

## UU Church of Akron Building Security Policy

Due to important changes within the church and in the world at large, the UU Church of Akron is instituting changes to its building security policies. The church recently declared itself to be a "Sanctuary," meaning there will be times when an individual or family is actually residing at the church. The new policy is designed to protect the family and to provide them with a sense of safety and security. The policy also seeks to protect the church and those using the building during these politically charged times.

The new policy is to be observed at all times and applies to all who are using the building – church members, church committees, renters, community groups, etc. There are no exceptions to these rules and failure to abide by them will lead to restrictions on future usage of the building.

Questions about these changes should be directed to the church administrator, Carolyn Stevens ([uuakronoffice@gmail.com](mailto:uuakronoffice@gmail.com)) or to Rev. Tim Temerson ([minister@uuakron.org](mailto:minister@uuakron.org)). Carolyn and Rev. Tim can also be reached at (330) 836-2206.

The new policy takes effect on Monday, August 21, 2017 at 9am.

- **The church is to remain locked at all times!** That includes Sunday mornings before, during, and after services as well as every other day of the week. This applies to the doors at the main entrance and the west entrance as well as the kitchen door, doors leading to and from Hannah Hall, the door leading to the playground, the large wooden doors outside the sanctuary, and the garage door. There should never be a time when any door in the church is unlocked!
- Doors can no longer be blocked open. All doors must remain closed and locked at all times!
- Do not push the crash bars in and use the pins at the main entrance or "key" hanging just inside the west entrance to keep the crash bars pushed in so that the doors remain unlocked. The pins and key will be there only in case of emergency and should be not used to keep the doors unlocked under normal circumstances. The crash bars should always be out, which means the doors are locked even when you are in the building.
- Lock boxes with a key to the building will continue to be found at the main and west entrances. Keys must be returned to these boxes immediately after a door is unlocked. And be sure to turn the key all the way back to the original position when re-locking the door because

if you don't the door will remain unlocked even if the crash bar is in the out position.

We know these changes will cause some inconvenience and will undoubtedly necessitate stationing someone at the doors to let people in who are coming to worship services, committee meetings, meetings being held by rental groups, etc. We suggest that you station a volunteer at whichever door your group uses (or both doors is necessary) and provide members with the cell number of the group leader or leaders so they can if they are running late.

As mentioned before, failure to abide by this policy is extremely serious and may lead to restrictions on future usage of the building.