

ALBANY TEMPORARY TRANSITION SHELTER RULES

These rules are not intended to be all-inclusive; areas not addressed will be addressed by the on-site staff as needed. We ask for considerate, safe behavior from all shelter participants to ensure everybody's safety.

- The shelter doors open for clients at 5:30PM and close at 8:30AM. Priority will be given to people transitioning off the bulb until 6:30 PM. After 6:30 PM, available beds will be provided to others who are homeless in Albany.
- Dinner is served between 6:00PM and 7:00PM. Lights are turned off and quiet time must be observed at 10:00PM. Breakfast is served between 7:00AM and 8:00AM. All clients are required to exit the premises at or before closing time.
- Clients must be 18 years or older and sign in at evening arrival and out at morning departure.
- There are no in and out privileges. Clients will not be able to sign in after 8:00 PM. Should a client leave and not return by 8:00PM, the client will not be admitted in the shelter.
- Personal belongings must be kept to a minimum. Participants may ONLY bring in one bag of personal belongings in the living quarters. Shoes, medications and items of value must be stored in the provided lockers. Additional belongings will be stored in a designated protected and locked area outside the shelter. The shelter will not be responsible for any items that are lost or stolen. Items remaining inside the shelter longer than (7) days by shelter participants after they have left will be considered abandoned. Shelter Staff are not permitted to keep money or personal belongings for residents.
- Showers will be open between 8:30 PM and 9:30 PM. Showers and towels are available for clients' use. Showers may be required by staff.
- Proper attire is required at all times. No bare chests, short shorts etc. Further definition is at the discretion of program staff.
- Staff will work to support and accommodate special needs within the limits of the shelter.
- Pets are permitted in designated enclosures outside the shelter on a first come first served basis until capacity is reached. Owner is responsible for picking up after his/her pet.
- No smoking is permitted inside the shelter or within 30 feet of the shelter entrance.
- No visitors are allowed on the premises.

Participants are expected to treat other participants, and staff with courtesy and respect.

The following will be cause for **IMMEDIATE EXPULSION** from the shelter and any additional action that necessitate police intervention:

- Alcohol, drugs, or weapons **WILL NOT** be allowed on shelter property or on person.
- Physical or verbal violence towards other participants, or staff
- Lack of cooperation and/or compliance with shelter rules or staff.
- Theft
- Sexual harassment, sexual activity and/or inappropriate sexual behavior involving other participants or staff are not permitted in the Shelter or on the property.