

## **Sanctuary Usage for Prayer Policy**

**Established By: Pastor Steve Wilson, Executive Pastor**

Occasionally, visitors will come to the church offices asking to use our sanctuary as a place to pray. While we always desire to encourage prayer, we must also recognize the need for the safety and security of the church and academy staff and students. Therefore, the following steps should be followed:

1. Greet the individual politely and with great compassion.
2. Ascertain to the best of your ability if they appear to be a threat. If not, proceed to #3.
3. Use the Raptor System to validate their driver's license.
4. Give them a Visitor sticker with their name on it and ask them to place it on their shirt.
5. Personally, have someone escort them to the auditorium and tell them that they have 30 minutes.
6. Send a signal message to the church employees to let them know that there is a visitor in the auditorium praying.
7. If the school is in session, contact the BBA School Resource Officer and the Elementary Operations Coordinator.
8. Start a timer on your phone. If they haven't checked out in 30 minutes, please have someone go to the auditorium to check on them.