

INTRODUCING AND STORING WEAPONS AND FIRE ARMS ON UNIVERSITY PREMISES

1. Introduction

Edinburgh Napier University promotes the highest level of safety and security in all of its activities.

Accordingly, no person, while on property controlled or owned by Edinburgh Napier University, shall store or carry a weapon. A weapon is defined as a manufactured device designed to injure or kill another being, or a device designed to look like a weapon. Examples of weapons include, but are not limited to; firearms, explosives (including fireworks), air guns, pellet guns, BB guns, crossbows, long bows, swords, martial arts weapons, prohibited blades, hunting or fishing knives, brass knuckles, replica or imitation firearms or any prohibited item under The Firearms Act 1968.

2. Exceptions

- 2.1 This policy does not apply to Police Officers carrying issue weapons in the performance of their duties.
- 2.2 Exceptions to the policy may be granted for an Edinburgh Napier University sanctioned event or activity (for example - Edinburgh Napier University Student Association Archery Club or on-campus theatrical productions requiring props). Exceptions for such events or activities require written approval signed by:-
 - The appropriate Campus Dean
 - Department Head or Head of School
 - Security Manager

The written approval will include a detailed list of what weapons are approved 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. The Security Manager or his/her Security Supervisor will resolve any security concerns directly with the Dean or Department Head in advance of the event taking place. The Security Services team will be responsible for informing the relevant University departments and, if appropriate, Police Scotland about any sanctioned activities taking place on-campus involving weapons or replica weapons. Any weapons that are required to be stored on Edinburgh Napier University's property must be stored safely and in accordance with all applicable laws, regulations and policies by the Department responsible for the event or activity.

2.3 This policy exempts ceremonial knives carried or used to meet religious obligations and utility knives used for a lawful purpose that are not brandished or worn in such a manner as to cause concern or alarm.

3. Student Accommodation

No weapons at all will be permitted to be stored in any University student residence accommodation as stated in the Student Accommodation Code of Conduct paragraph 7.

- Keeping or using a firearm or any other offensive and dangerous weapon, such as an air pistol, a martial arts weapon, a ball-bearing gun, catapult or a knife is strictly prohibited within the developments and the areas surrounding them.
- Using any object in an offensive or dangerous manner or in a manner which is likely to frighten others is also strictly prohibited.
- If the University discover that you have broken this regulation, we will end your Tenancy Agreement immediately.

4. Unauthorised weapons on campus

Security Services will seize any unauthorised weapons found on campus for which there is not written authorisation (see 2b). The weapons will be returned to the owner/user once either authorisation has been received or the owner has arranged to have them stored permanently off campus. Firearms and imitation firearms will be immediately turned over to Police Scotland.

Individuals in possession of unauthorised weapons on campus may also be subject to disciplinary action for misconduct, with sanctions up to and including dismissal for gross misconduct. Any instances of potential misconduct will be investigated in line with the University Disciplinary Policy:

<https://staff.napier.ac.uk/services/hr/Documents/Policies/Disciplinary%20Policy%20and%20Procedure%20-%20March%202018.pdf>

In the case of prohibited or non-registered firearms and other illegal weapons, the individual may also be subject to criminal prosecution.