

METROPOLITAN POLICE DEPARTMENT



Guide to Campus Safety



VINCENT C. GRAY
Mayor

CATHY L. LANIER
Chief of Police

Your Campus Information

Campus Police:

Campus Escort Service:

Resident Assistant:.....

Campus Health Center:

Campus Emergency Number:

DC Rape Crisis Hotline:(202)333-7273

Metropolitan Police District #:.....

Notes:

Introduction

While colleges and universities are among the safest communities, no campus is immune from crime. Promoting safety on campus is the responsibility of students, faculty, staff, campus and Metropolitan Police officers, and other members of the campus community. An important part of everyone's education is learning how to be alert, use common sense and prevent unnecessary threats to the safety of themselves and others.

Campus crimes can generally be broken down into two categories: crimes against property and crimes against persons. Most campus crimes occur when criminals are given the opportunity to commit them. By taking away the opportunity, you can help prevent the crime before it occurs. And when entire campuses pull together to reduce the opportunity for crime, they can significantly reduce the risk and enhance the safety of the entire community.

Following are some helpful tips on reducing your risk of being victimized on- and off- campus. Also included are some steps you can take to prevent a crime that does occur, from getting worse.

Campus Crimes Against Property

PROTECTING YOUR RESIDENCE AND VALUABLES

Here are simple tips for protecting your residence and belongings. If you have roommates, make sure they understand and follow these same tips:

- ☛ The majority of thefts from dorm rooms and apartments happen when the residents are not in, but the door is unlocked. Lock the door to your room whenever you leave, even if it is just for a few minutes. Lock your door when you are showering or sleeping. Never compromise your safety for a roommate who asks you to leave the door unlocked.
- ☛ Doors and windows to your residence hall should be equipped with quality locking mechanisms. Room doors should be equipped with peep holes and deadbolts.
- ☛ Do not leave your personal identification on your key rings.
- ☛ Do not loan out your key. Rekey locks when a key is lost or stolen.
- ☛ If you live on the ground floor, lock your windows. If you discover that your door or window does not lock, leave a maintenance request to have it repaired and contact your resident assistant.
- ☛ If you live in a unit with a sliding glass door, secure it further by placing a length of wood (a dowel or broom handle) in the track on the floor to stop it from opening.
- ☛ Get to know your neighbors.



- ☛ Don't leave exterior doors or inner lobby doors propped open when they should be closed. If you find one open, close it.
- ☛ Dormitories should have a central entrance/exit lobby where night-time access is monitored, as well as an outside telephone which visitors must use to gain access.
- ☛ Never allow individuals you do not recognize, and who do not have a key or pass-card, to enter a building. This includes pizza delivery drivers and other service personnel in uniform.
- ☛ Do not leave your identification, wallet, checkbook, jewelry, cameras, and other valuables in open view. Keep them in locked desks and cabinets.
- ☛ Record the serial numbers of valuable objects you have in your room. Engrave such objects with your name.
- ☛ If you have voice mail or an answering machine, don't leave a message that indicates your name, address, or that you are away from your residence. Simply state that you are unavailable.
- ☛ Program your phone's speed dial memory with emergency numbers that include family and friends.
- ☛ If you have a laptop computer, lock it in a desk or cabinet when you're out of your room — and keep in your immediate possession at all other times. The same is true for a cell phone.
- ☛ Be particularly careful as you are moving in or out of your room. Have family or friends assist you by watching your valuables at both ends: your room and the vehicle holding them.

OTHER OFF-CAMPUS SECURITY TIPS

- ☛ When you are away from your residence, leave interior lights and a radio or television on. Use a timer if you will be gone for more than one day.
- ☛ Turn lights on in several rooms when you're home alone.
- ☛ List only your first initial with your phone number in the phone book. List only your initials and last name on the mailbox.
- ☛ Use outside lights at each entrance to your residence. (If you don't control the exterior lights, ask your landlord to install them.) Make sure the lights are turned off during the day.
- ☛ Keep shrubbery trimmed so as not to provide a cover for a burglar.
- ☛ Keep spare keys with neighbors because burglars know hiding places, like under mats, in the mailbox, etc.
- ☛ If you will be gone for several days, inform a neighbor you can trust. Stop delivery of your mail and newspaper. Use light timers in several rooms.
- ☛ If there is a Neighborhood Watch in your area, join it. This organization will be able to keep you up-to-date on criminal activity in your area.
- ☛ Visit **crimemap.dc.gov** to get updates on crime in your DC community.

