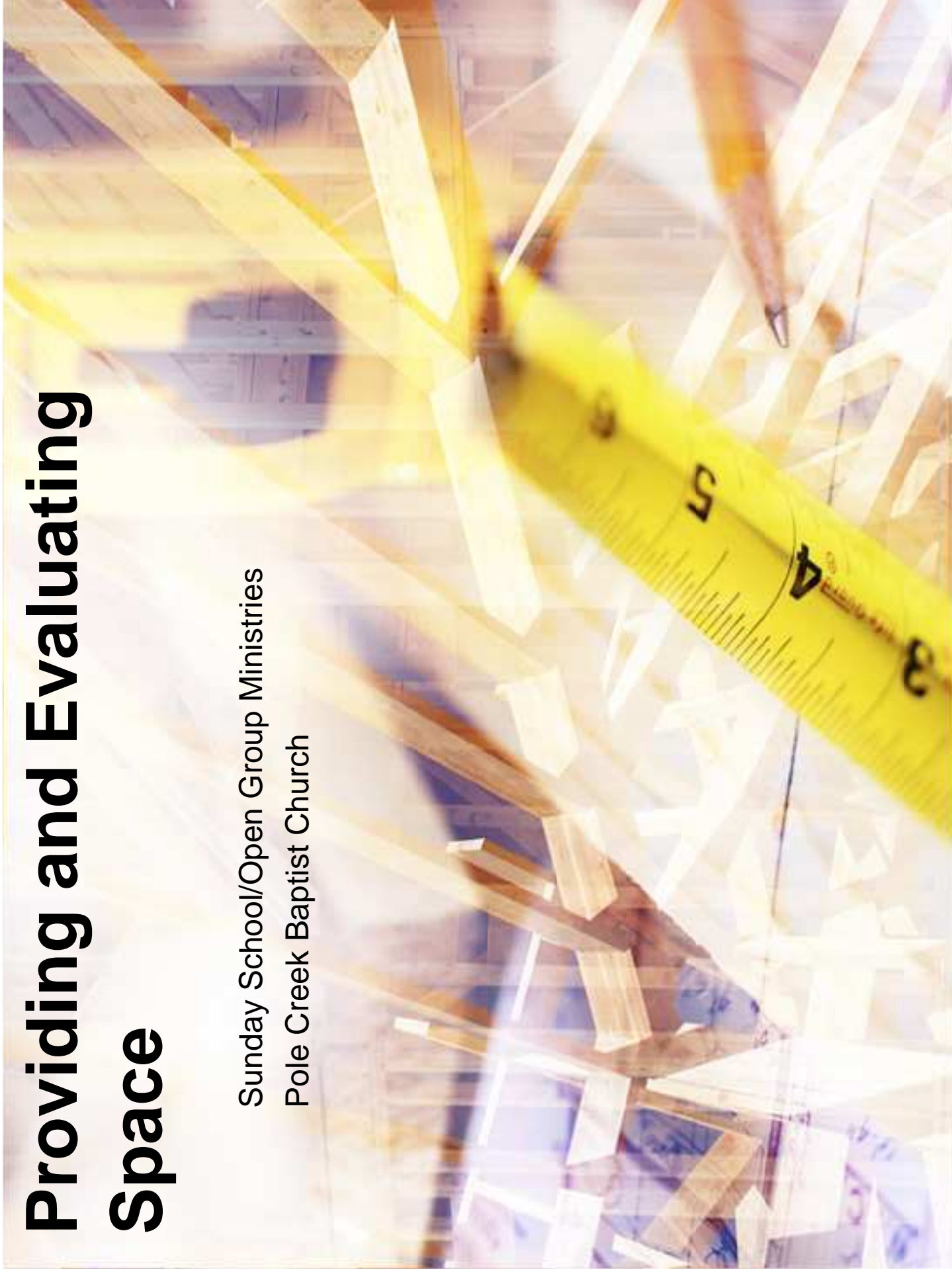


Providing and Evaluating Space

Sunday School/Open Group Ministries
Pole Creek Baptist Church



Assignments

- Determine a plan for developing and communicating expectations.
- Develop a training plan for your Sunday School leaders for the next twelve months.
- Read chapter 5 of “Key Strategies.”
- Complete reading of second of four books.



