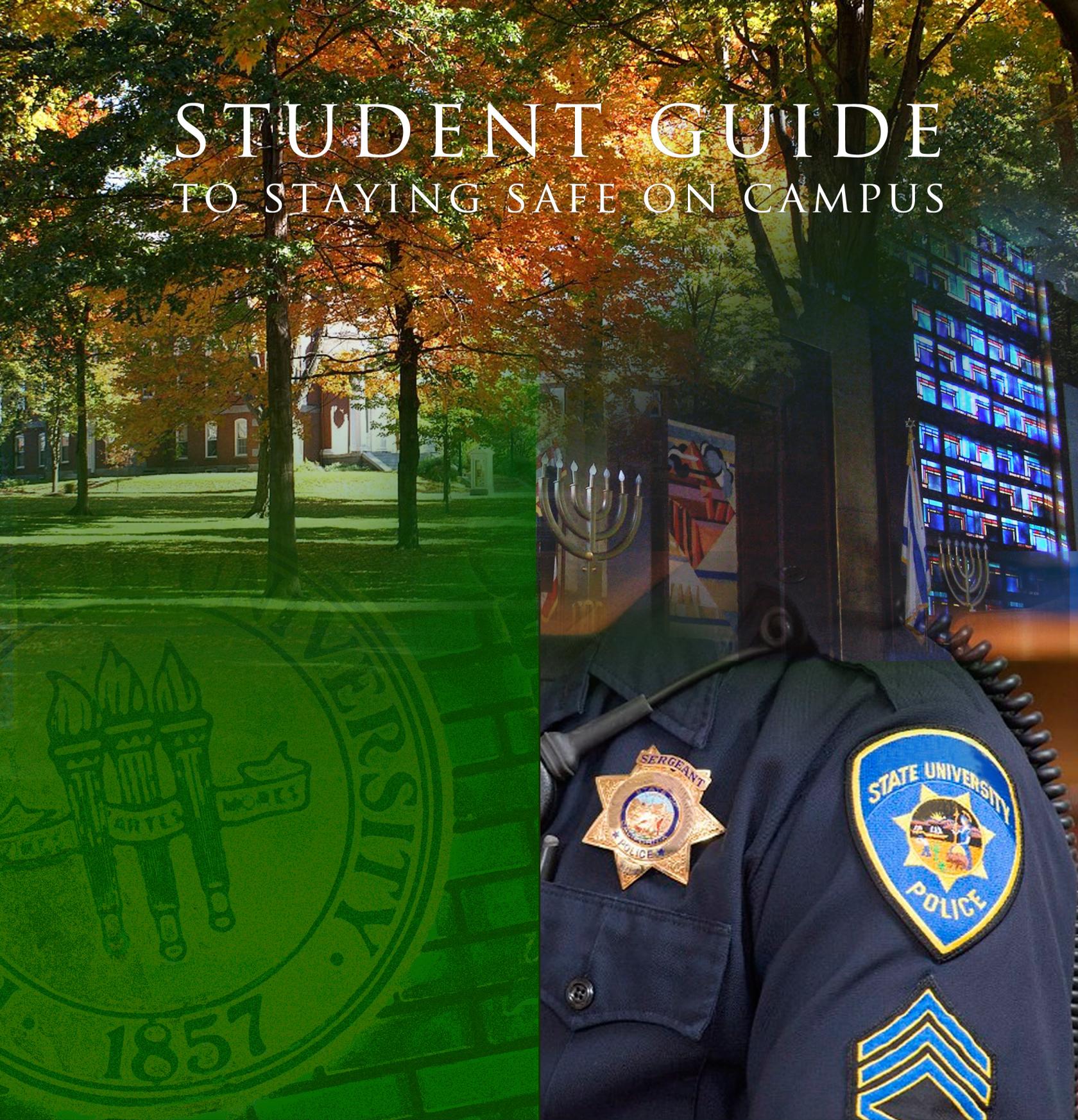


STUDENT GUIDE TO STAYING SAFE ON CAMPUS



THE **STRENGTH** OF A PEOPLE. THE **POWER** OF COMMUNITY.



