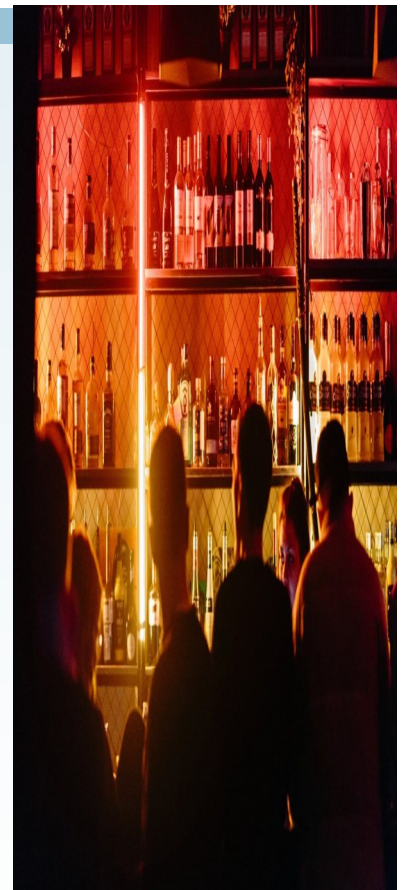




# Personal Safety at Oxford

Whether this is your first time living independently or you've been in Oxford for a while, we want to make sure you have a safe and enjoyable time here.

There's lots of advice and support available to help you stay safe whilst having fun and exploring everything that the city and local areas have to offer.



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## General Tips for a Safe Night Out

[Nights out | University of Oxford](#)

**Be alcohol aware and drink safely and make sure you know how to get home**

**Eat before you drink**

Do you really like hang-overs? If not, doing something as simple as eating a meal before you go out will help you

stay in control and feel fresh the next day.

**Charge your phone**

From finding out where you are to calling a taxi to get home, your phone is your essential friend on a night out. Look after it.

*It's not always where you go, but who you go with that can define a great night out. Staying with your friends is not just fun but a great safety consideration as there will always be someone watching out for you and you might be watching out for them. If you do get separated having a charged phone means that you can contact someone to find out where they are or call for help if needed.*

### Stick together and make sure you all get home

Look after your friends, especially if they may have drunk too much. Don't let them walk home on their own. Stay together, make arrangements for everyone to get home and check in when you get in.

Remember your voice is one form of defence - use it! Stick to well lit areas (even if it takes you longer to get home) but if you cannot avoid walking home alone - particularly in the dark, take a personal alarm from the snug. If someone threatens you shout for help, and/or use your alarm.

### Drink non-alcoholic drinks too

To reduce the chances of drinking more than you intended and becoming ill, you should aim to drink less than 14 units per week, spread over several days. This is roughly the same as six pints of beer or six glasses of wine. This will also reduce the chances of you engaging in risky behaviour, such as drug-taking. Do you know how many units you're drinking?

### Watch your drink

Don't leave your drink unattended or accept drinks from strangers. You can pick up silicone lid covers, personal alarms and metal straws from the snug to minimise the risk of drink spiking. Equally, don't add shots to a friends' drinks without their knowledge. This is not what friends do.

### What3words

If you're out and about and worried about your safety, the what3words app may help you to specify your precise location- <https://what3words.com/>. Telling someone where you are exactly in an emergency isn't always that easy, especially if you're in a rural area or a park. Street addresses and/or describing building entrances are often not accurate enough. What3words have divided the world into 3 metre squares and given each square a unique combination of three permanently fixed dictionary words. It's the easiest way to find and share exact locations.



## ICE - In Case of Emergency

Enter an "ICE" Contact into your mobile phone. ICE stands for In Case of Emergency, this contact will help Emergency Services contact an appropriate person for you should it ever be required.

