



SAFETY TIPS On and Off Campus



Presented by the Office of Public Safety
at Ringling College of Art and Design

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CONTACTING PUBLIC SAFETY
Dial 941-359-7500; or
Dial 9-1-1 and advise your location

PUBLIC SAFETY OFFICE
1st level Kimbrough Building

SECURITY ESCORTS
Security Escorts are available at night by calling 941-309-4121

EMERGENCY CALL TOWERS AND CLASSROOM RED PHONES
Call directly to Public Safety



SAFETY TIPS ON & OFF CAMPUS

Your personal safety and the security of your property while on campus are shared responsibilities. Ringling College of Art and Design has made safety and security a priority through our commitment to a full-time, professional security department, security escorts, lighting, CCTV, emergency telephones, and ongoing educational safety awareness programs. The vast majority of crimes occurring on college campuses are crimes of opportunity that can be prevented. You can help by taking away the opportunity. We have prepared these safety tips to help reduce the opportunity for you to become a victim of crime.

ALWAYS REMEMBER...

Prepare yourself physically and mentally for any emergency.

- If you have been personally threatened or if you have heard anyone at school mention the idea of committing acts of violence, take it seriously. Inform Public Safety or other campus officials.
- Avoid working or studying alone in a campus building.
- Never leave your laptop computer, textbook, phone, book bag, purse, or other valuables unattended or out of your sight in dining areas, the library, common study areas, or outdoor spaces.
- Avoid isolated corridors, hallways, stairwells, and restrooms.
- Report anyone who behaves suspiciously to Public Safety. Take note of the suspicious person's appearance and relay it to the dispatcher.

KEEP EMERGENCY NUMBERS IN YOUR PHONE, WHETHER YOU LIVE ON CAMPUS OR OFF. IF ON CAMPUS, CALL 941-359-7500.



RESIDENCE HALL AND APARTMENT SECURITY

You can take several important steps to help protect yourself and your personal property:

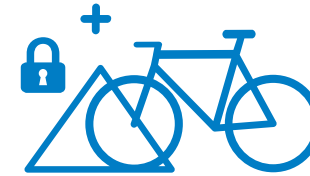
- Lock your door when you are not in your room or suite.
- Lock your door while you are also in your room.
- Lock windows.
- Never prop open exterior doors. If you see a door propped, close it.
- Don't allow people you do not know to "tailgate" behind you into the building! Every person who is authorized to be in your building should have either card access or a key. Politely tell them that you cannot allow them in and they should go to the Office of Residential Life to gain access. If someone follows you in anyway, call Public Safety immediately when you get to a safe place.
- If you see a suspicious person(s) or someone you don't believe should be in or around the building, call Public Safety immediately.
- Never loan your access card or keys to anyone. If you misplace your identification/access card or key, report the loss to Public Safety and Res Life immediately.
- Record the serial numbers of valuable personal property. Public Safety offers a handy inventory card to help you record this vital information. Give the card to your family and ask them to store the information in a safe location. Public Safety also has an available electric engraver which you may use to engrave your license number or other identifying marks on your valuables.
- If you are awakened by an intruder inside your room, do not attempt to apprehend the intruder; try to get a detailed description and call Public Safety immediately at 941-359-7500.
- If you have an answering machine, don't put your names on your recording.

SAFETY WHILE WALKING OR JOGGING

- Use the Public Safety Security Escorts after dark by calling 941-309-4121.
- Avoid walking or jogging alone, especially after dark.
- Always walk or jog in a familiar area.
- Tell someone where you are going and when you can be expected to return.
- Always choose a well-lit path, and avoid dark or vacant areas.
- Take note of the locations of Emergency Telephones along your route.
- Carry a cell phone and use it if you feel uncomfortable. If you exercise outdoors on a regular basis, vary your route and schedule.
- Have your access card or keys ready when returning to your residence hall or residence.
- Try not to overload with packages or other items. Keep your hands as free as possible.
- Do not wear music headphones while walking or jogging.
- If you carry a purse, carry it close to your body, preferably in front.
- If a thief confronts you, give the thief what they want. Don't try to pursue the thief. Try to get a detailed description and call Public Safety or 9-1-1 immediately.

ADDITIONAL SECURITY MEASURES FOR OFF-CAMPUS RESIDENTS

- Be alert to your surroundings. If you suspect you are being followed, run in a different direction, go to the other side of the street and yell for help, or head quickly to a lighted area, a group of people, or an Emergency Telephone.
- Lock your windows. If applicable, secure sliding glass doors.
- Become acquainted with neighbors. Know who belongs in your building.
- Don't put names on your answering machine or voicemail recorded greeting.
- When you are away from your residence, leave your interior lights on. Use a timer if you will be gone for more than one day.
- Don't hide a spare key outside your door.
- If you see a suspicious person, notify the police immediately by calling 9-1-1.
- If you arrive home to find your door ajar, hear unusual sounds, or believe your residence has been broken into, DO NOT GO IN! Get to a safe place and call the police.



IMPORTANT TIPS TO CONSIDER BEFORE, DURING, AND AFTER DRIVING:

- Carry your keys when approaching your vehicle so that you can enter your car quickly. If you see someone loitering near your car, don't stop; walk to an area where there are other people.
- Try not to walk close to other parked vehicles and stay in the center of the access way. Travel and park on well-lit streets.
- Keep your doors locked and windows closed.
- When stopping in traffic, leave enough distance between your vehicle and the one in front of you that you can pull away quickly if necessary.
- Be extra cautious if someone approaches your car.
- When returning home at night, call ahead and ask someone to watch for you while you walk from your car to your residence.
- Do not leave expensive property such as cell phones, computers, cameras, purses, and backpacks in plain view in your vehicle. Lock them in your trunk or take them into your residence.
- Lock your vehicle and secure the keys. Never hide a second set of keys in the vehicle.
- Never leave your motor vehicle unattended while the engine is running.
- If you are involved in an accident, call the police immediately.

Remember: Ringling College Public Safety offers on-campus security escorts after dark. Call 941-309-4121 to request a security escort.

BICYCLE SECURITY

Most bicycles are stolen because they are not locked correctly or not locked at all. Proper use of a strong, reliable lock will make a difference!

- Always lock your bike to a fixed, immovable object like one of the bicycle racks on campus. Park it in a visible and well-lit area.
- If a “U” Lock is used, position the bicycle frame and wheels so that as much open space as possible within the U portion of the lock is filled or taken up.
- Register your bicycle with the Office of Public Safety.
- Don't lock your bike to trees, handrails, lampposts, posts, or fences.
- Don't lock your bike to itself. If a thief wants your bike, it can easily be lifted up and carried away.



RIDE SHARING SERVICES SAFETY TIPS

Ride sharing services have become more popular and frequently provide a good alternative transportation method. As more and more members of our community use these services, we would like to offer the following safety tips:

REQUEST YOUR RIDE INSIDE

- Avoid spending unnecessary time outside alone. Wait indoors until your ride has arrived.

GET IN THE RIGHT VEHICLE

- Ensure the following descriptions match the ride share app:
 - License plate
 - Make of vehicle
 - Model
 - Color
 - Driver photo and name

ASK THE DRIVER: “WHAT’S MY NAME?”

- If the driver cannot answer that question or the vehicle information does not match, do not get into the vehicle.

BE A BACKSEAT RIDER

- If you are riding alone, sit in the back seat. This gives you the opportunity to safely exit the vehicle on either side if necessary.



NON-EMERGENCY 941-309-4121
24 HOUR IMMEDIATE ASSISTANCE & EMERGENCY 941-359-7500



Ringling College of Art + Design