



SAFETY & SECURITY TIPS

Northwood Security strives to promote a safe campus through coordinated safety operations and emergency/disaster preparedness. We are committed to maintaining a campus that is free from recognized hazards that could potentially cause serious harm or that could threaten the life safety of students, staff, faculty, and visitors.

RESIDENCE HALL SAFETY TIPS

Residence Hall Room

- Always keep door locked, even when visiting neighbors or stepping out for a brief period of time.
- Always keep door locked at night when sleeping or when taking a shower: Do not leave door ajar for a roommate who has forgotten his/her key, have them knock and let them in the room.
- If your door has a “peep hole” utilize it; if not, be certain to identify the visiting party before opening it.
- If someone enters your room without authorization, order them to leave and call security.
- Keep windows locked.
- Close curtains at night and when dressing, regardless of what floor you are on.
- Familiarize yourself with escape routes in case of fire or other emergency.
- Evacuate the building when fire alarm sounds.
- Familiarize yourself with the designated tornado shelters.

Building Safety Tips

- Do not prop doors open; close propped doors. These doors are closed and locked to help keep you safe.
- Report any unlocked doors that are usually locked to hall staff or security.
- Report any and all suspicious persons to hall staff and/or security.
- Report burned out lights in hallways, stairwells, or walk areas to security.

GENERAL SAFETY TIPS

- Do not give out personal information to strangers. This would include social media. Not everyone you meet or who has access to your social media account has your best interest in mind.
- Do not engage obscene or nuisance phone callers or persons engaging you on the internet (email, social media...).
- Do not walk alone at night. Always walk with a friend or contact security for an escort (security escorts available on campus only). While walking, stay in well-lit areas and areas heavily travelled.

Northwood University is committed to a policy of nondiscrimination and equal opportunity for all persons regardless of race, gender, color, religion, creed, national origin or ancestry, age, marital status, disability or veteran status. The University also is committed to compliance with all applicable laws regarding nondiscrimination. Northwood University is accredited by the Higher Learning Commission and is a member of the North Central Association (800-621-7440; higherlearningcommission.org).



General Safety Tips continued...

- Always carry identification; however, do not place your identification on the same key ring as your residence keys. Lost or stolen keys with I.D. attached to them could lead a would-be assailant to your residence.
- Be familiar with the location and use of the campus blue light phones.
- Trust your own instincts. If someone or a situation does not feel right, there is probably a valid reason. Leave the situation and/or call security.
- If you are being followed, immediately call security. If you are off campus, go to the nearest police department, or public place and call the police.
- Always lock your car and place valuables in the trunk or cover them with a blanket or other clothing.
- When walking to your vehicle: have keys ready in-hand, observe area while walking to car to include beneath and vehicles nearby. Quickly enter your car, lock doors, start vehicle and drive away.
- If your vehicle breaks down on the side of the road call for police assistance and a tow truck. Never leave with a stranger. If you do not have a cell phone but someone stops to help you and that person has a cell phone, ask them to call for police assistance and call a tow truck.
- Always know your location: pay attention to people and things in your surroundings.
- If you have or carry a cell phone, keep it charged. This will help to make sure you're able to make an emergency call if you need to and can also be utilized as a location device.
- Leave a note and let others know where you're going.
- If you're going out with someone you barely know, let someone know where you will be, how to reach you, and any details you can share about the other person.
- Never, ever accept a drink from or leave your drink alone or with someone you don't know. Date rape drugs are easy to use—and men are just as vulnerable as women.
- Report all suspicious persons, vehicles and activities to Campus Security immediately, by using any campus blue light phone or by calling security.
- If you know of someone being victimized, report it!

CODE BLUE PHONES

Code Blue phones are emergency phones placed throughout campus. These phones offer a one touch connection to campus security. Upon activation, campus security is notified and an officer is dispatched to the location. There are unique numbers associated with each phone that allow security to locate the caller in the event the caller cannot verbalize their location. In addition, the Code Blue Phone has an oscillating blue light on top of the pedestal that lights up upon activation.

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SAFETY ESCORT SERVICE

The Safety Escort Service is a service provided by security for students, visitors, faculty, and staff at Northwood University. The service consists of escorts from one Northwood campus location to another.

If a person would like to be escorted by security personnel, the person can call their campus security office phone number below and request an escort. Upon receipt of the phone call, a security officer will be dispatched to the caller's location. The security officer will then escort the caller to the desired on-campus location and a record will be made in the dispatch log. The service is available as needed and is free.

For more information please contact NU Security at:

- **Michigan**
 - NU Security: 989-837-4373
 - Emergency: Dial 911
- **Northwood Online and DeVos Program Centers**
 - Center-specific inquiries should be directed to the respective Program Center Manager
 - Emergencies: Dial 911

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