

About your home



About this information



You live in **Supported Disability Accommodation** from Evolve Housing.

We will say **SDA** for short.



SDA means homes where people with disability can live and get support.



This information helps you look after the home you live in.



It will also tell you about things that Evolve Housing must do.

How you must look after your home



You must look after your home and keep it clean.



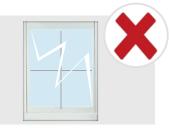
You must look after the **shared areas** in the home.



Shared areas are parts of the home you use together with other people like the kitchen.



You must look after things so they do not break.



You and people who come to visit you must not break things on purpose.



You should tell us if anything needs to be fixed.



You can also tell your house manager or **SIL** support worker.



SIL is short for Supported Independent Living.

SIL services support you with your daily things.



They can help you tell us what needs to be fixed or they can tell us for you.



You must not put things in the way of other people in shared areas.

How we must look after the home



Evolve Housing must make sure that the home is safe.



We need to fix things that are broken fast.



We must sort out all things to do with the home.

This might be getting someone to fix things.



We must be ok with some things not looking new after a while like carpets or walls.

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Rubbish



You can not leave rubbish in the shared areas.



You need to put the bins back after council picked up the rubbish.



You must put your rubbish in the council bins.



Your house manager or SIL support worker can help you

- Put the bins out and in
- Remember which day to do the bins.



The council comes 1 day each week to pick up the rubbish.



Sometimes you might have large things you want to throw away that do not fit in the bins.



You need to put the bins out the night before.



You can ask for the council to pick them up.

Pests



You can also pay a different service to pick them up.



Pests are things like rats or cockroaches.



If you have questions about the rubbish you can

- Call us on 1800 693 865
- Send an email to sda@evolvehousing.com.au.



If you have pests in the home it can make you and others sick.



To keep pests out you can do things like

- Keep food in closed containers
- · Clean the places you eat and keep food
- Put your rubbish in the bin.

Changes to your home



We will support you to make small changes to your home.

This might be things like ramps or hand rails.



You should make the changes before you move in if you can.



To make changes to the home a health worker must say yes to it.

This might be a doctor.



To find out more about changes to your home

- Call us on 1800 693 865
- Send us an email to sda@evolvehousing.com.au.

Keeping you safe



We want to make sure that you are safe in Evolve Housing homes.



We have some things in the home to help keep you safe like

- Locks
- Cameras.



You need to ask us if it is ok to change any of these things.



Always make sure to lock your door when you leave the home.

Smoke alarms



You should take care if you let people come into your home.



We have **smoke alarms** in all Evolve Housing homes.

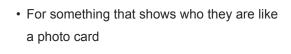


If they are people that you do not know you can ask

Who they are and where they are from



Smoke alarms beep to let us know that there might be a fire.



• For someone you can call who can tell you who the person is.



We need to check to make sure that all smoke alarms are working.



The law says that you must let us into your home to do these checks.

Safe from fires



If you do not let us into your home we will get a locksmith to open the door for us.



We want you to tell us if a smoke alarm is not working.



Do not break or take off smoke alarms.



These are some things you can do to make sure fires do no happen in your home.



When you are cooking do not walk away and leave pans on the stove.



Do not put clothes near or on top of a heater.



Turn your heater off before you go to sleep.



Do not put things in front of **fire exits**.



We will help you get out if you need support.



Fire exits are where you get out if there is a fire.



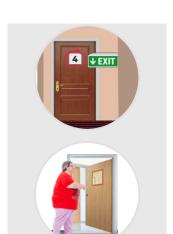
Make sure you know where to go to be safe.



Call 000 if there is a fire.



This might be the fire safe point that the house manager told you to go to.



Make sure you know where

The fire exits are

• Where else you can get out of the home.

Safe with electricity



There are some rules you should follow when you use electricity to keep safe.



Turn off things that use electricity if you are not using them.



Do not have water near things that use electricity.



Turn the power off before you take a plug out.



This might be things like

- · Computers or laptops
- Phones
- · Hair dryers.



Do not hold the cable when you pull it out.

You should only hold the plug.



Tell us if a light switch or plug does not work.

Do not try to fix it yourself.



You must clean the filter of the dryer after you use it.

Using water



Your **SDA agreement** will say if you have to pay for the water you use.



SDA agreement means the rules for you and Evolve Housing.



It helps save water if you

- Turn taps off when you are done
- Tell us about any water leaks in the home
- Do not make changes to shower heads
- Have short showers.

Keys



You need to look after your keys.



Do not have your address on your keys.



Call us on 1800 693 865 if you lose your keys.



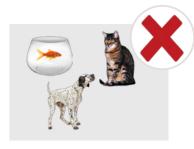
We can send someone to let you in your home.

You might have to pay for this.



You will need to pay for new keys if you lose the special keys for the garage.

Pets



You can not have pets in most Evolve Housing homes.



We will check with the other people living there if that is ok.



You might be able to have your **assistance dog** in an Evolve Housing home.



If we say yes to a pet you must make sure your pet is

- On a lead or in a cage in shared areas
- Healthy
- Not noisy.



Assistance dogs support people who

- Are blind
- Have issues with mental health.



You must clean up after your pet.



You can ask us if you can have a pet in your home.



If you want to get another pet you need to ask us again.

Letting us into your home



Sometimes we will need to come into your home to

Fix things

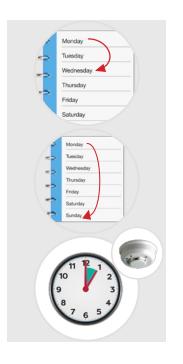
• Make sure everything is ok.



We will also come into your home before you move out to make sure nothing is broken.



We need to tell you before we come into your home.

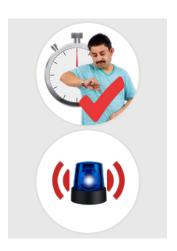


We have to tell you

• 2 days before if we need to fix something

 7 days before if we want to check that everything is ok in your home

 1 hour before if we need to fix or change a smoke alarm.



We do **not** have to tell you before we come if

• We have to fix something very fast

• There is an **emergency**.

Emergency means you or someone else is in danger and need help straight away.



If you need to contact Evolve Housing you can

• Call us on 1800 693 865

- Send us an email to sda@evolvehousing.com.au
- Go to our office at
 9 13 Argyle Street
 Parramatta NSW 2150



Our office is open Monday to Friday from 9am to 5pm.

It is closed on public holidays.

Council for Intellectual Disability made this document Easy Read. **CID** for short. You need to ask CID if you want to use any pictures in this document. You can contact CID at **business@cid.org.au**.

