ANNUAL SECURITY
and
FIRE SAFETY REPORT

Prepared by: The Assumption College Department of Public Safety/Campus Police
Website: http://www.assumption.edu/police

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ASSUMPTION COLLEGE
500 Salisbury Street, Worcester, MA 01609

EMERGENCY: Call 7777 OR 911 / NON- EMERGENCY: 508-767-7225
Administrative Offices: 508-767-7226 / FAX NUMBER 508-767-7281

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MESSAGE FROM THE DIRECTOR OF PUBLIC SAFETY

Welcome back to Assumption College as we start the 2015-2016 academic year. The Department of Public Safety/Campus Police is located in the lower level of the Kennedy Memorial Hall. This location offers handicap accessibility and allows us to enhance our customer service goals for you to obtain parking permits, student ID's or avail yourselves to the Public Safety Team. The Department of Public Safety/Campus Police provides a comprehensive program of police, security, crime prevention, fire safety and emergency medical services to help ensure that the college community remains a safe and pleasant place, conducive to a learning environment. For your safety, Assumption College secures all exterior doors to all residence halls 24 hours -7 days per week. Please lock your room doors and refrain from pegging or propping doors as this affects everyone's right to be safe on campus. Although we consider our community to be a safe one, being unaware or careless in your daily activities can create unsafe situations.

Alcohol abuse on college campuses is the #1 precursor for trouble. Besides having a negative impact on grades and overall health, alcohol and drug abuse directly contribute to violations of college rules and regulations. Substance abuse often results in criminal charges, including arrest and prosecution for crimes such as disorderly conduct, malicious destruction to property, assault and battery, and sexual assaults to name just a few. Please be responsible; don't become a campus statistic.

Assumption College continues to be extremely proud of its campus safety record. Nevertheless, safety depends, to a large extent, on the cooperation and involvement of this community. Each of us must assume a personal responsibility by taking precautions to prevent ourselves from becoming a victim. Well-marked emergency telephones are located throughout the campus and should be used to report crimes or other types of emergencies. Students are encouraged to report crimes and suspicious activities immediately to campus police at extension #7225, or in the event of an emergency, dial #7777. Calls are answered 24-hours a day by a trained Communications Dispatcher. The Department of Public Safety maintains direct communications with the Worcester Police, Fire, and ambulance services to ensure prompt assistance and from these agencies when needed. The TTY number for hearing impaired persons is 9-711.

Assumption College Police Officers and non-sworn security staff are dedicated to the principles of Community Policing and to the goal of maintaining a high quality of life for our students, faculty and staff. A truly safe campus can only be achieved through the cooperation of all.

The information on our website is designed to inform, advice, and alert our students of the current programs and policies related to crime awareness and reporting procedures at Assumption College. Please refer to our website www.assumption.edu/police & **My Assumption Portal-College Resources tab Public Safety**- for information, alerts, policies and other Public Safety related issues.

Remember, it is your responsibility to be familiar with the Assumption College rules and regulations. If you have questions or concerns please contact a member of the Campus Police to discuss them.

Steven B. Carl
Chief of Police / Director of Public Safety

I. INTRODUCTION

The Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act were signed into law in November 1999. At the time it was known as the "Student's Right to Know and Campus Security Act." The law requires educational institutions participating in student financial aid programs under Title IV of the Higher Education Act of 1965 to disclose college crime statistics by October 1st of each year via the Annual Security and Fire Safety Report. The report includes safety policies and procedures and provides statistics concerning certain crimes that occurred on campus for the three previous calendar years. In compliance with the Higher Education Opportunity Act of 2008 this booklet also contains information on required fire safety policies and fire related statistics. The Annual Security and Fire Safety Report also include information to comply with the Campus Save Act of 2013, which requires information on sexual violence prevention programs on campus.

This report covers the Assumption College main campus in Worcester and information regarding the satellite campus located in Rome Italy, Fall River, Ma. and at the Bristol Community College campus. The satellite campus in Rome is owned by Assumption College and consists of one multi-use building (Villino Dufault) The Fall River satellite campus is not owned or leased by Assumption College. None of the Satellite campuses are patrolled by Assumption College Police Officers nor do we conduct investigations in any of these sites.

A printed copy of the Annual Security Report may be obtained by contacting the Department of Public Safety/Campus Police at (508) 767-7225. The information is also available via our website http://www.assumption.edu/police under the Annual Security Fire Safety Report link.

II. CAMPUS LAW ENFORCEMENT

LAW ENFORCEMENT ON CAMPUS

The Campus Police Department is located at the lower level of the Kennedy Memorial Hall (see map page 28) 500 Salisbury Street, Worcester, MA 01609. The Campus Police Department is open twenty-four hours a day, seven days a week. Officers patrol the campus in marked police vehicles, bicycles and/or on foot. Currently, our command staff consists of the Director of Public Safety/Police Chief, Deputy Director/Lieutenant, Administrative Lieutenant and four Sergeants. The Patrol Staff consists of ten full-time, uniformed police officers. In addition, The Campus Gatehouse is staffed by non-sworn gate officers during peak hours, and our Communications Dispatcher center operates 24/7. http://www.assumption.edu/dept/publicsafety/roster.html.

The Police Officers are graduates from recognized police academies, receive annual In-Service training and maintain current C.P.R and First Responder certifications. Officers are empowered to investigate all criminal offenses committed on College property in accordance with the provisions of Chapter 22C, Section 63, of the Massachusetts General Laws and have the power to arrest. The Director of Public Safety / Chief of Campus Police and supervisory staff are also encouraged to participate actively in professional associations that foster increased proficiency in their areas of responsibilities.

The men and women of the Assumption College Department of Public Safety/Campus Police are dedicated to the principles of Community Policing and to the goals of maintaining the campus as a safe and pleasant place in which to live, work and study. Although we are responsible for enforcing the laws of the Commonwealth of Massachusetts, we are also charged with enforcing relevant college policies and rules, including traffic and parking regulations. A truly safe campus can only be achieved through the cooperation of all. All Departmental employees receive annual training on Title IX, Sexual Assault / Domestic Abuse / Stalking / Harassment and Campus Security Authority responsibilities.

Non-Campus Buildings (Satellite Campuses):
The Assumption College School of Continuing Education or Graduate Office oversees three satellite campuses that are not patrolled by Assumption College Campus Police:

- Allegro Micro Systems, Inc. 115 Northeast Cutoff in Worcester, MA **(No classes were held in 2014)**
- Martin Luther King Jr. Business Empowerment Center, 237 Chandler Street, Worcester, MA **(No classes were held in 2014)**
- Bristol Community College, 777 Elsbree Street, Fall River, MA 02720

The Rome, Italy Satellite Campus is administered as part of the undergraduate program

- Villino Dufault, Via San Pio V, 55 in *Rome*, *Italy* 00165 (Maximum 25 students per year)

The Jacob Wetterling Act:
The Jacob Wetterling Crimes Against Children and Sexually Violent Offender Registration Act, also mandates the State Sexual Offender Registry to notify the Campus Police Department of any person registered with them who is enrolled as a student or employed at this institution. Upon notification of an offender registered with the state registry, the information is placed in a binder at the Department of Public Safety and made available to anyone to examine the information during normal business hours.

INTER-AGENCY RELATIONSHIPS

Although there is no formal Memoranda of Understanding with any area police departments, Campus Police maintains a close working relationship with local, state, and federal law enforcement agencies as well as the District Attorney's Office. They may assist with investigations, share relevant information i.e. crime trends and statistics, and endeavor in mutually beneficial training initiatives. Maintaining effective communications with area campus police departments, and local and state police allows us to be informed of issues giving rise to Timely Warning Notifications regarding crimes committed in the area. We also maintain direct telephone contact with these agencies to ensure prompt assistance from these agencies when needed.

HOW TO REPORT A CRIME

Members of the Assumption College community are encouraged to immediately report crimes, suspicious activities or other emergencies to Campus Police at emergency ext. 7777. Well marked emergency phones are strategically located throughout the campus (Blue Light Phone Map page 29). The TTY number for hearing impaired persons is 9-711 from an on-campus phone. Campus Police is located at the lower level of the Kennedy Memorial Hall. 500 Salisbury Street, Worcester, MA 01609. Community members who are using an outside telephone system may contact Campus Police at (508) 767-7225. Incidents may also be reported to

the local police, dial 911, or the State Police by dialing 508-829-4431. Campus Police will also assist you in notifying the appropriate off-campus law enforcement authorities at your request.