If someone grabs your bag let it go. Your safety is more important

Walking with your headphones in will stop you hearing possible trouble approaching

Keep valuables hidden and keep away from hostile situations

## Know who you can call on for help

Some venues support the safety initiative called "[Ask for Angela](#)". Venues that support 'Ask for Angela' have been given Welfare And Vulnerability Engagement (WAVE) training. People who feel unsafe, vulnerable or threatened can discreetly seek help by approaching venue staff and asking them for 'Angela'. This code-phrase will indicate to staff that they require help with their situation and a trained member of staff will then look to support and assist them. This might be through reuniting them with a friend, seeing them to a taxi, or by calling venue security and/or the police.

Look out for Night Safe Guardians (Street Pastors and Oxford City Angels) who are part of the [Nightsafe Oxford Network](#). They are volunteers in high visibility jackets who patrol the city centre on Saturday nights and Sunday mornings between 22:00 and 04:00 and can help you if you're feeling unwell, run into any trouble or need advice.



Whatever's on your mind, we'll listen.  
8 p m - 8 a m , e v e r y n i g h t

## Oxford Nightline

**W:** <https://oxfordnightline.org/>

**T:** [01865 270 270](tel:01865270270)

**In term time Oxford Nightline run a Get Home Safe service, where you can call them and stay on the phone to one of their advisors until you're home safe and sound**

*“Are you going home alone after a night out? Or just walking in the dark and feeling a little nervous? Call Oxford Nightline in weeks 0-9 during term time and we'll be more than happy to chat to you until you arrive at your destination”*

### Invest in a secure bag

Carry your bag close to you with the clasp facing inwards or strap it over your shoulder.

Use a bag that has a zip or properly closes.

Keep the bag closed when walking home

Please make sure you take enough cash and you have taxi numbers stored in your phone, in case you need to get a cab home. Please also ensure you have the number for the Reuben College Lodge and on call Sub Dean (01865 616477) stored on your phone too. Please check beforehand where the location is, whether it's well connected by public transport or if it's a walkable distance and if not, please consider how you are planning to get home. You may have to plan/arrange your transport and logistics beforehand.

- If you plan on carrying cash, go to the cash-point during the day and avoid using them at night
- Put your keys, ID and other valuables somewhere you won't lose them
- Don't keep your wallet in your back pocket
- If you've brought a bag don't leave it unattended when you're out

The University has some helpful webpages on staying safe out and about in Oxford, please do take the time to read them:

<https://www.ox.ac.uk/students/life/community/nights-out>

<https://www.ox.ac.uk/students/life/community/personal>

# Important numbers to have handy– save these in your phone



- **999 in life threatening emergencies for blue light services (Police, Ambulance or Fire)**
- **111 for urgent medical help including mental health crises**
- **Reuben College Lodge & Sub Dean: +44 (0)1865 616477**
- **Oxford Nightline: 01865 270 270**
- **Taxis**



*The John Radcliffe (JR) is the local 24-hour Emergency Department hospital located in Headington. Buses 10, X3, ST2, city 100 & 14 go directly from various Oxford locations to the hospital. Buses 8, 9, 280, 400, and U1 stop in Headington close to the Osler Road entrance to the JR.*

## Other considerations if it's dark or late at night:

- ◆ Avoid getting off the bus one or two stops early just to save money
- ◆ If travelling by bus, try not to wait alone at bus stops. At night sit downstairs on the bus where the driver can see you.
- ◆ Arrange for others to meet you if you are returning particularly late or have a long walk home.
- ◆ If you've ordered a taxi, confirm the driver's details when they arrive – is it the taxi you ordered?
- ◆ Make sure the taxi driver has a photo ID and the vehicle has a licence displayed on the inside and outside of the vehicle. Always sit in the back of the vehicle and carry your mobile phone in your hand so it is easily accessible.

## Being a Bystander

If you see someone else in trouble, assess whether it is safe for you to intervene or not, before getting involved.

