SAFETY TIPS

- Be aware of your surroundings.
- Turn head phones down to hear what is going on around you.
- Hide cell/tablet/player to avoid “apple picking”.
- Never leave personal belongings unattended, anytime, anywhere.
- Download the phone locator app for your cell phone.
- Don’t leave valuables in your car; lock them in the trunk.
- Know where emergency call stations are located on campus (look for the blue light).
- Program cell phone speed dial with 911, for emergencies.
- Program cell phone speed dial with 773-907-4800, the Campus Security number.
- Register for CCC emergency notifications -- http://my.ccc.edu
- Don’t prop locked doors open.
- Always lock your classroom, car and office when you leave.
- Report suspicious activities or individuals (773-907-4800).
- Don’t carry large sums of money.

The Department of Safety and Security is available 24 hours a day to ensure a safe and secure environment for all City College students, staff, and visitors.

Truman College and Lakeview Learning Center Security is staffed with over 50 security officers, most whom are current or retired police and correctional officers.

IMPORTANT TO KNOW

In Case of Emergency, Call 9-911 from any CCC telephone or 911 from any cell phone, to get prompt Chicago Police (CPD) or Fire-Ambulance (CFD) response.

Then, Notify Security (773) 907-4800, to mobilize our emergency resources as well.

Refer Incidents or Problems to any Truman Security Officer, or (773) 907-4800.

Report a Student or Employee of Concern to the Supportive Intervention Team (SIT) https://apps.ccc.edu/PersonofConcern.

Your Safety and Security is of paramount importance at the City Colleges.
Entering Truman College Buildings
Display your student/staff ID and remove head coverings, unless worn for medical reasons or as a religious expression.

Emergency Call Stations
are located throughout our buildings and the parking garage. Emergency Blue Light Towers are located on campus sidewalks. To activate, press the blue button inside buildings, silver button in the garage, or the red button on the Call Tower to reach the Security Office.

Security Camera System
All Truman buildings, as well as the Lakeview Center, are equipped inside and outside, with an extensive video surveillance system. This system has enabled security personnel to prevent incidents, and to successfully identify offenders of crimes committed.

Emergency Alert System
Students, staff, and faculty members are encouraged to sign up for the CCC Emergency Alert System (http://my.ccc.edu) to receive notification by City Colleges email, personal email account, mobile and home phone numbers, and/or text messages in case of an emergency.

Emergency Response
Fire alarm and public address systems enable effective notification of the need for evacuation or other response to emergencies.
When the fire alarm sounds and strobes flash, exit the building by the shortest route.
When “Shelter in Place” is announced, go to the nearest “Safe Location” in the building.
When “Lockdown” is announced, go to/stay in the nearest classroom/office and lock it.

When faced with an “Active Shooter”, remember to EVACUATE or HIDE OUT or TAKE ACTION, as necessary to save your life, wherever you may be, see www.dhs.gov.

First Aid, CPR, AED
First Aid Kits and AED machines are available at every Security Desk. Most Security Officers, as well as staff members, have been trained in First Aid, CPR and in the use of AED machines.

Report a Student or Employee of Concern
In an emergency: CALL 911 FIRST! Then, CONTACT SECURITY via 773-907-4800, and/or by using the Emergency Call Station or Call Tower. Threats toward others and suicidal threats and/or gestures always constitute an emergency.
In a non-emergency: Notify Truman’s Supportive Intervention Team (SIT) using the online Person of Concern Report Form. https://apps.ccc.edu/PersonofConcern.

Report Crimes to the Chicago Police Dept.
Call 911 to report crimes in-progress, violent crimes, or if the offender is on the scene.
Call 311 to report all other crimes, and to report chronic problems.
Remember to call Safety and Security (773-907-4800) if the crime occurred on campus, or if you were victimized when going to/from our campus.

Wellness Center
The Wellness Center is the best place to go if you or someone you know is facing stress or could just use someone to talk to. Expert and caring assistance awaits you.

Call (773) 907-4045 to make an appointment, or stop by Room 1946 in the Main Building. http://www.ccc.edu/colleges/truman/departments/Pages/Wellness-Center.aspx

Safety and Security Web Page
provides access to the CCC Emergency Alert System, the SIT Person of Concern Report Form, the Emergency Response Manual, the Truman College Hazard & Safety Plan, the Lakeview Learning Center Hazard and Safety Plan, the annual Security Policy and Crime Statistics report, the CLERY Crime Statistics, CCC Alerts, Crime Maps and Neighborhood Information.

General Campus Hours
The Main Building is open 7:30 a.m. to 10 p.m. Monday--Friday, 7:30 a.m. to 5 p.m. Saturdays. The McKeon Building is open 8 a.m. to 5 p.m. Monday--Friday, 9 a.m. to 1 p.m. Saturdays. The Tech Center is open 7:30 a.m. to 10 p.m. Monday--Friday, special prog. Saturday/Sunday. The Lakeview Center is open 9 a.m. to 9:30 p.m., Monday--Thursday, 9 a.m. to 1 p.m. Saturdays. The Parking Garage is open 7:00 a.m. to 10:30 p.m., Monday through Friday, and to 5 p.m. on Saturday, but closed on Sunday and Holidays.

Beware of earlier closures when classes are not in session.

Please notify Security
if you are in the building during off-hours, working alone in an isolated area, or if you need assistance when walking to the garage or the CTA station. Call 773-907-4800 for assistance.