

## Participant Reference Guide

---

### **Tobacco-Free Environment**

Redlands Community College is a tobacco-free environment. The use of **tobacco in any form is prohibited on the grounds/campus of Redlands Community College.**

### **Visitors**

Participants are not allowed to receive guests in lodging provided by the department during non-training hours. Please make arrangements to meet visitors off the campus of Redlands Community College.

### **Participant Meals**

Participants and guest instructors will present their Department of Corrections Identification Badge and sign a dining roster. Only lunch will be provided for those participants choosing to commute. Breakfast and the evening meal will be available for purchase for “commuters”.

If you have special dietary needs please contact your class coordinator as soon as possible.

Please be aware that participants are not allowed to remove food items, glassware, silverware, dishes, trays or any other reusable utensils from the dining facilities.

Participants and guest instructors are expected to bus their own dishes etc., to the dish area.

### **Emergency Phone Numbers**

**You will be given your coordinators emergency contact number the first day of class.**

Participants staying in the dorm will be asked to volunteer to contact their class coordinator in the event of an emergency. Several volunteers will be appointed.