

What you should not do

You should not:

- move to any other place to live (unless you have permission from the Probation Service);
- miss any appointments to do with your sentence; or
- behave in an aggressive, racist or other unacceptable way.

What happens if you break the rules?

If you move from where you have been ordered to live without your responsible officer's permission, or if you break other rules without good reason, you will receive a warning or be taken back to court. You are only allowed one warning in any 12-month period.

If you are taken back to court the court could:

- make you do **more** Requirements;
- make you do **different** Requirements;
- make this Requirement or other Requirements you are already doing **harder**; or
- send you to prison.

The court cannot just give you a warning or a fine.

The leaflet about your Community Order or Suspended Sentence Order will tell you more about what will happen if you do not stick to the rules.

It is very important that you live where you have been told to live and work hard to complete your sentence.

Other information

If you need help or advice about anything to do with your sentence, you can always talk to your responsible officer.

We keep information about you in our records. It is kept safely and securely. If you want to find out about seeing this information please ask your responsible officer.

Local information:

If you have a complaint about the Probation Service please talk to your responsible officer who will try to help. If you are not satisfied you can ask to talk to the unit manager. If you are still not satisfied, ask for the leaflet called 'Making a Complaint'.

Further information

For more information about anything in this leaflet, please talk to your responsible officer.

Produced by the National Probation Directorate
April 2005 CJA03/RES1

NOMS National Offender
Management Service

Working together to reduce re-offending

Residence



**New sentences for offences
committed on or after
4 April 2005**



Residence Requirement

About your sentence

The court has sentenced you to a Community Order or a Suspended Sentence Order. There is a separate leaflet on each of these sentences.

This leaflet tells you about the Residence Requirement that the court has decided you must do as part of your sentence. You might also be given other leaflets to help explain any other Requirement or Requirements the court has decided you must do.

About the Residence Requirement

A Residence Requirement means that you must live in a particular place for as long as the Requirement lasts. It might be your home or someone else's home or it might be a probation hostel, for example.

You are not allowed to live anywhere else unless the officer responsible for your sentence says so.

The person responsible for your sentence (your 'responsible officer') will discuss the details of your Residence Requirement with you.

What your responsible officer will do

They will:

- explain your sentence to you;
- talk to you about the plan for your sentence;
- make clear **where** you must live;
- make clear **how long you have to live there for**;
- make clear **what will happen** if you do not live there;
- make arrangements for you to be taken back to court if you do not co-operate or comply with your Order;
- review your progress and work with you to help you complete your sentence successfully; and
- treat you fairly.

What you should do

You should:

- listen carefully to what your responsible officer says and do what they ask you to do;
- live where your responsible officer says you must live;
- keep any appointments to do with your sentence;
- make sure you are in a fit state to co-operate with your Order;
- show respect to probation staff and other people you meet during your sentence;
- tell your responsible officer straight away if you plan to change your phone number;
- tell your responsible officer straight away if you are unable to keep an appointment;
- tell them if you are having any other problems with completing your sentence;
- let your responsible officer visit you at your address;
- carry out any other instructions you may be given as part of this Requirement, such as those that may apply in the place where you are living; and
- stay out of trouble.

If you miss an appointment you should get in touch with your responsible officer as soon as possible and tell them why.

If there is a good reason for not being able to keep an appointment you should provide your responsible officer with evidence. This might be a doctor's note or a letter from your employer, for example.