

## **City of Alamo Municipal Court COVID-19 Procedures and Guidelines**

- When defendants arrive at court they will be met outside at the entrance by an Officer of the City. The defendant's name will be taken, COVID screening questions will be asked, temperature taken and they will be directed to remain in their vehicle until such time as they are called to go into the courtroom. Social distance will be enforced in the courtroom at all-time 6 ft. apart. Anyone with questionable screening answers will be told to leave and a new court date will be issued.
- The courtroom will be set up in a manner that allows for one way traffic from entry to exit. Also the seating arrangements will meet or exceed all social distancing rules (6ft or more space apart).
- Only the defendant will be allowed to enter the courtroom for court with the exceptions of a lawyer. 18 yr. old under **may be accompanied by one parent. Any conflict because of childcare the defendant will be granted one continuance.**
- **Defendants who are 60 years of age or older, or any** defendant with an underlying health issue who are not comfortable coming into courtroom while other defendants are present; will be allowed to come in alone. This will be arranged by officers present during the court proceedings.
- Defendants are required to wear a facemask at all time inside the building for court and probation.
- The court will sanitize any area where the defendants are present before court and during court as each defendant finishes using the area. Also sanitation of the entire courtroom will be done once court is over.
- The court will provide sanitized pens during the proceedings to each defendant. No defendant will use the same pen during court. Also sanitizer will be available to all defendants and staff.
- All defendants and staff will maintain and observe at least six feet social distancing at all times.
- The courtroom staff will also be wearing a face mask at all times.
- The judge will decide if he/she will wear a mask during court.

Court name: ALAMO MUNICIPAL COURT



Name: \_\_\_\_\_

Date: \_\_\_\_\_

Mailing address: \_\_\_\_\_

Phone Number: \_\_\_\_\_

temp recorded: \_\_\_\_\_

Beginning June 17, 2020, the courts resume conducting in-person hearings. Pursuant to the orders of the Supreme Court of Georgia and recommendations of Gov. Brian Kemp and CDC, certain safety measures will be put in place to protect the health and safety of the defendants, court personnel and the public. The following questions needs to be answered as truthful as you can.

1. \_\_\_\_\_ Have you traveled to or from any areas in which COVID-19 is particularly active?
2. \_\_\_\_\_ Have you traveled outside of your state in the past 14 days?
3. \_\_\_\_\_ Have you within the past ten days, experienced symptoms of COVID-19, including: cough, shortness of breath or difficulty breathing, fever above 100.0 degrees, chills, muscle pain, sore throat, headache, or new loss of taste or smell?
4. \_\_\_\_\_ Have you been in contact with someone known to have COVID-19 within the last 14 days?
5. \_\_\_\_\_ Have you been tested for COVID-19 and if so what was the results?
6. \_\_\_\_\_ Have you traveled in the past 21 days, serving as a health care provider or first responder?
7. \_\_\_\_\_ Have you visited or received treatment in a hospital, nursing home, or other health care facility in the past 30 days

If you answer yes to any of the questions stated above, you will be ask to leave and you will be rescheduled. A notice will be sent in the mail with a new court date.