



PARTICIPANT SECURITY POLICY

Preamble

Program participants attending activities sponsored by University of Pennsylvania schools and/or departments are entitled to courtesies similar to those accorded students enrolled in general University curricula. Participants must also abide by the same University policies to which general students are subject. In this spirit, Program Directors and the Division of Public Safety work cooperatively to assure maximum participant access to and secure use of campus facilities. The following procedures provide security guidelines for students participating in programs.

Procedures

1. Program Directors will arrange, through the Division of Public Safety, safety awareness presentations for summer program participants. To arrange for a safety presentation, contact the Special Services Unit at 215-898-4481, or complete the Safety Presentations Request Form online at: <https://www.publicsafety.upenn.edu/contact/presentation-request-form/>
2. Each Program Director will designate a Program Security Liaison (SPSL) who will serve, in cooperation with a designated Division of Public Safety supervisor, to ensure order and provide protection to all program participants.
3. Program Directors and security liaisons will provide supervision and monitor the activities of program students.
4. In the event of a security incident, the following protocol will be observed:
 - a. If a Program student is detained by Penn Police for investigation or for a citation for a summary offense of the City's Ordinances and/or the Crimes Code of Pennsylvania, (s)he will be taken to the Philadelphia Police. If the student is detained north of Market Street, (s)he will be transported to the 16th Police District at 39th & Lancaster Streets; if (s)he is detained south of Market Street, (s)he will be transported to the 12th Police District at 65th & Woodland Ave.
 - b. The detaining officers will notify the SPSL and, at the SPSL's discretion, the program director.
 - c. If a participant commits a crime, or is suspected of committing a felony, (s)he will be taken to the 18th Police District at 55th & Pine Streets, and the Program Director will be notified.
 - d. If a participant violates University policy, the charges will be brought to the attention of the Program Director, who will consult with the Vice Provost for University Life on the resolution of the situation. Special effort will be made to expedite the resolution of the complaint given the limited stay of participants.
 - e. If a participant is a victim of rape, sexual assault, or other "crime against person," the campus emergency procedures will be implemented with Patricia Brennan, Director of Special Services, as the point person. The SPSL will be among those contacted to provide a support network for the victim.



- f. A program incident report will be forwarded to the Office of the Vice Provost for University Life.

Note: Every program participant must have a Penn I.D. that must be carried on their person at all times.

To contact the Department of Public Safety in the event of an emergency, dial 511 from any campus phone, or 215-573-3333 from any phone.