

## Guest Rules

### 1. No Anti-Social Behaviour & Offensive Language

At Dartford Churches Winter Shelter the dignity & safety of our guests and volunteers is very important to us. If there are any doubts about whether a person might be violent, aggressive or disruptive we will not allow them into the shelter; even if they have been booked into a bed.

### 2. No Controlled Drugs

Dartford Churches Winter Shelter operates a no controlled drugs policy. Drug usage or possession will result in a permanent ban. We cannot at any time of your stay take responsibility for prescription drugs.

### 3. No Alcohol

Dartford Churches Winter Shelter is **NOT** a wet shelter. Bringing alcohol onto the premises of some venues is against the law. You cannot consume alcohol within or in the immediate locality of shelter venues. Drinking in or around the location of the shelter will result in an immediate warning or a ban. You will not be allowed in to the shelter if you are obviously drunk or stoned.

### 4. No Smoking Inside The Church Buildings

Smoking (inc. e-cigarettes) inside the church venues is not permitted. Guests will be able to have a cigarette outside of the shelter doors or the allocated smoking area. Smoking is NOT permitted between 11.00pm and 7.00am

### 5. No Offensive Weapons

### 6. No Pets Allowed

### 7. Entry Time

You are expected to arrive between 7pm and 8pm. If you are going to be late you must let us know as soon as possible. If you arrive after 8pm you may not be allowed in and your bed may be offered to someone else.

### 8. Searches

The project reserves the right to require a consensual search of guests before they are admitted to the shelter if the Venue Manager or Project Coordinator considers it likely that the guest is trying to conceal drugs or alcohol.

### 9. Lights Out

Between 11.00pm and 7.00am you are expected to stay in your own bed and keep quiet so as to allow others to sleep. You must not visit the opposite gender sleeping area during this time.

### 10. No guests to sleep together regardless of gender or relationship

Separate sleeping areas will be available to male and female guests.

### 11. The shelter is only for those aged 18 years and above

***FAILURE TO MEET THE ABOVE CONDITIONS WILL RESULT IN:***

- 1. A first warning, which may be in the form of a one night ban from the shelter.***
- 2. Two warnings or a serious incident will result in a permanent ban from the shelter in the current year.***

***Such action will be taken by the Project Administrator in consultation with the Venue Managers***

The Project Administrator & Venue Managers will be responsible for any bans from Dartford Churches Winter Shelter. It is not our intention to exclude anyone from Dartford Churches Winter Shelter. This is a last resort. However, if guests cannot respect these above conditions we will have to take appropriate action. The above conditions exist in order to maintain a safe environment for both volunteers and guests. Where guests choose not to conform to any of the above conditions we will act in line with what we describe in this commitment. We will endeavour to do so in an open, accountable and reasonable manner. This process will include an opportunity for subsequent appeal.