

# Shelter Resident Information Sheet

## WE WELCOME YOU!

Welcome to the shelter. This information sheet will give a few tips for a peaceful stay.

### **Parking**

All residents will park in the school parking lot.

**PARK IN DESIGNATED PARKING AREAS, NOT THE BUS LOOP CURB!**

### **Children**

Do not leave your children unattended. They are your responsibility. Children must be limited to your area. Please be respectful of other areas.

### **Shelter Cleanliness**

Please make sure all of your area is kept neat and clean. Please dispose of any trash in the trash cans. Additionally, please assist us in keeping restrooms clean.

### **Prohibited Items**

We will not tolerate drugs, alcohol, or weapons. If you are found in possession of or you are under the influence, we will have our on-site officer take necessary measures.

There is no smoking in the building. This includes, vapes, e-cigarettes, Juuls, etc. A designated smoking area is located outside.

**DO NOT SMOKE OUTSIDE THE DOORS!**

### **Entrance/Exit**

You must enter and exit through the same door. If you leave the shelter, you must sign in and out each time. **DO NOT LEAVE** without signing out. You and your family are prohibited from accessing the rest of the campus.

### **Shelter Manager**

There will be a shelter manager and a Clay County School District Police officer at all times.

### **Personal Item Responsibility**

Personal items are the responsibility of the occupants.