

**STANDARD OPERATING PROCEDURE (SOP)**

<p>SOP-195 VERSION #1</p>	<p>LOST/FOUND MINOR CHILD PROCEDURE FOR ON-CAMPUS ACTIVITIES</p>	<p>SEARCH KEY:</p>
	<ul style="list-style-type: none"> <li>• To outline the process for initiating a security response to a lost or found (i.e., unsupervised) minor child on campus.</li> </ul>	<p style="text-align: right;"><input checked="" type="checkbox"/> <input checked="" type="checkbox"/></p>
	<ul style="list-style-type: none"> <li>• CAMPUS SECURITY PERSONNEL</li> <li>• COLLEGE ADMINISTRATORS</li> <li>• COLLEGE EMPLOYEES</li> <li>• EXTERNAL CLIENTS</li> <li>• FACILITIES/SITE SERVICES &amp; BUILDING SERVICE WORKERS</li> <li>• SAFETY, SECURITY &amp; RISK MANAGEMENT</li> <li>• SPORTS INSTITUTE</li> <li>• VICE-PRESIDENT, PUBLIC AFFAIRS</li> </ul>	
<p>FINAL</p>	<p style="text-align: center;">N. CONSTABLE, DIRECTOR, SAFETY, SECURITY &amp; RISK MANAGEMENT 604-527-5828 VP, ADMINISTRATIVE SERVICES &amp; CFO</p>	<p style="text-align: center;">2020/09/29</p>

	<p><b>SSRM:</b></p>
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*\*Note: For definitions, refer to Minors on Campus Policy*

**PREAMBLE:**

PART 1.



B. SAFETY & CAMPUS SECURITY IMMEDIATE RESPONSE TO A REPORT OF A LOST CAMPUS  
(cont.)

Campus Security Officer	police	Incident Commander	Security
police	police		
Campus Security Officer	staff employee	SSRM	Incident Commander
child's			FM staff police







PART 2.D FOUND MINOR CHILD - NOT ASSOCIATED WITH A COLLEGE ACTIVITY

IMMEDIATE RESPONSE ALL

STEPS:

