



Safety Tips for the JMLS Community

JMLS is committed to providing a safe and secure learning and working environment to its community. Because JMLS is an urban campus, it is important for students, faculty, and staff to keep the following safety tips in mind when on campus and/or traveling through the city of Chicago:

Suspicious Behavior/Circumstances:

Be aware of and report to the John Marshall Law School Campus Safety & Security Department:

- People in and around buildings who do not appear to be conducting legitimate business.
- People monitoring areas, buildings or entrances.
- Unauthorized people in restricted, sensitive or private areas.
- People requesting information with no apparent need for that information.
- People wearing clothing not consistent with the weather conditions.
- Abandoned parcels or other suspicious items left in unusual locations.
- Individuals or groups of individuals attempting to access utility locations (water, electrical, telecommunications, information systems).
- Abandoned vehicles.
- Vehicles parked near buildings or public areas.
- Unexpected/Unfamiliar delivery trucks.
- Unfamiliar vehicles parked for long periods of time.
- Vehicles containing unusual or suspicious parcels or materials.
- Substances leaking or spilling from vehicles.

Building/Office Security:

- Don't prop open building doors; correct these situations when you observe them.
- Account for and secure your keys. Don't leave them unattended or give to unauthorized persons.
- Report lost keys to the Campus Safety & Security Department at ext 501.
- Account for and secure all sensitive material/information/deliveries when not able to attend to it.
- Secure all areas when not attended.
- Be aware of unfamiliar persons in your area.
- Protect passcodes and your JMLS issued ID cards.
- Take time out to familiarize yourself with building evacuation routes (located in the lobby near all elevators).
- Report suspicious tampering with physical security (doors, locks. etc.)
- Talk with coworkers; know what is out-of-place (unclaimed items, etc.)



Leaving Campus or Traveling through the City of Chicago:

- Avoid secluded, dark areas or shortcuts, especially alleys. Stay on busy, well-lit & heavily-populated streets.
- Always try to walk, jog, or ride your bike with a partner.
- Walk with energy, confidence & purpose. Hold your head up, be alert & check your surroundings.
- Be wary of your surroundings and observe the behavior of those around you.
- When you are alone, **avoid wearing headphones**, try not to be engrossed in reading, & avoid talking on your cellular telephone for long periods of time.
- Don't use your cell phone in the public way if you can avoid it. A recent trend involves the theft of iPhone/Android devices while the user is on the phone. The victims are sometimes pushed down or punched by surprise. Offenders are usually in their teens or early twenties.
- Carry wallets in a coat or front pants pocket.
- **Adopt a frame of mind that will allow you to recognize & avoid potential threats on the street.**
- Follow your instincts. If you think you are being followed & you don't feel safe, cross the street, change your route & prepare to run for help.
- Be aware of open businesses & public areas where you can go if you need help.
- If someone tries to rob you, give up your property - don't give up yourself. Don't struggle with an offender unless it's absolutely necessary.
- Don't try and apprehend a thief. Leave that to the police.
- Report crimes immediately. If a crime goes unreported:
 - The assailant cannot be caught.
 - Criminals are allowed to operate without interference.

****Not reporting a crime allows the criminals to commit more crimes against other people. Whether you are a victim or a witness, call the police at 911. Give as complete a description as possible, as soon as possible. Write it down! You may not remember it when you need it. Make notes about the offender's height, weight, sex, age, race, distinguishing marks and clothing. Get witnesses if you can.****

To report a crime or an emergency on campus you can:

- Call Campus Safety & Security at extension 501 from any house phone on campus or, call Campus Safety & Security at 312. 427.2737 ext 501 from outside the JMLS phone system.



JMLS Security Escort Service

- JMLS's Security Escort Service is an alternative to walking alone at night **during the Fall, Spring, and Summer Semesters**. Students, Faculty and Staff may request an escort at the JMLS security desks or an escort can be scheduled in advance by dialing ext. 501 from any house phone on campus or 312-427-2737 ext 501 from any cellular phone. A security officer will be dispatched to your location on campus to walk with you up to a 4 block radius surrounding the JMLS campus. This will include escorts to the Blue Line off Jackson Blvd, Red line off State and Jackson Blvd, Purple, Brown, Orange, and Pink line transfer depot at State St. and Van Buren St, the parking garage at 318 S. Federal and the parking garage at 711 S. Plymouth Ct. Escorts should be requested at the Security Desk 10 to 15 minutes before you want to leave to allow for proper availability of security personnel. JMLS's Security Escort Service operates between 7:00 p.m. until 11p.m. (or building closing), Monday through Friday.
- **Security Escort Service is effective:**
 - Fall 2015—August 17-December 19
 - Spring 2016—January 19-May 19
 - Summer 2016—June 6-July 29

Additional Helpful Links

www.cityofchicago.org

This can be used to find City of Chicago resources.

OEMC-Office of Emergency Management & Communications- sponsors Notify-Chicago (text & email alerts) for events, traffic weather, and emergency situations.

www.chicagopolice.org

Clear system maps, safety & crime information **DIAL 911 for an EMERGENCY**

www.transitchicago.com

CTA related information-Ventra Card, Bus tracker & Train tracker apps. 1-800-your-cta

www.rtachicago.com

Metra, Pace and suburban transportation information