

## LR39-AR00-1

### Conduct, Dress and Courthouse Policies

**A. Professional Conduct.** It is intended that the business of the Courts of the Jefferson County will be conducted by the Judges in an atmosphere that is safe and secure, with a decorum that is appropriate to the fair and just resolution of the legal conflicts the Court is called upon to decide.

**B. Behavior in the Courthouse.** While in the courthouse within Jefferson County, the following behavior is required:

- (1) All persons within the courthouse shall refrain from loud, vulgar, disruptive, or abusive behavior;
- (2) Lawyers, litigants, and spectators shall refrain from unnecessary conversation in the courtroom that would disturb the proceedings. Any necessary conversation in the courthouse or in the courtroom shall be conducted at a sufficiently low voice level as not to interfere with the conduct of trials, hearings, or other proceedings before the court;
- (3) Litigants and spectators shall not enter the courtroom with food or beverages without prior approval of the Court;
- (4) Lawyers, litigants, or any other person within the courthouse shall not smoke or chew tobacco while in the courthouse. Chewing gum is not permitted in the courtrooms.

**C. Appearance and Dress.** Every person who enters a courtroom in Jefferson County should be appropriately dressed. Lawyers should appear for court proceedings in professional attire. Litigants, witnesses, and spectators to court proceedings should appear in appropriate attire.

**D. Prohibited Items.** To ensure compliance with state law and to promote public safety, the following rules apply to the presence or use of specific items in and around the courthouse within Jefferson County:

(1) **Weapons.** No person may possess firearms, knives, or other deadly weapons while in or around the courthouse within Jefferson County without the prior written authorization of the Judges of the Circuit or Superior Courts. However, a law enforcement officer who is not a litigant in a pending matter and who is appearing as a witness or for other official purposes, may retain possession of his or her issued firearm while in the courthouse, so long as he or she advises and receives the permission of courthouse security staff upon entering the courthouse.

(2) **Cameras, Telephones, and Other Items.**

To further compliance with Rule 2.17 of the Indiana Code of Judicial Conduct, the possession of any device capable of broadcasting, recording or capturing audio, video or still images is hereby prohibited in the Jefferson Circuit Court, the Jefferson Superior Court, the offices of each court and the areas immediately adjacent thereto, which encompasses the entirety of the second and third floors of the Jefferson County Courthouse. Examples of the types of devices prohibited

under this rule include, but are not limited to, cameras of any type, smart devices, such as phones, tablets, watches, and digital devices capable of broadcasting, recording or capturing audio, video or still images. This list is provided for example only and is not an exhaustive list of prohibited devices.

This prohibition does not apply to:

- (i) Employees of the Jefferson Circuit Court, Jefferson Superior Court or the office of the Clerk of Courts.
- (ii) Attorneys who are present at court for official business and who present a current Certificate of Good Standing card issued by the Indiana Supreme Court or an equivalent credential from another state.
- (iii) Other government employees who are present at court for official business and who present official identification or credentials to courthouse security at the time of entry into the courthouse.
- (iv) Social service providers, including volunteers, who present official identification or credentials to courthouse security at the time of entry into the courthouse.
- (v) Law enforcement, corrections, and security officers who are present at court for official business.
- (vi) Members of the press, with prior authorization from the sitting judge, in a manner consistent with Rule 2.17 of the Indiana Code of Judicial Conduct.

**E. Enforcement.** The Sheriff of Jefferson County (hereinafter “Sheriff”) and his appointed deputies are authorized to monitor and enforce compliance with these Rules. Any person violating the rules regarding weapons, cameras, cellular telephones, or other electronic devices may be subject to applicable criminal or civil penalties.

**F. Consent to Search.** All persons entering the courthouse within Jefferson County, except those previously exempted by the Judges thereof, are required to pass through a magnetometer/x-ray screening point and to comply with all reasonable requests of courthouse security personnel. The Sheriff, law enforcement officers, or court security personnel may detain any person who they have reason to believe possesses any weapon or other prohibited item in violation of this Rule for a period of time sufficient to obtain name, address, date of birth, social security number, and/or to seize any weapon or other prohibited item and to take any other action authorized by law.