

Procedure: Severe Weather

1. Trained Person—Monitor <https://www.larimer.gov/roads/real-time-weather> of real-time weather information. If you decide people must find shelter in the church, immediately announce your decision on the church paging system located in the Fire Panel in the Office Wing Lobby.

2. Trained Person in the Sanctuary, Unity Hall, and church office—

A. Immediately move persons

(1) Inside.

(2) When possible, to church spaces without outside doors and windows, like a hallway or basement.

(3) If it applies to an interior corner of the space, away from outside doors and windows.

B. Immediately close doors to hallways and outside windows and blinds.

C. Keep children calm and quiet.

3. Trained Person in the Chalice Wing upper rooms—

A. If it is immediately available, get the device with PCO installed and take it with you.

B. Immediately move persons

(1) Inside.

(2) To the lower rooms in the Chalice Wing.

(3) To an interior corner of the room, away from outside doors and windows.

C. Immediately close doors to hallways and outside windows and blinds.

D. Immediately take attendance. If you have it, use the device with PCO installed.

E. Keep children calm and quiet.

4. Trained Person in the Chalice Wing lower rooms—

A. If it is immediately available, get the device with PCO installed and take it with you.

B. Immediately move persons

(1) Inside.

(2) To an interior corner of the room, away from outside doors and windows.

C. Immediately close doors to hallways and outside windows and blinds.

D. Immediately take attendance. If you have it, use the device with PCO installed.

E. Keep children calm and quiet.

5. Trained Person—Monitor <https://www.larimer.gov/roads/real-time-weather>

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