

Provisional Welcome and Conduct Policy

Trinity Lutheran Church, Lynnwood, WA

- 1. Welcome to Trinity Lutheran Church** It is our joy to welcome you to Trinity Lutheran Church (TLC). We are a congregation of the Evangelical Lutheran Church in America and we welcome all to participate in the life of our community through the numerous worship services, programs, concerts, and ministries that take place on our several sites. We have been told that we serve 5,000 people each week. TLC pastors and staff are eager to meet you, help you grow in faith, and provide support as you navigate life's curves. We're glad that you're here.
- Our hours of operation are posted on our front doors.
 - Our phone number is (425) 778-2159.
 - Find us online at Trinitylutheranchurch.com.

Scripture teaches us that good order is an important part of biblically-shaped hospitality. To make TLC a safe, welcoming place we developed the conduct guidelines listed below.

- 2. Purpose** Trinity Lutheran Church seeks to provide radical Christian hospitality, especially to the "least of these" as described by Jesus in Matthew 25. Providing for the safety and wellbeing of all who gather at TLC is an important part of offering hospitality to all those in need. Respecting the safety and wellbeing of everyone who walks through our doors also extends to the staff, volunteers, members, and guests, and to the over 200 children and their parents that utilize the Trinity Preschool and the Trinity Child Development Center. This policy establishes rules of behavior for everyone on TLC property and guidelines for continued use of TLC property.

3. TLC Basic Rules of Conduct

- All people who come to TLC to participate in the events, programs, and buildings of TLC are responsible to conduct themselves in a manner that respects the hospitality of the congregation and promotes the safety and wellbeing of others.
- To foster hospitality and safety, loitering is not allowed on the TLC Campus.
- No TLC staff, volunteer, or participant should put themselves in situations they do not consider safe.

4. The following behaviors lead to police notification and trespass

- a) Any criminal activity (federal, state or city ordinance) including: illegal drug use; destruction of property; display or open carry of knives (greater than a 3.5" blade) or open carry of firearms or other items used as a weapon; indecent exposure; fighting, harassing, threatening or taunting others.
- b) Alcohol* consumption or marijuana consumption.
- c) Urinating or defecating anywhere except restrooms.

** Alcohol is allowed at specially authorized TLC events by written staff permission.*

5. Unless ministry leaders provide prior approval, the following behaviors lead to police notification and trespass

Smoking and vaping inside the buildings**; bathrooms used as changing rooms; entering or attempting to enter secured areas; non-church related parking; over-night camping; solicitations in any form; loitering, including sleeping at any time on TLC property; removal of TLC property from church facilities.

** Smoking and vaping are allowed in designated areas near the parking lot butt cans (one in the north and two in the west parking lots). Smokers must maintain a 25-ft. distance from any building doors or open windows.

6. Guidelines for TLC property use

- a) **Background checks** All staff, congregation members, and volunteers who have contact with children or guests, or who are in areas providing children's programming, must pass and maintain a required background check.
- b) **Animals** Service animals (per ADA guidelines) are allowed, but pets are not allowed in TLC buildings, except with authorization of TLC staff. Pets are allowed on the TLC property outside the buildings, but not in the Preschool play yard, and owners must control and clean up after their pet.
- c) **Food Worker Card** At least one individual with a current food worker card must supervise all food preparation activities in the kitchen.
- d) **Leave it better after you use it** It is an expectation that all building users will return things to the same condition they found them.
- e) **Activities that are not allowed** Except for activities authorized by TLC staff, demonstrations, solicitation, commerce, or recording are not allowed on TLC property.

7. Behavioral violations in ministry contexts Because of the wide-ranging scope of TLC ministries and the diverse groups and settings involved, there may be variations in behavioral expectations, each to be determined by the specific ministry. For example, this approach might be used to deal with cursing, profanity, loud arguments, or disruptions. In certain ministry contexts, the following steps can apply:

- a) A violation of the ministry's rules of behavior results in a warning.
- b) Continuation of the behavior after the warning will result in a request to leave TLC property for the day.
- c) If the individual(s) continues the behavior after the warning and does not leave the property, police assistance will be requested.
- d) At the request of a ministry leader the police will issue a trespass order that will exclude an individual from TLC for one year. A system for awareness of trespass actions will be available to ministry leaders.
- e) Any action that results in an expulsion or police involvement will be reported to TLC staff as soon as possible.

8. Violations of the law Any violation of law (such as violence, theft, drug use, or dealing illegal substances) is an exception to the warning process described in #7 above. In no case should TLC staff, volunteers, or congregation members attempt to directly confront anyone engaging in criminal activity. Report such events immediately to police by calling 911.