

# CAMPUS SAFETY TIPS

## Vehicles

- Do not leave your keys inside an unattended vehicle.
- Do not leave your vehicle unlocked/unsecured. Make sure windows are closed.
- Do not leave valuables visible in your car. Instead, lock any valuables in your trunk or, better yet, take them with you. Here are some examples of valuables:
  1. purses, wallets, or checkbooks
  2. backpacks or other luggage
  3. MP3 players
  4. compact discs
  5. notebook computers
- Do not provide copies of keys or let others know where you keep your keys.
- Use the buddy system when going to and from college parking lots.
- If possible, secure steering wheel with steering lock.
- If possible, invest in anti-theft vehicle alarm system.
- Attach an inexpensive hand mirror to the inside of your trunk lid. When you are at your car trunk to retrieve or put in personal belongings, the mirror allows you to see behind you. (This is a great tip for the mall or supermarket, as well).

## Personal

- Don't take unnecessary risks with personal safety. Always be aware of your surroundings.
- **PAY ATTENTION** to everything around you. Give yourself a test. Walk past someone to see if you could give a description of him or her if something happened. Notice hair color, eye color, what they were wearing, and the color of a jacket or hat. It is funny how much you really don't remember. Another test: Try to remember the license plate number, make and model of a car.
- Consider purchasing a personal alarm. These units are affordable and provide a sense of comfort, though you may not realize it until you need one.
- Walk as if you know where you are going, even if you don't. Walk with your head up, look around, and notice everything.

- Report all suspicious persons or incidents to college security (334-798-1381 on the Wallace Campus, and 334-798-1228 on the Sparks Campus.
- Always safeguard and secure your personal belongings.
- Walk with a friend, especially at night. If a companion is unavailable at night, you may call the campus security office for an escort.
- If you are working in an academic building or office at night or during weekend hours when the area is usually locked, notify the security office so officers can take your presence into account in the event of an emergency.
- Be aware and concerned about use and abuse of alcohol or other drugs. Sexual assaults and other violent acts occur more often when people are under the influence of alcohol or other drugs.
- Don't let yourself be a threat to safety. Remember that violence is an unacceptable means of conflict resolution. Staff members in Student Development are always ready to help students find effective, non-violent ways to resolve disagreements.
- Immediately report all security-related maintenance to College Security (334-798-1381 on the Wallace Campus, and 334-798-1228 on the Sparks Campus. Emergency repairs are made as quickly as possible when a maintenance problem poses a considerable, immediate threat to safety.
- Be aware that on the rare occasions when a significant potential threat to security is known to exist, the College gives timely public notice to the campus community. Depending on circumstances, notice may be made by a campus-wide memo or e-mail message and by postings around campus. Pay attention to such announcements; they may contain information crucial to your safety.
- Anyone needing emergency assistance on campus can reach college security (334-798-1381 on the Wallace Campus, and 334-798-1228 on the Sparks Campus. Emergency assistance for off-campus locations may be obtained by dialing 911.
- Firearms and/or weapons of any type, including concealed weapons for which the carrier has a legal permit, are strictly prohibited on campus. Weapons include but are not limited to firearms, BB guns, air guns, knives, bows and arrows, and martial arts weapons. Contact security immediately to report the presence of weapons on campus.
- Take advantage of informative programs on crime prevention and enhancement of personal safety that are offered on campus. Knowledge acquired through these programs can make a difference in a crisis.
- If you are being followed, cross the street, change direction, and keep looking back so the person knows he/she cannot surprise you. Go to a well -

lit area. Go to an area where there are other people. Take note and remember as much as you can about the person so you can provide a good description.

- Be sure to participate in fire drills and adhere to guidelines for evacuation when a fire alarm sounds.
- Put the word ICE (In Case of Emergency) in your phone with a parent or guardian name programmed with this code. The authorities know to look for this code in case an emergency occurs and they need to get in touch with a relative.