



WELCOME!

About Us

- Independence Apartments houses approximately 35 residents on conditional release, and staff are available on-site 24 hours a day to answer questions and concerns.
- Our intent is to aid in the transition between incarceration and community living by providing/promoting insight and self-awareness, appropriate role models, a positive communal-living atmosphere, accurate referrals to treatment centers and other community resources, and opportunities to experience a pro-social lifestyle while protecting the community by supervising residents' daily activities.
- Upon Arrival, an initial meeting with a Caseworker should include an explanation of the facility's regulations, fire procedures, disbursement of personal items, and the assignment of an apartment.
- Each client will be assigned a Caseworker at the time of intake. The Caseworker's role is to work one on one with residents to ensure that they are following the house rules and their individualized case plan. Caseworkers are required to meet with their clients formally, at a minimum of 1 time per month, to review their case plan.

Note: If clients fail to meet their expectations as set out in their case plan, all leisure privileges, including day and weekend passes, will be forfeited until all requirements are met.

A key function of Independence Apartments is to monitor all residents' behavior and report to their Parole Officer (or the Correctional Service of Canada's Duty Officer) information concerning:

- Any violation of a standard, an additional condition of release, or instructions issued by the resident's Parole Officer.
- Any significant increase in the resident's risk of re-offending.
- Other relevant information concerning the resident's behavior and performance in the community.

Note: If a resident becomes violent or overly disruptive, the police will be summoned to bring the situation under control. Independence Apartments reserves the right to withdraw the offer of residency to any resident if such action is warranted.

HOUSE RULES

House Rules exist to make the facility safe and enjoyable for everyone!

- Verbal abuse and threats towards staff or other residents will not be tolerated.
- Weapons are prohibited. Pocket/utility knives are allowed for work or craft purposes only.
- Appropriate clothing must be worn in all non-private areas. Residents may dress as they wish when alone in their bedrooms. However, at minimum, residents are required to wear underwear. Gang-related clothing is prohibited (i.e., bandanas or chains).
- Swearing/vulgar language is not tolerated. Courtesy should be a commonplace thing.
- Residents are not permitted in the staff offices unless a staff member is present.
- Shouting or "cat-calling" from the windows is prohibited.
- Residents are not permitted to exchange any property through the windows.
- In-house gambling is prohibited.
- Absolutely NO sexual contact is permitted within the CBRF or on the CBRF's property.

Note: Failure to abide by these rules and regulations will result in consequences being issued. Consequences may include warnings, curtailed curfews, loss of leisure passes, house grounding, or a residency review (Which may lead to termination of residency).

SIGN-IN/OUT PROCEDURES

All residents must sign-in whenever they arrive on the property and sign-out whenever they leave. When signing-out, residents must provide an accurate sign-out destination. This must include the name, address, and phone number of all the places the resident is going. This must also include the time frame for each intended destination; for example: "Blockbuster in Oliver Square (6 pm-6:30 pm), Home – info on file (7 pm-9:30 pm, return by 9:45 pm)." If you cannot provide each intended destination's time frames, you will need to call the facility upon each change of destination. Please use AM and PM or the 24-hour clock to indicate the exact time of day.

Residents must ensure that a staff member verifies each sign-in/out by having them initial upon each sign-in/out. Non-specific destinations such as "out" are not allowed. If sign-out destinations or estimated return times should change from what was recorded, the resident must contact the facility and provide updated information.

If a resident is found not to be at his expected location, the resident's whereabouts will be considered unknown and reported to CSC. Staff is required to always know the whereabouts of all residents. Staff will conduct random location checks, and any resident who deceives staff about their whereabouts will be advised to immediately return to the facility (even if they are currently at work). If the resident does not return to the facility, they will be declared Unlawfully-at-Large (UAL) and a warrant may be issued for their arrest.