

HOUSE RULES

NO ALCOHOL AND/OR RECREATIONAL DRUGS



No alcohol is to be brought on to or consumed on the premises.

The possession and/or use of illegal drugs or the abuse of prescription drugs will not be tolerated and will result in Police involvement and/or immediate loss of your right to occupy.

All prescribed medication is to be stored in a locked area for the safety of all residents.

BE RESPECTFUL – NO DISRUPTIVE BEHAVIOUR AND EXCESSIVE NOISE



Residents are not to interfere with the peace of other residents.

Behaviour such as abusive language, the creation of excessive noise, engaging in physical fights, bullying, harassment or other acts of violence against people or property will not be tolerated and may result in Police involvement, notice to quit or, in serious or repeat cases, the immediate loss of your right to occupy.

NO STEALING



Residents caught stealing within the premises will result in Police involvement and in the immediate loss of your right to occupy.

MAINTENANCE OF ROOMS AND SELF



Residents are to maintain their rooms in a clean, safe and hygienic manner which does not cause distress to other residents, staff, owners and managers at the facility.

Residents are to maintain a standard of personal hygiene consistent with general community standards.

If the resident cannot maintain a standard of personal hygiene and refuses Personal Care Support, the resident may be asked to leave at management's discretion.

All personal electrical items, MUST be tagged and tested at the residents expense.

All food stuffs to be placed in sealed containers when stored in bedrooms to assist in prevention of vermin.

Laundry is to be hung on clothes lines supplied, not in any of the accommodation sections or hand rails.

All prescribed medication is to be stored in a locked area for the safety of all residents.

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CLEAN UP AFTER USE OF COMMON AREAS



Residents and their visitors using common areas of the facility including lounge/ television rooms, dining rooms, toilets and bathrooms, kitchens, hallways, patios and yards are to leave them neat, clean and tidy after using them.

VISITORS WELCOME



Residents are to ensure that their visitors are aware of the house rules and abide by them.

If visitors cause problems, residents should notify the management.

The entertaining of visitors in individual rooms after 10pm (or other designated time) is only permitted with consent from the Manager.

Residents are to ensure their visitors report to the office to sign the "Visitor's Sign-In/Out book".

ACCESS TO RESIDENTS ROOM / DOOR LOCKS AND KEYS



Managers and their staff reserve the right to access residents' rooms as prescribed in the terms of the Resident Agreement.

Residents are not to tamper with or change door locks within the premises or make copies of keys without the express permission of the caretaker, manager or owner.

Residents are not to lend or give keys to other people, including other residents.

Replacement keys will incur a \$25 replacement cost. If residents lock themselves out after hours, contact the after hours number and wait for staff to arrive (A fee will be charged).

No obstructions or items to be placed within 1 meter in front of, near or around or on bedroom doors, fire exits or fire equipment.

PROHIBITED ITEMS WITHIN THE PREMISES



The following items are strictly forbidden to be brought into the premises by either residents or their visitors:

- Noxious, explosive or other dangerous substances
- Illegal substances, materials and goods (including the storage of stolen goods)
- Weapons.

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NO PETS



Pets are forbidden on the premises without the permission of the owner/manager. It will be considered upon application.

SMOKING AND FIRE



Smoking is prohibited in all areas of any buildings on the property except in the designated areas on verandas and outdoors. All butts and ashes to be disposed off in tins supplied.

No matches, candle or incense burning anywhere in the home.

All cooking to be done in designated areas. No cooking should be done in bedrooms (i.e. toasters or electric jugs).

Residents or their visitors should not touch or remove fire safety equipment unless in the case of an emergency or with consent of the management.

MAINTENANCE



All malicious damage to property of Skymac Pty Ltd, will be paid for by the residents.

Furniture or fittings should not be removed without consent of management.

Notify management of any maintenance issues as soon as possible.

Do not attempt to change or fix electrical equipment, including light bulbs.

NO BORROWING OR LENDING OF PROPERTY



Residents should not borrow or lend cigarettes, tobacco or money.

EMERGENCY EVACUATION DRILLS



It is a government requirement that all residents and staff participate in ongoing Emergency Evacuation Drills. When alarm sounds please forward to the Assembly Point and have your name marked off the roll.

I have read and understand the house rules:

Signed:

Date: