

ESCORT/SHUTTLE POLICY

Campus Safety provides two types of escorts. Our walking escort service is provided 24/7 - 365 days a year. It is available on and immediately adjacent to campus. The second escort service is a Driving Shuttle service. It is available 4 PM to 3 AM daily during the academic year (no summer time service). There is no additional cost to utilize these services. While walking escorts have been provided for years, a dedicated driving shuttle service was first implemented in 2005 in response to student needs.

The escort and shuttle services are provided upon request to students, staff, and faculty. Due to the high demand of this service, Campus Safety has established expectations and rules by which users of this service are expected to abide. These rules are posted on the Campus Safety web page. As such, compliance with these expectations and rules are mandatory and use of the service implies understanding and agreement. Violation of these policies may result in disciplinary action through Student Rights and Responsibilities and/or loss of shuttle ride privileges.

REQUESTING AN ESCORT

A PLU student, staff or faculty member may call x7441, call for help station, Campus Safety phone app (Knight Shield) or use a campus blue phone to request an escort. The caller will be provided an estimated time of arrival. These arrival times can fluctuate depending upon the number of escorts pending and current staffing levels. The escorts will be serviced in the order received with the exception of *Special Escorts*, which are addressed later in this policy. Each escort will be dropped off using the most efficient route perceived by the Campus Safety officer.

As a courtesy to other escorts, Campus Safety asks that callers be ready to be picked up by the estimated time of arrival that was given. While Campus Safety strives to provide as accurate of a time as possible, delays experienced while waiting for escorts to meet them will mean delays for all others that are pending. All escorts must present a valid PLU ID when entering the vehicle. All vehicle occupants must wear their seatbelts and must not cause any distractions that could hinder the driving ability of the Campus Safety officer.

Physical addresses must be given for all destinations within the escort perimeter (defined below). The only time intersections will be accepted as a destination is if they are on the perimeter of the shuttle service. Even when intersections are used a final destination must be provided. Shuttle users are expected to go to the address they requested. If a shuttle user does not go to the given destination their shuttle privileges may be revoked.

Campus Safety officers will not wait at a destination for a return trip. A return escort must be called in and requested.

All students, staff and faculty requesting escorts are asked to be patient during times in which Campus Safety is responding to a priority situation. Escorts may not be dispatched during these times in order to sufficiently address the emergency situation.

ORIGINS

In order to help avoid drinking and driving, Campus Safety will pick up escorts at any location within the perimeter, regardless of whether it's primary business is to serve alcohol or not. Discretion will be used when picking up belligerent, disruptive or overly intoxicated individuals, and an escort may be denied if Campus Safety determines a risk is present.

DESTINATIONS

Escorts will not be provided to locations where alcohol is being served as a primary function, such as bars or residential parties. All escorts will be denied to a given house address if it is determined to most likely be the location of a party at that time.

ESCORT ALCOHOL POLICY

Alcoholic beverages, including non-alcoholic beer, are not permitted in Campus Safety vehicles at any time. Anyone suspected of transporting alcohol must show the Campus Safety officer the contents of any item in their possession at their request, or the transport may be denied. This rule applies to tobacco and marijuana as well.

Costs of cleaning an escort vehicle due to vomiting as a result of alcohol consumption will be the responsibility of the PLU member (see Nauseous and/or Sick Escorts below). The Student Rights and Responsibilities System may be used to facilitate restitution in these cases.

FIELD ESCORTS

A field escort occurs when an escort request is made directly to the Campus Safety officer as he or she is driving around campus, without calling Campus Safety. The officer is expected to relay all appropriate information to the Communications Officer for proper documentation of the escort. Field escorts may be denied at the discretion of the officer, particularly if the officer determines that there is a potential risk to the safety of anyone in the vehicle.

SPECIAL ESCORTS

Special Escorts are an expedited service provided for mobility impaired students, staff and faculty by placing the escort at the front of the queue of other pending requests for service. This service is provided during normal business hours (outside the normal shuttle service hours of 4 PM to 3 AM). The decision to provide this service will be on a case-by-case basis and will be made by a professional representative of Campus Safety.

The primary purpose of this service is to assist students and faculty with mobility impairment in reaching class in a timely manner. The escorts are only provided from on-campus locations and the destination must be an academic location.

Escorts for mobility impaired students and staff that are not academic in nature (still must be on-campus) will be considered regular escorts and provided as resources are available. These escorts may be to non-academic locations – AUC, residence halls, etc.

There is an expectation that all student, staff and faculty members call far enough in advance to allow sufficient time to arrive at their destination, including those with mobility impairments. The purpose of this policy is to provide support to community members who have a narrow window for transportation such as between classes.

One guest is permitted to ride with the mobility impaired student. No additional guests are permitted.

TRANSPORT OF GUESTS

Students, staff or faculty who bring guests into the Campus Safety Shuttle must identify guests to the Escort Officer before entering the vehicle. Students are responsible for informing guests of conduct appropriate at the university and in the escort vehicle and may be held responsible for the conduct of their guests. The university reserves the right to declare guests unwelcome due to inappropriate behavior.

LIMITED ESCORT USAGE

Campus Safety will not assist in moving, carrying or loading personal belongings. Bags, packs, groceries and other personal items must be able to be carried by the escorted person and be able to be contained or held within the escorted person's personal space during the ride so as to not interfere with other passengers or the driver.

RESTRICTED FROM SHUTTLE

Campus Safety reserves the right to refuse or suspend escorts to anyone. Refusals may range from short term to permanent restrictions. Anyone permanently restricted from the escort service will receive documentation explaining why he or she has been restricted. If he or she would like his or her restriction reviewed or privilege reinstated, a written request must be submitted to the Director of Campus Safety, and an appointment scheduled to discuss the situation.

PLU ESCORT BOUNDARIES

Campus Safety will not escort student, staff or faculty members beyond the designated boundaries, with the exception of the Gonyea House and special circumstances, which must have approval by Campus Safety professional staff.

The current boundaries are:

- North - 116th St. S
- East - Pacific Ave. (west side of road only)
- South - Tule Lake Rd.
- West - Ainsworth Ave S

GENERAL COURTESY

All student, staff and faculty members will be expected to conduct themselves appropriately, and to treat Campus Safety members and fellow passengers accordingly. Foul and/or abusive language or comments will not be tolerated. Passengers are expected to behave in a way that will not inhibit the ability of the Campus Safety Officer to perform his or her job as expected. *All PLU policies still apply throughout the duration of the escort.*

ESCORTS WITH FOOD AND BEVERAGE

Open food and beverage containers will not be allowed in the vehicles. Soda bottles and coffees can be transported as long as the lid is properly secured and the beverage is not being consumed. To-go food containers may be transported as long as they remain closed. Food containers that have potential to leak must also be in a plastic bag.

TRANSPORT OF ANIMALS

Animals will not be transported with the exception of service animals.

NAUSEOUS AND/OR SICK ESCORTS

In the event that someone becomes sick in the vehicle they must notify the Campus Safety officer immediately so they can pull to the side of the road. If the rider vomits within the vehicle, he or she will be assessed a \$125.00 cleaning fee. PLU students, staff and faculty are responsible for the actions of their guests and will be held accountable if their guest becomes sick. Other messes created by escorted persons may be assessed similar cleaning fees.