

Dear Guests,

On behalf of the JOURNEYS staff and volunteer we welcome you!

We hope you have already met with staff and completed your intake.

If not, here are the rules to follow at the shelters.

### **PADS Overnight Shelter Rules and Regulations for Guests 2016-2017**

<b><u>Behavior:</u></b>	<b><u>Sleeping areas:</u></b>	<b><u>Entry:</u></b>
<ul style="list-style-type: none"><li>• Do not engage in verbal aggression, including but not limited to: yelling, personal insults, attempts to threaten or intimidate, and a pattern of interrupting conversations.</li><li>• Do not use either obscene or abusive language.</li><li>• Photography is not allowed.</li><li>• Do not advertise or sell services.</li><li>• Viewing media showing sexual imagery is prohibited.</li><li>• No waiting in a vehicle in the parking lot.</li><li>• Sexual behavior is not permitted.</li><li>• You must not bring open containers holding liquids into a shelter site.</li><li>• At a minimum you must wear the following while sleeping: Underwear, pants and a shirt.</li><li>• Smoking breaks are monitored differently from site to site and rules for smoking breaks must be followed.</li><li>• The transport or use of alcohol and drugs (aside from prescription medication) will not be tolerated<ul style="list-style-type: none"><li>○ Prescription medication</li></ul></li></ul>	<ul style="list-style-type: none"><li>• No kicking or touching another guest's PAD</li><li>• You must sleep in the sleeping area and on the mattress pad assigned to you each night by shelter volunteers</li><li>• Minors must sleep in the same area as their parent(s) or guardian(s), as directed by the volunteers at each site.</li><li>• You are not ever allowed in the sleeping area of the opposite sex.</li><li>• There is no loitering or sleeping outside.</li><li>• Personal alarm clocks of any sort are not allowed<ul style="list-style-type: none"><li>○ Volunteers can wake guests up at a specified time if specified at sign in</li></ul></li></ul>	<ul style="list-style-type: none"><li>• The shelter is open for guests from 7 pm until 7 am the following morning. Guests may begin lining up outside the shelter entrance at 6:45 pm.<ul style="list-style-type: none"><li>○ Guests are not permitted on the property of a shelter site prior to 6:45</li><li>○ Guest must arrive by 9 pm unless they have been given noted permission for late arrival.</li></ul></li><li>• Guest must present a valid PADS ID for entry into the site.<ul style="list-style-type: none"><li>○ New guests can obtain a 7 day temporary guest ID one time; a soft background check will be conducted upon registering for the temporary guest ID</li><li>○ If you have been convicted of a crime against another person, you may be ineligible for all shelter sites, and may</li></ul></li></ul>

<p><b><u>Behavior, continued:</u></b></p> <p>cannot be held (or refrigerated) by the volunteers for any guest</p> <ul style="list-style-type: none"> <li>• Personal blankets, linens, pillows are not allowed</li> <li>• Weapons are prohibited.</li> <li>• Guests are not permitted to use the site telephone.</li> </ul>		<p><b><u>Entry, continued:</u></b></p> <p>not receive a permanent shelter ID from JOURNEYS.</p> <ul style="list-style-type: none"> <li>• Once a guest signs in, they cannot leave the site and return to that site or any other site for the evening <ul style="list-style-type: none"> <li>○ Dinner only is not an option</li> <li>○ Other sites for the same evening will be notified if you leave one site</li> </ul> </li> <li>• You must show a JOURNEYS' ID to shelter volunteers when you sign in to a site.</li> <li>• TB test must be administered and verified each and every season</li> </ul>
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Noncompliance with any of these rules and regulations will likely result in you needing to meet in person with your case manager and can result in ineligibility, temporarily or permanently.

Sincerely,



Allyson Schnoor  
Shelter Manager