Calls received at Campus Police, located in the main campus, are answered by trained Communications Dispatchers and then assigned for investigation or follow-up. Calls are recorded for quality assurance and investigative purposes. When an incident is reported it is entered into our daily log, a computerized incident management system, which facilitates case management and the collection of our crime statistics for the Annual Security and Fire Safety Report. Results of investigations may include, but are not limited to: arrest of a suspect, application for a criminal complaint (s), referral to other agencies, referral to the College Judicial System, or unsubstantiated / unfounded dispositions. The Assumption College Judicial System uses the preponderance of the evidence as the standard of proof.

Incidents and crimes may also be reported to the Dean of Campus Life ext. 7536, Dean of Students ext.7325, the Director / Associate / Assistant Director of Residential Life ext. 7505, or any other individual working for those departments. These Include your Resident Director or Resident Assistant, Athletic Coach or Faculty Club Advisor. All employees at Assumption are designated as Campus Security Authorities, unless exempt (Professional and Pastoral Counselors while functioning in that capacity); as such employees have an obligation to make immediate non-personally identifying statistical reports to Public Safety so those statistics may be included in this report. Employees may contact the Director of Human Resources at ext. 7318. The following counseling and other victim support services are also available to all Assumption College students at the main campus: the Student Development and Counseling Center ext. 7409; Student Health Services ext. 7329; and/or Campus Ministry ext. 7309. Incidents reported to designated on-campus counselors may be kept confidential, except as required by law.

Campus Police Officers do not patrol the satellite campuses nor do they conduct investigations into incidents or crimes that are reported to have occurred in these jurisdictions. To report an incident, crime, or suspicious activity occurring at a satellite campus, contact the buildings security officer/satellite faculty coordinator or call the local police department 911.

REPORTING OF CRIME STATISTICS

Campus Police believes an informed public is a safety-conscious public. As a result, crime statistics and crime-related activities are reported to the College community on a timely basis. The information is derived from incidents reported directly to Campus Police as well as the designated Campus Security Authorities on campus. All employees on campus have been so designated, and include all the Student Affairs Division Personnel, unless exempt (Professional and Pastoral Counselors while functioning in that capacity), those faculty, administrators, and staff having a "significant responsibility for student and campus activities." The statistics are compiled using the Uniform Crime Reporting definitions.
Numerous efforts are made to advise the college community members by utilizing the following mediums:

- Daily Administrative Logs are distributed to many of the college administrators.
- Public Logs are available for viewing at Campus Police during regular business hours, for the past 60 days.
- Le Provocateur, the college newspaper, has in the past been provided the public log for inclusion in the publication. Special articles concerning security issue may also appear from time to time.
- The Campus Police website. www.assumption.edu/police
- The Annual Security and Fire Safety Report which includes crimes committed on the main campus and from the Worcester Police Department regarding the contiguous area. Statistics also include crimes committed in the classrooms and contiguous areas of the satellite offices, during the days / hours in use by Assumption College students.

SECURITY OF BUILDINGS AND GROUNDS

Most campus buildings and facilities are open on campus. They are accessible to members of the college community, their guests and visitors during the day and in the evenings when classes are in session. Accessibility is also available during designated hours on weekends and holidays, depending on the wide variety of events and activities taking place outside the normal business hours. Residence halls are not open to the public.

The following security precautions are designed to eliminate or minimize criminal opportunities: A gate officer monitors campus access, traffic and assists with guest registration. Parking lots and walkways are well lit. Emergency telephones are strategically located to report suspicious/criminal activity to Campus Police. Officers patrol the campus in marked police vehicles, bicycles and/or on foot.

General Information:

- College students and employees are issued an identification card and parking permit to enhance security on campus.
- Guests to residential areas who enter the college must be registered by the sponsoring student with the Department of Campus Police prior to their arrival on campus. In the interest of security the guest may be required to provide identification.

- Pegging and propping doors effects everybody's right to be safe on campus. Don't peg doors. Please un-peg a pegged door.
- Any suspicious persons or activities should be reported to Campus Police at ext. 7777.
- Fire alarm systems are monitored by Campus Police and an off-site monitoring company.

Card Access & Security Cameras:
Assumption College has a card access system and security cameras in many of the dormitory style residence halls on campus. Card access provides an additional level of security by recording the information on a student identification card used to gain access to a college dormitory. Security cameras have also been installed in the foyer of these dormitories to video record those entering and leaving the residences. Please note that authorized students entering a residence hall should be weary of unauthorized people attempting to "piggy-back" into their residence and should notify campus police should this occur. Also, the security cameras are not monitored 24/7, but are recorded and consulted should an "incident of significance" be reported that requires the video be reviewed. The residence halls with card access and video cameras installed are:

Plough Hall	West Hall	South Hall	Worcester Hall	Nault Hall	Alumni Hall
Living Learning Center	Wachusett Hall	Salisbury Hall	Hanrahan Hall	Young Hall	Desautels Hall

Other campus buildings with card access and/or security cameras are:

Admissions House	Carriage House	Information Technology Center	Plourde Center
Dion Hall	Moquin Hall	Authier Hall	Dufault Hall
Founders	Testa	Fuller / IT	Admission / Carriage House
Kennedy Hall	Library	Armanet	Chapel

Buildings:
- Academic Buildings
  Although the college encourages an open campus environment, campus buildings are kept locked outside of normal operating hours. Faculty, staff, and students must receive proper authorization to enter when these facilities are closed. Entry to these buildings and facilities after hours must be approved by the designated Department Chair.

- Residence Halls
  The Office of Residential Life encourages and strives for a community atmosphere in the Residence Halls, whereby students open the doors to their room or apartment when they are home. Students are encouraged to socialize and move around their building for academic and social purposes. The following security precautions are designed to eliminate or minimize criminal opportunities:
  - When leaving the room area, students are encouraged to keep their room doors locked and to carry their keys at all times.
  - Do not hold doors open for persons without keys.
  - Outside doors should never be pegged open, as this affects everyone's right to be safe.
  - Students should report lost or stolen identification cards or keys immediately to Campus Police or their Resident Director.
  - All maintenance, housekeeping employees and vendors entering residence halls wear identification badges or appropriate identifying uniform.
  - Each weekend there are front desk attendants that sign in guests into each traditional style hall.
  - All residence halls are closed during official college vacations.

Campus Grounds:
The Building and Grounds Department provides maintenance to the campus facilities and residential halls located on the main campus in Worcester. Even though Campus Police routinely check the campus grounds and buildings and report unsafe conditions to the Buildings and Grounds staff, community members with concerns (i.e. electrical, plumbing, inoperative hardware) should call Building & Grounds, ext. 7391, during normal business hours. If you feel any problem presents a hazard or a danger, contact Campus Police and they will assist you in getting the situation rectified.

Non-Campus Buildings (Satellite Campuses):
The Assumption College School of Continuing Education or Graduate Office oversees three satellite campuses that are not patrolled by Assumption College Campus Police. These "satellite campuses" are used some years and not others, see below in bold type.
- Allegro Micro Systems: Protected by 24/7 security personnel that monitor the building alarm/security system; protected by a sprinkler system and the fire alarm goes directly to the local fire department; the facility and parking lot are enclosed in a fenced area and are well-lit. **(There were no classes held during 2014)**
- Martin Luther King Jr. Business Empowerment Center: **(There were no classes held during 2014)**
- Bristol Community College: Information about the campus, crime statistics and crime reporting can be found at the following website: *http://www.bristol.mass.edu/administration/public_safety/index.cfm*
- Villino Dufault, Via San Pio V, 55 in *Rome, Italy* 00165. Crime statistics for Villino Dufault building and the immediate surrounding area were requested but not available for this printing.

Unsafe facility conditions or those issues causing concern for personal safety or the protection of property should be brought to the attention of the Coordinator of the facility, the on-site facility security staff and/or the Dean of the Continuing Education Program or Graduate Office at Assumption College.

III. PROGRAMS AND SERVICES

CRIME PREVENTION PROGRAMS

Campus Police and Assumption College believe it is more beneficial to prevent crimes than to react to them after the fact. A primary vehicle for accomplishing this goal is thru various comprehensive crime prevention programs.

