

# Conduct on University Premises - Operational Policy

## 1. Purpose of policy

1.1 Under the provisions of the *University of the Sunshine Coast Act 1998* (Qld) (the Act), particularly *Schedule 1 Part 3 Conduct on University Land*, the University may regulate and control access to University land as well as the conduct of persons on that land.

## 2. Policy scope and application

2.1 The policy applies within the boundaries of the University premises and to every part of University premises, and to every person who is at any time on University premises. The policy should be read in conjunction with the University's Conduct on University Premises – Conditions of Entry

## 3. Definitions

Please refer to the University's Glossary of Terms for policies and procedures. Terms and definitions identified below are specific to this policy and are critical to its effectiveness:

Act means the *University of the Sunshine Coast Act 1998* (Qld).

Authorised person means an authorised person as defined in the Act.

Land, of the University, mean land and buildings owned by or under control of the University, as defined in the Act. See also University premises. These terms are used interchangeably, with the same meaning.

Penalty unit has the meaning given by the *Penalties and Sentences Act 1992* (Qld).

Structure means any building, boarding, framework, tent, shelter, sign, foundation, groundwork, or other construction.

University premises means buildings, structures and land under the control and management of the University and which are used for, or in connection with, the purposes of the University including any land or structures used or occupied by the University pursuant to any lease, licence or right to occupy.

## 4. Responsibilities

4.1 The Vice-Chancellor and President may, in writing, appoint a person who the Vice-Chancellor and President is satisfied has the necessary training, or knowledge and experience, to be an authorised person under the Act.

4.2 A person who is appointed as a SafeUSC Community Officer of the University, and who has been issued with SafeUSC Community Officer Identification, is an authorised person for the period of their appointment.

## 5. Conduct on University premises

5.1 The University's Conduct on University Premises – Conditions of Entry as approved by the Vice-Chancellor and President and published on the University website, details the conditions of conduct on University premises and in summary provides that:

5.1.1 No person shall occupy, alter or use University premises other than in accordance the legitimate operations of the University or any contractual agreement with the University, without the express authority of the Vice-Chancellor and President or an authorised person.

5.1.2 A person must not be disorderly or create a disturbance on University premises, or conduct them self in any way that may pose a threat to persons, property, wildlife or University premises.

5.2 Any person acting in, or reasonably suspected of acting in, a manner contravening 5.1, will be directed to leave the University premises. Any failure by a person to comply with such a direction may result in a breach of the Act and the issue of a fine under the Act.

### APPROVAL AUTHORITY

Vice-Chancellor and President

### RESPONSIBLE EXECUTIVE MEMBER

Chief Operating Officer

### DESIGNATED OFFICER

Director, Facilities Management

### FIRST APPROVED

31 May 2018

### LAST AMENDED

17 July 2019

### REVIEW DATE

31 May 2023

### STATUS

Active

5.3 Proceedings for a breach of the Act may be taken in a summary way under the *Justices Act 1886* (Qld).

## 6. Safety and Security

6.1 The University aims to achieve and maintain a safe and secure environment for all of the University's campus communities, and to provide appropriate personal safety and protection from theft and damage for all property, students, staff and visitors in accordance with all relevant Australian laws and the lawful instructions of the University.

6.2 Security on all University premises is controlled centrally through Facilities Management (SafeUSC Community Team), responsible directly to the Director, Facilities Management, although security operations at each location are run in close liaison with the relevant Campus Coordinator or third party operator.

6.3 Facilities Management (SafeUSC Community Team) has an extensive set of operating procedures designed to contribute to the good management of the University by providing security staff and the Emergency Control Organisation with a comprehensive guide which will assist them in carrying out their duties.

6.4 Facilities Management will develop, maintain, and train the Emergency Control Organisation (ECO) for emergency first response as required by relevant Legislation.

## 7. Closed Circuit TV and other security recordings

7.1 The University is committed to providing a safe and secure environment across all of its University premises. Closed Circuit Television (CCTV) may be installed overtly at identified public locations as a strategic component of this commitment to community safety and crime prevention. Other security surveillance technologies, including but not limited to drones and body mounted cameras may also be deployed as part of the overall security recordings program.

7.2 Facilities Management (SafeUSC Community Team) is responsible for the management of the University's CCTV system. This includes the maintenance and operation of the system as well as the protection of the privacy interests of individual members of the University community and the public from intrusive monitoring. Refer to the Closed Circuit Television (CCTV) and Security Recordings - Operational Policy.

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### RELATED DOCUMENTS

- Closed Circuit Television (CCTV) and Security Recordings - Operational Policy
- Critical Incident Management - Governing Policy
- Golf Carts: Safe use on campus - Procedures
- Incident Management - Procedures
- Parking - Operational Policy
- Resolution of Complaints (Staff) - Guidelines
- Staff Code of Conduct - Governing Policy
- Student Conduct - Governing Policy
- Vehicle Usage - Operational Policy

### LINKED DOCUMENTS

- Conduct on University Premises – Conditions of Entry

### RELATED LEGISLATION / STANDARDS

- University of the Sunshine Coast Act 1998 (Qld)
- Penalties and Sentences Act 1992 (Qld)
- Justices Act 1886 (Qld)