



St. Clair County Community College strives to provide a safe environment for all students. The Campus Patrol team is here to assist you in many ways. It is important for you to know how to contact the appropriate authority if you need help.

EMERGENCY NUMBERS

For ANY Emergency call **911**

For Campus Patrol:

- Dial Ext. 5757 from college phones
- Dial 810-989-5757 from non-campus phones

Emergency blue light call boxes are located throughout campus. They are identified with a blue light on top. When you push the button on the call box you will be connected with the police.

PERSONAL SAFETY CONSIDERATIONS ON CAMPUS

- Call Campus Patrol for an escort any time you feel potentially unsafe.
- Enter Campus Patrol's contact information into your cell phone (810-989-5757).
- Carry keys in your hands. This may aid you in getting into your car faster and keys can be used as a weapon.
- Walk with confidence, be aware of your surroundings.
- Walk with a friend or group whenever possible.
- Park in well-lit, well-traveled areas of the parking lot.
- Do not leave valuables in plain sight in your car or unattended on campus.
- Always make sure your car is locked when you leave it.
- Carry your belongings close to your body.
- Don't carry large amounts of cash.

FIRE SAFETY

Know Your Route: As you are entering and exiting buildings going to your classes take notice and know the best exits available.

Get Out: If you see fire... If you hear the fire alarm... If you see or smell smoke... If you hear someone yelling fire...

- Do not attempt to grab items or pack up.
- Do not use elevators.
- Know where fire alarm pull stations are and pull them on your way out if it is safe to do so.
- Disabled individuals who cannot use stairs can remain on the landing of the stairwell until assistance arrives. (This is an option if others cannot physically assist the disabled person with safely exiting the building.)
- Assemble outside the building with others from the building and call 911 and then notify Campus Patrol.
- Never re-enter the building for any reason.

INCLEMENT WEATHER/TORNADO

If conditions are favorable for severe thunderstorms or tornadoes to form or one has been confirmed:

- The college will notify students if you need to move to the shelter area in your building.
- Follow instructions given by campus personnel.
- Calmly move to your designated shelter area (signs are posted above/on the area).
- Remain in the shelter area until an official "ALL CLEAR" is given.

If the campus is closing during class hours, Campus Patrol will notify classes in session. You may sign up for text alert messages to be notified of closings via your cell phone or other wireless device at www.sc4.edu/alerts

ACTIVE SHOOTER/GUNSHOTS: IF YOU HEAR GUNSHOTS OR SUSPECTED GUNSHOTS; do one of the following based on your circumstances and information available at that time.

Run:

- Know your exit routes. Know where you would go and help others when you can.
- If others refuse to leave, don't let their indecision impede your exit to safety.
- Call 911 when it is safe to do so and prevent others from entering the danger zone if it is safe to do so.

Hide:

- If you can't run, find a room, closet or other secure place to hide.
- Lock and block the doors; place objects in front of locked doors to delay entry by the shooter.
- Pull shades and cover any windows in the door if possible and turn off all lights.
- Turn off the ringer and vibration modes on your cell phone and stay out of sight.

Fight: THIS IS A LAST RESORT! DO NOT GO LOOKING FOR THE SHOOTER!

- Make a plan of attack with those who are with you.
- Find anything that can be used as a weapon.
- Attack the shooter aggressively and decisively using your weapon.
- Once the shooter is incapacitated, LEAVE THE AREA IMMEDIATELY!

VAWA / SEXUAL MISCONDUCT

In accordance with Violence Against Women Act (VAWA) SC4 is committed to the protection of the safety and welfare of the SC4 community. SC4 prohibits crimes of sexual violence, dating violence, domestic violence and stalking. A victim of sexual assault may report the assault to the College's Campus Patrol department at 810-989-5757, to the Executive Director of HR at 810-989-5537 or to the Vice President of Student Services at 810-989-5561. If the victim of sexual misconduct is unable to report the crime, it is the expectation of the College that anyone aware of the crime should report all known details as soon as possible.

SC4 strives to help prevent sexual assault/domestic & dating violence and stalking by encouraging students and employees to be acutely aware of their surroundings and understand where help can be obtained. Consider the following actions to help prevent sexual misconduct:

- Respect yourself and others. Expect to be respected. Be confident in what you want for yourself.
- Get consent for sexual activity. Openly communicate with your partner. Know that consent means you have to say yes and it is not the absence of saying no.
- Alcohol can inhibit anyone's judgment or ability to read any situation, and drinking can be a factor in both perpetrators and victims. Drink responsibly and plan ahead.
- Communicate with your friends and discuss your plans so that you are not alone.
- Realize you always have the right to end a relationship and that you should respect someone else's wish to end a relationship with you.
- Practice bystander intervention. Safely prevent or stop sexual violence when you see it happening.
- Know how to stay safe and protect your privacy on the internet. Don't harass, threaten, or spread rumors about others online.

CAMPUS PATROL SERVICES

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| • Security escorts | • Frozen door locks | • On campus injury or illness |
| • Lost & found property | • Disorderly complaints | • Publish crime statistics |
| • Room unlocks | • Fact-finding and documentation of claim | • Suspicious situations/persons |
| • Low or dead vehicle battery | • Emergency response | • Parking enforcement |
| • Low or flat tire | • Provide directions | • Vehicle accident reports |
| • Vehicle out of gas | • Security of college property | |
| • Keys locked in vehicle | | |