- **Alarm Systems** are available campus wide and monitored in campus police for intrusion, fire and duress alarms.
- **Bike Patrol (**seasonal) to supplement cruiser & foot patrols and to enhance community interaction.
- **Courtesy Transport (on-campus)** is provided seven days a week, 24 hours a day. Students may utilize this service for safety reasons by calling Campus Police ahead and requesting the service. Officers will make every attempt to respond to the request in a timely manner and escort the student(s) to on-campus locations.
- **Crime Prevention Presentations** are made regularly to students, faculty and staff when requested. These programs include information about personal safety to include sexual assault programs to prevent sex offenses, dating / domestic violence and stalking. They are offered each semester and information can be obtained by calling ext. 7225.
- **MVP / Bystander Training** Student Affairs require all First Year and Transfer students to complete bringing in the bystander training which focuses on community members not as victims or potential targets of harassment, rape and abuse, but empowers bystanders who can support abused peers and confront abusive ones.
- **Drug and Alcohol Awareness Program** informs students, faculty and staff of important drug related issues. These programs are offered each semester. The Office of Student Life requires all new and transfer students to complete drug and alcohol awareness classes.
- **Sexual Violence -** Student Affairs require all First Year and Transfer students to complete Everfi's Haven Program. *Haven* uses a population-level approach to educate all students on the issues associated with sexual assault and relationship violence.
- **Domestic / Dating Violence / Stalking -** Student Affairs require all First Year and Transfer students to complete Everfi's Haven Program. *Haven* uses a population-level approach to educate all students on the issues associated with sexual assault and relationship violence.
- **Emergency Guides** are placed in occupied rooms on campus to include classrooms, dorms, offices and laundry rooms. These guides contain the important information regarding responses to different types of emergencies that could occur on campus.
- **Emergency (Blue Light) Telephones** are located throughout the campus.
- **Gate House Security** is provided at the front entrance of the campus by non-sworn security officers during peak times. They provide information/directions, monitor campus access and traffic, and assist with guest registration.
- **Operation Identification** is a program requiring the engraving of your driver's license number on items such as a computer, television, stereo equipment, sports equipment, and texts.
- **Parking Lot Security** is enhanced with well lit parking lots and patrolled by Campus Police.
- **Patrol Officers** periodically conduct a security check of the area where you are working, studying or residing.
- **Rape, Aggression, Defense (R.A.D.)** is a self-defense tactics and techniques course. The program promotes sexual offense awareness, education and prevention. This program is offered several times per year, information can be obtained at the Campus Police Office / Web-Site or Plourde Recreation Center.
- **Safe Ride Program (off-campus)** offered by the Student Government Association (SGA) to students who are off-campus and need a ride back to campus. The SGA has arranged for the Yellow Cab Company to transport students back to campus for a reduced fair. Contact the SGA office for more information.
- **Peer Education** Peers Advocating Wellness for Students (PAWS) has expanded the education they are providing around the issues of Sexual Assault, Dating Violence, Domestic Violence and Stalking. Student Affairs works with the student volunteers on their programs.
- **Timely Warning Notifications** are issued by the Director of Public Safety to alert the campus community to any "Clery Act" crime reported that are considered to represent a serious or continuing threat to students and employees. When it is determined that a timely warning notification is required, a campus wide e-mail will be sent, posters will be placed in residence halls and academic buildings and may be run on the college cable network. All students and employees are encouraged to check their email and campus mailboxes on a regular basis.
- **Safety Alerts** may be issued for non-Clery related crimes occurring on campus. They may also be issued for known serious crimes occurring off campus locally. These Safety Alerts are designed for informational purposes and may suggest general safety precautions.

EMERGENCY MEDICAL SERVICES

Police Officers are trained and certified as First Responders and in CPR. Automatic External Defibrillators (AED's) are available on each shift as well as at locations across campus. During a medical emergency, it is standard procedure to transport sick or injured persons to nearby hospitals by ambulatory services, if such transport is deemed necessary. For non-emergency injuries or illnesses Student Health Services is also available. They are located in the Armanet House. It is staffed by the Director of Health Services, a Medical Doctor, Staff Nurse Practitioners and an Administrative Secretary.
http://www.assumption.edu/stulife/Health%20Services/default.html

PERSONAL SAFETY TIPS

Although Assumption College has instituted security services and procedures, the personal safety of each individual who enters the campus is his or her own responsibility. Failure to take precautions or maintain an awareness of the environment and surroundings may result in increased risk.

When walking:

1. Avoid traveling alone after dark, especially in dark vacant areas. Call the Campus Police Department ahead of time and request an escort. Walk on well-lighted, regularly traveled walkways and avoid short cuts. Look alert and be aware of your surroundings. Ask a friend to walk with you.
2. Do not hitchhike or accept rides from casual acquaintances or unknown persons.
3. Carry a whistle or another device that makes noise, keep it close and ready to use.
4. Report suspicious individuals or vehicles to the Campus Police.
5. If you think you are being followed or feel that you are in danger, run, scream, and make noise. Let someone know you are in danger.
6. If you find yourself being confronted by an assailant, stay alert. Remember while screaming and struggling may in some instances frighten off the assailant, in other instances such actions may further antagonize the assailant and bring forth a more violent reaction. Assess the situation before choosing your course of action. Whether or not the assailant is armed or has made threats against your life will, obviously, be a determining factor in your decision. The key word in this type of situation is SURVIVAL.
7. The Assumption College Campus Police offers a R.A.D. (Rape Aggression Defense) class. Information regarding upcoming classes will be posted at the Plourde Center after the start of each semester.

When driving:

1. Don't pick up hitchhikers.
2. Whenever possible limit your driving to well-lit heavily traveled roads.
3. Keep your windows and doors locked.
4. If ever threatened and you cannot drive away, sound your horn and attract attention.
5. If your vehicle ever breaks down, signal for assistance by raising your hood. Stay inside your vehicle with your windows closed and your doors locked. If a Good Samaritan stops, open your window just enough to ask them to call the police. If the person appears to be a threat, sound the horn, and don't stop until they leave.
6. If you think you are being followed, keep out of desolated areas. Look for a place where there are people and stop. Try to find the nearest police station.
7. When parking at night, choose well-lit areas. Before getting out of your vehicle, check for people loitering.

When in the residence halls:

1. Keep your doors locked at all times. Close any windows, which are accessible from the outside.
2. Never sleep in an unlocked room or townhouse.
3. Don't put your name or address on your key ring.
4. Don't put your vehicle key and residence key on the same ring.
5. Don't put your school identification card with your residence keys.
6. If you should lose your keys, notify Residential Life. Arrangements will be made to have your lock replace by Buildings and Grounds.
7. Residents should always ask for identification from service personnel.
8. Don't let strangers use your phone. Offer to make a call for them, or direct them to a payphone.
9. If you start receiving harassing phone calls, notify the Campus Police.
10. If you find, or believe that your room has been entered, **do not** go inside. Go to a phone and call the Campus Police. If you are already inside and discover that your room has been entered, do not touch anything, as you may disturb evidence that is important to a police investigation.

11. If an intruder awakens you, do not try to apprehend him. An intruder may be armed, or could quickly arm himself with something inside of the room. If the intruder poses an immediate threat, try to leave the room if possible without placing yourself in more danger.
12. **DON'T PEG OPEN FLOOR DOORS OR EXTERIOR DOORS**. This only invites unwanted persons in.
13. If you see a suspicious person or vehicle on campus, contact the Campus Police with as much information as possible.
14. Report broken locks/windows/doors to the Buildings & Grounds Staff.
15. Do not bring large amounts of cash or valuables to campus.
16. Keep items of value out of sight.
17. If you live in a residence hall, take your room key to the shower with you.
18. Participate in "Operation Identification." This program will allow you to permanently engrave and document your valuables. Contact the Campus Police Department for more information.

When utilizing faculty offices and classrooms:

Most campus buildings and facilities are accessible to members of the campus community, guests, and visitors during normal hours of business, Monday-Friday.

1. Keep all offices and labs locked when not in use.
2. Report broken locks on windows and doors to the Building & Grounds Staff.
3. All department keys should be collected when not in use. Keys should only be issued when absolutely necessary.
4. Do not label keys for their use.
5. Always lock your desk and/or filing cabinet when leaving unattended.
6. Consider using password protection for your computer.
7. Do not leave expensive personal property in your office unsecured.
8. When leaving, make sure you have secured your door.
9. If you see someone suspicious, do not hesitate to notify the Campus Police.

When utilizing athletic facilities:

1. Avoid using the facilities alone, especially after dark or during off hours.
2. The locker rooms are there for your convenience, when using a locker, make sure it is secured.
3. It is best to shower when others are present in the locker room.
4. If you encounter an intruder inside of the locker room consider yelling for help as there are usually people inside the building that should hear you. Also try and make a mental note regarding the description of the intruder, it may aid police in locating him/her later.

IV. GENERAL SECURITY POLICIES

DRUG AND ALCOHOL POLICIES

The college prohibits the illegal possession or use of any controlled drug or substance as defined by the statues of the Commonwealth of Massachusetts. The following are considered to be evidence of drug policy violations and sufficient grounds for full disciplinary actions: the actual presences of a controlled substance/illegal drug; the presence of any drug paraphernalia; the presence of smoke or odors. Students present at the time of the violation will also be held responsible.

In conformity with Massachusetts law, only students who have attained the age of twenty-one are permitted the use of alcoholic beverages in their private residences within approved residential areas and at officially authorized campus functions. Massachusetts's law forbids the sale or serving of alcoholic beverages to persons under the age of twenty-one.

