

# Resurrection Lutheran Church-Redondo Beach, CA

## Family Promise Hospitality Schedule

### Evening

#### **5:30 pm:**

- Hosts Arrive
- Review Hospitality Logbook
- Determine work to be done
- Check room accommodations
- Dinner preparation
- Set up dining area

#### **6:00 pm:**

- Welcome guests (Sunday only)
- Describe and define hospitality areas, and rules or restrictions of the host congregation for new guests
- Review emergency exit route with Guests
- Take guests to sleeping areas

#### **6:30 - 7:30 pm:**

- Dinner (hosts eat with guests)
- Clean up dining room and kitchen

#### **7:30 pm:**

- Fellowship time
- Children's activities and homework
- Clean up hospitality room
- Guests prepare lunches for next day

#### **10:00 pm:**

- Guests return to rooms for the night
- Overnight Hosts check that bathrooms are unlocked

### Morning

**6:45 am:** *Summer/weekend wake up times may be later.*

- Wake up guests
- Make coffee

#### **6:15 - 6:45 am:**

- Breakfast (guests help themselves)

#### **6:30 - 6:45 am:**

- Kitchen and dining room cleanup
- Bathroom cleanup

#### **7:00 am:**

- Van picks up guests go to day center

#### **Sunday Morning:**

#### **7:00 - 8:00 am:**

- Strip and fold cots and blankets for transporting
- Guests prepare clothes and personal goods for moving

#### **8:00 am:**

- Guests leave. If guests can leave later on Saturday and/or Sunday, make arrangements beforehand.

#### **8:00 - 8:30 am:**

- Review Hospitality Logbook, make any required entries, and store in a place accessible only to hosts
- Check rooms and do final cleanup