



RICHMOND HILL MUNICIPAL COURT

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Richmond Hill Municipal Court COVID-19 Response Plan

Beginning June 23, 2010, the court will resume conducting in-person hearings. Pursuant to the orders of the Supreme Court of Georgia and recommendations of Governor Brian Kemp and the Centers for Disease Control, certain safety measures will be put in place to protect the health and safety of the defendants, court personnel and the public. The following precautions will be strictly followed as an order of the court.

Procedures:

1. Court schedule notices have been advertised in the local newspaper, The Bryan County News. The attorney for the defendant has also been notified of their new court date.
2. Individuals taken into custody by the Richmond Hill Police Department and the Georgia State Patrol charged with violations that fall under the jurisdiction of the Richmond Hill Municipal Court shall be given an OR bond, released and advised to appear on the court date on their citation.

Day of Court:

1. Two officers will be stationed outside the front door of the Richmond Hill Municipal Court to do a health and security screening. The individuals will be asked before entering the courtroom if they have answered "Yes" to any of the COVID-19 health screening questions, if so, they will be given a continuance.
2. Hand sanitizer stations will be at the entrance to the courtroom for each individual's use.
3. All individuals entering the building will be required to wear a face covering or mask to cover nose and mouth. If an individual does not have their own mask or face covering, one will be provided to them.
4. All individuals entering the building will be required to maintain social distancing requirements. This will include, but will not be limited to, remaining six feet from any other individual in the building, following all directions from the court personnel and complying with all markings in the building.
5. The courtroom will be disinfected prior to each court session and areas that are shared by individuals will be disinfected between each person's contact with the area.
6. Based on the size of the courtroom no more than 16 individuals will be allowed to enter the courtroom at a time. The seats will be arranged by court personnel to maintain social distancing. No one can modify the seating arrangements or move the seating without prior court permission.

7. The court will provide pens for the defendant's individual usage.
8. Courtroom personnel will direct how many people can enter the building at one time. If there are more people waiting to enter the building than be allowed, those individuals will be required to provide their phone number and wait in their vehicle. Once they are allowed to enter the building, the court personnel will notify the individual by call or text that they may proceed to the courtroom.
9. In Order to comply with CDD physical distancing guidelines, the Court asks that only defendants and/or their attorney should attend the court hearing. Individuals are asked to contact the court if they are not able to comply with this request. No one other than the Defendant and the attorney will be allowed in the building.
10. Defendants 21 and under may have one parent or guardian attend the court hearing with them.
11. Two Southeast Corrections probation officers will be in separate rooms to handle the defendant's enrollment in probation.
12. A separate entrance to the cashier's office will be clearly marked and only one individual will be allowed in at a time.