

Title: Campus and Environmental Safety

Policy
No.: ADM 4.10

Date:
Rev.: 6/09/08

Areas Affected: All BSMSO Faculty

Page 1 of 2

CAMPUS AND ENVIRONMENTAL

John Frost, Property Manager: 264-8005 (AM) or Security (PM): 330-0093; Non-emergency Police: 501-5000; Emergencies: 911.

I. Campus Safety

- A. The School of Nursing strives to maintain a safe, secure environment for students, faculty, staff, and visitors. As with any agency, the School cannot guarantee nor assure a crime free working environment.
- B. It is the responsibility of all members of the School community to be aware of their surroundings, to avoid potentially unsafe situations, and to behave in a manner that will avoid placing themselves and others at risk.
- C. All crimes, hazards, dangerous or unsafe situations and suspicious persons or activities should be reported immediately to the front desk or security and the Assistant Dean for Student Services.
- D. Personal items are not to be left unattended in classrooms or other areas of the School.
- E. Students are advised to:
 - Walk with others and not alone at night.
 - Walk in well lighted, well traveled parts of the campus.
 - Keep valuables out of sight. Personal items are not to be left unattended in classrooms, or other areas of the School.
 - Carry purses and valuables close to the body and carry only credit card, check or money needed for the day.
 - Lock car doors at all times and park in lighted areas.
 - Stay alert to surroundings and people around you.
- F. Crime prevention and self-protection programs are provided for students and employees on an annual basis.

II. Environmental Safety

- A. The School abides by the Occupational Safety and Health Act (OSHA) and other environmental safety requirements established by Bon Secours Memorial Regional Medical Center to ensure a safe, healthy environment.

Reference Policy # _____

Approved by:

Signature

Title

Date

Approval History:

Committees and Dates:

Assistant Dean of Administration – 6/08

Faculty Forum –

Faculty Organization -

Key words: _Safety, environmental safety

- B. Explosives, firecrackers, firearms and weapons are strictly prohibited on School property.
- C. Pets of any kind are not permitted except for service dogs.
- D. Excessive noise and/or horseplay throughout the building will not be tolerated.
- E. In lounges:
 - toaster, microwave, refrigerator, and counter tops are to be clean, free of spills, and clear of debris inside and out.
 - food is to be in sealed containers, labeled with name, dated, and stored properly.
 - cookware, dishes, and utensils are to be washed and removed from table/countertops when finished eating or preparing food.
- F. In offices, labs, conference rooms and classrooms:
 - floors are to be free of tripping hazards.
 - windows are to be free of objects.
 - furniture and other objects are not to block access to doors and windows.
 - food debris is to be removed.

III. Campus Crime Report – distributed to all students each fall and posted to Blackboard under Student Services.