

## SECURITY AWARENESS TIPS

## TAKE CONTROL of your safety and security

Safety and security is the responsibility of all persons on or off campus. You can protect yourself and reduce your exposure to risk by being aware, using assertive body language, keeping doors locked and using the buddy system to help you feel safer and deter an attacker.

Protecting Yourself in Residence Halls and at Home.

Always lock your door; even if you intend to return shortly or are just going down the hall.

Lock all doors and windows when you are sleeping or are alone.

Do not allow strangers to enter the premises.

Do not give or leave your home address around loosely. Secure your keys, remote entry and access card devices. Always keep a list of emergency numbers near for ease of access.

Email: security@cavehill.uwi.edu



On-campus, call security to report any suspicious activity. Off-Campus, dial the emergency number 211. Immediately give pertinent information. If possible, stay on the line until help arrives or the dispatcher terminates the call.

Utilize a bank account instead of keeping money in your room.

Keep ATM cards in a safe place. Never reveal your PIN number to anyone.

Never lend your ATM card to anyone, no matter who they are.

When possible, use your ATM card during the day. If you must use the machine at night, go to an indoor or otherwise well-lit machine.

## **SECURITY TIPS**

Safety Tips for the Office, Classroom, Laboratory and library

Avoid working or studying alone in a building at night.

Avoid using stairs in remote sections of a building.

Keep your purse locked up in a drawer or cabinet instead of underneath or top of your desk.

Keep any money or stamps in a locked drawer.

Never leave valuables unattended.

Keep personal belongings in view at all times.

Never prop doors open, even for a short time, especially fire doors.

Do not remove rings to wash hands. They can easily be lost or stolen.

Call Security if you see a man entering, leaving or in a woman's lavatory. Do not stop to ask the individual questions.

Report any suspicious behavior to a staff member or security. Remember the individual's appearance for future reference. Do not confront individual. Inform Campus Security of any hazards or security problems. Walk with a friend at night or simply call Campus Security for assistance with transportation after the Shuttle Service has stopped at 11pm.

## Scan to add us to your contact list now



**Campus Security Services** 

Telephone 1: 246 417 4164

Telephone 2: 246 417 4003

Director of Security	417-4160	Keith Hunte Hall	(Top) 417-0083
Chief of Security 2	417-4159		(Bottom) 417-0471
Administration	417-4004	Law Library	417-4245
Seniors' Office	417-4163	Lazaretto	(Kiosk) 417-4804
Operations Control	417-4164		(Bldg.) 417-4941
	417-4003	Main Entrance	438-0068
		Main Library	417-4976
Admin Building	417-7429	Main Lobby	417-4892
CDRC	(Office) 426-0042	Open Campus	430-1128
CHSB	417-4815	Sherlock Hall	417-4177
CariCOM	417-4940	University Bookshop	417-4982
Clinical Skills	271-1513	Usain Bolt Stadium	417-4732
EBCCI	(Kiosk) 417-4938		
	(WWT) 417-4770	Police	211
Frank Worrell Hall	417-4689	Fire Service	311
Free Hill	438-0069	Ambulance	511
Headquarters	417-7429	Police Hotline	429-8787

