

The following section contains information on how to report crimes and emergencies, along with crime prevention measures you can take. You are encouraged to take responsibility for your own safety and security and that of others.

Detailed information on incident reports, arrest, and referrals may be accessed on the TCC web site at www.tcc.edu/security/statistics.htm.

ACCIDENTS

Report all accidents—personal and automotive—to the campus Security Office, where students will be advised of subsequent steps to take. Reporting forms are available in the Security Office.

In addition, statements related to the accident should be made a matter of record. The intent of reporting accidents is to protect you and to secure valid documentation for insurance purposes. If witnesses were present when the accident occurred, they should make appropriate written statements. It is the responsibility of the person involved in the accident to take the initiative in carrying out these procedures.

CAMPUS SAFETY

All members of the college community will observe the rules of proper safety at all times. Safety regulations are displayed near all machinery that could be dangerous. Additionally, drivers must give the right-of-way to pedestrians at all times.

TCC ALERTS-EMERGENCY NOTIFICATION SYSTEM

TCC Alerts is an emergency notification system that allows Tidewater Community College to contact you during an emergency. Opt-in, and you'll be registered to receive urgent text messages to your cell phone, e-mail address, pager, or BlackBerry/Treo. It's your personal connection to real-time updates during the event of an emergency. You'll find out where to go, what to do, what to avoid, whom to contact, and other important information. **TCC Alerts** is a free service offered by Tidewater Community College. Your wireless carrier may charge you a fee to receive messages on your wireless device. Register online today at www.tcc.edu.

EMERGENCY INFORMATION

Fire

All campuses have a fire alarm system. When you hear the alarm, you **MUST** evacuate the classrooms and office areas in accordance with fire instructions posted in each hallway next to the entrance and at the exit doors of each classroom or office. Fire extinguishers are strategically placed for use against minor fires. If you discover a fire, sound the alarm and notify Campus Security:

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Chesapeake Campus	757-822-5099 or 757-406-3075
Norfolk Campus	757-822-1201, 757-822-1302, 757-822-1113 or 757-406-3075
Portsmouth Campus	757-822-2250 or 757-327-9942
Virginia Beach Campus	757-822-7038, 757-406-2723 or 757-406-2709
Visual Arts Center	757-822-1880 or 757-406-1705

Medical

The college does not provide emergency treatment. In case of emergency, call the general emergency number 911 or 9-911 from a college phone.

Police

In the case of emergency call the general emergency number 9-911 from a college phone. Call 757-424-6800 for assistance from State Police.

SAFETY AND SECURITY PRACTICES

Tidewater Community College includes district administrative offices, four campuses, and numerous off-campus facilities: schools, offices, hospitals, and military facilities. The safety and security practices at a given TCC site will vary according to the ownership of the site. TCC classes are taught on military bases, where access to facilities is controlled at a gate and where national defense security practices prevail; in community facilities, where local law enforcement or security guards provide security; and in campus facilities, where private security guards provide security services. In all of these settings, the college seeks to promote a reasonable level of safety and security.

Report criminal incidents or emergencies to the Dean of Student Services, a security guard, or local police officer. In a criminal emergency, the campus may involve local, state, or federal law enforcement authorities. Criminal incidents will be documented and the documentation routed to administrators.

Preventive Measures and Staying Safe

TCC has maintained a relatively safe environment over the years. However, students should take the following common sense measures at all times:

- Lock all valuables in the trunk of your car, out of sight.
- Lock your car doors and secure windows.
- Park in well lit areas at night.

- Inspect the area around your vehicle, including the back seat.
- Have your keys ready.
- Avoid strangers and hitchhikers.
- Walk with friends.
- Don't leave books and knapsacks unattended.
- Always lock your bicycle.
- Don't flash large amounts of cash or credit cards.
- Report any suspicious activity to security or college personnel.

State police are called whenever there is a crime involving state property. City police are called for immediate emergencies such as assaults, automobile damage, or other similar incidents.

College policy states that federal, state, and local laws apply to the college. A single act may constitute a violation of federal law, state law, city ordinance, and college regulations. The double jeopardy provision of the federal constitution is not applicable. College policy is to encourage the person harmed to state the facts to the appropriate agency's investigators as promptly and accurately as possible.

The student, not the college, determines whether or not a criminal prosecution is pursued unless college property or personnel is involved. The college will pursue a student disciplinary remedy.

Campus security education programs are conducted as part of student and faculty orientation and are a part of the college's on-going efforts to encourage civil behavior. Educational programs are held on a regular basis to promote awareness of rape, acquaintance rape, and forcible and non-forcible sex offenses.

STATEWIDE REGISTRATION OF SEX OFFENDERS

Information concerning registered sex offenders may be obtained by accessing the following website:
www.sex-offender.vsp.virginia.gov

SEXUAL MISCONDUCT

Everyone has the right to safety. Sexual misconduct, which includes sexual assault and sexual harassment, can put severe roadblocks in your educational path. If sexual assault occurs on campus, contact a security officer, The Women's Center, the Dean of Student Services, or a counselor.

Even if the assault or violence occurs off campus or occurred in the past, you can get help by contacting The Women's Center, a Counseling office, or a community support agency (listed below). If a faculty

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member, staff person, or administrator harasses you sexually, contact the Dean of Student Services on your campus. You can also seek information about harassment at The Women's Center or a Counseling Office.