If safe to do so, it is normally less risky to approach the person you are concerned about / who is being targeted to see if they are ok. This can show solidarity and diffuse the situation, without directly communicating with the person causing the trouble, and risking aggravating the situation.

If it is unsafe, or feels unsafe to step in you can:

Shout for help

Ask someone nearby e.g. in a local shop or bar to support you to intervene

Call the police on 999 if the situation is an emergency (e.g. if a crime is happening, or when someone is injured, being threatened or in danger)

Film what is happening from a safe distance, including (where possible) street signs, landmarks etc. Ask the person being targeted what they want you to do with this once it is safe to do so.

If you leave your drink unattended, don't come back and drink it. If your drink changes in appearance or taste, stop drinking it.

If you think you or a friend has been spiked you can:

Tell a bar manager, security or member of staff

Stay with them and keep talking to them

Call an ambulance if their condition deteriorates

Don't let them go home on their own or with someone you don't know or trust

Don't let them drink more alcohol - this could lead to more serious problems

Call an ambulance if the symptoms get worse and / or report the incident to the police by calling 999 or 101

## Protect yourself from Drink Spiking

Unfortunately many UK cities have long been plagued by incidences of drink spiking. This is when a drug or extra alcohol is added to your drink without your knowledge.

Whilst it's important to stress that it's never your fault, there are measures you can take to protect yourself. Please don't leave your drinks unattended and don't accept drinks from anyone that you don't know that well. Keep your drinks covered and where possible have friends with you. You should be able to find drink covers, metal straws and personal alarms in the snug. Please do approach one of the GCR Welfare Reps if there aren't any available in the snug.

Drink spiking is a very serious crime and carries a maximum 10-year prison sentence, so if you are ever worried this has happened, please ring 999 and report it to the police immediately. Most drugs leave the body within 72 hours of being ingested so it's important to act swiftly. If you feel unwell, ask someone to take you to A&E and tell the medical staff that you think your drink was spiked. Please don't ever leave with anyone you don't trust.

The effects of drink spiking vary depending on what you've been spiked with. Your symptoms could include:

- Lowered inhibitions
- Loss of balance
- Visual problems
- Confusion
- Nausea
- Vomiting
- Unconsciousness

Finally look out for each other - if you suspect someone might be vulnerable or unwell, stick around.

For further advice please visit [I'VE BEEN SPIKED - Stamp Out Spiking](#)



## Reporting an incident or crime

The College Dean is in charge of the discipline of students and our three Sub Deans support the College Dean with out of hours disciplinary and welfare matters.

Please don't hesitate to reach out to any members of the team to report any incidences involving another college member. If you're involved in an incident that involves a student from another college, the College Dean can offer you advice and assist you with reporting it to their college

If you find yourself in a difficult situation, please consider:

### Is it an emergency?

Does it feel like the situation could get heated or violent very soon? Is someone in immediate danger? Do you need support right away? If so, please call 999 now.

### If it's not an emergency

If you've witnessed or been the victim of a crime that isn't an emergency, you can call the Police on 101 to report it



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### *Need help after a crime?*

*Victim Support is an independent charity dedicated to supporting victims of crime and traumatic incidents in England and Wales.*

*They provide free, confidential and specialist 24/7 support for people affected by crime regardless of whether they have reported the crime to the police or when it occurred.*

*T: 0808 16 89 111*

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## Local Police Stations

**St Aldates Police Station**  
St Aldates  
OX1 1SZ  
01865 841148

**Cowley Police Station**  
Oxford Road  
OX4 2DU  
01865 749909

## Oxford University Security Services

The OUSS are operational 24/7/365 and you can contact them on 01865 28 99 99 if you have a security concern or for crime reduction advice- <https://estates.admin.ox.ac.uk/crime-reduction-advice#tab-1351346>

# Travelling safely to college accommodation

## Make sure you know how to get home

Download the Oxford Bus App for

information about live departures.