Students who illegally use a controlled drug or are unauthorized (not yet 21 years old) to possess alcoholic beverages are in violation of Massachusetts General Law and college policies and will be subject to criminal prosecution and/or disciplinary action under the College Code of Conduct. See Student Handbook for detailed description of the Drug and Alcohol Policy.

SEXUAL ASSAULT AWARENESS PROGRAMS AND POLICIES

Campus Police works closely with Office of Student Affairs, Residential Life**,** Student Health Center, Student Development and Counseling Center to promote awareness about rape and sexual assault. Rape is defined in the general laws of Massachusetts as

follows: "Whoever has sexual intercourse with a person and compels such person to submit by force or against their will or compels such person to submit by threat of bodily injury. If the act occurs while the victim is unconscious, asleep or otherwise unable to communicate unwillingness, it is still considered rape."

Students accused of any Sexual Assault / Misconduct, may be prosecuted in Criminal Court and/or are subject to college disciplinary action, whether or not formal criminal charges are filed. Both the accuser and the accused are entitled to the opportunity to have others present during disciplinary proceedings, and both are informed of the outcome. A student found to have committed Sexual Assault / Misconduct in violation of the Code of Student Conduct is subject to suspension or expulsion from Assumption College. Any action taken by Assumption is independent of any potential criminal proceeding outcomes. See the Assumption College Sexual Misconduct Policy for descriptions as well as definitions. The Colleges' Sexual Misconduct Policy can be obtained from the Office of Student Conduct and at the Dean of Students Office. Information and definitions can also be found on the Student Conduct Portal homepage. Timely warnings will never identify or give geographically specific enough information which might identify the victim.

Available Resources – Student Affairs maintains the following web-site **SAFER** (Sexual Assault Facts, Education, & Response) which contains a great deal of information. Assumption College is committed to addressing Sexual Assault by providing the community with facts and education, as well as, continuously reviewing our response to incidents so we respond to incidents appropriately and provide support for victims. This website is the central location for students to obtain the information they may need and is located at; http://www.assumption.edu/safer

Sexual Misconduct Policy – Is located at the following web address. Printed copies may be requested from the Dean of Students Office as well as the Office of Student Conduct. http://www.assumption.edu/sites/default/files/SexualMisconductPolicy.pdf

Confidential Reporting – Information on confidentiality is covered on the S.A.F.E.R web-site located at; http://www.assumption.edu/safer . The S.A.F.E.R web-site includes institutional policy and also defines consent, training on bystander intervention, risk reduction and policies and procedures to include what steps to take after a sex offense occurs and reporting options. The S.A.F.E.R web-site also has detailed policy information on Domestic Violence, Dating Violence, Stalking and available confidential advocacy for victims of those crimes..

Steps to take if you are sexually assaulted:

Preserve all physical evidence.

Physical evidence is often critical to an investigation. For this reason, you should not urinate, wash, douche or shower prior to an examination. You should not eat, drink, smoke or brush your teeth. If you change clothes, put all the clothing you were wearing at the time of the attack in a paper bag, not plastic. If the attack happened in your room or apartment, do not clean or straighten up until all the evidence has been collected.

Get medical treatment as soon as possible.

At the area hospitals you will receive a gynecological exam, if necessary, to check for internal injuries. Lab tests will also be performed for the purpose of collecting evidence in the event that you decide to take legal action against your assailant.

Contact the Assumption College Campus Police.

Dial 7777 from any on campus phone or 508-767-7225 from off campus. You may also use any of the emergency phones located throughout the campus to be automatically connected with a Campus Police Dispatcher (24 hours a day). Incidents may also be reported to the Dean of Students ext. 7325, the Associate Dean/Director of Residential Life at ext. 7505 or any individual working for these departments such as your Resident Director or Resident Assistant. Employees may also contact the Director of Human Resources at ext. 7318.

College policy states that college employees who are informed of a sexual assault urge the victim to file a report to Campus Police, regardless of where the offense took place. A Campus Police Officer specially trained in dealing with victims of sexual assault, works closely with the victim to ensure that the appropriate medical care and counseling is made available and will assist the victim in notifying the appropriate off-campus law enforcement authorities, if requested. Assumption College will assist you in whatever way possible to make you feel comfortable and safe. Such assistance may include housing relocations, change in course schedules, escort services, etc.

Reporting a sexual assault to the campus or municipal police may not commit you to further legal action. However, the earlier you report an assault the more helpful it will be to police investigating the crime and to prosecute the case successfully. It also helps preserve your options for the future.

Talk with a professional counselor.

Counseling and other victim support services in dealing with the trauma are available to all Assumption College students and employees thru: the Student Development and Counseling Center ext. 7409; Student Health Services ext. 7329; and/or Campus Ministry ext. 7309. Incidents reported to designated on-campus counselors may be kept confidential, except as required by law.

Off-Campus Resources: (Dial 9 first if using an on campus phone) Assumption College Department of Public will assist you in contacting any off campus resources if that is your desire.

Bristol Community College Campus Police	508-678-2811 ext. 3911
Rape Crisis Program of Worcester, MA (24 hour)	508-799-5700
Worcester Police Emergency	911
Worcester Police Rape Investigation Unit	508-799-8661
Pathways For Change (Sexual Assault 24 Hrs)	1-800-870-5905
Daybreak Domestic Violence (24 Hrs)	508-755-9030

DOMESTIC & DATING VIOLENCE / STALKING

Reporting Domestic / Dating Violence and Stalking incidents allow the victim to receive support services as well as protection under the Massachusetts Domestic Abuse Laws. Written Restraining Order / No-Contact Order / Counseling / Mental Health / Advocacy and legal assistance information is provided to all victims regardless of where the abuse / violence occurred.

Assumption Police Officers receive annual training on Domestic / Dating Violence and Stalking issues and will assist victims through the process. If it is determined that interim measures are appropriate while the college judicial system is adjudicating a case the Director of Public Safety may take such measures he/she deems necessary to protect the community. Assumption College Student Conduct has a detailed Stalking Policy.

Stalking incidents are occurring at an alarming rate on the nation's college campuses. It is a crime that impacts men and women of all races/ethnicities, religions, ages, abilities, sexual orientations, and sexual identity. It is a crime that can affect every aspect of a victim's life.

Domestic Violence and Stalking are crimes in Massachusetts and are subject to criminal prosecution. Individuals perpetrating such acts may be subject to disciplinary action through the Office of Student Conduct. If found responsible for such behavior he/she may face sanctions including but not limited to expulsion from the College. In some circumstances, criminal prosecution may take place simultaneously.

EMERGENCY RESPONSE AND EVACUATION POLICY

It is the intention of the Assumption College Department of Public Safety/Campus Police to provide a warning as soon as possible, of a significant emergency or dangerous situation that exists on campus to students, faculty, staff and guests. The U.S. Department of Education mandates that the campus community be notified within one half hour after a significant emergency or dangerous situation once one has been determined. This will usually be accomplished by verification by campus police or other campus official such as Residential Life or Health Service staff, faculty member or administrator. To that end, several system components have been developed and integrated into the Assumption College Emergency Warning System. Assumption College will test the Emergency Notification System twice per year at the beginning of the fall and spring semesters. The college community will be advised prior to each test via campus email. A letter to the contiguous neighbors will also be sent prior to the test, advising them that "this is only a test." At the conclusion of the test an after action report will be produced describing the test in detail.

During an actual significant emergency the Department of Public Safety/Campus Police in conjunction with the College's President, Senior Vice President, Vice President for Student Affairs, Dean of Students will be involved to the extent possible in verifying the emergency, planning the response and appropriate notifications. Assumption College has a detailed "Emergency Response and Recovery Plan". The appropriate response to an emergency could be a partial evacuation, total evacuation, or order to "Shelter-in-Place". Specific instructions will be given and updated as the emergency evolves.

The Department of Public Safety / Campus Police conducts fire evacuation drills once per semester for each residence hall on campus. Part of these drills includes instructing the students on the Emergency Notification System on campus. Below are the different types of messages that they may heard /sent, and what their actions should be.

The components include the following:

Primary Group Components– used for immediate broadcast of emergency situation requiring notification of the campus community.

- Emergency Broadcast System (EBS) – a loud speaker system centrally located on campus will be activated by Campus Police during an emergency. A warning siren sound will be followed by a short message (see pre-recorded message below) describing the general nature of the emergency and the recommended action to be taken.
- Rave Text Messaging – Campus Police will send a brief text message (see pre-recorded message below) to undergraduate students through their cell phone number describing the general nature of the emergency and recommended action

Secondary Group Components– used to supplement and clarify primary group messages as additional information becomes available.

