

Security Team

Standard Operating Procedure

- I. When a security threat is recognized by team personnel, one person should:
 - A. Approach the person causing the disturbance.
 - B. Attempt to de-escalate the situation until police can arrive.
 - C. Take the person from the public eye (into foyer, outside, etc.).

*** NOTE: *Average response time for Thayer PD within city limits is 2 minutes.*
- II. As the steps above are taking place, one other member of the security team should:
 - A. Call Thayer police.
 - B. Lock appropriate doors, securing the building.
 - C. Remove as many people from the situation as possible.
- III. When police arrive, leave them to handle the situation, assisting whenever asked.
- IV. Debrief together, discussing what was done well and what could have been better.
 - A. Notify the proper people within the church to discuss future relationships with the offenders.

General Notes

- I. Be QUICK to call police.
- II. Attempt to de-escalate privately (away from crowds), as well as maintaining 6-8 feet distance from offender.
- III. In security situations, the chain of command is 1) pastors, 2) security team, 3) deacons, 4) ministry leaders.

Sunday Morning Procedure

- I. Post one team member at the handicap door and one in foyer until service starts.
- II. Leave doors from the sanctuary door to lobby open until offering has been collected.
- III. When service begins, leave lobby doors unlocked until AFTER the offering has taken place.
- IV. After offering has been collected, have one member walk through the church, checking the office door, downstairs door, and children's wing.
- V. Lock the double doors to the church lobby after offering is collected.
- VI. Station one security member in the back of the sanctuary until service is over.