Save a taxi number in your phone and download their app to book your taxi home. Most companies should send you a text confirming that your taxi has been dispatched with details re the make, model, registration and colour of your car, along with a second text to alert you when your vehicle has arrived.



*All accommodation sites are well connected by public transport*



## Public Transport

### Winchester Road Houses & Farndon Court (nearest stop Canterbury Road)

**Farndon Court is on the corner of Farndon Road**

Buses from Stop C3 & C4 on Magdalen Street including the number 6, ST2, S3 and 300 Park & Ride

### Cavalier Court (nearest stop Copse Lane)

**Cavalier Court is on Copse Lane in Marston and close to Headington Hospitals**

Bus X3 from Stop G3 on St Aldates or Stop K3 on the High Street (Queens Lane)

Bus 14 from Stop R4 at the Railway Station



## Walking and Cycling

Please refer to the “Safe Cycling” section

### **Consider a safer walking route**

Avoid walking alone after dark if possible but if you must, carry a personal alarm (you can pick one up from the snug), stick to well lit main streets and avoid taking shortcuts through dimly lit areas or secluded alleyways, as they can pose potential risks.

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*Before heading out for the night, take the time to plan your journey and your route and travel to and from venues. Research available transport options, such as bus routes, train schedules, or taxi services. By having a predetermined plan, you can avoid making impulsive choices that may compromise your safety*

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## Taxis

### **Royals Cars**

<https://royal-cars.com/>

01865 777333

Download the App

### **001 Taxis**

<https://www.001taxis.com/>

01865 24 00 00

Download the App

### **Go Green Taxis**

<https://>

[www.gogreentaxisltd.co.uk/  
oxford-taxi-service/](http://www.gogreentaxisltd.co.uk/oxford-taxi-service/)

01865 922 222

Download the App

### **Uber**

Download the App







# Personal Safety Apps

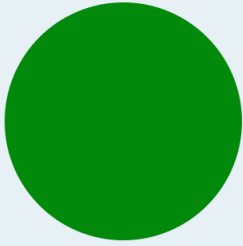
Most people are using social media to stay connected to friends and family on a night out. We wanted to highlight some personal safety apps that are the most common, each offering different features and available on most smart phones and tablets.

**Always call the police on 999 if you are in immediate danger.**

You can access the Apple store here: [App Store – Apple \(UK\)](#)

You can access Google Play store here: [Android Apps on Google Play](#)

Name	Features			Website
<b><u><a href="#">Find My (Find My Friends)</a></u></b>	Mobile tracking	Device(s) tracker	Live maps real time Location System updates	<a href="https://support.apple.com">https://support.apple.com</a>
<b><u><a href="#">Snapchat</a></u></b>	Instant communication	Live maps on Snap Maps once connected	Needs location sharing turned on	<a href="https://www.snapchat.com">https://www.snapchat.com</a>
<b><u><a href="#">Hollie Guard</a></u></b>	Set timers, alerts to notify contacts, fall & shake detection	Can activate audio alarm on shaking	Can upgrade to call centre responses	<a href="https://hollieguard.com">https://hollieguard.com</a> <a href="https://panicguard.com/">https://panicguard.com/</a>
<b><u><a href="#">Life 360</a></u></b>	Real time tracking	Set up and get notifications when synched contacts enter or leave areas	Driving report tracking	<a href="https://www.life360.com">https://www.life360.com</a>
<b><u><a href="#">One Scream</a></u></b>	Scream or keyword activate	Loud alarm	Notify contacts on alarm	<a href="https://www.onescream.com">https://www.onescream.com</a>
<b><u><a href="#">Walk Safe</a></u></b>	Mapping hotspot locations	Alert friends, Android records	Set timed alarms	<a href="https://www.walksafe.io">https://www.walksafe.io</a>
<b><u><a href="#">Safe &amp; City</a></u></b>	Creates personalised safe routes	Report incidents	Safe sites	<a href="https://www.safeandthecity.com">https://www.safeandthecity.com</a>
<b><u><a href="#">Get Your Coat</a></u></b>	Quick call facility	Location messaging	Alcohol tracker	<a href="https://getyourcoat.app">https://getyourcoat.app</a>



## The Safe Lodge Scheme

Any Oxford student can ask for help from a college lodge participating in the University's Safe Lodge scheme. Look out for the green circle by the lodge entrance, and [view this map of participating colleges](#) in the scheme.