- Assumption College E-mail - An e-mail will be sent out to the campus community describing the nature of the emergency, clarification, and recommended action to be taken.
- Assumption College Voicemail – A voicemail will be sent out to the campus community describing the nature of the emergency, clarification, and recommended action to be taken.
- Off Campus Rave Voicemail - A voicemail message to parents of undergraduate students, graduate students, Continuing Education students and employees alerting them to an emergency situation on campus and recommended action to be taken.
- Assumption College Website – Information concerning an emergency situation on campus and follow-up information will be displayed on the Assumption College webpage.

(Appropriate information will follow using the above components when available. Individual components will be used according to the particular situation.)

Emergency Messages for Assumption College (Broadcasts, Rave Text Message, and E-mails)

Message No.	Message Name	Description
1.	Security	"This is an Assumption College alert: A dangerous situation reported on campus. Take cover until further information is provided. Repeat: Take cover until further notice.
2.	Gunshots	"This is an Assumption College alert: Gunshots reported on campus. Take cover until further information is provided. Repeat Gunshots reported. Take cover until further notice."
3.	Severe Weather	"This is an Assumption College alert: Extremely severe weather is approaching. Take shelter immediately. Repeat: Extremely severe weather is approaching. Take shelter immediately."
4.	Tornado Warning	"This is an Assumption College alert: A tornado has been sighted in the area. Take shelter immediately. Repeat: A tornado has been sighted in the area. Take shelter immediately."
5.	Emergency Incident	"This is an Assumption College alert: A dangerous incident has occurred nearby the campus. Seek shelter indoors and stay on campus until further notice. Repeat: Seek shelter indoors and stay on campus until further notice."
6.	Evacuate	"This is an Assumption College alert: A dangerous emergency situation reported on campus. Evacuate the campus property immediately. Repeat: A dangerous emergency situation reported on campus. Evacuate the campus immediately."
7.	Test	"This is an Assumption College alert: This is a test of the Assumption College Emergency Warning System. This is only a test. Repeat: This is only a test of the Assumption College Emergency Warning System."
8.	False Alarm	"This is an Assumption College alert: Previous emergency warning alert was a false alarm. There is no emergency. Please resume normal activity. Repeat: Previous emergency alert was a false alarm. There is no emergency."
9.	All Clear	"This is an Assumption College alert: This is an all-clear notification. Please resume normal activity. Repeat: All clear. Resume normal activity."
10.	Warning	Fast wail-manual message
11.	All Clear	

MISSING STUDENT NOTIFICATION POLICY

Assumption College takes student safety very seriously. To this end, the following policy and procedure has been developed in order to assist in locating Assumption student(s) living in college-owned, on-campus housing, who, based on the facts and circumstances known to the College are determined to be missing. This policy is in compliance with Section 488 of the Higher Education Act of 2008.

Most missing person reports in the college environment result from a student changing her/his routine without informing her/his roommates and/or friends of the change. Anyone who believes a student to be missing should report their concern to Campus Police as soon as possible. Every report made to Campus Police will be followed up with an immediate investigation. Once a student has been missing for 24 hours, or if a situation indicates suspicious circumstances in the student disappearance the incident will be reported to appropriate local and/or state police

Depending on the circumstances presented to College officials and the amount of time the student is believed to have been missing, parents of a missing student will be notified. Parent of a missing student under 18 years will be notified immediately. In the event that parental notification is necessary, the Dean of Students (or his/her designee) will place the call.

At the beginning of each academic year, residential students will be asked to provide, on a voluntary basis, emergency contact information in the event s/he is reported missing while enrolled at Assumption College. This emergency information will be maintained by the Office of Student Affairs and updated annually.

Assumption College Campus Police
500 Salisbury Street, Worcester, Massachusetts 01609
Crime Statistics
2012 / 2013 / 2014

The following statistics are provided yearly and comply with the Federal Crime Awareness and Campus Security Act of 1990, the Higher Education Amendments of 1992 and Massachusetts General Laws (1996) Chapter 6, Section 168C. These statistics are compiled using the FBI Uniform Crime Reporting Definitions.

On Campus Arrests	2012	2013	2014
Liquor-Law Violations	2	2	1
Drug Law Violations	1	1	2
Weapons Possession	1	0	0

Disciplinary Actions/Judicial Referrals on Campus	2012	2013	2014
Liquor-Law Violations	317	270	272
Drug Law Violations	15	17	17
Weapons Possession	0	0	0

On Campus, In Residence Hall Arrests	2012	2013	2014
Liquor-Law Violations	0	0	0
Drug Law Violations	0	0	0
Weapons Possession	1	0	0

Non-Campus Buildings, Arrests	2012	2013	2014
Liquor-Law Violations	0	0	0
Drug Law Violations	0	0	0
Weapons Possession	0	0	0

Disciplinary Actions/Judicial Referrals For Non-Campus	2012	2013	2014
Liquor-Law Violations	0	0	0
Drug Law Violations	0	0	0
Weapons Possession	0	0	0

Disciplinary Actions, Public Property	2012	2013	2014
Liquor-Law Violations	0	0	0
Drug Law Violations	0	0	0
Weapons Possession	0	0	0

Public Property, Arrests	2012	2013	2014
Liquor-Law Violations	0	0	0
Drug Law Violations	0	0	0
Weapons Possession	0	0	0

Disciplinary Actions/Judicial Rerrals Residence Halls	2012	2013	2014
Liquor-Law Violations	272	210	253
Drug Law Violations	13	9	8
Weapons Possession	0	0	0

Criminal Offenses
(On Campus)

	2012	2013	2014
Murder/Non-negligent Manslaughter	0	0	0
Negligent Manslaughter	0	0	0
Forcible Sex Offenses (Total number added from below)	4	3	7
Rape	2	2	7
Indecent Assault and Battery / Forcible Fondling	2	1	0
Non-forcible Sex Offenses –Incest and Statutory Rape only	0	0	0
Robbery	0	0	0
Aggravated Assault	2	2	4
Burglary	9	6	7
Motor Vehicle Theft	1	0	0
Arson – Only fires investigated by police/fire	1	1	0
Domestic Violence	-	2	2
Dating Violence	-	0	1
Stalking	-	0	0

Criminal Offenses
(In Residence Halls)

	2012	2013	2014
Murder/Non-negligent Manslaughter	0	0	0
Negligent Manslaughter	0	0	0
Forcible Sex Offenses (Total number added from below)	4	3	7
Rape	2	1	7
Indecent Assault and Battery / Forcible Fondling	2	2	0
Non-forcible Sex Offenses –Incest and Statutory Rape only	0	0	0
Robbery	0	0	0
Aggravated Assault	2	1	2
Burglary	7	5	5
Motor Vehicle Theft	0	0	0
Arson – Only fires investigated by police/fire	0	0	0
Domestic Violence	-	1	2
Dating Violence	-	0	1
Stalking	-	0	0

Criminal Offenses
(Non-Campus Buildings or Properties)

	2012	2013	2014
Murder/Non-negligent	0	0	0
Negligent Manslaughter	0	0	0
Forcible Sex Offenses	0	0	0
Rape	0	0	0
Indecent Assault and Battery / Forcible Fondling	0	0	0
Non-forcible Sex Offenses – Incest and Statutory Rape only	0	0	0
Robbery	0	0	0
Aggravated Assault	0	0	0
Burglary	0	0	0
Motor Vehicle Theft	0	0	0
Arson – Only fires investigated by police/fire	0	0	0
Domestic Violence	-	0	0
Dating Violence	-	0	0
Stalking	-	0	0

Criminal Offenses
(Public Property)

	2012	2013	2014
Murder/Non-negligent Manslaughter	0	0	0
Negligent Manslaughter	0	0	0
Forcible Sex Offenses	0	0	0
Rape	0	0	0
Indecent Assault and Battery / Forcible Fondling	0	0	0
Non-forcible Sex Offenses –Incest and Statutory Rape only	0	0	0
Robbery	0	0	0
Aggravated Assault	0	0	0
Burglary	0	0	0
Motor Vehicle Theft	0	0	0
Arson – Only fires investigated by police/fire and determined to be arson	0	0	0
Domestic Violence	-	0	0
Dating Violence	-	0	0
Stalking	-	0	0

Criminal Offenses
(Local statistics)

These statistics are supplied annually by the Worcester Police Department for offenses committed on or off campus for a predefined contiguous area.

	2012	2013	2014
Murder/Non-negligent	0	0	0
Negligent Manslaughter	0	0	0
Forcible Sex Offenses	0	0	0
Rape	0	0	0
Indecent Assault and Battery / Forcible Fondling	0	0	0
Non-forcible Sex Offenses –Incest and Statutory Rape only	0	0	0
Robbery	0	0	0
Aggravated Assault	0	0	0
Burglary	0	0	0
Motor Vehicle Theft	0	0	0
Arson – Only fires investigated by police/fire and determined to be arson	0	0	0
Domestic Violence	-	0	0
Dating Violence	-	0	0
Stalking	-	0	0

Hate Crime Reporting has recently been expanded to include additional reportable criminal offenses. Inclusion of the type of prejudice is also required in this Annual Security Report. The Hate Crime categories can be found on the following two pages.

