

House Rules & Policies

>>> **XXX.XXX.XXXX** <<<

Break these rules and your stay will be terminated

You have 3 warnings ONLY

(**RED TYPE** = IMMEDIATE REMOVAL FROM HOME)

1) SAFETY:

- a) No loitering or hanging out in the front yard for any reason. The back patio is used for this.
- b) Keep entry and exit doors closed and locked at all times
- c) No weapons, drugs, or paraphernalia of any kind
- d) Do not leave items on the floor that may cause a slipping or trip hazard
- e) If you spill anything on the floor immediately wipe it up and then place a wet floor sign
- f) In case of an emergency, we need all residents to sign in and out of the home when leaving the property.

2) GENERAL:

- a) **Do not steal or use another person's items without permission.**
- b) **Do not open or enter any cabinets or closets with locks**
- c) Turn lights off when not in use
- d) You may NOT enter another resident's room at any time
- e) Keep room door closed at all times
- f) Clothes must be worn outside of your room.
- g) Never leave personal items unattended in common areas of the home
- h) Kitchen closes at 8pm
- i) Residents can enter the home during these hours ONLY:
 - 6AM-11PM Sunday – Thursday, 12am TV off
 - 6AM – 12AM Friday and Saturday, 12am TV off
 - 24 hour prior written notice must be given for any & all exception
- j) **If you are diabetic or need to give yourself shots using a syringe, you will need to have a medical grade bin to dispose of used needles properly.**

3) SMOKING, ALCOHOL, AND DRUGS:

- a) **Smoking on backyard patio ONLY**
- b) **No Alcohol consumption or storage of alcohol in or around premises**
- c) **Do not share medication**
- d) **No storage or use of illegal drugs or unprescribed medication allowed**
- e) **Everyone is subject to random UA**

4) CLEANLINESS:

- a) Put trash in the trash can, put dirty dishes in the sink, clean up after you use the bathroom
- b) Your room shall be kept in an orderly and sanitary condition at ALL times
- c) Food is only to be consumed in the kitchen.
- d) Food is NOT ALLOWED in bedrooms at any time.
- e) If you spill anything or make a mess anywhere in the house including your room you will be responsible for cleaning it up.

5) YOUR ROOM:

- a) **You may NOT enter another resident's room at any time**
- b) Mattress covers must NEVER be removed
- c) Keep room door closed at all times
- d) Keep personal items inside of your room (Valuable Items should be secured)
- e) All rooms are subject to search by Anchor House staff

6) PERSONAL HYGIENE

- a) Diapers, bed pads, or any personal hygiene items must be disposed of properly.
- b) You shall keep up with your personal hygiene by bathing and brushing your teeth frequently.
- c) You shall have no complaints that you or your personal space has offensive odors.

7) BEHAVIOR:

- a) **No aggressive or violent behavior EVER!**
- b) **No profanity or offensive language directed at any residents, neighbors, or Anchor staff or helpers**
- c) **No lending or borrowing money, cars or other property from other residents or neighbor**
- d) **All residents must attend outpatient treatment**
- e) **No romantic advances on Anchor House staff**

8) LAUNDRY:

- a) Use of Laundry on scheduled day and time ONLY
- b) Laundry area must be clean
- c) You may not wash another person's clothes
- d) **You may not put feces soiled items into any washer or dryer in the home**

My signature signifies, I have read and understand what I can and cannot do while living in Anchor House. I understand and agree that if I break any rules within this document in red type, my stay will be terminated immediately, and I will be banned from living in other homes that Anchor Housing manages.

X_____ Date: _____