STUDENT GUIDE TO STAYING SAFE ON CAMPUS

Introduction

College campuses are made up of diverse people, living – or at least learning – within a defined space and community. These settings are welcoming environments for students of all backgrounds and encourage the passionate exploration and articulation of ideas. Likewise, college campuses also provide an outlet for people to express their constitutionally-protected freedom of speech, including their support or opposition to geopolitical events occurring far from home. At times these expressions may cross the line, infringing on the rights of others and contributing to hostile and potentially unsafe environments. The Israel-Gaza conflict in July and August 2014 contributed to an increase in anti-Israel activity on campuses, and while anti-Israel demonstrations are constitutionally protected expressions of free speech and have generally been peaceful, in several cases they provoked a sense of insecurity for some Jewish students and, in rare instances, illegal and threatening activity. There has also been a prevalence of anti-Semitic behavior on campuses since the Israel-Gaza conflict began, including offensive graffiti or other drawings that have targeted specific Jewish institutions and students. Additionally, other geopolitical events in the Middle East, such as the American-led military campaign in Iraq and Syria, may also serve as a focal point for increased tensions on college campuses, further impacting Jewish students and Jewish communal life. At a time when anti-Israel fervor and anti-Semitic sentiment are becoming more widespread, American Jewish students and organizations need access to appropriate resources and training in order to enhance the sense and level of safety and security and to mitigate any potential threats and impact they may have to Jewish student campus life.

Under the leadership of The Jewish Federations of North America (JFNA), the Secure Community Network (SCN), the national homeland security initiative of JFNA and the Conference of Presidents of Major American Jewish Organizations (CoP), embarked on an initiative with several national Jewish campus organization partners, including Hillel and AEPi, to provide the attached resources and recommendations through the collaboration with the U.S. Department of Homeland Security, campus and other homeland security professionals. These best practices are being provided to ensure Jewish students and campus organizations have the appropriate resources and knowledge to empower themselves, allowing them to contribute to their own safety and security.

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Safety and Security Recommendations for Students on Campus

Situational Awareness

The primary goal of personal safety and security is prevention. Being aware of your surroundings as well as events around your home, organization, fraternity/sorority house, or dormitory is a critical component of personal security. There are basic steps that can be taken to increase safety and decrease the chances of being targeted:

1. Take advantage of the programs offered by the campus public safety agency including campus safety escorts, personal safety strategies, valuables-registration programs, and other initiatives aimed at student safety.
2. Meet with campus administrators to discuss concerns as well as raise awareness about national and international events and to ask for assistance.
3. Safeguard against a false sense of security: lock your door, orient yourself to the campus using maps and daytime exploration, always let a friend know where you are going, and protect valuable personal items.
4. Provide members with general security presentations; locking doors, being aware of where one is walking, paying attention to surroundings, being cautious when entering or exiting a facility.
5. Consider asking law enforcement to give a presentation on safety and security.
6. Consider sharing maps, floor plans and blue prints with police and first responders; familiarity with your facility is critical for emergency response.
7. Enroll your personal email and cell phone in your school's emergency notification system.
8. Ensure you and your members know or have access to important emergency numbers or contact information.
9. Be proactive: if you see something suspicious or of concern, say something.

Identifying and Responding to Hate Crimes

Criminal activity motivated by bias is different from other types of criminal conduct. In a hate crime, the perpetrator selects his or her victim because of the victim's actual or perceived status, such as the victim's race, religion, ethnicity, national origin, gender, gender identity, sexual orientation, or disability. Hate crime laws impose tougher penalties on criminals who target their victims because of the victim's actual or perceived status, and evidence of such targeting is important. So if you have information, for example, that racial, ethnic, or other similar slurs were uttered in the course of an assault, or that graffiti conveying animus, such as a swastika, was painted on a Jewish institution's building, or that a perpetrator deliberately chose a victim emerging from a restaurant or bar known to be popular in the LGBT community, those would be important facts to convey to the authorities. Although the specific definition of what constitutes a hate crime varies by jurisdiction, forty-five states, the District of Columbia, and the federal government have enacted hate crimes laws.

The Anti-Defamation League (ADL) has considerable experience in dealing with issues related to hate crimes in these various jurisdictions, and advises that if you believe you were a victim of or witness to a hate crime, you should promptly report the incident to the campus police or local law enforcement, and inform the closest regional office of the ADL.

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Additional Resources

To contact the ADL office nearest to you, visit the [Regional Offices](#) page on the ADL website or contact them directly through the following – [ADL contact page](#).