PROTECTING YOUR BICYCLE

Bicycles are among the most popular forms of transportation on campus, which makes them a favorite target of thieves. Help protect your bike by taking these simple steps:

- 🔒 Lock your bicycle — always — even if you are going somewhere for only a minute or two. If possible, lock your bicycle inside a building or a well-lit area. Always secure your lock through the frame as well as both wheels. Do not merely lock your bicycle to itself, but lock it to something solid such a bicycle rack or sturdy post.
- 🔒 If you live off-campus, always lock your bicycle, even if you store it in your apartment building or a garage. Every year, hundreds of un-locked bikes are stolen from locked garages.
- 🔒 Make sure your bicycle lock is adequate for the task. Bike thieves often check out bike racks looking for “bargains,” the best bike with the cheapest looking lock. Invest a few extra dollars in a good lock can end up saving you money — and grief — down the road.
- 🔒 Register your bicycle with the Metropolitan Police Department. This can be done at any police district station; your campus police department may also take bicycle registrations. If your bicycle is registered, then stolen and recovered, the police will know you are the owner and can return it to you. Call or visit your local police district station for details on registering your bike.
- 🔒 Also record the serial number of your bicycle. If your bicycle is stolen, report the theft to the police and give them the serial number. If the bicycle is stolen and recovered, it can then be returned to you.



PROTECTING YOUR VEHICLE

Vehicles in parking lots always present an attractive target for thieves. Here are some steps you can take to reduce the chance that your car will be broken into or stolen:

- ☛ Do not leave expensive property, such as laptops, CD cases, money, purses, cell phones and portable stereos in plain view in your car. Lock them in your trunk or take them with you. Cover up conspicuous stereo equipment.
- ☛ Lock your car whenever it is unattended — both on- and off-campus.
- ☛ If you have expensive stereo equipment in your car, consider investing in a car alarm. If you have a car alarm, turn it on whenever you leave your car unattended.
- ☛ Record the brand, model and serial numbers of all electronic equipment installed in your car. In the event of theft, give this information to the police. If the equipment is recovered, it can then be returned to you. Also engrave your name on this equipment.
- ☛ Engrave your Vehicle Identification Number (VIN) — found on your registration or under the windshield on the driver's side — on the doors, windows, fenders and trunk lids of your car. This helps prevent theft, because the thief will need to replace these parts before selling the car.
- ☛ If you live off-campus, try to park your car off the street, in a garage or other secure area. If this is not possible, always park in a well-lit area.
- ☛ Use a steering wheel lock when your car is parked. While these devices are not foolproof, a thief may decide it's not worth the effort.

Campus Crimes Against Persons

While crimes against property are far more common on college and university campuses, some campus criminals target people as well. Not every crime against a person can be prevented, and victims should never blame themselves for a criminal's behavior. Still, you can help reduce your risk of being victimized by following some common-sense tips.

PROTECTING YOURSELF ON CAMPUS

- ☛ Freshmen should “respectfully decline” to have photo and personal information published for distribution to the campus community. Fraternities and upperclassmen have abused this type of publication to “target” naive freshmen.
- ☛ Study the campus and neighborhood with respect to routes between your residence and class/activities schedule. Know where emergency phones are located.
- ☛ Share your class/activities schedule with parents and a network of close friends, effectively creating a type of “buddy” system. Give network telephone numbers to your parents, advisors, and friends.
- ☛ Always travel in groups. Use a shuttle service after dark. Never walk alone at night. Avoid “shortcuts.”
- ☛ Survey the campus, academic buildings, residence halls, and other facilities while classes are in session and after dark to see that buildings, walkways, quadrangles, and parking lots are adequately secured, lit and patrolled. Are emergency phones, escorts, and shuttle services adequate? If not, call your campus public safety office.

