

THORNTON MUNICIPAL COURT – POLICY AND ORDER OF THE PRESIDING JUDGE 2020-05
AMENDED Courtroom Decorum – In-person or Virtual Court Proceedings

To ensure safe operations, the Thornton Municipal Court hereby Orders the following Virtual and In-Person requirements as part of providing essential judicial services to the public. Virtual courtrooms are conducted using Zoom. In-Person is while in the Court Building for any Court business or proceeding.

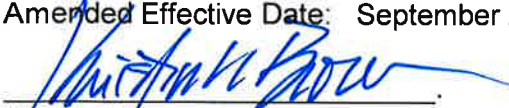
When appearing in person for any Court proceeding the following procedures will be strictly enforced:

- Face masks/coverings are **MANDATORY** and must always be worn by individuals in the building or waiting to enter the building unless they have a medically documented exception. *“Face Covering” as used in this Order means a covering made of cloth, fabric, or other soft or permeable material, without holes, that covers the nose and mouth and surrounding areas of the lower face.*
- Social distancing is required. Maintain a minimum of six (6) feet between yourself and all other persons with the exception of members of your household.
- ALL electronic devices must be turned off, or on Silent Mode, at all times while in the courtroom or hearing room.
- All photography, recording, and videography of cases or defendants are prohibited unless it is in compliance with the Bar-Press Compact, and C.R.S. Chapter 38, Rule 3. This includes recording of any ZOOM court proceedings.

A virtual courtroom has all the decorum requirements of a physical courtroom:

- Arrive on Time and Follow Virtual Platform Directions
- Identify yourself when in the virtual meeting with your real name
- Dress Appropriately for Court. (pajamas are never appropriate) Attorneys: Business casual (should be the minimum)
- Eliminate Distractions. Please try to locate a quiet area and minimize interruptions by others in the home.
- Put your cell phones and other technology in silent mode during the Virtual Court proceeding.
- Do Not Speak out of turn.
- Please mute your audio setting until it is your turn to speak.
- Be Courteous and Respectful to all Virtual Court Participants. Use good manners; ensure that your physical and facial expressions are appropriate and uphold the dignity of a court setting. Ensure your language upholds the dignity of a court setting – no profanity.
- Do Not Bring Food to the Virtual Courtroom This includes chewing gum.
- Do not Use Tobacco or Vaping Products in the Virtual Courtroom
- Sit Up Straight. Show the same courtesy the Court is showing you. Do not prop your feet up on a table or chair.
- **NO DRIVING:** Participants should not attend court proceedings while driving. Your full attention is required.

Effective date: June 18, 2020
Amended Effective Date: June 1, 2021
Amended Effective Date: June 21, 2021
Amended Effective Date: September 20, 2021



Kristin Brown
Acting Presiding Municipal Judge