If something has happened, or you simply feel unsafe or uncomfortable, the host lodge will provide you with a friendly welcome. Your home college lodge will then be contacted to arrange safe return, with further support services made available if needed.

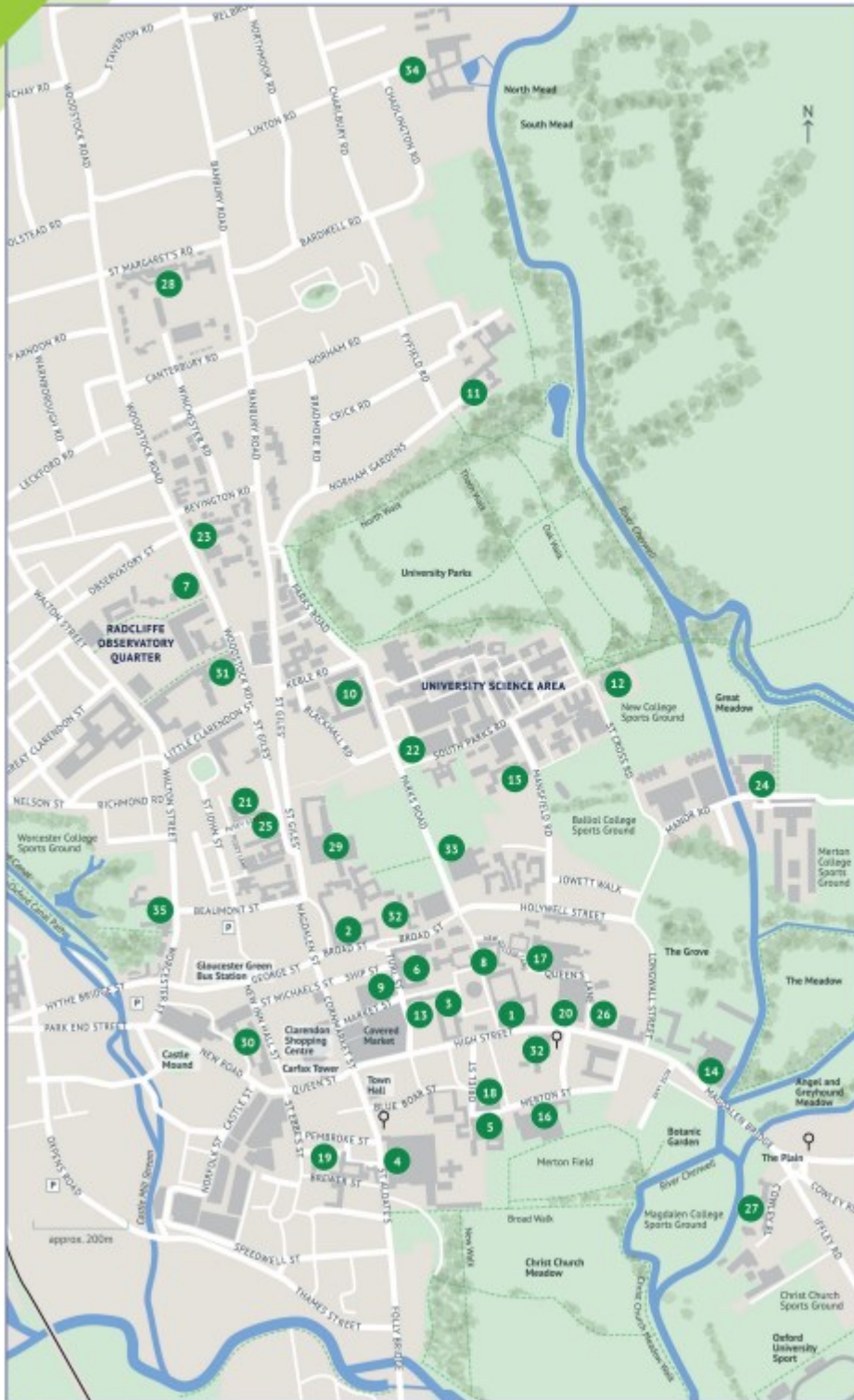


**YOU CAN ASK FOR HELP TO GET HOME FROM ANY COLLEGE LODGE. THEY WILL CONTACT THE REUBEN COLLEGE LODGE AND ARRANGE A TAXI HOME FOR YOU. THEY CAN PROVIDE SANCTUARY FOR YOU IF YOU'RE IN DISTRESS, FEELING VULNERABLE IN ANY WAY, THREATENED OR AT RISK ON THE STREET WHICH MEANS YOU CAN GO TO THE NEAREST LODGE AS A PLACE OF SAFETY. IT'S A UNIVERSITY-WIDE INITIATIVE THAT HAS BEEN IN PLACE FOR SEVERAL YEARS.**

**WHAT IS THE SCHEME?  
A PLACE WHERE ANY STUDENT CAN GO TO FEEL SAFE AND SECURE IF SOMETHING GOES WRONG FOR THEM WHILST OUT AND ABOUT IN OXFORD. A STUDENT CAN ENTER ANY COLLEGE LODGE AND KNOW THEY WILL BE SAFE FROM THEN ON.**

**WHAT IS EXPECTED FROM A SAFE LODGE?  
FRIENDLY WELCOME  
USE OF TELEPHONE  
PLACE OF SANCTUARY  
SUPPORT FROM OTHERS IF REQUIRED  
A PHONE CALL IS MADE TO THE STUDENT'S HOME COLLEGE. IF A SERIOUS MATTER, OUSS OR THE POLICE ARE CALLED.**

# Oxford University SAFE LODGE MAP



## WHAT IS A SAFE LODGE?

Any student who feels unsafe, uncomfortable, or in distress can go to their nearest Safe Lodge for safety. This host lodge will provide a friendly welcome and contact your home lodge to arrange safe return, with further support services made available if needed.

A safe Lodge is indicated by a green circle displayed.

- 1 All Souls College
- 2 Balliol
- 3 Brasenose College
- 4 Christ Church
- 5 Corpus Christi College
- 6 Exeter College
- 7 Green Templeton College
- 8 Hertford College
