



Banned Persons

1. The University of Bath is a large Campus in excess of 200 acres with over 12,000 students and 5,000 staff. The Campus is open planned with minimal perimeter security. Although the land is private there are public footpaths that cross the parts of the Campus. Quarry Road is closed every night to not only increase security but also to demonstrate that the estate is private. Private property signage is affixed to all entry points to the Campus.
2. The size of the Campus and the number of persons working, visiting and residing within the confines of the University means that at times staff, students, contractors or visitors could be involved in behaviour that can be described as:-
 - (a) Criminal
 - (b) Civil contractual disputes
 - (c) Personal disputes
 - (d) Threatening
 - (e) Anti-social
 - (f) Harassing
 - (g) Other behaviour not conducive to persons entering or remaining on University property.
3. If a persons can be shown to have been:-
 - (a) concerned in **or**
 - (b) involved with **or**
 - (c) guilty of

any of the behaviour listed in paragraph 2 above and it is the opinion of the Vice Chancellor or their Deputy that attendance on University property would:-

- (a) damage the reputation of the University of Bath
- (b) cause alarm or distress to a student of member of staff
- (c) be likely to cause loss or damage to University property
- (d) be likely to cause loss or damage to personal property
- (e) be likely to cause any disruption or interruption to the safe management of University business
- (f) be likely to cause any disruption or interruption to legitimate personal business on University property

then the Vice Chancellor or their Deputy can make an order banning that person from all private areas within the Campus or other University property for a period deemed appropriate at the time of making the order.

4. If such an order is made by the Vice Chancellor or their Deputy, a letter will be constructed outlining the details of the ban and enclosing a plan of the Campus clearly demarking the private area from the public footpaths.
5. The letter and plan will then be either:-

- (a) Served personally on that person **or**
- (b) Sent by recorded delivery or registered post to their last known address.

6. Once served a copy of the letter and plan will be held at the Security Office in order that all the Security Officers can be fully briefed about the order and the individual. In addition any person or Department directly involved in the initial incident that caused the ban to be implemented should be informed of the action taken and in the case of victims consideration should be give for counselling or Departmental support.
7. If the banned person is then seen on the private areas of the University within the period of the ban they should be instructed to leave the premises immediately. If they refuse to leave or fail to leave the premises they may be ejected by a Security Officer using such force as is necessary, reasonable and proportionate in the circumstances, always being mindful of the safety of the Officers and any injury likely to be caused to the trespasser and officers. Another Security Officer should be present before force is used both for the physical protection of the Officers and to provide further verification later if required of what happened. **The use of force should be used as a last resort.**
8. The Police should normally be called where any resistance to modest force in removing an individual from the campus is encountered..
9. Wherever possible, prior to any ejection officers should contact their supervisor to seek advice.
10. CCTV cameras should be used to record any such incidents if a camera is suitably located.
11. Any such incident will be fully documented on an incident report.