



Shower Card Policy

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Policy:

Our policy is to offer shower cards to our guests to promote good personal hygiene.

Procedures:

- 1. Guests will be assessed for suitability to be offered a place as a guest of Sunbury Winter Shelter (SWS).**
- 2. Guests found to be suitable after assessment will be offered what is known as a “shower card” by the Project Co-ordinator or assessor. This will be recorded on the assessment sheet.**

Procedure for purchase and administration of cards:

- 1. Cards are purchased from Hume CC, Sunbury Aquatic Leisure Centre, 20 Ligar Street, Sunbury Phone: 9356-6820.**
- 2. Payment is made using the Sunbury Winter Shelter Inc. Business Debit Card. The current price is \$15.60 for a 5 swim pass.**
- 3. The passes are purchased and numbered: 1 to by the staff at the Aquatic Centre.**
- 4. The passes are then logged at SWS and the name of the recipient noted upon distribution.**
- 5. If the Aquatic Centre has any need to contact a card recipient then contact is made to SWS using the number 0497 216 118 or the private number of the Project Co-ordinator.**
- 6. Cards are not usually held in stock by SWS as they have an expiry date.**
- 7. The exercise of card distribution is to offer our guests dignity and choice as the card gives our guest the freedom to perhaps have an activity during the day prior to the shelter opening at 5pm.**