

Guidelines for the Use of Simulated Weapons

1. All policies outlined in the [NYU Policy on Weapons, Simulated Weapons, and Theatrical Use of Weapons](#) must be followed.
2. No real (firing) firearms are allowed at any time for any reason. ***Any toy facsimiles of real weapons are considered Simulated Weapons.***
3. Steinhardt approval must be granted for ANY use of a Simulated Weapon including, but not limited to: rehearsals, performances, and class presentations (complete the [Simulated Weapon Use Request Form](#)). Requests must have department approval before submitting to Steinhardt - Office of Administration and Finance.
4. The bearer (person or production) of the Simulated Weapon must have a copy of the permission approval on his or her person at all times while in possession of the Simulated Weapon.
5. When a Simulated Weapon is in use, including for rehearsals or class presentations, a sign must be posted on the door(s) stating that "Simulated Weapon(s) In Use."
6. Simulated Weapons must be provided by a Steinhardt department from the department's prop inventory (see note on storage) or by rental from an approved licensed third-party supplier of theatrical Simulated Weapons.
7. ***Under no circumstances may a student bring his or her own Simulated Weapon to campus.***
8. Simulated Weapons must always be stored in an approved safety storage area. Access must be secure and limited and departments should ensure safe procedures are implemented for removal and transportation from permanent storage to temporary storage where the Simulated Weapon will be used. See the [Policy](#) for complete details.
9. During use for a production or class, Simulated Weapons must be kept in an approved safety storage area until immediately before use. Once removed from the storage area, the imitation firearm must be under the constant supervision of the responsible person until it is taken on stage. Once the imitation firearm leaves the stage, it must immediately be returned to the responsible person, who must keep the imitation firearm under constant supervision until it is returned to the approved storage area.
10. Should a student bring an unauthorized Simulated Weapon to a class to use in a presentation, faculty or staff should confiscate the simulated weapon and call Public Safety.