

WYDAN NIGHT SHELTER

Policy Documents

Office Address:

**WYDAN
One Community Centre
Cromwell Street
Leeds LS9 7SG**

Contact email:

**wydan.shelter@gmail.com
Shelter Phone: 07543 707418**

Bank:

**Unity Trust Bank
Account Number 20323123
Sort Code 60-83-01**

Registered Charity No.1158052

Night Shelter Policies Pack

This Pack contains copies of the policies affecting the running of a night shelter for destitute asylum seekers. They provide 'official' information and guidance.

Contents

1. Admissions - Referral Policy
 - 1a. Referral Procedures and Form
 - 1b. Guest Agreement
2. Health and Safety Policy
3. Health and Safety Check List
4. Vulnerable Adults policy
5. Alcohol and Drugs Policy
6. Prevention of Violence Policy
7. Incident Form
8. Equal Opportunities Policy
9. Complaints Procedure
10. Shelter Food Hygiene Policy
11. Volunteer Feedback Form
12. Appendix: Poster 'Catch it, Bin it, Kill it'