

# Meeting Space Specifications Chart

## Space Analysis:

Every church desires to provide the best possible space for each Bible study group. The following chart will assist you to analyze your existing space, plan for future space, and assist you in growth planning. Remember, this is a “snapshot” of your current status. As you reallocate space, based on needs and growth, your “picture” will change.

Age Group	Space/Person	Maximum Attendance <sup>a</sup>	Room Size <sup>b</sup>	Leader/Learner Ratio
<b>PRESCHOOL</b>				
Babies	35 sq. ft. <sup>c</sup>	12	420 sq. ft.	1:2
Ones-Twos	35 sq. ft. <sup>c</sup>	12	420 sq. ft.	1:2
Threes-Pre-K	35 sq. ft. <sup>c</sup>	16	560 sq. ft.	1:4
Kindergarten	35 sq. ft. <sup>c</sup>	20	700 sq. ft.	1:5
<b>CHILDREN</b>				
Grades 1 – 6	20 – 25 sq. ft.	24	480 - 600 sq. ft.	1:6
<b>YOUTH</b>				
Gd 7-12 (Class)	10 - 12 sq. ft.	12	120 - 144 sq. ft. <sup>d</sup>	1:12
Gd 7-12 (Dept.)	8 - 10 sq. ft.	60	480 - 600 sq. ft. <sup>d</sup>	1:12
<b>YOUNG ADULTS 18 – 24 Years Old</b>				
Department				
Class	12-15 sq. ft.	20 - 25	240 - 375 sq. ft.	1:4
Dual Use	15-18 sq. ft.	20 - 25	300 - 450 sq. ft.	
<b>ADULTS 25 Years-Up</b>				
Department	10 sq. ft.			
Class	12-15 sq. ft.	20 - 25	240 - 375 sq. ft.	1:4
Dual Use	15-18 sq. ft.	20 - 25	300 - 450 sq. ft.	
<b>SPECIAL EDUCATION</b>				
Low - Functioning	25 sq. ft.	1:1	480 sq. ft.	
High - Functioning		1:4	(10 sq. ft. per	
In - Between		1:2 - 1:3	person for	
			wheelchairs)	

## NOTES:

- Average attendance may range from 45 percent to 70 percent of enrollment, depending on the age-group and/or community involved. Preschool and Children’s workers recommend that space be provided on the basis of 80 percent of enrollment of these age groups. Youth and adult workers recommend that space be provided on the basis of 70 percent enrollment.
- Minimum space footage may sometimes be necessary in smaller churches, first units, and mission buildings.
- Thirty-five square feet is considered as ideal for preschool space. This amount and more may be required in churches planning to provide daycare and kindergarten programs.
- If open room space is planned for Youth, department and classroom areas should be combined and planned for 18 to 22 square feet per person.