



## **Campus Security Authorities**

Campus security authorities at New England Law | Boston include the dean of the law school, associate dean for administration, associate dean of academic affairs, chief financial officer, director of facilities and security, and the assistant director of facilities and security. Exempt from security authority are any employee not included in this list, including faculty members and support staff.

The Facilities/Security Department is responsible for maintaining the campus security program. This includes developing and implementing security standard operating procedures, supervising the security staff, and disseminating security related reports, notices, and information.

New England Law's security team consists of full- and part-time employees, as well as a number of contracted employees. All members of the security team are trained in New England Law's security operating procedures. Their three major areas of responsibility are student/employee safety, loss prevention, and surveillance of the building and law school premises. The security staff responds to and investigates all reports of crime, medical, or fire emergencies on campus. Additionally, they perform administrative duties such as documentation, issuance of keys, and oversight of Lost and Found.

Campus security officials have the authority to ask persons for identification and to determine whether individuals have lawful business at New England Law. Student violations of New England Law rules and regulations may be referred to the Dean's Office.

## **Timely Warnings**

In the event that a situation arises, either on- or off-campus, which, in the judgment of the campus security authorities, constitutes an ongoing or continuing threat to the campus community, a campus-wide "Timely Warning" will be issued to alert the campus community and heighten safety awareness in an effort to aid in the prevention of similar crimes. The warnings will be issued via the campus emergency notification system or on-campus communications, which may include e-mail, the plasma board, and posted warning notices, and will include crime prevention recommendations.

Students should sign up for New England Law's emergency notification system, e2Campus. The site can be accessed through the New England Law home page, student section. Registration only takes a minute to complete.

Depending upon the particular circumstance of a crime, especially in extreme situations that could pose an immediate threat to the campus community and individuals, there may be posted on the campus website at [www.nesl.edu](http://www.nesl.edu) information providing the campus community with more immediate notification.

Anyone with information warranting a Timely Warning should report the circumstances to the Dean's Office at 617-422-7221 or the Facilities/Security Department at 617-422-7287, or in person at either office.

## **Emergency Response and Evacuation Procedures**

New England Law | Boston subscribes to an emergency notification system, which allows the administration to send an emergency message to a list of recipients on a variety of devices in different formats. This system is tested each calendar year. **Students are strongly encouraged to participate in this process by signing up at any time via the home page, student section.**

In the event of a campus emergency the institution will, without delay, and taking into account the safety of the community, determine the content of the notification and initiate the notification system, unless the notification will, in the professional judgment of responsible authorities, compromise efforts to assist victims or to contain, respond to, or otherwise mitigate the emergency.

New England Law has an emergency response plan designed to effectively coordinate the use of law school and community resources to protect life and property, and to restore operations immediately following a major event. It is placed into operation whenever an emergency affecting the campus cannot be controlled through normal channels. This plan takes an all-hazards approach utilizing planning, mitigation, response, and recovery actions. The plan's priorities are life safety, preservation of property, and restoration of business and the academic program. Members of the administration make up the Campus Emergency Resource Team, which ensures that this plan is tested annually and meets to address crisis management issues.

Building evacuation is mandatory for all fire alarms, except in the cases where posted notices have advised of alarm testing procedures. In the event of an electrical power outage you may be asked by security staff to evacuate the facility. For your safety and the safety of others, you will be expected to respond promptly and professionally.

Clearance to re-enter the facility after an evacuation will only be provided by a dean, the director of facilities, or a designee.