Personal Safety Guidelines

Staying safe on campus means reducing or eliminating a potential attacker's opportunity and ability to commit a crime. Here's what you can do:

When You Park

- Park in an area that will be well-lit when you return.
- Lock your car.
- Lock valuables in the trunk or hide them from view.
- Don't get in your car until you have checked the inside, especially the back seat.
- Before driving, lock your doors and put on your seatbelt.

When You Are Walking

- Body language counts: walk with confidence to show that you are aware and in control.
- In the late evening hours and whenever possible, walk with at least one other person.
- Use well-lit, well-traveled routes.
- Consider using public transportation or asking for an escort after dark.
- When approaching your car or your entryway, get your keys out in advance (don't fumble for your keys at the door).
- Consider carrying a small high-intensity flashlight and/or a whistle.
- If you feel that you are being followed, look directly at the person. This often works as a deterrent.
- If a follower persists, head toward a well-lit, occupied area and call the police.
- Keep your cell phone charged.
- Before you leave in the evening, share your plans with a friend, including where you're going and when you expect to arrive.

If You Are Victimized

- When faced with robbery, surrender your valuables; don't risk your life for your property.
- If you are assaulted, be realistic about your response; only you can decide whether or not to resist.
- As soon as safety permits, report any crime to the police.

Free Safety App Resources

You can download the free application *Campus Sentinel: Your Guide to Campus Safety & Security* on your [Apple](#) and [Android](#) devices to have access to more helpful tips regarding personal security on campus.

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If You See Something, Say Something™: Suspicious Activity Reporting



Students should be prepared to report suspicious activity on or off campus, and should pay special attention to their surroundings when attending events or functions related to or sponsored by Jewish organizations. Ensure you have the number and contacts for your local and campus police.

Identifying suspicious activity is not a hard science...you have to rely on your judgment and experience. Trust your instincts; if something “just doesn’t seem right”, it probably isn’t. While it is easy to dismiss and rationalize possible suspicious behavior near your facility, out of an abundance of caution, all suspicious items, persons and vehicles should be immediately reported to your local law enforcement agency.

Additional Video Resources

Please click the following link to view the Department of Homeland Security (DHS) training video on [Suspicious Activity Reporting](#).

Post-Incident Procedures: Handling Anti-Semitic Incidents¹

Consistent with your safety, it is absolutely critical that you seek to preserve evidence of any attack on your institution. This includes the following:

- Do not erase or paint over graffiti until the police say you may do so. While the temptation to erase graffiti is a strong one, it is very important that the police are able to examine the graffiti firsthand and get evidence from it. Consistent with your safety, take a picture of whatever is your cause of concern.
- Once you have removed yourself to a safe location, try to record, in writing, every element of the event or incident that you can remember. Write down a description of every mark, note, word or item on a suspicious package or note the license, color, make, and model of a suspicious vehicle. Fill out the bomb threat call sheets when a threat comes in; we urge you to similarly record every detail, no matter how small, when any other type of incident occurs. Remember: you may have differing accounts than others based on perspective, memory and point of view.
- Do not handle evidence (e.g., a rock thrown through a window). While sometimes it is advisable to place a suspicious mailed package into a ventilated room, in no other circumstances should you handle a device or other item of concern.



¹ Provided by the Anti-Defamation League (ADL)

Demonstrations and Protests

Most protests are perfectly peaceful and undertaken in pursuance of the right to freedom of speech and peaceful demonstration. Nonetheless there is a small minority of people who act individually or under the banner of one or more groups and who go beyond these rights to commit intimidating and sometimes criminal acts. It is against this extreme activity that the following recommendations are directed. It could be a violent protest involving large numbers of people targeting an organization on campus or the intimidation of students or staff members outside organizational premises.

The following security measures should be considered in the event of protests or demonstrations at a facility:

- Notify campus police or local law enforcement of protesters near your facility.
- Assess the size and type of protest to respond appropriately.
- Notify staff at the facility of the situation to ensure they are familiar with implemented procedures.
- Secure the perimeter of the premises by closing all entrances and exits.
- Avoid contact with protesters.

