

THORNTON MUNICIPAL COURT – Policy 1995-1

Court Security Screening

To ensure the health, safety and security of all persons in, and those entering, the Municipal Court has hereby established the following guidelines for security screening. The full cooperation of all parties entering the building will help ensure that security screenings are handled in the most unobtrusive, proficient and timely manner possible.

Screening of persons and property entering the Court building

- 1) All persons and visitors having business with the Court shall pass through the front door and must go through the walk-through Magnetometer and their property or belongings shall be passed through the X-ray machine for the purpose of detection of weapons of any nature or any other item prohibited by law, regulation, or court order from introduction into this facility by Court Security Personnel or access to the building will be denied.

Even if a visitor should present a “concealed weapon permit” the Security Guard shall instruct that person to return any weapon(s) to his/her vehicle and will not allow that person past the Guard post as long as the weapon(s) remain. When an officer from another jurisdiction or law enforcement agency enters the main court entrance and is carrying a weapon, the Guard will direct the officer to secure the weapon in the weapon lock box located in the Probation office, where the weapon will be secured. The law enforcement officer will retain the key for the locker until he/she leaves the Court area. Exemptions to this order are listed in item #2 below.

Exception: Current City of Thornton City Councilmembers who are active, sworn peace officers may carry concealed weapons.

- 2) Visitors not required to undergo screening include City of Thornton employees with current City of Thornton Identification badges and known/uniformed vendors, as well as uniformed Thornton Police Officers and any Thornton Officer in civilian clothing, only after displaying an identification badge showing they are a current City of Thornton employee, may bypass security screening provided such visitors are not known to be defendants to a case in the Court. All City of Thornton civilian employees are required to pass through UNLESS they provide a City of Thornton identification badge showing they are a current employee of the City of Thornton. The identification badge displays a picture of the employee, the employee name, assigned department, title along with a City logo. If that information is provided, the person may bypass the security equipment and be allowed into the Municipal Court area.

- 3) Other visitors are required to be screened including visitors of Court or Legal employees (friends, spouses, children, colleagues, significant others, etc.) when there is a guard on duty. All visitors must enter through the Court's main entrance.

After hours, when a guard is not on duty, a visitor may be escorted by an authorized City employee through any entrance.


In the event a person cannot walk through the Magnetometer, that person shall be scanned with a hand-held scanner.

- 4) If the reading of Magnetometer or X-ray machine indicate the presence of weapons of any nature or any other item prohibited by law, regulation, or court order from introduction into this facility, further screening may be necessary by use of a portable hand-held metal detector or manual hand search. Any person refusing to submit to this screening process shall be denied access to this facility.
- 5) When the X-Ray equipment or Magnetometer is not functioning, or not functioning properly, persons will be screened by a hand-held metal detector and their property will be searched manually by the security personnel.

The above represents a standing Order of the Thornton Municipal Court and failure to comply may result in the initiation of contempt proceedings.

Original Order Effective 1995
Revised Order Effective January 20, 2012

Effective January 08, 2020



Honorable Charles J. Rose
Presiding Municipal Judge

THORNTON MUNICIPAL COURT – POLICY 1995-1

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Screening of Persons and property entering the Court building

1. All persons and visitors having business with the Court shall pass through the front door and must go through the walkthrough Magnetometer and their property or belongings shall be passed through the X-Ray machine for the purpose of detection of weapons of any nature or any other item prohibited by law, regulation, or court order from introduction into this facility by Court Security Personnel or access to the building will be denied.

Even if a visitor should present a "concealed weapon permit" the Security Guard shall instruct that person to return any weapon(s) to his/her vehicle **and will not allow that person past the Guard post as long as the weapon(s) remain.** When an officer from another jurisdiction or law enforcement agency enters the main court entrance and is carrying a weapon, the Guard will direct the officer to secure the weapon in the weapon lock box located in the Probation office, where the weapon will be secured. The law enforcement officer will retain the key for the locker until he/she leaves the Court area. Exemptions to this order are listed in item #2 below.


2. Visitors not required to undergo screening include City of Thornton employees with current City of Thornton Identification badges and known/uniformed vendors, as well as uniformed Thornton Police Officers and any Thornton Officer in civilian clothing, only after displaying an identification badge showing they are a current City of Thornton employee, may bypass security screening provided such visitors are not known to be defendants to a case in the Court. All City of Thornton civilian employees are required to pass through UNLESS they provide a City of Thornton identification badge showing they are a current employee of the City of Thornton. The identification badge displays a picture of the employee, the employee name, assigned department, title along with a City logo. If that information is provided, the person may bypass the security equipment and be allowed into the Municipal Court area.
3. **Other visitors are required to be screened** including visitors of Court or Legal employees (friends, spouses, children, colleagues, significant others, etc.) when there is a guard on duty. All visitors must enter through the Court's main entrance. After hours, when a guard is not on duty, a visitor may be escorted by an authorized City employee through any entrance.

In the event a person cannot walk through the Magnetometer, that person shall be scanned with a hand-held scanner.

4. If the readings of the Magnetometer or X-Ray machine indicate the presence of weapons of any nature or any other item prohibited by law, regulation, or court order from introduction into this facility, further screening may be necessary by use of a portable hand-held metal detector or manual hand search. Any person refusing to submit to this screening process shall be denied access to this facility.
5. When the X-Ray equipment or Magnetometer is not functioning, or not functioning properly, persons will be screened by a hand-held metal detector and their property will be searched manually by the security personnel.

The above represents a standing Order of the Thornton Municipal Court and failure to comply will result in access to this facility being denied.

Original Order Effective 1995



Honorable Charles J. Rose
Presiding Municipal Judge

Revised January 20, 2012

MEMORANDUM
and
ORDER

TO: Thornton Municipal Court Staff
1995
and Security Personnel

DATE: XXXXXXXXXX,

RE: Security - Thornton Municipal Court

Order

All persons entering the Thornton Municipal Court area shall pass through the metal detector.

In the event a person can not walk through the metal detector, that person shall be scanned with a hand-held scanner or a pat down search shall be conducted of that person.

All brief cases, purses, hand carried or backpack bags or a container of any kind shall be opened and searched.

Any uniformed Police Officer, Deputy Sheriff or Colorado State Patrol Officer shall be exempt from walking through the metal detector. Any commissioned Law Enforcement Officer in "plain clothes", upon showing his or her commission card, shall not be required to walk through the metal detector.

Charles Jon Rose
Presiding Judge
Thornton Municipal Court