

**REED COLLEGE
COMMUNITY SAFETY
DEPARTMENTAL DIRECTIVE**

NIGHT OWL & COMMUNITY SAFETY JOINT OPERATIONS

SOURCE: Community Safety Directive issued by the Community Safety Director in collaboration with the Health & Counseling Center Director.

Original publication: 2011

Latest review & revision: July 2018

QUICK REFERENCE

- The Night Owl program is intended to enhance student safety through early detection of potential medical or psychological emergencies
- Night Owls have the following primary responsibilities:
 - Visit areas on-campus where students congregate
 - Proactively observe and interact with the students
 - Monitor for students who may need help
 - Engage with students who appear to be in distress
 - Contact Community Safety in any situation where a student MAY be suffering a medical or psychological emergency
- Night Owls are employed by the Health and Counseling Center (HCC) and are supported in the field by the Community Safety Department
- Night Owls typically work in teams of two students
- Night Owls are not trained, nor are they permitted to perform security functions or enforce college policy
- Night Owls will keep Community Safety dispatch apprised of their general location on campus at all times while working
- Night Owls may report environmental safety hazards (e.g., burned out lights, broken doors, injury hazards, etc.) and suspicious or dangerous situations/individuals to Community Safety, but may not take direct action

PURPOSE

The Night Owl program is intended to increase the safety of Reed students on campus by providing early detection of students who may need evaluation for emergent or serious medical or psychological conditions.

HISTORY

The Night Owl program was established jointly by the Community Safety Department and the Health & Counseling Center in 2011, and loosely based on the traditional “Karma Patrol” program used during the annual Renn Fayre celebration. The impetus for the Night Owl program was an emerging belief that students would be better able to circulate among and engage with their peers than CSOs, or other professional staff,

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during student events and times typically active for informal social gatherings. The collaboration between Community Safety and Health & Counseling was designed to maximize the training and oversight for Night Owls, while preserving their ability as students to interact with their peers. Ultimately an agreement was reached where Night Owls are hired and overseen principally by the HCC, with CS providing additional training, and support in the field.

OVERVIEW

The College recognizes that the likelihood of students using alcohol and other drugs (AOD) increases during certain social events, both ad hoc and planned, and that increased use of AOD may also increase the likelihood of students becoming at risk physically and psychologically. The Night Owl program is directed by the Health and Counseling Center and works in collaboration with Community Safety Department to place teams of student employees on campus during times when students are most likely to congregate for social events and celebrations. The purpose of the Night Owl teams is to visit areas of campus where students are most likely to gather, to observe and interact with students, to recognize when students may be in need of medical evaluation, and to call for assistance on behalf of the student in need. The Night Owl program is not intended to replace or obviate the need for Community Safety Officers (CSOs) or emergency medical service (EMS) providers conducting professional assessments, but rather to enhance early detection of potential medical and/or psychological emergencies.

SUPERVISION

Night Owls are employed through the Health and Counseling Center (HCC) and supervised by the Community Wellness Program Manager.

The Community Safety Department provides support to Night Owls during their shifts, including furnishing secure lockers, equipment, and assistance when the Night Owls request it. During emergencies, Night Owls should follow the directions of the CSOs and/or EMS staff on scene.

OPERATION GUIDELINES

Patrols

Night Owls will typically work in pairs. Night Owls should not patrol the campus without a partner.

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Night Owls reporting for a shift should check in with the Community Safety Dispatcher so that they can be logged into the Computer Aided Dispatch (CAD) system. The dispatcher will issue the Night Owl swipe card(s) to the team(s).

Night Owls may retrieve their equipment and store personal items in the lockers provided in the Community Safety office. Night Owls should check in with the Community Safety Manager on duty for the shift before going on patrol, either face-to-face or over the phone, so that they can discuss patrol priorities for the shift.

Night Owls will visit areas on-campus where students typically congregate, both in ad hoc or informal settings, and at scheduled events and celebrations. Areas where Night Owls may typically visit include, but are not necessarily limited to, the following:

- Common use student areas (e.g., pool hall, student union, sally port, cafes, quad, etc.)
- Restrooms associated with common use areas
- Residence hall common rooms and other areas used for gatherings

Night Owls will not typically enter the following areas without an invitation or obvious need to enter to evaluate someone:

- Offices and office suites, including student offices
- Administrative and instructional areas, except when those areas are used for a student event (e.g., Chapel use for a concert, Vollum Lecture Hall use for Hum Play, etc.)
- Individual student residences (rooms or apartments)

Night Owls are not permitted to patrol or respond off-campus. If Night Owls observe or become aware of a concern off-campus, Community Safety Dispatch should be notified immediately for follow up.

During these visits the Night Owls' role is to observe and interact with students in ways that are appropriate to the setting, and to be alert for students who may be in physical or psychological distress. Night Owls are expected to engage with any student who appears to be in distress in order to determine whether or not further assessment is necessary by a Community Safety Officer (CSO). Night Owls are not trained, nor are they permitted to provide medical evaluations. Rather, Night Owls are trained to determine whether or not a student MAY be suffering a medical or psychological emergency, and to immediately request the assistance of a CSO in those situations. In extreme emergencies a Night Owl may provide emergency first aid or care according to

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the individual's training and experience *after* calling for a CSO and pending the CSOs arrival.

Generally, Night Owls will self-direct their patrol activity in terms of specific locations and the amount of time spent in specific areas of campus. Night Owls are expected to prioritize patrols of areas where students are gathered and/or events/celebrations are taking place, but may patrol any areas of campus not otherwise restricted.

Community Safety staff on-duty may request that Night Owls visit specific areas during a shift when CSOs believe that the Night Owls' presence may enhance student safety.

Community Safety staff and Night Owls should not routinely patrol or monitor areas together as this reduces the number of campus areas that can be monitored, and it may lead to false perceptions about the role of the Night Owls.

Night Owl Reporting Requirements

- Night Owls are required to report immediately to Community Safety any situation where a student MAY require assessment for a medical or psychological crisis
- Night Owls will use the evaluation guidelines on the Yellow Card: "*Signs of Alcohol or other Drug Overdose Emergencies*" (AOD Emergency) to determine whether or not a student has symptoms of an overdose
- If a student exhibits any of the symptoms listed as "emergent" or "urgent," the Night Owl is required to immediately contact Community Safety and take the following steps/actions:
 - Report the situation via cell or campus phone
 - Provide the location of the student
 - Provide the student's name, if known
 - Describe the nature of the incident
 - Remain with the student until the arrival of a CSO
 - When two Night Owls are present, send one Night Owl, if necessary, to guide the responding CSO to the specific location

Night Owl Duty Restrictions

The Night Owls' sole purpose is to enhance the safety of Reed students. Night Owls are not trained, nor are they permitted to perform security functions or enforce College policy. Oregon law requires anyone performing security functions to be trained and certified by the state's Department of Public Safety Standards and Training (DPSST).

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Because Night Owls are not certified by DPSST, they are legally prohibited from performing security functions.

Equipment & Supplies

Night Owls will be issued the following equipment and supplies for use during their shifts:

- Radio
- Night Owl swipe card for residence hall entry (1 per team)
- Backpack/Messenger Bag
- Flashlight
- AOD Emergency card
- Notebook
- Drinks & snacks to be distributed to students

Communications

Night Owls are expected to use their issued radio(s), campus telephones, campus emergency call stations/phones, or cell phones to communicate during their shifts.