

Rule Two: Courtroom Decorum

2.1 Formal Opening

Each session of the Court shall be brought to order by formal announcement by the Bailiff of the Court, requiring all present in the Courtroom to rise as the Judge takes the Bench. The Bailiff shall remain in the Courtroom at all times while the Court is in session.

2.2 Conduct Required of All Persons Attending Court

The court is in session whenever the Judge is on the Bench. While the Court is in session unless the Judge directs otherwise, the following conduct must be observed:

- No smoking or use of tobacco products, including snuff or chewing tobacco.
- No reading of any materials, other than court documents, including books, magazines, or newspapers and any electronic forms of such materials.
- No propping feet or sitting on tables, railings, or the backs of benches or chairs.
- No loud noises. Any children brought into the Courtroom must be quiet, or they must be removed from the Courtroom.
- No eating, drinking, or gum chewing.
- No standing in the Courtroom, except when addressing the Court or by the direction of the Judge or when necessitated by the business of the Court.
- No gestures, facial expressions, or sounds indicating approval or disapproval of a ruling by the Court or a comment on the testimony of a witness.
- All persons, whether lawyers, parties, witnesses, jurors, or spectators, conducting business, participating in trials, or otherwise attending proceedings in a Courtroom of the Municipal Court of the City of Crowley, Texas, shall be dressed appropriately so as to maintain the dignity, integrity, decorum, seriousness and professional atmosphere of the Court and the administration of justice. As such, no inappropriate attire, including short shorts, tank tops, sleeveless shirts, jeans with holes or cut-outs, low pants with underwear showing or inappropriate “message” shirts, or sunglasses, shall be allowed. No hats or head coverings, including scarves, bandanas, or do-rags, shall be worn in the Courtroom unless such item is of a religious nature or for medical reasons.
- No unattended children in the Courtroom. Children under the age of 8 and children 8 and older, who cannot sit alone, cannot be brought to the Courtroom without an adult or older responsible child, who can accompany them out of the Courtroom, if necessary.
- No person shall bring radios, tape recorders, computers, tablets, cameras, cell phones, or

other electronic devices into the courtroom.

- Filming, photographing, or recording of proceedings held in open court while the court is in session is strictly prohibited.
 - Filming, photographing, or recording jurors or alternate jurors in the Courtroom or in the jury deliberation room is strictly prohibited.
 - Absolutely no weapons shall be brought into the Courtroom, with the exception of those intended to be offered as evidence. Commissioned peace officers may bring weapons in the Courtroom. The Judge shall have the discretion to have any object removed from the Courtroom.
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2.3 Entry into Courtroom and Prohibited Items in Court

All persons and items are subject to search before being allowed entrance into the Courtroom. The following items are prohibited from being in the Courtroom:

- Video Cameras
 - Photo Cameras
 - Audio Recorders
 - Cell Phones
 - Computers / Tablets
 - Food/Drinks
 - Scissors
 - Corkscrews
 - Firearms
 - Knives
 - Aerosol Sprays
 - Razor Blades
 - Tools
 - Glass Items
 - Forks, Spoons, etc.
 - Handcuffs/Handcuff Keys (unless carried by a Commissioned Peace Officer)
 - Knitting Needles
 - Heavy Chain Items
 - Nails, Screws, etc.
 - Mace/Pepper Spray
 - Non-Court related materials
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2.4 Conduct Required of all Attorneys and Pro se Defendants

Attorneys shall observe both the letter and the spirit of all Canons of Ethics and the Texas Disciplinary Rules of Professional Conduct, including those Canons concerning improper ex parte communication with the Judge and those dealing with the discussion of cases with representatives of the media. In addition;

- Attorneys shall advise their clients and witnesses of all of the Local Rules that may be applicable and shall ensure that their clients and witnesses follow and fully adhere to all such rules.
 - Prose Defendants (Defendants acting on their own behalf) shall conform their behavior to all provisions of the Canons of Ethics applicable to a licensed Attorney. Prose Defendants shall not attempt to converse with the Judge about their cases unless the prosecuting attorney is present.
 - Attorneys and Pro se Defendants shall be dressed appropriately while in the Courtroom.
 - All parties shall be prompt in arriving for Court and attending to Court business. Attorneys, Defendants represented by Attorneys and Pro se Defendants shall be on time, and if the Attorney is required to be in another Court, he/she shall notify the Court Clerk that he/she anticipates being tardy specifying where the Attorney is and when he/she anticipates being present. Any Attorney with such a conflict shall notify the Court at least 24 hours before the court setting unless the delay could not be anticipated.
 - Failure of a represented Defendant or Pro se Defendant to appear as scheduled may result in a warrant being issued. An attorney who fails to appear timely may be subject to sanctions, up to and including contempt.
 - Once an individual has entered the Courtroom and appeared before the Court, whether Defendant, Attorney, or witness, he/she shall not leave the Courtroom without obtaining permission from the Judge.
 - During trial or any hearing, any objections, arguments, and comments shall be directed to the Judge and not to opposing counsel or to Pro se Defendants. Any objections which have been raised during a hearing or trial shall be supported by a legal basis for such objection.
 - During trial or any hearing, all participants in the proceedings shall address each other and members of the Jury, if any, without familiarity. The use of first names shall be avoided. While addressing the Court, Attorneys and Pro se Defendants shall rise and remain standing at their position at the counsel table unless directed otherwise by the Judge.
 - During trial or any hearing, Attorneys and Pro se Defendants shall not approach the Bench except after requesting and receiving permission from the Judge or as directed by the Judge.
- 2.5 The Media will not be allowed to record any court proceedings inside the Courtroom.