

	Policy No.	Replaces	Policy
	<b>E. 403</b>	<b>ARM 7000</b>	<b>Executive</b>
	Policy Name		
<b>FACILITIES ACCESS POLICY, AFTER HOURS ACCESS: STUDENTS</b>			
Approved by	Responsibility		Category
<b>Executive</b>	<b>VP, Finance &amp; Administration</b>		<b>Health, Safety &amp; Environment</b>
Date Issued	Date Revised	Revision	Related Policies, Reference
<b>Sept. 22, 1999</b>	<b>Nov. 7, 2007</b>	<b>2</b>	

## PURPOSE

The University recognizes its responsibility for access by registered Capilano University students to program-specific facilities and equipment. The demand on some program-specific equipment and resources is such that access must be provided for students to complete their work, in hours that extend beyond the normal University hours of operation. The University also recognizes that it should provide these resources in an environment that ensures reasonable personal security to those students and that keeps secure our equipment and facilities.

## POLICY

The Enrolment & Instructional Management committee will determine which program areas are to be designated for after hour access, based on the assessed need for access to specific equipment and resources that extends beyond the normal hours of operation.

Outside normal operating hours, all students will be requested to leave unless a specific exemption has been granted under the facilities access procedures.

University facilities will be closed on statutory holidays and on any other days, as the University may determine from time to time.

All after hour activity is subject to and must conform to the local noise by-laws.

## POLICY MANAGEMENT

The Director, Buildings and Grounds shall manage this policy.