Any crimes determined to be Hate Crimes will additionally be broken down by prejudice based on race, gender & gender identity, religion, sexual orientation, ethnicity/national origin or disability.

Hate Crimes (On Campus)

	2012	2013	2014	Type of Prejudice
Murder/Non-negligent Manslaughter	0	0	0	
Negligent Manslaughter	0	0	0	
Forcible Sex Offenses (Total from below)	0	0	0	
Rape	0	0	0	
Indecent Assault and Battery / Forcible Fondling	0	0	0	
Non-forcible Sex Offenses –Incest and Statutory Rape only	0	0	0	
Robbery	0	0	0	
Aggravated Assault	0	0	0	
Simple Assault	0	0	0	
Burglary	0	0	0	
Larceny	0	0	0	
Arson – Only fires investigated and determined to be arson	0	0	0	
Intimidation	0	0	0	
Destruction / Damage / Vandalism	0	0	0	
Any Other Crime Involving Bodily Injury	0	0	0	
Domestic Violence	-	0	0	
Dating Violence	-	0	0	
Stalking	-	0	0	

Hate Crimes (In Residence Halls)

	2012	2013	2014	Type of Prejudice
Murder/Non-negligent Manslaughter	0	0	0	
Negligent Manslaughter	0	0	0	
Forcible Sex Offenses (Total from below)	0	0	0	
Rape	0	0	0	
Indecent Assault and Battery / Forcible Fondling	0	0	0	
Non-forcible Sex Offenses –Incest and Statutory Rape only	0	0	0	
Robbery	0	0	0	
Aggravated Assault	0	0	0	
Simple Assault	0	0	0	
Burglary	0	0	0	
Larceny	0	0	0	
Arson – Only fires investigated and determined to be arson	0	0	0	
Intimidation	0	0	0	
Destruction/Damage/Vandalism	0	0	0	
Any Other Crime Involving Bodily Injury	0	0	0	
Domestic Violence	-	0	0	
Dating Violence	-	0	0	
Stalking	-	0	0	

Hate Crimes
(Non-Campus Buildings)

	2012	2013	2014	Prejudice
Murder/Non-negligent Manslaughter	0	0	0	
Negligent Manslaughter	0	0	0	
Forcible Sex Offenses	0	0	0	
Non-forcible Sex Offenses –Incest and Statutory Rape only	0	0	0	
Robbery	0	0	0	
Aggravated Assault	0	0	0	
Simple Assault	0	0	0	
Burglary	0	0	0	
Larceny	0	0	0	
Arson – Only fires investigated and determined to be arson	0	0	0	
Intimidation	0	0	0	
Destruction/Damage/Vandalism	0	0	0	
Any Other Crime Involving Bodily Injury	0	0	0	
Domestic Violence	-	0	0	
Dating Violence	-	0	0	
Stalking	-	0	0	

Hate Crimes
(Public Property)

	2012	2013	2014	Type of Prejudice
Murder/Non-negligent Manslaughter	0	0	0	
Negligent Manslaughter	0	0	0	
Forcible Sex Offenses	0	0	0	
Non-forcible Sex Offenses –Incest and Statutory Rape only	0	0	0	
Robbery	0	0	0	
Aggravated Assault	0	0	0	
Simple Assault	0	0	0	
Burglary	0	0	0	
Larceny	0	0	0	
Arson – Only fires investigated by police/fire and determined to be arson	0	0	0	
Intimidation	0	0	0	
Destruction/Damage/Vandalism	0	0	0	
Any Other Crime Involving Bodily Injury	0	0	0	
Domestic Violence	-	0	0	
Dating Violence	-	0	0	
Stalking	-	0	0	

Hate Crimes
(Local Statistics)

Local Statistics are supplied to Assumption College by the Worcester Police Department for offenses committed off campus involving Assumption Students. Once received, these statistics are retained and become part of that year's permanent Clery record. These statistics are also included in Judicial Referral category for applicable crimes.

	2012	2013	2014	Type of Prejudice
Murder/Non-negligent Manslaughter	0	0	0	
Negligent Manslaughter	0	0	0	
Forcible Sex Offenses	0	0	0	
Non-forcible Sex Offenses –Incest and Statutory Rape only	0	0	0	
Robbery	0	0	0	
Aggravated Assault	0	0	0	
Simple Assault	0	0	0	
Burglary	0	0	0	
Larceny	0	0	0	
Arson – Only fires investigated by police/fire and determined to be arson	0	0	0	
Intimidation	0	0	0	
Destruction/Damage/Vandilism	0	0	0	
Any Other Crime Involving Bodily Injury	0	0	0	
Domestic Violence	-	0	0	
Dating Violence	-	0	0	
Stalking	-	0	0	

ANNUAL FIRE SAFETY REPORT

Prepared by: The Department of Public Safety/Campus Police
Website: http://www.assumption.edu/police

October 1, 2015

ASSUMPTION COLLEGE

500 Salisbury Street, Worcester, MA 01609

The Assumption College Campus Police and Building & Grounds Department work hand in hand with the Worcester Fire Department to ensure the Assumption campus is in compliance with the fire and safety codes and standards. Egress drills for residential students are conducted twice a year at the beginning of both the fall and spring semesters with the Residential Life Staff in accordance with these codes and standards. Campus Police produced a fire safety video, in cooperation with the Office of Residential Life and the Student Government Association, which is broadcasted on Assumption College's television channel periodically. Training on fire extinguisher use is also provided. In addition, fire extinguishers are inspected on a regular basis. Assumption College has recently completed the installation of fire suppressant sprinkler systems in all of the residence halls.

HIGHER EDUCATION OPPORTUNITY ACT
CAMPUS FIRE SAFETY ANNUAL COMPLIANCE REPORT

OVERVIEW
The Higher Education Opportunity Act (Public Law 110-315) became law in August 2008. It requires all United States academic institutions to produce an annual fire safety report outlining fire safety practices, standards, and all fire-related on-campus statistics. The following public disclosure report details all information required by this law as it relates to Assumption College.

HEALTH AND FIRE SAFETY
Health and Fire Safety Inspection/Right of Entry - The Residential Life Staff will conduct monthly Health and Fire Safety Inspections of all students' rooms. The Director of Residential Life, Associate Director of Residential Life, Area Coordinator, Resident Director, or their designee, shall have the right to enter the premises at a reasonable hour in the day or evening, to make such request for repairs, additions, or alterations as deemed necessary. Notification of inspection time and date need not be posted. The College reserves the right to inspect any room when the College deems such necessary. In addition, the Director of Residential Life, Associate Director of Residential Life, Area Coordinators, Resident Directors as well as other College officials, have the right to enter the premises at any time for any reasonable cause. The primary purpose of entering is to take those precautions which College officials find necessary to protect the health, safety, and general welfare of the occupants and/or of other persons therein and to enforce College policy. Members of the Maintenance staff routinely enter rooms in the performance of their duties. Such entry is not considered an inspection, however, blatant violations, especially those that could affect student safety will be reported to the Office of Residential Life. Fire and Safety Regulations - Use of fire alarms or firefighting equipment for any purpose, except that for which intended, is prohibited according to State law. Impairment of this system could cause loss of life, a great deal of damage to personal belongings and to the residence hall property. Because malicious tampering with fire-equipment seriously jeopardizes the lives of residents, individuals who indulge in such activity will be subject to disciplinary action. For the safety of all residents, evacuation drills are held at least once per semester. It is important for residents to familiarize themselves with the procedures to avoid panic in case of emergency. Participation in drills is mandatory. Violation of any aspect of these regulations will be dealt with as a serious disciplinary offense. For your safety and the safety of others in your community <u>the following are strictly PROHIBITED</u> from students' rooms and townhouses:

