WINSTONS AND SCREENS

**Section:** Residence Halls – All Halls

**Policy:** In order to maintain a safe and secure environment within the residence halls, there are specific guidelines regarding windows and screens.

**Purpose:** The purpose of this policy is to outline required guidelines and staff procedures regarding residence hall windows and screens.

**Scope:** This policy applies to all staff, residents and guests to the residence halls.

**Procedure:**
I. Unlatching or the removal of window screens or window stoppers is prohibited unless under emergency situations.

II. Entering and/or exiting the residence hall through a window is prohibited except in case of emergencies.

III. Defenestration, as defined as an act of throwing someone or something out of a window, is prohibited.

IV. No items are allowed to hang outside of a window.

V. Residents who do not follow these guidelines will be documented and may be referred through a student conduct process.

Reviewed and approved by management team: March 20, 2018
Revised: April, 2016