Opening Thoughts:

- Your members may be satisfied with the space as it is.
- Some churches are limited and do not even know it.
- Planning use of space is critical to “Great Commission” work.
- Guests will not give unsolicited feedback on your facilities.



One Other Note:

“Rules of Thumb”

versus

“Laws”



“Houston, we have a problem.”

- The more wisely you use the space you have, the more efficient and effective you will be in providing the best environment for accomplishing the purpose of the Sunday School.
- “Efficiency is doing things right, and effectiveness is doing the right things.” - Peter Drucker



Out of space?

- A study of Georgia's fastest growing Sunday Schools in 2001 revealed that they were continuing to grow beyond capacity. Why?



Why Do They Continue To Grow?

- “The members make sacrifices by meeting in less than desirable settings if needed in order to sustain growth. The focus is on reaching the community. Schedules and room assignments are not held sacred in these churches. People are willing to change rooms, locations and meeting times in order for more people to be reached for Christ and included in Bible Study.”



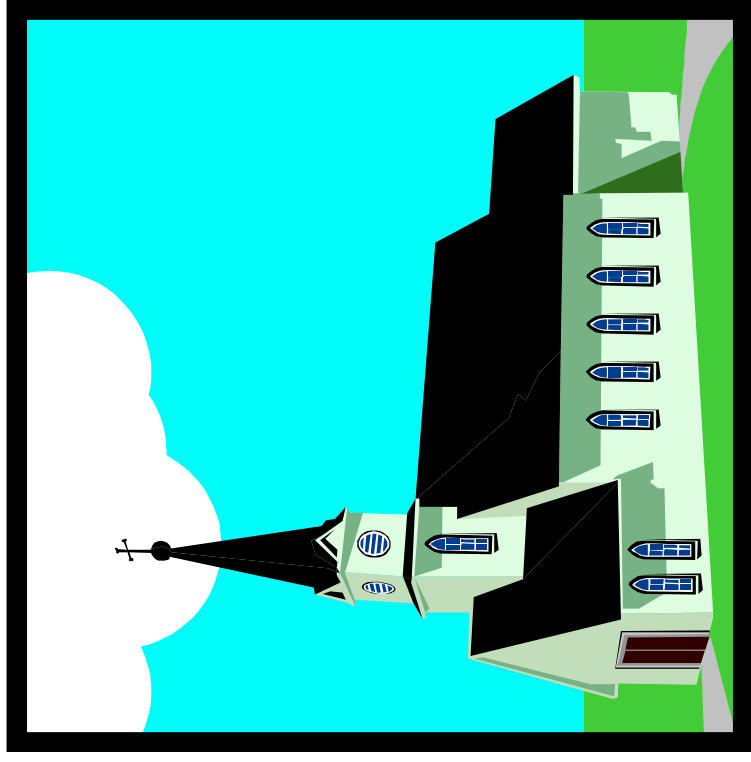
Finding The Right Combination

- There needs to be an adequate **QUANTITY** of space.
- The size of “the pot” can be a determining factor in attendance.
- There needs to be an adequate **QUANTITY OF SPACES** (or rooms).
- There should be at least one room for every 20 enrolled.
- There needs to be an adequate **QUALITY** of space.
- Form and Function make a difference!



Your Space Is Limited By The Smallest Of These:

- Education
Space
- Worship Space
- Fellowship
Space
- Parking Space
- Land



Education Space

- If you do not have any vacant rooms to create new classes...
- You are “out of space” regardless of the square footage of your facility!