- 9 Jesus College
- 10 Keble College
- 11 Lady Margaret Hall
- 12 Linacre College
- 13 Lincoln College
- 14 Magdalen College
- 15 Mansfield College
- 16 Merton College
- 17 New College
- 18 Oriel College
- 19 Pembroke College
- 20 The Queen's College
- 21 Regent's Park College
- 22 Reuben College
- 23 St Anne's College
- 24 St Catherine's College
- 25 St Cross College
- 26 St Edmund Hall
- 27 St Hilda's College
- 28 St Hugh's College
- 29 St John's College
- 30 St Peter's College
- 31 Somerville College
- 32 Trinity College
- 33 Wadham College
- 34 Wolfson College
- 35 Worcester College

## Safe Cycling & Protecting Yourself from Bike Theft



*Cycling in Oxford is a very good idea; it's often the fastest way of getting round the city and research has shown that the more people cycle, the safer it becomes. If you're not used to cycling in traffic there are some important things you need to know to keep yourself safe.*

More information on cycling safety can be found on the

[Security Services website.](#)

**Before you cycle in Oxford** - see <https://travel.admin.ox.ac.uk/bike/>

**Get the right equipment** - the absolute minimums are a mechanically safe bike that fits you, front and rear lights are a legal requirement when cycling in the dark, rear reflector and a good quality lock. Wear something highly visible and reflective, particularly at night. We strongly recommend that you wear a helmet, and please make sure it is fitted correctly. Estates Services offer discounted D-Locks, front and rear lights, seat covers and reflective slap bands. Details at <https://travel.admin.ox.ac.uk/bike/training>. Discounts of 5-10% offered to students at many local bike shops, just show your University card.

