

## Public Safety and Security

With our main campus located in the heart of the city of Chicago, Moody Bible Institute is highly committed to providing and promoting a safe environment for our students, faculty, staff and visitors. The Office of Public Safety and Security maintains a visible presence throughout our campus and is readily available to serve and assist while ensuring that our campus remains secure. Educating our students in security issues, personal safety measures, and protective strategies are all part of services we provide, it's our goal to work closely with the student body and other departments on campus, to ensure that nothing hinders the educational experience or detracts from the mission of the Institute.

### Campus Safety Precautions

Due to the urban setting of MBI's campus, and our concern for students' safety and security, we are committed as a community to keeping residence hall doors closed and locked, to wearing and keeping track of identification cards (Student IDs), and reporting any suspicious or inappropriate behavior to Public Safety. Be alert and safe by following these good safety tips:

1. Look assertive and be aware of your surroundings. Take note of any activity that seems unusual.
2. Always lock the door when you leave your room, even if you expect to return momentarily.
3. Place valuables and personal items out of sight and away from easy access to strangers.
4. DO NOT allow unwelcome strangers to enter your room, office, or department.
5. DO NOT prop open locked exterior doors.
6. Be suspicious of unknown persons loitering or checking doors in your building.
7. Avoid using stairs to remote sections of buildings
8. Think about the routes you frequently walk from the garage or the train stations. Vary your routine and choose populated, well lit areas.
9. Avoid secluded and/or poorly lit areas. If lighting is out, report it to Public Safety and Security.
10. Keep keys accessible and ready to use when you approach your Residence hall or vehicle.
11. Do not overload yourself with packages, books or large baggage. Be prepared to drop your bags in an emergency.
12. Avoid studying or working alone in a building at night. If you must work late, let someone know when you will be done.
13. Walk in groups whenever possible.
14. Always have an escape route. Know where you can go to avoid a threat.
15. Trust your instincts. If you feel that there might be a problem, there probably is.

Additional safety information can be found at [ps.moody.edu](https://ps.moody.edu). Our website includes the most recent campus alerts, elevator safety, and rape prevention information, instructions for fire drills and lockdown drills and more general safety information.

### Identification Cards and Fobs

To ensure the safety of both people and property, students are required to wear their IDs when inside any campus building. Students are expected to have a valid MB1 issued student ID card displayed on the front of their body and above the waste. When students enter a classroom building or residence hall without their IDs, they will be required to sign in. After multiple sign-INS, the student will be contacted by Student Development; further violations will result in disciplinary action. It is a priority of MBI to ensure the safety of our Institute by having all students and staff readily identified in this high profile manner.

Please immediately report lost or stolen ID cards or fobs to the Facilities Department. Replacement ID cards are available for \$5.00 and replacement fobs are \$10.00. Lost fobs can be temporarily deactivated at no charge to give the owner an opportunity to find their old fob, before purchasing a new one is required.

### Missing Persons

The Moody Bible Institute provides on-campus student housing and has established notification procedures for reports of missing students. The MBI Residence Life, Student Development, and Public Safety departments have been designated to receive reports of missing students. It is required that any missing student report must be referred immediately to the Office of Public Safety.

Students are given the option of identifying a contact person or persons whom the institution will notify within 24 hours, if the student is determined to be missing. This contact information is kept on file in the Student Development office and is registered confidential, accessible only to authorized campus officials, and not disclosed except to law enforcement personnel in furtherance of a missing person investigation.

Students are made aware that MBI will notify the Chicago Police within 24 hours, if they are determined to be missing. If a missing student has identified a contact person, MBI will notify that contact person within 24 hours. If a student is 18 years of age and not emancipated, MBI will notify a custodial parent or guardian, in addition to any designated contact person listed by the student, within 24 hours when the student is determined to be missing.

The MBI Office of Public Safety will alert the MBI Crisis Response Team whenever a student has been reported to local police as missing. MBI personnel will also designate a contact person with the Chicago Police Department to facilitate communication, cooperation, and access to MBI information resources on all missing student cases. The MBI Crisis Response Team will be updated on the investigation on a regular basis and convene when it is determined that additional resources and manpower are needed to respond.

### **Student Parking Information**

A copy of the most current parking policies can be found in the Facilities office located in Crowell basement. These policies cover vehicles and bicycles on campus. Vehicle owners are responsible for any issues concerning their vehicle while it's on campus. Students are responsible for all fines resulting from parking violations.

Students are not permitted to loiter in their vehicles in the parking garage or any exterior lots. Security will approach vehicles, request ID, and ask occupants to move along to a safer location.

### **Vehicle Use and Driver Policy**

Student Safety as it applies to driving vehicles is a matter that MBI takes very seriously. The MBI Vehicle Use Policy and driver approval process applies to all students and employees who drive vehicles, including personal vehicles, on Moody related business. A copy of these policies and procedures can be found in the Facilities office located in the Crowell Basement. MBI approval must be granted before students may drive on any MBI sponsored activity, including Practical Christian Ministry (PCM) commitments.

### **Weapons**

As a community that values the worth of human life, we do not allow students to possess any kind of weapon, weapon replica or recreational device that presents a risk of injury or property damage, including, but not limited to water balloon launchers, potato guns, pellet guns, firearms, archery equipment, knives, swords, martial arts weaponry or improvised tools capable of inflicting similar injuries. Any weapons found on campus are subject to confiscation. Students found to be in possession of them will be subject to disciplinary action.

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