3-03/020.00 - Court Staff Relationship

To maximize the efficiency of a courtroom, the bailiff should maintain a good working relationship with all court staff members. Bailiffs should brief the staff on any unusual circumstances or security problems that may occur on a daily basis. Often the clerk or court reporters are the first line of communication in emergencies. If the clerk is busy when the phone rings during a court session the bailiff is encouraged to answer the phone, if it does not interfere with the security of the courtroom.