1. Smoking (Please see smoking policy in the General Policies and Procedures Section).
2. Candles, of any kind/shape/size. Decorative candles should not be in any room, apartment or townhouse. Potpourri burners and incense, whether burning or not, are prohibited. Possession of candle, incense, or potpourri burner.
3. Fireworks including firecrackers, caps, roman candles, and sparklers. Use and/or possession of fireworks including, but not limited to, firecrackers, smoke bombs, Roman Candles, and sparklers.
4. Weapons are not allowed on campus, even if a student is registered to carry such a weapon. This includes, but is not limited to, firearms, bows and arrows, sling-shots, hunting and other knives, blowguns, BB guns, pellet guns, air-soft guns, air propelled or any other weapon.
5. Items suspended from ceiling (i.e.: flags, fishing nets, tapestries, rugs) cannot block any entrances/exits, windows, and/or fire safety equipment.
6. Any object that blocks the exit from a room or townhouse. That includes wardrobes (creating hallways with wardrobes is prohibited) in the underclass halls, and anything obstructing the exit from a bedroom inside an apartment and/or townhouse (The rule to follow is: a medical emergency stretcher needs to be able to fit easily through any doorway).
7. Temporary partitions or dividers.
8. Furniture that is stacked, such as desks.
9. Cinder Blocks.
10. Leg lifters may be used for beds that are not bunked, however, great care must be taken and this is done at the risk of the student.
11. Unauthorized locks on any door.
12. Obstruction of sprinkler heads or fire and safety equipment.
13. Dismounting or removal of a fire extinguisher. Extinguisher must remain fully charged and mounted in designated areas. Apartments and townhouses must have a fire extinguisher in view.
14. Unauthorized electrical appliances such as hot plates, hot pots, coffee makers (unless equipped with an automatic shut-off switch), "George Foreman" type grills, space heaters, toaster ovens, sun lamps, oversized refrigerators (over 1.5 cubic feet), oversized microwaves (over 500 watts), and halogen lamps. We also recommend that irons be equipped with an automatic shut off switch for safety reasons. Students in apartments should consult Residential Life for a list of approved appliances.

15. Appliance cords with broken insulation or broken plug ends. Electrical octopi (multiple extension cords). Power strips must be used when connecting more than two items to a single wall outlet (which contains room for two plugs). An extension cord may be plugged into the power strip and then be plugged into a single device (here is an allowable example: run a power strip into the wall outlet, plug an extension cord into the power strip and then plug an alarm clock into the extension cord). If you have any doubt or questions, the Office of Residential Life or Buildings and Grounds can provide help and direction.
16. Gasoline camp stoves are not allowed. Gas grills must be at least 25 feet from the building and used on hard, concrete surfaces, away from any wooded area. NO grills that utilize lighter fluid and/or charcoal may be used at any time. Propane tanks of any size may NOT be stored inside any room/apartment/townhouse.
17. Kerosene lamps, even as a decoration.
18. Combustible trash receptacles.
19. Paint cans without lids.
20. Outside antennas or aerials.
21. Rooms kept in unsanitary condition, uncovered food containers, excessive beverage containers, exposed food or disposal of trash other than in an appropriate trash receptacle.
22. Removal of screens, windows, and/or security screen tabs.
23. Neon lighted signs.
24. City and/or street signs are prohibited.

Policy for Outdoor Cooking Grills

The following regulations pertain to the individual use of outdoor cooking grills on campus:

1. Only grills that are run with propane tanks are allowed on campus.
2. NO grills that utilize lighter fluid and/or charcoal may be used at any time.
3. Grills in the areas of Alumni, Desautels, Hanrahan, Living/Learning Center, Nault, Plough, Salisbury, South, Wachusett, West, Worcester, and Young Halls must be located approximately twenty-five (25) feet from the building and/or wooded areas. Grills are to be placed on hard (paved) surfaces.
4. Grills in the area of Aubuchon, Bissonnette, Dion, and Moquin Halls are to be used only on the hard (concrete) surfaces to the front or rear of these apartments.
5. Grills in the area of Authier and Dufault Halls are to be operated only on the paved surfaces in front of the ground level apartments. At no time should a grill be used in the stairwells (towers) of these apartments.
6. Propane tanks of any size may NOT to be stored inside any room/apartment/ townhouse; propane tanks, either empty or full, are NEVER permitted above ground level (i.e. never permitted in the "tower" stairwells of Authier/Dufault). In all cases, the grills should be attended to at all times while in use.

Fire Emergency/Fire Drill Procedures

In case of an alarm, touch your door to feel if it is hot and look under your door for any smoke seeping in. If it is safe to evacuate, then you must leave immediately by way of the nearest exit. Do not use elevators during a fire alarm. Stay calm. Assemble outside at least 150 feet away from the building, not in the fire lanes, since these must be kept clear for fire equipment. Do not re-enter the building until Campus Police establishes the safety of the situation. To the extent that personal safety permits, Residential Life staff assists students with evacuation; however, it is the sole responsibility of the student to evacuate whenever an alarm sounds. Do NOT wait for Residential Life staff members to tell you to evacuate. Any student who does not leave a building when an alarm sounds will be subject to disciplinary sanctions.

False Alarms - A false alarm is extremely dangerous. Repeated false alarms often cause students to treat an actual fire lightly. Anyone found to have intentionally set off a false alarm will be evicted from Assumption housing and may also be subject to suspension or expulsion from the College and prosecution to the fullest extent of the law.

Fire and Safety Equipment - Due to the risk posed to the community by tampering with fire safety systems, the College may, at a minimum, suspend students from the College for involvement in any of the following: causing a fire or flood, registering a false fire alarm (from a pull station or in conjunction with other inappropriate activities, including but not limited to the use of fireworks and "hall sports"), discharging a fire extinguisher, removing, disabling, or tampering with general alarms, smoke detectors, door alarms, fire extinguisher, or stand pipes. A student may be suspended from residence for damaging or tampering with exit signs or emergency lighting. In addition, students will be charged restitution for any damages, fined up to $200.00 by the College, and subject to any charges imposed by the Worcester Fire Department. Students are advised that "accidental" tampering is not regarded as a suitable defense in such matters. Finally, students who fail to evacuate a building during an alarm will be subject to Disciplinary Probation and a fine of $50.00. If no one takes responsibility for unauthorized use of equipment, all residents living in the damaged area will be assessed the cost of replacement of the fire extinguisher and any excessive cleaning charges. To avoid unnecessary charges, take responsibility for the area in which you live.

Alarm Monitoring-

At Assumption College, all residence halls are covered with integrated fire sprinkler systems and a redundant fire alarm monitoring systems which are monitored 24 hours/day, seven days/week by the Campus Police office and an offsite monitoring company.

On Campus Residence Hall Fire Safety Systems

Residence Halls	Fire Alarm System Monitoring On-Site & Off Site	Partial[1] Sprinkler System	Full[2] Sprinkler System	Minimum Number of Evacuation/ Fire Drills Each Year	Smoke Detectors	Fire Extinguishers present
Alumni Hall	X		X	2	X	Yes
Desautels Hall	X		X	2	X	Yes
Nault Hall	X		X	2	X	Yes
Hanrahan Hall	X		X	2	X	Yes
Young Hall	X		X	2	X	Yes
Salisbury Hall	X		X	2	X	Yes
Aubuchon Hall	X		X	2	X	Yes
Bissonnette Hall	X		X	2	X	Yes
Dion Hall	X		X	2	X	Yes
Moquin Hall	X		X	2	X	Yes
Dufault Hall	X		X	2	X	Yes
Authier Hall	X		X	2	X	Yes
Worcester Hall	X		X	2	X	Yes
Wachusett Hall	X		X	2	X	Yes
Living & Learning Center Hall	X		X	2	X	Yes
Plough Hall	X		X	2	X	Yes
West Hall	X		X	2	X	Yes
South Hall	X		X	2	X	Yes

Fire Safety Improvements and Upgrades
Assumption College Department of Public Safety/Campus Police and the Building & Grounds Department annually review the fire systems in our residence halls and make upgrades, repairs or revisions when problems are identified. There are no current plans for system upgrades, but this is subject to change. Our systems are also evaluated annually by the Worcester Fire Department for compliance with current code and industry standards.

Residence Hall Fire Drills
Fire drills are held once a semester for each residence hall. Fire drills are mandatory supervised evacuations of a building for a fire. The fire drill is scheduled with Campus Police and Residence Life. The supervised fire drill is scheduled within the first few weeks of the beginning of the semester.

Students who fail to leave the building during any fire drill are documented and the incident is turned over to the Judicial Affairs for adjudication.

Fire/Life Safety Education
Residence Life policy on fire safety is to prohibit usage of electrical cooking appliances, candles, and specific electrical equipment in individual rooms.

[1] Partial sprinkler system is defined is defined as having sprinklers in the in common areas only.

[2] Full sprinkler system is defined as having sprinklers in both common areas and individual rooms.

Residence Life policy on evacuation from residence halls is in the student handbook, and is discussed with residents when they move into the residence hall. This information is also contained in the red Emergency Guide found in all living areas on campus.

In case of a fire, please sound the nearest fire alarm and evacuate the building. Evacuation procedures are as follows:

1. Know the emergency routes from your room and hall.
2. Check to see if your door is hot or has smoke around it. If so, stay in your room and wait to be evacuated by firefighters.
3. Shut your door tightly when you leave.
4. Exit your building and follow the directions of staff members.
5. DO NOT remain close proximity to the buildings. Move to your designated evacuation area so that the Residence Life staff can conduct roll call.

