



CAMPUS VIOLENCE

Violence on campus can have many sources. The following guidelines are designed to provide information for all employees to use as methods of prevention and intervention.

WORKPLACE VIOLENCE

Violence in the workplace can have many sources. It may be a current or former disgruntled employee or student. It may be an angry visitor or relative of a student, faculty or staff member. The violence may be a result of a recent discipline, firing or expulsion, substance abuse, harassment by co-workers or mental illness. This type of violence could also be a random act such as: robbery, terrorism, hate crime or an attempt to gain media attention.

GENERAL GUIDELINES

- It is the responsibility of every staff, faculty and student to take any threat or violent act seriously and to report such to the appropriate authorities outlined below.
- Immediately report any threat or act of violence to your supervisor and/or Campus Safety. Students reporting any acts can also contact the Dean of Students.
- Notify your supervisor and/or Campus Safety when you become aware of any act of domestic violence, temporary protection order or restraining order involving an individual on campus.

Mount Vernon Nazarene University has a zero tolerance for any act or threatened act of violence against a member of the university community and will assist local law enforcement agencies to prosecute violators to the fullest extent of the law.

WHAT TO DO IF/WHEN A SITUATION OCCURS

1. Call 911 and Campus Safety (ext. 8686) if possible
2. Know your location
3. What is the status of the threat?
4. Secure first aid assistance (if necessary)
5. Shelter in place and secure your area
6. Do not pull the fire alarm to warn people
7. Make sure your phone is on vibrate
8. Make mental notes of as many things as possible
9. Listen attentively to commands given by responding emergency personnel
10. If confronted by intruder, choose **fight or flight**