

General Policies and Procedures: Fellowship Hall and Founders Hall

Smoking: The Parish Life Center and Founders Hall are **smoke-free** buildings, and no smoking is allowed anywhere including the restrooms.

Alcohol/Drugs: Alcohol and recreational drugs are strictly prohibited in the Parish Life Center, Founders Hall and areas surrounding the buildings. The only exception is alcoholic beverages are permitted for parish and parishioner-sponsored events with the permission of the PLC Oversight Committee and in accordance with South Carolina law.

Food and Drink: Please treat Fellowship Hall and Founders Hall as your own home by cleaning up any spills, especially sticky ones, as soon as they occur. Groups using either facility are responsible for leaving it as clean as they found it. Bottled water is the preferred beverage for all sporting events. Please do not chew gum in the Parish Life Center or Founders Hall.

Music: As a courtesy to our neighbors, music should not be audible outside of the Parish Life Center or Founders Hall.

Drop-Off and Pick-Up: Children *under the age of 16* are not to be dropped off at the Parish Life Center for any activity more than 10 minutes before the event. They are to be promptly picked up at the end of the activity. Parents will be called if necessary. The main lobby of the Parish Life Center is the designated pick-up area for all events. At the conclusion of all events involving children, the adult leaders will remain until all children have been picked up.

Supervision: Children under the age of 18 are not allowed in the Parish Life Center or Founders Hall without adult supervision.

Posters/Decorations: Please do not use any kind of tape (scotch, masking, duct) on the painted walls or windows. Paste, glue, nails, tacks, staples or any other such item that will mar the walls, tables or floor cannot be used in the Parish Life Center or Founders Hall. Helium balloons are not allowed. Candles can be used on tables only and must have a container to capture the wax. All decorations must be removed at the end of the event.

Rice, Confetti, etc. No rice, confetti, bird seed or similar items may be thrown anywhere inside or directly outside of the Parish Life Center or Founders Hall.

Supplies: For church events, items in the kitchen may be used. (See Introduction to Fellowship Hall and Founders Hall for a complete list.) Parishioners using the Fellowship Hall or Founders Hall for private parties must provide their own supplies except for tables and chairs.

Heating and Air Conditioning: Only authorized church personnel can adjust the thermostat controls.

Telephones: The telephones in the Parish Life Center are for emergency use only.

Injuries: There are first aid kits in Fellowship Hall and Founders Hall. Please notify the church office of any injuries within 24 hours.

Pets: No pets are allowed in the Parish Life Center or Founders Hall, except for service animals.

Dress/Behavior: Parishioners are expected to dress and behave appropriately at all times. Violent and abusive behavior and profane language will not be tolerated.

Lost and Found: Items left in the Parish Life Center or Founders Hall and not claimed within two weeks will be donated to appropriate community service agencies or discarded.

Damage: Parishioners are monetarily responsible for any breakage or damage to church property by themselves, their family members or their guests. Persons checking out and using the multi-media cart must be trained in its use and are responsible for any damage or loss.

Non-Church Property: Precious Blood of Christ Catholic Church is not responsible for the personal property of parishioners, visitors or guests while they are on church property.