



City of Decatur Municipal Court
420 West Trinity Place
Decatur, Georgia 30030
678-553-6655 ■ 678-553-6660 fax
www.decaturga.com

Rhathelia Stroud, Chief Judge

Courtney Jackson, Chief Court Clerk

Court Procedures in response to COVID-19

Defendants who appear for court will be required to complete a COVID-19 Health Screening questionnaire.

Before entry into courtroom defendants will be required to have their temperature checked by an emergency responder personnel. Anyone with a temperature higher than the CDC guidelines is not allowed in the courtroom and will be provided with a rescheduled court appearance date.

**** If you are sick or experiencing coughs or related issues, please do not come to court. Please make contact with the clerk's office 678-553-6655; for a one (1) time courtesy continuance of your case. ****

After you have completed the COVID questionnaire you will be asked for your name and cell phone number, then asked to return to your vehicle. A text alert will be sent to the number provided to alert you of the granted access to the buildings security check point.

As you approach the security check point, you will be required to maintain the social distancing requirements

Court Security will not allow any defendants/attorneys in the courtroom before your alerted court time.

If you miss your court appearance time, you will be directed to the clerk's window for a rescheduled court date.

Hand sanitizing stations will be located outside of the courtroom near the security check point and inside the courtroom for individuals to sanitize their hands.

All individuals entering the building are encouraged to wear his/her own face covering or mask to cover nose and mouth upon entering court facility.

If you are a non-English speaker, please contact the court office at least three (3) days before your court date so that adequate time is allowed to have an interpreter present.

All individuals entering the building will be required to maintain social distancing requirements.

The courtroom will be disinfected prior to each court session/ groups, areas shared by individuals will be disinfected between each person's contact with that area.

Based on the size of the courtroom no more than 20 individuals will be allowed to enter the courtroom at a time. The seating has been arranged by court personnel to maintain social distancing amongst defendants. No one will be allowed to modify the seating arrangements or to move the seating arrangements at any time.

Defendants 21 and under may have one (1) parent or guardian attend the court hearing with them.

Spouses, friends or other family members will not be permitted into the courtroom, **unless** there are plans for those individuals to be called as witnesses.

As a safety precaution, please do not bring infants or children to court. If childcare is an issues please contact the clerk's office for a one (1) time courtesy continuance of your case.

Defendants who are 60 years of age or older and or suffer from one or more health related concerns and are not comfortable with appearing in court, are encouraged to make contact with the court for a one (1) time continuance of his/her case.