1. The Women's Center at TCC

Chesapeake	757-822-5133
Norfolk	757-822-1140
Portsmouth	757-822-2161
Virginia Beach	757-822-7363

2. Administrators (See phone numbers for division offices, deans of student services, and provosts in this handbook.)

3. Response Sexual Assault Support Services 757-622-4300

4. Virginia Family Violence and Sexual Assault Hotline 800-838-8238

5. Relationship/Domestic Violence Support Services

Chesapeake/Portsmouth: HER Shelter	757-485-3384, www.hershelter.com
Norfolk: YWCA Women in Crisis	757-625-5570, www.ywca.org
Suffolk: Genieve Shelter	757-925-4365
Virginia Beach: Samaritan House	757-430-2120, www.samaritanhouseva.org/

Sexual Assault

Sexual assault is a crime and a violation of college rules. It is defined as sexual intercourse without consent, including rape (whether by acquaintance or stranger), sodomy, or other form of sexual penetration. To constitute lack of consent, the acts must be committed either by force, threat of force, intimidation, or through use of a victim's mental helplessness, which includes incapacitation by alcohol or other drugs. Sexual assault also includes intentionally touching, directly or through clothing, of the victim's genitals, breasts, thighs, or buttocks without the victim's consent, as well as unwanted touching or fondling.

Common Misconceptions

Most sexual assaults are not committed by psychopathic strangers hiding in the shadows. College students are actually in far greater danger of being sexually assaulted by a friend or a fellow student than by a stranger.

The campus setting, with its high number of dating and social activities, can offer opportunities for date rape to occur. The term “date rape” or “acquaintance rape” is used when a victim’s relationship with the offender or the situation in which the incident occurs makes a victim hesitant to report a sexual crime. Sometimes the offender is a date or a friend. Sometimes alcohol, drugs, or sexual play past a mutually agreed upon point is forced upon a partner.

In this situation, victims in the past have mistakenly felt responsible for being attacked, while perpetrators have tended to deny their own guilt and responsibility. An otherwise reasonable person might suggest that it is permissible to pressure or force another to have sex if:

- He/she paid for dinner or a night out, especially if the evening was expensive.
- He/she agreed to have sex, but later had a change of mind.
- The two had sex before.
- The person dressed provocatively or flirted.
- The person was picked up at a bar or was hitchhiking.

There is one single principle to remember: when any form of sex is against a person’s will, it is against the law.

- It is never okay to force yourself on another person.
- No one ever owes a sexual payment or deserves sexual assault.
- If there are any doubts about what your partner wants, stop and ask.

Safety Precautions

Take these precautions to reduce the risk of being victimized:

- Travel with friends whenever possible.
- Walk directly and with purpose.
- Plan your route in advance. Use only well-lit areas.
- When leaving school or work late, leave with a group. Never be the last one out alone.
- Travel in comfortable walking shoes and clothing.
- Carry a pocketbook only if absolutely necessary, but protect valuables.
- Do not respond to advances from strangers or communicate with them in any way.

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- If being followed, do not go home. Go to the police station or nearest public place.
- Service your car regularly to avoid breakdowns.
- Keep your car locked while riding or parked.
- Park in well-lit areas.
- When approaching your car, begin checking from a distance under the car, nearby hiding places, etc.
- Have your keys ready.
- Check the back seat.
- Report suspicious activity to the school and/or police.
- Be realistic about your ability to protect yourself. An immediate reaction of yelling, hitting, or biting may give you a chance to escape, but it may also lead to further harm.
- If your life is in danger, passive resistance (vomiting, urinating, telling the attacker you're diseased or menstruating) may be your best defense.

If An Assault Occurs: What to Do

After an attack, the victim should try to be as calm as possible. Getting to a safe place and calling for help promptly are extremely important. If the attack occurs on campus, immediately contact Security, The Women's Center, the Dean for Student Services, or a counselor.

You can also call the police, a friend, and/or Response Sexual Assault Support Services.

Leave the crime scene exactly as it is, not touching anything, cleaning up, or throwing anything away. Do not change, wash, or destroy any clothing or wash any part of your body, externally or internally, if you have any idea that you may file legal charges. However, concerns about disease prevention may warrant other actions.

It's important to receive medical aid promptly. Not only can internal and external injuries be treated, but measures can also be taken to combat the possibilities of disease. This is also an opportunity to collect evidence. At the hospital, request an S.A.N.E. nurse (Sexual Assault Nurse Examiner). They are trained to give psychological support as well as to collect evidence in a sensitive, supportive manner. Details frequently collected by an S.A.N.E. nurse include:

- Who, what, where, and how.
- What the assailant looked like.
- The kind and make of the vehicle used.
- What kind of force or coercion was used.

- Any objects touched, taken, or left by the assailant.
- If the assailant said anything, the words, the grammar, any accents, or speech defects.
- If there were witnesses, the names and addresses of them.

STALKING

Stalking is the willful, malicious, and repeated harassing of an individual by another person. Any repetitive, obsessive or unwanted contact or behavior that threatens or places fear in the victim constitutes stalking, including activities such as following the individual, showing up at his/her home or workplace, sending unwanted messages (including e-mail) or objects, vandalizing property, or making harassing telephone calls. Do not ignore stalking. Notify security or police of your concerns. Contact The Women's Center for more information.

RELATIONSHIP VIOLENCE

Relationship and domestic violence is the use of assaults and controlling behaviors in which one intimate partner uses physical violence, coercion, threats, intimidation, isolation, or emotional, sexual or economic abuse to control the other partner in the relationship. This includes dating violence. Contact the Women's Center on your campus or your local domestic violence shelter for information and support.