PARKING LOT SENSE

• Park in a well-lit, heavily traveled areas if possible. If you know you are going to be staying late, check for lights when you park in the morning. If there are no spaces near lights, move your car to a better location at noon or when other employees begin to leave for the day.

• If you are working late, utilize the campus escort service. Don’t walk alone. The Escort Phone Number is 226-2075.

• Always lock your car and roll your windows up all the way. If you notice any strangers lurking in the parking lot, notify the University Police immediately.

• Don’t leave any valuable items in plain view inside your car. Leave them at home or lock them in the trunk.

• When you approach your car, have your key ready and check the floor and back seats before you get in.

IF YOU ARE A VICTIM

• Stay calm. If you are confronted by an armed robber, cooperate. Call the University Police as soon as possible. A good description will be vital to the police, so try to remember everything you can about the assailant. Important things to look for are height and weight, race, sex, age, color of hair and haircut, complexion, facial hair (beard, mustache, side-burns), color of eyes and eyeglasses, scars or other unusual marks, speech including accent or lisp, clothing, jewelry, weapon, vehicle color and make, license number, and direction of escape.

• Contact Personnel Services or Counseling and Psychological Services for referral to an appropriate agency to help you cope with the trauma that any victimization causes.

DO YOU HELP TO MAKE OUR CAMPUS SAFE?

• Did you lock your car and conceal any valuables when you left it in the parking lot this morning?

• If you are the last to leave at night, do you lock the door to your office or building?

• Did you report that broken light in the stairwell?

• Do you insist on identification from repair persons who come to work in the office? If they’re from an outside contractor, are you extra alert while they are there?

• Do you know the locations of the fire exits in the building?

• Do you keep your purse with you or locked in a drawer or closet instead of at your desk or on a table?

• If something suspicious or frightening happened—a stranger loitering nearby, a burglary, a telephone bomb threat a medical emergency—do you know the telephone number to the University Police?

Emergency: On a campus phone dial- 4911 or 2911.
   If on a personal phone dial-757-352-4911 or 757-226-2911.
   For non-emergencies or for escorts dial 757-226-2075.
   (please note that dialing 911 will go directly to Virginia Beach Police then redirected to the CBN?Regent Campus Police)

• Do you keep track of the building/office keys issued to you, storing them in a secure place and not handing them out to unauthorized persons?

• Do you shred important papers before discarding them in the wastebasket?

• If you work late, do you walk to your car with other employees or utilize the campus escort service?

• Do you avoid letting strangers know that your boss or fellow workers are out of town?

• If a co-worker were the victim of a crime, would you know how to help?

• When you approach your car, do you have your key ready and check the floor and back seat before you get in?