

## COURTROOM OBSERVATION PROCESS

Thank you for your interest in observing a court proceeding at the Superior Court of California, County of Sacramento. Court proceedings are generally open to the public. We encourage students and classes to observe our courts in action as a valuable lesson in government and citizenship. A Daily Trial Calendar is also available to print out on the courts website at: <http://www.saccourt.ca.gov/>. Our Master Calendar Office is no longer open to obtain copies of the Daily Trial Calendar.

**Please make every effort to observe proceedings at the times scheduled so that you are not walking in the courtroom after the proceedings have begun. If possible, inform the courtroom attendant or security personnel that you are a member of the public or a student observing the proceedings. There are times when the courtroom capacity may limit observation by members of the public.**

The cases before the court are very important to the parties involved and our community. Victims of crime, defendants facing charges, their families and friends, witnesses, jurors and the attorneys are all following the proceedings very closely. Everything said in the proceeding is recorded by a court reporter. Therefore, there are rules of courtroom etiquette that must be followed while you are in the courthouse.

1. Enter the courtroom quickly and take a seat quietly.
2. While in the courtroom, please observe the following rules:
  - a. No talking
  - b. No rustling of papers
  - c. Hats must not be worn
  - d. Cell phones and/or pagers are to be turned off
  - e. Please remain seated with no excessive movements in your seats
  - f. If the judge requires it, you must remain in the courtroom until a recess is called for
  - g. No food or drink is permitted in the courtroom
3. Jurors are not allowed to discuss the case. Do not approach them, ask them questions regarding the case, or discuss any other matter related to the trial.
4. If asked to leave the courtroom by the judge, bailiff, courtroom clerk, or court attendant, you must leave immediately and without argument. When you leave a courtroom, please hold your conversations until your entire group has left the room and the doors closed. Please keep your conversations in the hallways quiet to avoid disrupting the proceedings.
5. Please show respect to all court staff and everyone you meet in the courthouse.
6. Please also be respectful to all property within the courthouse. This includes bathrooms, water fountains, elevators, and the cafeteria.

We hope your visit to the courthouse and observation of court proceedings is interesting and educational.