PROTECTING YOURSELF IN YOUR CAR

- ☛ Park in well-lit, busy areas. Avoid dark, secluded areas.
- ☛ Always lock your car, even if you are in it at the time.
- ☛ As you approach your car, be aware of other people around. If you see someone loitering near your car, do not go to it; instead, walk to an area where there are other people.
- ☛ Have your car keys ready to avoid fumbling for them at your car.
- ☛ Get a whistle or personal alarm for your key ring.
- ☛ Before you enter your car, look inside to make sure there is no intruder in the car.
- ☛ If you see another motorist stranded on the road, do not stop to help. Use a phone to notify the police.
- ☛ If you don't already have one, consider getting a cell phone so you can call for assistance in an emergency.
- ☛ While driving, keep valuables out of sight, and not on the seat next to you. When you are stopped in traffic or at a stop light, some “smash-and-grab” thieves will break out the passenger window and snatch valuables from your car seat.
- ☛ If you are stranded in your car, do not accept help from anyone. If someone offers help, stay in your car and ask him or her to call police. Do not accept help from the police unless they are in uniform and driving a marked patrol car.
- ☛ If you are approached by a car-jacker demanding your car, give it up. Your life and health are worth more than any vehicle.



PROTECTING YOURSELF AT AUTOMATED TELLER MACHINES

In recent years, Automated Teller Machines (ATMs) and their users have become a target for thieves. Here are some tips you should know to prevent yourself from becoming a victim at an ATM:

- ☛ If possible, use ATMs that are located inside buildings, such as a student union. If you must use an outdoor ATM, avoid using it at night. If you must use one at night, select one with a lot of people around, that is well-lit, and is not in a secluded, low-visibility area.
- ☛ Try to have a friend accompany you when using an ATM.
- ☛ Be aware of your surroundings and the people around you.
- ☛ Complete your transaction as quickly as possible, and do not flaunt your cash.
- ☛ Secure your cash and your ATM card in your wallet or purse before leaving the machine.



PROTECTING YOURSELF AGAINST STALKING

Stalking is defined as repeated harassment that could or does cause the victim to feel intimidated, threatened or frightened. While it may be impossible to completely deter a stalker from the beginning, you can take important steps to prevent the harassment from continuing:

- ☛ If you are a victim of stalking, report it to your campus police department and/or the MPDC. Even if you are unsure about filing charges, it is important to report the activity right away.
- ☛ Gather information to help your case, such as taped recordings of threatening phone calls, letters or emails, license plate information, description of a vehicle, a personal description, and a detailed listing of any contacts the stalker makes with you.
- ☛ Follow up in court if necessary. Take out an anti-stalking order of protection in court, and/or file a civil lawsuit against the stalker for damages resulting from the stalker's behavior. Campuses often offer free legal advice and support in these types of cases.
- ☛ If the stalking continues after the anti-stalking order has been filed, contact the police immediately and press charges.



PROTECTING YOURSELF WHEN YOU ARE OUT

- ☛ Don't carry a lot of cash. Women should carry money somewhere other than their purses. Men should carry their wallets in an inside coat pocket or a front pants pocket.
- ☛ Don't be flashy. Expensive clothes and jewelry can make you a target for thieves — on or off campus.
- ☛ Avoid shortcuts through dark, secluded areas. Walk where other people are around.
- ☛ Do not walk alone. If you jog or walk for exercise, do it with others.
- ☛ Walk with confidence. Thieves are more likely to single out those who appear hesitant or unsure of themselves.
- ☛ When walking to your residence or car, always have your keys ready so you will spend as little time as possible in the open.
- ☛ Get a whistle or personal alarm for your key ring for defensive purposes.
- ☛ If you are being harassed, shout loudly to attract people's attention. Head toward any type of facility where other people are around.
- ☛ If you are confronted, give up your valuables — especially if the attacker has a weapon. Nothing is as important as your life.
- ☛ Try to stay out of arm's reach of the attacker. Don't let the attacker move you into an alley or car. Your best defense if the attacker persists is to scream and run.
- ☛ Look into self-defense classes. Many are offered on campus or in the community.

PROTECTING YOURSELF AGAINST SEXUAL ASSAULT

If you are the victim of an attempted sexual assault, remember that the goal is survival. Here are some steps to help prevent some assaults from occurring or progressing:

- ☛ When you go to a party, go with a group of friends. Arrive together, watch out for each other, and leave together.
- ☛ Be aware of your surroundings at all times.
- ☛ Don't allow yourself to be isolated with someone you don't know or trust.
- ☛ Many sexual assaults on campus involve "date rape." Learn more about this crime, its tell-tale signs and strategies for getting out of difficult and dangerous situations.
- ☛ Many of these date rapes involve the use of alcohol or illegal drugs. Be responsible in your consumption of alcohol. Never leave your drink — alcoholic or otherwise — unattended at a party or social event. Never accept a "special drink," the contents of which you are unsure about, from anyone you don't know or trust.
- ☛ Think about the level of intimacy you want in a relationship, and clearly state your limits.
- ☛ Stall for time. Figure out your options. Each situation is different. Decide if you will fight, try to talk your way out of the assault, scream, or, if necessary for your survival, submit.
- ☛ If you fight, hit hard and fast. Target the eyes and groin.
- ☛ Try to dissuade the attacker from continuing. Say that you have a sexually transmitted disease, urinate, vomit, or do anything to discourage the attacker.

