



Knight's Pantry/ Career Closet Access and Conduct Policy

The Knight's Pantry is committed to providing essential food resources to currently enrolled students, and currently employed faculty and staff with a valid DCC ID. In order to ensure a safe and respectful environment for all visitors, the following policies have been established:

Access and Eligibility:

- Only those currently enrolled students and currently employed faculty and staff with a valid DCC ID are eligible to access the Knight's Pantry.
- All visitors must sign a policy acknowledgment and liability waiver on their first visit.
- All visitors are required to either enter their Student ID/EMPLID at the kiosk provided at the door or sign in on the provided sign-in sheet.

Visit Information:

- Each visitor is permitted one visit per calendar week (Monday-Friday).
- Items are limited to one per visit per student/faculty/staff
- Student Success Coaches may accompany students during visits

Conduct:

- Visitors are expected to treat staff and fellow visitors with respect.
- If Student Services staff observes any pattern of access that is abusive of this free resource or disruptive to others, visitors may be placed on probation (limited number of visits or items) or banned entirely.
 - Visitors under probation or those who have been banned may appeal this decision to the Dean of Student Services.

Extreme Need Assistance:

- If visitors are experiencing an extreme need, they are encouraged to speak with a Student Success Coach for assistance in accessing other available resources.

Expired Food Disclaimer:

- The Knight's Pantry is not liable for any expired food items that visitors may receive. Visitors are advised to inspect food items for expiration dates before consumption.

Visitor Name: _____ Visitor ID#: _____

I, _____, agree to abide by the Knight's Pantry policies and waivers stated above.

Signature

Date