

Campus Security	
Policy ID:	4-423
Manual Classification:	Section 4 – Finance & Facilities
Approved by:	Board of Governors Date of mtg, motion ref #
Effective Date:	01 July 2016
Next Policy Review Date:	5 years from approval
Administrative Contact for Policy	Vice-President, Finance & Administration
Interpretation:	
Linked to an Operating Procedure:	<input checked="" type="checkbox"/> Yes #423 OP <input type="checkbox"/> No

Policy Statement

Fleming College (hereafter the College) is committed to fostering a safe and welcoming working and learning environment for all students, employees and visitors.

The College is a publicly accessible institution, however, all campuses of the College are private property and as such access to the College may be restricted by the Board of Governors and/or its agents in order to ensure the safety of the College community and to prevent undesirable behaviour and/or the loss of assets due to theft.

Purpose

This policy is intended to provide information and direction related to issues of security, access to facilities and property, security camera use and matters of public safety. This policy is designed to work in concert with other College policies including but not limited the Community Use of College Facilities Policy, Smoking Policy and the Parking & Traffic Policy.

Scope

This policy applies to all members of the College Community including all employees, governors, students, contractors, suppliers of services, individuals who are directly connected to any College initiatives, volunteers and visitors.

Definitions/Acronyms (as required)

None required.

General Principles

The College is determined to ensure that access to the College is adequate for students, employees and visitors to pursue their respective work, study and business; balanced with the responsibility to maintain a safe and secure campus.

This policy and associated procedures will be based on the following principles:

1. Providing for the safety of employees, students and visitors as required under various legislation including but not limited to the Occupational Health & Safety Act.
2. Providing adequate access to the appropriate facilities so employees and students may complete their work or academic assignments.
3. Deter undesirable behaviour and protect the College facilities and property from theft and vandalism.

Related Documents

- Administrative Operating Procedure 4-423 OP
- 4-402 Community Use of College Facilities Policy
- 4-413 Smoking Policy
- 4-426 Parking & Traffic Policy

Appendices

Appendix A – Security Services Mandate, Objectives & Values

Summary of Amendments/Reviews:

Section(s)	Date	Comments
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Appendix A Security Services

Mandate

Security Services supports the academic mission of the College by creating a safe and secure environment for all members of the College Community and works in a receptive and genuine collaboration with other departments to provide:

- A service delivery model that places emphasis on customer service;
- A highly visible security presence on campus 24 hours a day;
- Security for all College buildings and property and special events;
- A reliable response to both routine and emergency calls for security service;
- The promotion of security, crime prevention and safety awareness.

Objectives

The objectives of Security Services as it relates to security and public safety are:

- To prevent crime, maintain the peace, resolve conflicts and promote good order;
- To respond to emergencies and provide assistance to all persons;
- To provide effective security for the assets of Fleming College;
- To ensure College policies and regulations are followed;
- To protect persons and property by developing proactive programs that promote safety and security by managing, broadly communicating and delivering these programs to the community on an ongoing basis;
- To investigate suspected criminal activity and to apprehend offenders in cooperation with local police services;
- To enforce the Criminal Code and applicable Provincial and Municipal Statutes and other legislation as necessary;
- To co-ordinate the installation, maintenance and operation of effective security systems for emergency notification, access control and alarm monitoring.

Values

Security Services is accountable to its community and is guided by the following principles and values:

- Respect for the dignity, privacy, worth and diversity of all persons;
- Fair and impartial treatment of all individuals;
- Equality of access and protection of constitutional rights and liberties;
- Reliability, competence, accountability, teamwork and open communication.
- An approach to campus security that welcomes and encourages community involvement and promotes safety and security as a shared responsibility.