IF SEXUALLY ASSAULTED...

- ☛ Find a safe environment — anywhere away from the attacker. Ask a trusted friend to stay with you for moral support.
- ☛ Preserve evidence of the attack — don't bathe or brush your teeth. Write down all the details you can recall about the attack and the attacker.
- ☛ Call the the **DC Rape Crisis Center** at **(202) 333-7273** to talk to a counselor.
- ☛ Get medical attention. Even with no physical injuries, it is important to determine the risks of STDs and pregnancy. To preserve forensic evidence, ask the hospital to conduct a rape kit exam.
- ☛ Report the rape to the MPDC. A counselor can provide the information you'll need understand the process.
- ☛ Remember, it wasn't your fault.
- ☛ Recognize that healing from rape takes time. Give yourself the time you need.

Extra precautions

When walking alone, make sure you have some type of deterrent device and be ready to use it. Some examples are:

- ☛ **Umbrella:** Use both hands to make quick jabbing motions to the eyes, neck, groin
- ☛ **Sharp pointed items:** keys, pens, and pencils can be scraped across the face and eyes or jabbed into the eyes, face or neck.
- ☛ **Lighted Cigarettes:** Smash it in their face.
- ☛ **Fist:** Aim fist or outside edge of hand in an upward motion to the attacker's nose. Fingers may jab the attacker's eyes.
- ☛ **Pepper spray:** Organic pepper spray, which consists of either black or red pepper, is a legal instrument of personal safety in the District.
- ☛ **Personal safety and Defense classes:** These classes give you mental and physical preparedness. Contact the DC Rape Crisis Center at **333-RAPE**, or campus safety for information.

In All Instances ...

- ☛ If you see a crime in progress, call 9-1-1 immediately.
- ☛ If you see a suspicious person in your dorm, classroom or anywhere else on campus, notify campus police immediately. Be prepared to give a description of the person, and tell where you last saw the person and the direction he or she was headed, if applicable.
- ☛ If you are the victim of a crime, contact Campus Police immediately.
- ☛ Learn and follow your campus's security plans and procedures. Also, take advantage of escorts, emergency telephones, self-defense classes and other security measures your campus may offer.



Other resources

Federal law requires that all colleges and universities keep track of and report crimes that occur on their campuses. To find out more about this requirement, and access recent crime statistics for US colleges and universities, contact the US Department of Education, Office of Postsecondary Education, or view the information on-line at www.ope.ed.gov/security.

 **Higher Education Center for Alcohol and Drug Prevention**
www.edc.org/hec

 **Club Drug Information (National Institute on Drug Abuse)**
www.clubdrugs.org

 **Anti-Hazing Information**
www.stophazing.org

 **International Association of Campus Law Enforcement Administrators**
www.iaclea.org

 **Security on Campus, Inc.**
www.campussafety.org

 **National Center for Victims of Crime**
www.ncvc.org

Get Involved!

No one individual or agency working alone can prevent crime. It takes police and citizens working in partnership. The District of Columbia's community policing strategy provides many ways for police and communities to work together to prevent crime and build safer neighborhoods. These include regular PSA (Police Service Area) meetings in your community, problem-solving groups, citizen patrols and more. To learn more about community policing activities in your neighborhood, call your local police district:

1st District Station Desk:

(202) 698-0555 TTY: 727-8506

2nd District Station Desk:

(202) 715-7300 TTY: 364-3961

3rd District Station Desk:

(202) 673-6815 TTY: 518-0008

4th District Station Desk:

(202) 715-7400 TTY: 722-1791

5th District Station Desk:

(202) 698-0150 TTY: 727-5437

6th District Station Desk:

(202) 698-0880 TTY: 398-5397

7th District Station Desk:

(202) 698-1500 TTY: 889-3574

For more crime prevention information visit our website at mpdc.dc.gov.

Information in this brochure comes from the
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