Fire Safety Tips

- Should you see a fire, sound the fire alarm immediately and call Campus Police at x7777 then 911.
- Advise Campus Police of the size and location of the fire.
- Campus Police will notify the fire department and will respond to assist.
- Do not enter a building that is on fire.
- Advise Campus Police if you know that someone is in the building.
- Always report any fire, even if it has been extinguished.
- Report vandalized or discharged fire extinguishers to Campus Police.
- Make sure you know what your building's fire alarm sounds like.
- Know your evacuation route (at least two exits).
- Close doors to help prevent the fire from spreading.
- Do not open doors if you suspect fire may be on the other side.
- Stay low to the floor and cover your mouth with a wet cloth to make breathing easier in smoky conditions.
- Never prop open or lock a fire exit.
- College policy dictates that when a fire alarm sounds in any building, the building will be evacuated for everyone's safety.

Fire/Life Safety Inspections

During fall semester a residence life staff person will do a fire/life inspection of your room. You will be notified as to when these inspections will take place, and you will be required to allow the staff person entrance to your room for inspection. If you or your roommate(s) are not home, the room will be inspected without you present and a note will be left indicating the status of your room. Should a violation be found, you will receive a letter indicating what the violation was, and you will be expected to meet immediate compliance. If the violations have not been corrected after an unannounced re-inspection, you and/or your roommate will be subject to disciplinary action.

Some common violations are as follows:

- Extension cords and multi-tap electric units without a breaker
- Items attached to sprinkler heads
- Blocking of egress (exit) pathways
- Evidence of burning of candles, incense, or tobacco products
- Evidence of cooking; or cooking appliances, even if unused
- Evidence of a heavy load of combustibles in a room, on the walls, or ceiling
- Covering a door with paper or other combustible material
- Use of electrical wiring, devices, appliances which are modified or damaged
- Use of portable heater
- Tampered with smoke detector
- Use of halogen lamp/lighting
- Unsafe lofting or raising of beds — including rooms with no guardrails
- Any other situation deemed unsafe by the staff inspection

Smoking Policy

Assumption College prohibits smoking in any of the residence halls and a minimum of fifty feet from any residence hall entrance.

Reporting a Fire
Students reporting a fire should contact Campus Police extension 7777 in an emergency and extension 7225 in a non-emergency situation. Additional 911 can also be called.

Statistics and Reports of on-campus student housing fire(s)
Yearly Fire Related Damage Report

2014 Fire Statistics — There were (0) reportable fire incident

Residence Hall	Total Fires in Each Building	Date/Time of Incident	Cause of Fire	Number of Injuries That Require Treatment at a Medical	Number of Deaths Related to the Fire	Value of Property Damage Caused by Fire
Alumni Hall	0	N/A	N/A	0	0	0
Desautels Hall	0	N/A	N/A	0	0	0
Nault Hall	0	N/A	N/A	0	0	0
Hanrahan Hall	0	N/A	N/A	0	0	0
Young Hall	0	N/A	N/A	0	0	0
Salisbury Hall	0	N/A	N/A	0	0	0
Aubuchon Hall	0	N/A	N/A	0	0	0
Bissonnette Hall	0	N/A	N/A	0	0	0
Dion Hall	0	N/A	N/A	0	0	0
Moquin Hall	0	N/A	N/A	0	0	0
Dufault Hall	0	N/A	N/A	0	0	0
Authier Hall	0	N/A	N/A	0	0	0
Worcester Hall	0	N/A	N/A	0	0	0
Wachusett Hall	0	N/A	N/A	0	0	0
Living & Learning Center Hall	0	N/A	N/A	0	0	0
Plough Hall	0	N/A	N/A	0	0	0
West Hall	0	N/A	N/A	0	0	0
South Hall	0	N/A	N/A	0	0	0

2013 Fire Statistics — There was (1) reportable fire incident

Residence Hall	Total Fires in Each Building	Date/Time of Incident	Cause of Fire	Number of Injuries That Require Treatment at a Medical	Number of Deaths Related to the Fire	Value of Property Damage Caused by Fire
Alumni Hall	0	N/A	N/A	0	0	0
Desautels Hall	0	N/A	N/A	0	0	0
Nault Hall	0	N/A	N/A	0	0	0
Hanrahan Hall	0	N/A	N/A	0	0	0
Young Hall	0	N/A	N/A	0	0	0
Salisbury Hall	0	N/A	N/A	0	0	0
Aubuchon Hall	0	N/A	N/A	0	0	0
Bissonnette Hall	0	N/A	N/A	0	0	0
Dion Hall	0	N/A	N/A	0	0	0
Moquin Hall	0	N/A	N/A	0	0	0
Dufault Hall	1	3/6/2014	Carelessness Oven Mitt	0	0	$50.00
Authier Hall	0	N/A	N/A	0	0	0
Worcester Hall	0	N/A	N/A	0	0	0
Wachusett Hall	0	N/A	N/A	0	0	0
Living & Learning Center Hall	0	N/A	N/A	0	0	0
Plough Hall	0	N/A	N/A	0	0	0
West Hall	0	N/A	N/A	0	0	0
South Hall	0	N/A	N/A	0	0	0

2012 Fire Statistics — There were (0) reportable incidents

Residence Hall	Total Fires in Each Building	Date /Time of Incident	Cause of Fire	Number of Injuries That Require Treatment at a Medical	Number of Deaths Related to the Fire	Value of Property Damage Caused by Fire
Alumni Hall	0	N/A	N/A	0	0	0
Desautels Hall	0	N/A	N/A	0	0	0
Nault Hall	0	N/A	N/A	0	0	0
Hanrahan Hall	0	N/A	N/A	0	0	0
Young Hall	0	N/A	N/A	0	0	0
Salisbury Hall	0	N/A	N/A	0	0	0
Aubuchon Hall	0	N/A	N/A	0	0	0
Bissonnette Hall	0	N/A	N/A	0	0	0
Dion Hall	0	N/A	N/A	0	0	0
Moquin Hall	0	N/A	N/A	0	0	0
Dufault Hall	0	N/A	N/A	0	0	0
Authier Hall	1	10/18/14	HVAC Motor	0	0	$100.00
Worcester Hall	0	N/A	N/A	0	0	0

Wachusett Hall	0	N/A	N/A	0	0	0
Living & Learning Center Hall	0	N/A	N/A	0	0	0
Plough Hall	0	N/A	N/A	0	0	0
West Hall	0	N/A	N/A	0	0	0
South Hall	0	N/A	N/A	0	0	0

Definitions

Fire - Any instance of open flame or other burning in a place not intended to contain the burning or in an uncontrolled manner.

Fire drill - A supervised practice of a mandatory evacuation of a building for a fire.

Fire-related injury - Any instance in which a person is injured as a result of a fire, including an injury sustained from a natural or accidental cause while involved in fire control, attempting rescue, or escaping from the dangers of the fire. The term person may include students, faculty, staff, visitors, firefighters, or any other individuals.

Fire-related death - Any instance in which a person is killed as a result of a fire, including death resulting from a natural or accidental cause while involved in fire control, attempting rescue, or escaping from the dangers of a fire, or deaths that occur within 1 year of injuries sustained as a result of the fire.

Fire safety system - Any mechanism or system related to the detection of a fire, the warning resulting from a fire, or the control of a fire including: Sprinkler or other fire extinguishing systems, Fire detection devices, standalone smoke alarms, devices that alert one to the presence of a fire, such as horns or strobe lights, smoke-control and reduction mechanisms, and fire doors and walls that reduce the spread of a fire.

Value of Property Damage - The estimated value of the loss of the structure and contents, in terms of the cost of replacement in like kind and quantity, including: contents damaged by fire, related damages caused by smoke, water, and overhaul, however it does not include indirect loss, such as business interruption

Fire Log - A fire log is kept in the Campus Police Department open to the public during normal business hours. Assumption College maintains a fire log that records any fire that occurred in an on-campus student housing facility and includes information such as the nature, date, time and general location of each fire. The Fire Log entry, or an addition to an entry, shall be made within two business days of the receipt of information. The Fire log for the most recent 60-day period shall be open to public inspection during normal business hours. Any portion of the log older than 60 days will available within two business days of a request for public inspection.

Any questions regarding this report and or the information contained should be directed to the Assumption College Department of Public Safety/Campus Police:

Phone - 508-767-7225
Fax - 508-767-7281

The Annual Security Report is also available October 1, 2015 on the Assumption College Campus Police web-site. A booklet can be picked up in person at the Campus Police Department located on the ground floor level of Kennedy Memorial Hall.

http://www.assumption.edu/police