INTRODUCTION

To enhance the safety and security of the Belanger School of Nursing campus community, emergency blue light phones have been positioned in the “N” parking lot and in front of the school.

PURPOSE OF POLICY

The purpose of this policy is to provide information and means for the faculty, staff and students at the Belanger School of Nursing to report emergencies or suspicious activity in the student parking area (“N” lot), and directly outside of the School building using the Emergency Blue Light Phone System. This policy supports compliance with the Cleary Act.

SCOPE OF POLICY

This policy applies to all students, faculty and staff of the Belanger School of Nursing.

PROCEDURE

Emergency Blue Light Phone Use

In the event of an emergency, safety or security concern in the parking lot near an emergency blue light phone, individuals are to use the system. When the red emergency button is depressed, the blue strobe light is activated and the phone connects with Ellis Medicine’s Central Security office. When the emergency button is depressed, security officers are immediately dispatched to the location of the activated blue light phone. The caller will be in direct contact with the Central Security dispatcher and two way communications will be opened. The caller will take note of their surroundings and report the incident in as much detail as possible. If further action is deemed necessary, appropriate persons/agencies will then be notified by Central Security.

If an individual is unable to get to a blue light phone, they may contact one of the agencies listed below for assistance:

- Ellis Medicine Central Security Office- 518-243-4480
- Schenectady Police Department- 518-382-5200 (Non-Emergency)
- Schenectady Fire Department- 518-382-5131 (Non-Emergency)
Schenectady County Dispatch - 518-630-0911

This phone and light system will be tested for connection, clarity and response time each Friday by a Security Officer with the Central Security Office.

EXHIBITS

REFERENCES
34 CFR 668.46(b)

ORIGINAL IMPLEMENTATION DATE: 03/7/2016
REVIEW DATE: 3/18, 3/20, 4/22
REVIEWED: 3/18

REVIEWED BY:
Title IX Coordinator
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