If attending rallies, demonstrations or other such gatherings, individuals should be familiar with the following Safety & Security measures:

- Notify Law Enforcement and other public safety partners of the event.
- Consider the use of private security officers as deemed necessary for the scope, size and location of the event (and based on risk profile of the event).
- Appoint trained staff or volunteers as observers to watch for suspicious activity and for any signs of possible disruption/violence; individuals should be instructed not to confront but observe and report; observers should be equipped with cameras/recorders, phones and/or radios and have a direct line to event security and law enforcement.
- Conduct internet and social media searches on the event to see who is talking about it, to include possible counter-protests, threats of violence or other discussion calling for unwanted attention toward your event.
- Access Control and Screening of participants may be limited due to the size and setting of events of this nature. Be aware of those around you and report suspicious persons and/or activity to law enforcement or security personnel.
- Demonstrations, rallies, and other events sometimes attract individuals and groups that are intent on violence. Do not respond to or antagonize protesters or counter-demonstrators.
- Remain within the gathering areas designated by event organizers and/or security and law enforcement personnel. When arriving at the event, observe the layout of the area, ingress and egress routes, potential choke points, items or areas that can be protective barriers if necessary, and crowd behavior. Also take notice of event security personnel and law enforcement personnel (if any) locations.
- Be prepared for the unexpected. In the event of an emergency try to avoid panic, listen for announcements/directives from event officials, and know the locations of the nearest exits or routes to safety. Remember to use your senses, including sight, hearing and smell.



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- Maintain situational awareness throughout the event...if you see, hear or smell something suspicious, report it immediately to law enforcement or security personnel.

Active Shooter Awareness

According to the Department of Homeland Security (DHS), an “active shooter” is an individual who is engaged in killing or attempting to kill people in a confined and populated area; in most cases, active shooters use firearms and there is no pattern or method to their selection of victims. Because active shooter situations are often over within 10 to 15 minutes, before law enforcement arrives on the scene, you must be prepared both mentally and physically to deal with an Active Shooter and have three options on how to respond:

Run

- Have an escape route and plan in mind.
- Leave your belongings behind.
- Evacuate regardless of whether others agree to follow.
- Help others escape, if possible.
- Do not attempt to move the wounded.
- Prevent others from entering an area where the active shooter may be.
- Keep your hands visible.
- Call 911 when you are safe.

Hide

- Hide in an area out of the shooter’s view.
- Lock the door or block entry to your hiding place.
- Silence your cell phone (including vibrate mode) and remain quiet.

Fight

- Fight as a last resort and only when your life is in imminent danger.
- Attempt to incapacitate the shooter.
- Act with as much physical aggression as possible.
- Improvise weapons or throw items at the active shooter.
- Commit to your actions...your life depends on it.

Additional Resources and Videos

SCN recommends that you view the [DHS Run, Hide, Fight: Surviving an Active Shooter Event](#) instructional video to learn what to do in case of a similar emergency.

Please click here to view and download the entire [Active Shooter Event: Quick Reference Guide](#).

For additional information on active shooting response, please read the [Active Shooter: How to Respond Educational Booklet](#).

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Recommendations for Organizational Leadership and Administration for Creating a Safer Environment for Jewish Students on Campus

Campus Institutional Safety & Security Best Practices

To assist organizations with security planning and maintaining safe and secure facilities, SCN has compiled a consolidated list of suggested baseline security recommendations that every Jewish organization should consider in developing or enhancing their facility's security plan or program.

