



OSS CHURCH SAFETY CHECKLIST



Church: _____ Date: _____ Team Lead: _____

PRE-SERVICE

- ☐ Confirm team members present and roles assigned
- ☐ Radio / comms check complete
- ☐ Medical gear, AED, and trauma kits in place
- ☐ Exterior, parking lot, and entries checked
- ☐ Doors functioning / secured as intended
- ☐ Lobby, sanctuary, restrooms, and halls checked
- ☐ Children's area access control ready
- ☐ Known concerns / special events briefed
- ☐ 911 caller and first-responder greeter assigned
- ☐ Team in position before doors open

DURING SERVICE

- ☐ Maintain visible, calm, approachable presence
- ☐ Keep coverage on entries, aisles, and children's wing
- ☐ Watch for suspicious, distressed, or disruptive persons
- ☐ Engage concerns early and notify team lead
- ☐ Monitor for unattended bags / unusual items
- ☐ Be ready for medical emergencies
- ☐ Protect children and vulnerable areas
- ☐ Use plain-language communication
- ☐ Call 911 and follow church plan if needed
- ☐ Stay alert through dismissal transition

POST-SERVICE

- ☐ Maintain coverage during crowd exit
- ☐ Monitor children's pickup / family reunification
- ☐ Watch lobby, halls, and parking lot flow
- ☐ Respond to and document incidents / med events
- ☐ Restock used medical or team gear
- ☐ Final sweep of sanctuary, classrooms, and restrooms
- ☐ Check for unattended items or hazards
- ☐ Secure doors / building as needed
- ☐ Brief leadership on issues or follow-up needs
- ☐ Debrief team and note lessons for next week

Incident notes / follow-up: _____