privately) goes to the person he/she thinks has sinned and confronts a specific sin.

Step Two: Assuming no repentance takes place (if it does, the person has won their brother/sister and the issue is dropped) the offended takes one or two (unbiased or eye witness(s) – see principles derived from Deut. 19:15-20; Prov. 14:5 & 25; Prov. 19:5; Prov. 6:16-19; Ex. 20:16) witnesses with them “so that by the mouth of two or three witnesses every fact may be confirmed.”

Because students are not members of Community Bible Church, in order to provide an impartial, transparent (above reproach), Biblical mediation process by a trusted third party (alleviates conflict of interest issues), the following steps are taken. Please see Conciliation Agreement, signed by each student, for more detail.

Step Three: A meeting takes place with each party selecting an independent and objective arbitrator.

Step Four: “Unless the parties mutually agree to the use of only one arbitrator, the two arbitrators selected by the parties shall jointly select the neutral, third arbitrator. If there is an impasse in the selection of the third arbitrator, the Institute for Christian Conciliation division of Peacemaker Ministries of Billings, Montana shall be asked to provide the name of a qualified person who will serve in that capacity.”

We believe the plan Christ gave to the church should be our plan at JHBC. This plan does not acknowledge group sharing, nor allow multiple accusers with no vested interest in the matter to get involved, see Prov. 26:17 & Prov. 3:30, which would open the door to our old nature and stimulate gossip, slander, half truths, and unedifying speech.

Student Activities

Jackson Hole Bible College offers special activities to enrich the life of the student. The times of fellowship, prayer and recreation help to enhance the family atmosphere of JHBC throughout the school year.

Part of the uniqueness of JHBC is the integration of the academic disciplines in the classroom with days set aside for educational trips, outdoor recreational sports and special events. This approach signals a radical departure from the average college experience.

The location of the school in northwest Wyoming near Yellowstone and Grand Teton National Parks lends itself to many outdoor activities, such as downhill skiing, cross-country skiing, snowboarding, snowshoeing, hiking, backpacking, horseback riding, climbing, rappelling, boating, canoeing, kayaking, and fly fishing. JHBC will provide opportunities for some of these activities throughout the year.

Student Work Assignments

Rotating assignments are made for daily kitchen and cleanup duty. If a student is not able to fulfill his work assignment (sick, injured, scheduling conflict), the student is responsible to find a replacement. This lends to character building and higher standards of relational and group cooperation in each student. Students also may opt for the Work/Study program, which reduces their tuition. Work assignments may include such things as maintenance, office work, woodcutting, snow removal, cleaning, and general work projects.

JACKSON HOLE BIBLE COLLEGE Rules & Regulations JHBC facility

Dorms:

When leaving dorms for class or activities please turn off all lights/electronics, close windows and turn down the heaters to conserve energy.

Please help us conserve water and energy also by limiting your showers to a reasonable time. This also makes sure that other students have a warm shower.

Do not jam or force doors closed on snow or ice build-up. Take time to clean this area daily in bad weather.

General:

Students should not ride or pet neighbor's horses or the local moose.

The use of fireworks is prohibited in Teton County.

Shoes and shirts must be worn in the Dining Room/Kitchen at all times.

Each student is expected to pay attention to and adhere to the rules governing our visits to the National Parks and National Forests. Shoes are required for all hikes (no barefeet hiking).

We strongly suggest you do not keep large amounts of money in your cabin. You may consider opening a checking/savings account at any of the local banks.

Please see Jared, Wade or Andrew if you need to borrow tools or use the shop. Report any broken or worn tools. Eye and ear protection is to be worn at all times while using power tools/impact tools, weed-whacking or splitting wood. We also have work gloves available.

Garbage/Sanitation:

Garbage should be disposed of twice weekly unless the garbage container is already full. Break down all cardboard boxes and put them in the designated recycling area behind the kitchen. Please do not park in front of the dumpster at any time. The garbage truck picks up on Fridays. Please do not over-stack the dumpster so that the lids do not close. Bag all trash. Do not leave trash outside (dogs, bears and birds will find it).

DO NOT FLUSH ANY BULKY ITEMS DOWN THE TOILET. This includes garbage, feminine products and non-degradables-- only human waste.

Do not put garbage or animal fat (butter/grease/etc.) down any drains.

Fire Safety/Maintenance:

Several fire extinguishers are at camp: dorms, kitchen, garage and inside door of dining room. In case of fire: 1. Get everyone out. 2. Turn off electric if possible 3. Call 911.

There are many sewer and water lines (including sprinkler systems) running around the facility so no one should drive any vehicle anywhere on the property unless they've checked with Jared, Wade or Andrew.

Roof material at JHBC is primarily metal roofing and can be damaged easily. No one is allowed up on the roof (unless we're shoveling it).

Report strange people or phone calls at JHBC.

Please be cautious around heaters, wood stoves and ranges. Do not hang clothes above or too close to stoves or heaters.

Damage to pipes due to freezing (caused by negligence of student) will be the responsibility of the student.

Kitchen Rules:

Headphones or air-pods are not to be used in the kitchen.

Only staff will provide music in the kitchen.

Only kitchen staff or students authorized by staff are allowed in the walk-ins.

Closed-toes shoes only in the kitchen.

Wear aprons when in kitchen.

Read and sign handbook policy.

Hair needs to be pulled back when working in the kitchen.

Students are only permitted in the kitchen when staff members are present.

No sitting on counters.

No eating during food prep or serving.

No loitering in serving window.

Students need to ask to use any kitchen supplies or ingredients. Fees may apply.

No horseplay, snapping of towels in kitchen; no towels on shoulders.

No saving food; doggie-bags.

Classroom Rules:

All professors/teachers are to be addressed by their professional titles (i.e. "Dr.," "Professor," "Pastor," "Mr.," "Mrs.," etc.) not Hey "Dude," "Buddy," or "Pal."

No text messaging, personal computer use, I-Chat, email etc. during class. First offense reduces your grade for that class to a "D". Second offense will result in a failure for the class.

No cell phone use in class including optional classes. Cell phones must be put away and on "do not disturb"/silence mode.

No food during class time. You may have bottled beverages (w/ lids) or travel mugs with lids.

No sleeping in class.

Guys may wear hats, but no hoods in class.

All books and personal items need to be taken out of the classroom each day (no temporary parking spaces).

In the event an activity is planned on the weekend; students must have all assignments turned in by the due date before attending the event.

Commons Rules:

Do your own dishes.

If you need any items from the Main Kitchen, please ask the cooks.

Commons may be used up to an hour before curfew.

The shower is off limits for the Commons.

Additional Information:

Periodically we will engage in optional activities (ie. Rock scrambling/climbing/bouldering, whitewater rafting, alpine slide, paintballing, airsoft, etc.) not covered by our insurance carrier. In order for students to participate they must fill out any liability waivers requested by the vendor(s) as well as a JHBC "non-sponsored event form." Students who are minors (under 18 yrs. old) must have a parent's/guardian's signature on the non-sponsored event form(s) prior to leaving for trips. Please see Holly for details.

Covenant Eyes:

Anyone wishing to use the internet at JHBC (including wireless on your own computer) is required to download onto their computers the Covenant Eyes Internet Accountability program. Do not give your password to anyone. We also highly recommend you put some type of virus protection on your personal computer if you have not already done so. Password for routers: 2Timothy215

