

# RELAY / GSE

## CAMPUS SAFETY TIPS

### PURPOSE

Relay values the safety of every member of its community. Relay works to ensure the safety of graduate students, faculty members, staff, and visitors.

However, it is important to acknowledge the role that awareness of one's surroundings can play in keeping members of our community safe. The safety tips below are designed to help members of our community avoid potentially dangerous situations.

### TIPS

---

#### STAY AWARE OF YOUR SURROUNDINGS

Ensure you know your route from place to place and keep your eyes up at all times. Don't allow yourself to be distracted by your phone or by music.

Take time to become familiar with landmarks and streets so that you are able to navigate your way around – or out of an area, should you need to. If you are being followed, enter a well-lit store or knock on a door and call the police. Join a group of people. Do not go home.

Keep yourself visible to vehicles by wearing bright clothing, walking on the sidewalk, and crossing only at designated crosswalks. Be aware of traffic patterns, especially during rush hour and in congested parking lots.

---

#### TRAVEL IN GROUPS

Especially should you need to walk at night, try to walk in groups and make sure others see you safe to your destination. This is particularly important in parking lots or on less-populated streets. When you are traveling on your own, ensure someone at your destination knows when you're expected to arrive.

---

## **ALWAYS HAVE EMERGENCY CONTACTS ON YOU OR IN YOUR DEVICE**

If you have a smartphone, program emergency numbers into it. Additionally, list your important emergency contact numbers and information in anything you carry with you regularly, such as a planner or notebook. Keep your cell phone charged.

Save local emergency responder numbers to your phone. When in doubt, call 9-1-1.

---

## **KEEP YOUR CAR SECURE**

Keep your car fueled and well-serviced. Park in well-lit areas. When leaving your car, be sure property is out of sight, windows are up, and doors are locked. Should you have a car emergency, stay in your locked vehicle until help arrives. Do not accept rides from strangers and have a back-up plan should you need alternative transportation to or from class.

Approach your vehicle with your keys ready, and look inside before entering. Lock your doors when inside your vehicle.

---

## **PROTECT YOUR INFORMATION**

Be careful what you post online and avoid posting information that could be used to determine your location or could be used for identity theft. Update your privacy settings regularly to ensure you are in control of what you post online.

---

## **KEEP BUILDINGS SECURE**

Even if it seems rude, do not hold building doors open to strangers. Keep doors closed and locked – never prop a door. Ensure lower-floor windows are closed and locked at all times.

---

## **TRUST YOUR INSTINCTS**

If you sense you may be in a dangerous situation or are feeling uncomfortable, find a way to leave as quickly as possible. If you think you may have been the victim of a crime, report the crime to authorities immediately.