The cooperation and involvement of everyone in the campus safety program is absolutely necessary for the program to succeed. Students, faculty, and staff must assume responsibility for their own personal safety and the security of their belongings by taking simple, common sense precautions. Students, faculty, and staff should always report any suspicious looking individuals to Administration.

The College encourages all students, faculty, staff and visitors to take an active role in their own safety and security while on campus. By following these guidelines, you can help maintain a safe environment for everyone at the college.

- Walk in well-lighted and well-traveled areas after dark and if possible walk with a friend.
- Immediately report all suspicious persons, vehicles, or activities to 9-911 on house telephone.
- Keep yourself informed. Check campus email for alert notices which pertain to specific security conditions on campus.
- Take advantage of informational and crime prevention programs sponsored on campus.
- Lock car and secure valuables when using campus parking facilities.
- Become familiar with emergency exits and the locations of fire alarms and fire extinguishers.
- Lock offices when not present.

An informed campus community can significantly reduce the occurrence of crime on campus. Security procedures, crime prevention, substance abuse, fire safety, and sexual assault are topics covered during new student orientation and in at least one program each semester. Several groups and organizations, such as the SGO, the Henrico Police Department, the Virginia State Police, and the Virginians Against Domestic Violence provide speakers, literature and other programs throughout the academic year.

Approved by:

Signature — Dean of Finance and Administration / Provost/VP (Title) — 9/18/14 / 11.21.14 (Date)

Approval History:
Dean of Finance and Administration – 9/5/13
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