



## ***CAMPUS SAFETY & SECURITY SHUTTLE OPERATIONAL POLICY & PROCEDURES***

***Subject:***

***Adopted:*** JULY 1, 2017

***Amended:***

***Review:*** This procedure will be reviewed by the Vice President & CFO

**Purpose:**

This policy has been developed to define the standards of operations and expectations regarding the use of the University shuttle service vehicles.

**Policy:**

It is the policy of Lakeland University to exercise prudence and wisdom in the use of vehicular equipment in order to provide safe transportation for LU students. The shuttle service is intended for use by the campus community to support the daily routine of an educational institution. Lakeland University reserves the right to refuse services to an individual or to a location which may jeopardize the safety of other students, or University equipment. This policy applies to all University-owned and operated shuttles.

**ACCESS:**

- Shuttle service is provided for only current Lakeland University students. This also includes LU students who attend other campuses within the shuttles travel range.
- All students **MUST** show a valid Lakeland University I.D. card, in order to board the shuttle.
- No visitors, due to limited seating, only current LU students will be allowed to access the shuttle.

**ANIMALS:**

- Guide dogs (for the visually impaired) are welcome on University operated shuttles. No other animals are permitted.



#### INCLEMENT WEATHER

- The LU Shuttle will automatically close if classes are cancelled for hazardous road conditions due to inclement weather.

#### REFUSAL OF SERVICE

- The University reserves the right to refuse service to any person who is under the influence of intoxicating liquor or drugs, or who is incapable of taking care of himself/herself, or whose conduct is such, or is likely to be such, as to make him/her offensive to other passengers or forthcoming passengers ultimately jeopardizing student and staff safety.

#### STOPS/DESTINATION

- University shuttles will only stop at designated locations i.e. commercial properties such as medical facilities, businesses, retail locations and etc. University shuttles will not stop at residential homes or properties.

#### WHEELCHAIR ACCESSIBILITY

- **TBD**

#### **Administration and Interpretation:**

This policy is administered by the Campus Safety & Security office and Shuttle Operations. Questions regarding policy, operations, or schedules should be directed to the Director of Campus Safety & Security.

#### **Amendments or Termination of this Policy:**

Lakeland University reserves the right to modify, amend, or terminate this policy at any time.