

 <b>CAPILANO UNIVERSITY</b>		POLICY	
Policy No.	Officer Responsible		
<b>OP.419</b>	<b>Vice-President, Finance and Administration</b>		
Policy Name			
<b>Weapons on Campus Policy</b>			
Approved by	Replaces	Category	Next Review
<b>SLC</b>	<b>E.505</b>		<b>Feb 2026</b>
Date Issued	Date Revised	Related Policies	
<b>Feb 2023</b>	<b>New</b>	<b>B.506 Standards of Conduct</b> <b>B.701 Student Code of Conduct</b> <b>E.702 Students Statement of Rights and Responsibility</b> <b>OP.420 Safety &amp; Emergency Services Policy</b> <b>OP.418 At Risk Behaviour and Violence Response and Prevention Policy</b>	

## 1 PURPOSE

- 1.1 Capilano University is committed to providing a safe and healthy workplace and learning environment for its employees and students. The University promotes the highest level of safety and security in all its activities to protect both people and property from harm.
- 1.2 The purpose of this policy is to regulate the possession on University property of any kind of weapon, replica weapon, or the possession of component parts that can be readily assembled into a weapon, and to comply with all applicable municipal, provincial, and federal regulations.

## 2 DEFINITIONS

**“Ammunition”** is the material fired, scattered, dropped or detonated from any weapon, including blanks.

**“Employee”** means any person employed by the University.

**“Member of the University community”** means employees, students, agents, board members and volunteers.

**“Property”** means buildings, structures, parking lots, learning places, residences, areas used for sports, space or land (including vacant land or space), public places and workplaces owned, leased by and/or operated under the authority of Capilano University.

**“University-related activity”** includes an activity or event conducted under the authority of the University at any location, on or off campus

**“Student”** means an individual enrolled in any course (credit or non-credit) at the University.

**“Weapon”** is defined as a manufactured device designed to injure another being, a device designed to look like a weapon, and components that can be readily assembled into a weapon. Examples of weapons include, but are not limited to: firearms, incendiary devices, explosives (including fireworks), air guns, pellet guns, starter pistols, BB guns, crossbows, long bows, swords, martial arts weapons, prohibited blades, hunting or fishing knives, brass knuckles, sling shots, self-defense chemical sprays, toy and replica weapons or any prohibited device as defined by the *Criminal Code of Canada*.

### **3 SCOPE**

- 3.1 This policy applies to all members and visitors to the University community.
- 3.2 This policy does not apply to police officers, peace officers or licensed guards carrying issue weapons required in the performance of their duties.

### **4 POLICY STATEMENT**

- 4.1 Weapons, including replica weapons, must not be stored or carried by any person while on University property unless authorized (see section 5).
- 4.2 Ammunition is prohibited on campus property.
- 4.3 Campus Security will confiscate any unauthorized weapons or replica weapons found on campus for which there is not written authorization. The weapons or replica weapons will be returned to the owner/user once either authorization has been received or the owner has arranged to have them stored permanently off campus. Firearms and ammunition will be immediately turned over to the police, as Campus Security has no secure firearms storage facility.
- 4.4 Individuals in possession of unauthorized weapons, replica weapons and ammunition on campus may also be subject to disciplinary action up to and including expulsion from the University or termination of employment. Violations that could lead to disciplinary action will be conducted in accordance with the relevant University policies and/or collective agreements. These include, but are not limited to, B.701 Student Code of Conduct, B.506 Standards of Conduct, and applicable collective agreements. In the case of prohibited or non-registered firearms and other illegal weapons, the individual may also be subject to criminal prosecution.

### **5 EXCEPTIONS**

5.1 Exceptions to the policy may be granted for a University-related activity (e.g. theatrical and film productions requiring prop weapons). Use of firearms/replica firearms must be supervised by an employee who has successfully completed Firearm Safety Level I through Actsafe BC or its equivalent.

5.1.1 Use of any replica firearm in the production of curricular, student film projects requires the students to follow all safety guidelines laid out by the MOPA website and their faculty, as well as careful supervision by the supervising instructor on set when the replica firearm is being used.

5.2 In accordance with the *Charter of Rights and Freedoms*, this policy does not apply to ceremonial knives carried or used to meet religious obligations.

5.3 Small folding or utility knives used for a lawful purpose that are not brandished or worn in such a manner as to cause concern or alarm are also exempt.

#### 5.4 AUTHORIZING EXCEPTIONS

5.4.1 Exceptions to this policy require written authorization signed by both the:

- a) Dean, Director or Department head (as appropriate); and
- b) Manager, Campus Security.

5.4.2 The written authorization will include a detailed list of what weapons are authorized and for what purpose, who will be using them, how long they will be on campus and the provisions made for safe storage of the weapons when not in use. Written authorization is required for imitation weapons.

5.4.3 The Manager, Campus Security will resolve any security concerns directly with the Dean, Director or Department head in advance of the activity or event taking place.

5.4.4 Campus Security will be responsible for informing the relevant University departments/units about any sanctioned activities taking place on campus involving weapons or replica weapons.

5.4.5 Any weapons that are required to be stored on University property must be stored safely and in accordance with all applicable laws, regulations and policies by the Department responsible for the event or activity. No weapons at all will be permitted to be stored in any University student residence facility.

## 6 DESIGNATED OFFICER

The Vice President, Finance and Administration is the Policy Owner, responsible for the oversight of this Policy. The Administration of this Policy and the development, subsequent revisions to and operationalization of any associated procedures is the responsibility of the Director, Safety and Emergency Services.