Room by Room

- **Preschool:** Divide square footage of each room by 35 and multiply times .80 for potential average.
- **Children:** Divide square footage of each room by 25 and multiply times .80 for potential average.
- **Youth/Adult:** Divide square footage of each room by 18 and multiply time .80 for potential average.
- **Compare enrollment and attendance in each room to potential average of allotted space.**

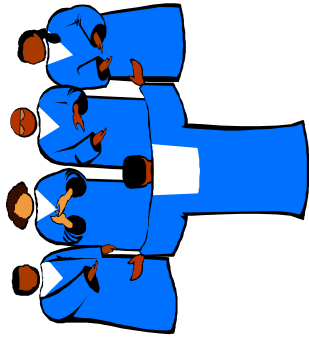
Why is 80% full?

- What are the chances that you will have exactly 100% of capacity in every individual room every week?
- Do people tend to sit “elbow to elbow” or to spread out?
- Are guests inclined to ask people to move?
- Do people prefer more or less “elbow room?”
- Do you want to risk people being turned away from worship or Bible Study?
- Once you are 100% full, can you immediately provide new space?



Worship Space

- Add the total inches of pews excluding the platform and divide by 21.
- OR add up the total number of chairs.
- Multiply times .80.
- Add this number to the total seating capacity of the platform.
- This will give you the Average Attendance Capacity of the Worship Area.



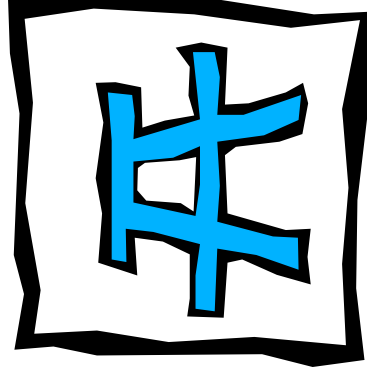
You Should Know:

- You will average about 10-20% more in worship than in Sunday School.
- If there is less than 10% difference you may have a Sunday School Ministry that is stronger than the Worship Ministry.
- If there is more than a 20% difference you may have a Worship Ministry that is stronger than the Sunday School Ministry.



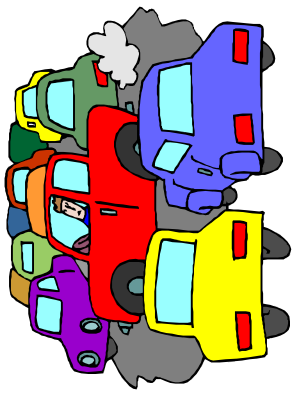
Fellowship Space

- Determine the total square footage of the Fellowship area.
- For rectangular tables: divide by 12.
- For round tables: divide by 15.
- This will give the maximum Fellowship Capacity.



Parking Space

- Determine the total number of marked parking spaces.
- Multiply the total times 2.0 for total capacity.
- For unmarked or unpaved areas you can assume about 105 cars per acre.



Land

- Determine the total acreage excluding cemetery or other unusable space.
- Multiply times 100 for single level buildings.
- Multiply times 125 for multi-level buildings.
- This is the maximum attendance the property can accommodate in worship, Sunday School, and your parking lot during a given hour.



Quality of Space

- Key Areas: Preschool, Children, and restrooms.
- Evaluate all space by asking:
 - 1. How Contemporary is the space? What year would you best associate with the décor and furniture?
 - 2. How Clean is the space? Is the space cleaned after each session?
 - 3. How Cluttered is the space? Is the space free of unnecessary, irrelevant or outdated material, information, or other items?



Options when out of space:

- Rearrange to maximize
- Master-Teacher in large area(s)
- Unused rooms (storage, kitchen, choir)
- Mobile Units
- Off Campus Classes
- Dual Sessions
- Home Cells
- Construction or Reconstruction



Think with a SPACE mindset

- **S**upport the overall work of the Sunday School by providing adequate space.
- **P**rovide the best available space for Preschool and Children.
- **A**nticipate future space needs and address them.
- **C**ommit to a “whatever it takes” attitude.
- **E**valuate space usage annually to ensure the most effective and efficient use.



Assignments

1. Evaluate the quantity and quality of your space. Determine the top three recommendations for improvement.
2. Read chapter 6 of Key Strategies.



Providing and Evaluating Space



Sunday School/Open Group Ministries
Georgia Baptist Convention