1. Appoint a leader within your organization; whether student, staff, or an administrator, to act as the Security Coordinator for the institution. The role of the Security Coordinator for Jewish organizations on campus is to develop, coordinate, and oversee the proper protective measures that are needed to keep their Hillel, fraternity, institution, synagogue, school or community center safe and secure. **(Click [here](#) for a detailed description of the Security Coordinator position)**
2. Encourage members and staff to make safety and security a priority within the organization and be an everyday part of your thinking, planning and actions. Build a "culture of security."
3. Be aware of global and domestic security events as they may have potential security implications for your facility.
4. Encourage your members and staff to be aware of their surroundings and remain alert for suspicious persons or activity in and around your facilities. Train members to report suspicious persons/activity immediately to campus or local law enforcement. **(Click [here](#) for DHS Suspicious Activity Reporting training | Click [here](#) to report any suspicious activity)**
5. If you have a staff, ensure they understand who to call or what to do in the event of an emergency. Establish, review and exercise plans for dealing with emergency situations: be sure to include lockdowns, shelter-in-place and evacuation procedures. **(Click [here](#) for more information on emergency response plans in campus environments)**
6. Focus on access control; being able to control access to your facility and knowing who enters is critical to the safety and security of your members.
7. Provide training to your members on how to properly handle a threatening phone call or bomb threat. **(Click [here](#) for a training video on how to handle a bomb threat)**
8. Ensure that individuals who handle mail or accept packages understand the indicators of suspicious mail or packages. **(Click [here](#) for a USPS guide to recognizing suspicious mail or package)**
9. Meet and develop relationships with public safety officials, including campus and local law enforcement, fire departments and EMS.
10. Physical security systems, including alarms, CCTV cameras and other equipment should be routinely checked to ensure they are working properly.
11. Regularly review your organizational website for personal or sensitive facility information that could be seen or accessed by adversaries.
12. Establish a communications plan with members of your organization in the event of an emergency.
13. Establish a relationship and leverage the security expertise of the Department of Homeland Security locally assigned Protective Security Advisors (PSAs) located in key cities around the United States. **(Contact SCN at scandesk@scnus.org for more information)**

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Working with Law Enforcement

Establishing and maintaining strong ties and relationships with local law enforcement and first responders is a critical component of your security program. Law enforcement officials can assist with security planning and crime prevention, and can address general security concerns. Getting to know you and your facility will assist them in the event of an emergency situation that arises at your facility or organization.

- Invite law enforcement to visit your facility to give a presentation on safety and security.
- Make readily available the telephone numbers for local organizations tasked with handling various emergency and non-emergency situations.
- Consider sharing maps, floor plans and blue prints with police & first responders; familiarity with your facility is critical for emergency response, particularly during events such active shooter incidents or hostage situations.
- If possible, invite SWAT or tactical units to train or conduct exercises in your facility during off-hours.
- Consider hiring off-duty police officers for security details during special events if deemed warranted.

Table Top Exercises



SCN recommends that organizations work with their campus security, public safety or local law enforcement to coordinate and deliver a table-top exercise (TTX) for their staff, students and/or members. The purpose of holding a table-top exercise is to create an opportunity for community stakeholders and their public safety partners to focus on addressing gaps, threats, issues, and concerns affecting the American Jewish community. The exercise will give participants the opportunity to gain an understanding of the issues they may face prior to, during, and after a threat and the needed coordination with other entities, both private and government, regarding a potential attack on their facility.

SCN, in collaboration with the U.S. Department of Homeland Security, has developed an entire table-top exercise program that can be tailored and implemented at any institution. For directions and access to this information through the SCN website, please contact the Secure Community Network at scandesk@scnus.org.

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Implications

While campus safety and law enforcement officials work hard to provide safe and secure environments on campus, students, administrators, and staff working within Jewish facilities have a responsibility to contribute to their own personal safety and security. Although there has been an increase in reports of anti-Semitic incidents and activity on several college campuses in the U.S. in recent months, the number of incidents and locations targeted remains small and the majority of the incidents are isolated cases. Nevertheless, given the apparent increase in anti-Semitic incidents and attacks on campuses, students are encouraged to exercise situational awareness and avoid situations that could potentially increase risk to personal safety and security. In addition, students should be aware of hostile or controversial events, protests and other activities that could potentially contribute to increased tensions, provocation and altercations. Students should also stay abreast of geopolitical events that could lead to heightened anti-Israel or anti-Jewish sentiment. In the event of any suspicious activity or potentially dangerous or threatening situation, public safety officials and/or local law enforcement should be notified immediately.

For more information concerning this communication please contact SCN at scandesk@scnus.org. For additional resources or recommendations, please visit the links provided in this document or visit the Secure Community Network at www.scnus.org.

Disclaimer:

This document is a compilation of existing security best practices, resources and guidance intended to assist individuals and organizations with general security planning guidance and basic security considerations. It is not intended to provide comprehensive, organization-specific advice on security matters nor is it meant to replace the advice of a security professional. For comprehensive, organization-specific security advice, a security professional should be consulted. SCN, and any of its directors, advisors, employees and/or staff specifically disclaims any and all responsibility for, and is not responsible for, any loss or damage arising out of the use, nonuse or misuse of this information.

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