# **Cold Weather Shelter**

## When is it open-

When the temperature is 20 degrees or below from November 15, 2016 to March 31, 2017

# **Accessing Shelter-**

People will call 913-735-WARM (9276) after 1pm each day. This number will state if the shelter will be open or closed. It is first come, first serve basis for 20 beds. A person must arrive at 6 pm for check in. Nobody will be accepted after 8 pm except at the discretion of the team leader and director.

## What takes place-

Upon entry, they will sign in and sign up for showers. Showers will take place from 6-9pm. Men will shower first. There will be a male facilitating this. Women will shower next with a female facilitating. Men, women, and children will be in the sanctuary eating and fellowshipping with volunteers during the 6-9pm sign in and shower time. Lights will be out at 10pm and breakfast is served at 7am. Guests will depart between 8-9am and will be directed toward day warming centers.

At the time of entry, guests are subject to a search. Weapons will be handed over to staff and stored safely with name on weapon. Weapons will be given back to guests when they leave in the morning.

Alcohol, drugs, and paraphernalia will not be allowed in the shelter. If guest is found to have these items after signing in, guest will be barred from shelter for 7 days.

If a guest is under the influence of drugs and/or alcohol, they WILL be allowed in. However, they will be given a warning that if any inappropriate behavior or disturbance occurs, they will be asked to leave immediately.

#### Volunteers-

8-14 volunteers are needed each night-

Sign in/Search: 1 male/1 female Showers: 1 male/1 female Kitchen: 1-2 people Relational: 2-4 people

Main Leader: 1 person appointed by director

Of these volunteers, 2 men and 1-2 females will be supervising through the night. Everyone else can leave when their duty is completed.