Policy Number/Title: 5.3.3 Clear Bag Policy
Effective Since: 11/11/2026
Last Revision Approved: 11/11/2026
Responsible Officer: Chief of Police; administered in coordination with the Director of University Events

1. **Scope:**
   This proposed policy establishes bag requirements for entry to designated Winthrop University events to support public safety and efficient entry.

   Coverage is determined for each internal or external event by WUPD, University Events, and the department responsible for the venue, such as Athletics or Academics. The review will consider the type and nature of the event, anticipated attendance and audience composition, known, issues, venue characteristics, security risk assessment, and alcohol service. Both ticketed and non-ticketed events may be designated as covered events.

   Once an event is designated, the policy applies to all attendees, including Winthrop students, faculty, staff, and external guests, subject to the exceptions outlined in this policy. This policy does not impose restrictions on routine classroom, office, or campus access outside a covered event. Working personnel follow the screened access procedures below.

2. **Definitions:**
   Clear bag: A transparent plastic, vinyl, or PVC bag no larger than 12 inches high x 6 inches deep x 12 inches wide, or a one-gallon clear plastic resealable freezer bag. Contents must be visible from top to bottom. A logo no larger than 4.5 x 3.4 inches on one side and trim or a border up to 2 inches wide are permitted if they do not otherwise obscure the contents.

   Small clutch: A bag no larger than 4.5 x 6.5 inches, with or without a handle or strap. A small clutch does not have to be clear.

   Covered event: An event subject to this policy under Section 1.

   Authorized screening personnel: Event staff who conduct bag inspections under WUPD approved procedures, with a WUPD representative overseeing screening and resolving issues.

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3. **Policy:**

Permitted bags. Each attendee may bring one approved clear bag and one small clutch. The clutch must be presented separately for inspection. Attendees may enter without a bag.

Prohibited bags. Bags that do not meet the approved size or transparency requirements are prohibited unless authorized under an exception below. Examples include oversized purses, backpacks, briefcases, luggage, computer bags, camera or binocular cases, diaper bags, opaque fanny packs, and opaque drawstring bags. A bag's style alone does not prohibit it if it otherwise meets all clear bag requirements.

Medical and disability exceptions. Medically necessary bags, equipment, and disability-related items are permitted following inspection at a designated screening location. Screening personnel will provide a discreet inspection when requested and refer unresolved accommodation needs to the WUPD supervisor. Guests are not required to transfer medically necessary items into a clear bag. Advance contact is encouraged but is not a condition of requesting an exception at entry.

Infant and child supplies. Diapers and other routine childcare supplies must be carried in an approved clear bag. Each child may carry the same number of permitted bags as an adult. Medically necessary supplies are handled under the medical exception.

Working personnel. Credentialed event staff, participants, officials, performers, media, vendors, and contractors who need work or equipment bags must use the designated staff or service entrance. Their bags remain subject to inspections and must receive an event-specific approval indicator after screening.

Inspection and entry. All bags, including approved clear bags and clutches, are subject to inspection. A clear bag does not authorize prohibited content. Other events and venue rules continue to apply. Attendees who decline required screening or refuse to comply will be denied entry.

Noncompliant bags. Attendees must return noncompliant bags to their vehicles before entering. Guests without a vehicle must make arrangements to secure the bag off-site and may enter only without the noncompliant bag. Winthrop University will not provide on-site bag storage or accept responsibility for unattended bags. Event staff must not direct guests to leave bags unattended. Approved medical and disability exceptions remain permitted under this policy.

Authority. WUPD directs screening and resolves security questions. Event hosts may not independently waive these requirements. The Chief of Police or designee may authorize documented operational exceptions or additional event-specific security measures, with advance public notice whenever practicable.

4. Procedures:

Event planning. University Events, Athletics when applicable, and WUPD will identify covered events during planning. For events processed through Coursedog, University Events will document the requirement in the event record and communicate it to the host. The security plan must identify public entrances, event screening staff, WUPD oversight, a medical screening location, an accessible entry process, and staff or service access

Public notice. The event host, in coordination with University Events and Athletics when applicable, will place consistent bag regulations on event webpage, ticket confirmations, registration notices, and pre-event communications. Notices must include permitted bag dimensions, exceptions, screening expectations, the requirement to return non-compliant bags to vehicles, the absence of on-site storage, and contact for questions. Clear bag policy signage will be displayed onsite at covered events, including at venue entrances and before guests reach screening.

Entry screening. Event staff will conduct inspections under the oversight of a WUPD representative, who will handle issues that arise. Staff will verify bag size and visibility, inspect clear bags and separately presented clutches, and refer medical or disability exceptions to the designated screening location. Medical exception bags and approved work bags will receive additional screening and a sticker, tag, or other event-specific indicator showing clearance, without disclosing medical information. Staff will explain the return-to-vehicle and no-storage requirements and refer unresolved issues to the WUPD representative.

Staffing and costs. For events coordinated through University Events that require additional screening, University Events will arrange event staffing and charge the associated staffing and supply costs to the event host or renter. Athletics will cover screening costs for its events and may reassign existing event workers to screening duties when staffing levels permit and WUPD approves the screening plan. Costs and staffing arrangements must be communicated during event planning.

Implementation. University Events and WUPD will coordinate with University communications staff and the department responsible for the venue to provide advance public notice and on-site signage for covered events. WUPD will establish screening procedures and confirm that event staff receive appropriate instruction before conducting inspections. Events planning must allow sufficient time to

arrange staffing, communicate requirements, and prepare screening locations and supplies.

Review. WUPD and University Events will review implementation after that initial event cycle and at least annually thereafter, with Athletics and other affected units as appropriate. Proposed policy change must follow the University's policy approval process.

5. **Resources:**

Model policy: University of South Carolina Athletics, Clear Bag Policy, https://gamecocksonline.com/gameday/clearbag/ (reviewed October 30, 2026). Winthrop-specific scope, responsibilities, and procedures above are proposed for approval.

Operational resources: WUPD-approved event security plans; University Events event planning and Coursedog records; event-specific prohibited items lists; clear bag signage and guest guidance to be developed before implementation.

6. **History of Revisions:**

11/11/2026 Policy first established