**Register your bike** – theft of bicycles is common in Oxford. The University is part of [Bike Register](#), used by Police forces across the country. This will increase the chances of your bike being returned if stolen. The bike marking and registration scheme is free; further information about cycle security and bike registration is available on <https://travel.admin.ox.ac.uk/bike/security> or contact University Security Services at [ouss.administration@admin.ox.ac.uk](mailto:ouss.administration@admin.ox.ac.uk) or 01865 272944.

**Improve your urban cycling skills** – the University offers six hours of free, one to one cycle training to students, delivered by experts from Broken Spoke, a local bike co-op—[bsbcoop.org](http://bsbcoop.org) . You can also access an interactive map which shows different types of cycling routes in and around Oxford to help you plan your journey and make sure it suits your riding ability <http://www.transportparadise.co.uk/cyclemap/>.

**Make sure you are mentally prepared** - never cycle after drinking alcohol (it is illegal to ride your bike under the influence of drink or drugs); read the Highway Code (the laws about how and where you can ride a bike are more like the laws for cars than people think: see <https://www.gov.uk/rules-for-cyclists-59-to-82>).

**Maintain your bike** – your bike can be repaired at any local bike shop or you can take your bike to the well-equipped workshop at Broken Spoke, a local bike co-op, where bike mechanics will help you to fix your own bike <http://bsbcoop.org/what-we-do/drop-in-workshops/>.

*Tip: use 2x D Locks if possible if not one D Lock through the rear wheel and body of bike then locks to a cycle hoop. It is ok to use a second lock such as Cable Lock , but ensure that the Cable Lock is heavy duty and not flimsy.*

*Secure or remove wheels and any smaller parts / accessories (especially lights, pumps and quick-release saddles).*

## Love your bike

Owning a bike in Oxford is a great way to get around the city, making them a popular student accessory. They are also popular with thieves, but there is plenty that you can do to protect your bike.

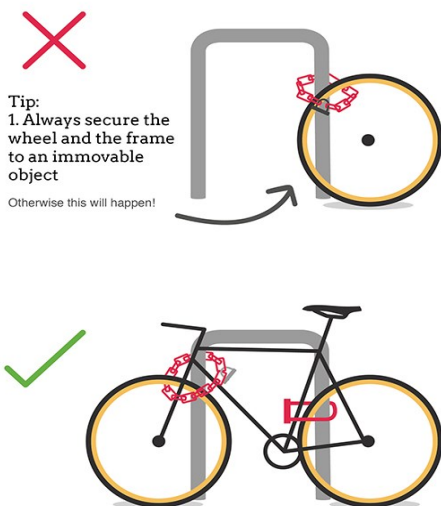
You can register your bike on the [National Cycle Database](#). It's free to register and you can upload photos of your bike

Use two good quality approved locks to secure your bike when leaving it, even if it's only for a few minutes.

D Locks and Bike Lights can be purchased and delivered through the online [University Shop](#)

Don't leave your bike in isolated places and always secure it to a robust stand.

### Correctly secure your bike away from home



**Whilst on your bike**— Ride in a good visible position - at least a car door distance from parked cars, not weaving into gaps (you disappear). Get good eye contact with other road users to be sure that they have seen you. At junctions, either make sure you can get to the front of the traffic and be visible, or remain in your place in the queue in the centre of the lane. Get into the habit of only overtaking on the right hand side. One of the most common causes of accidents is collision with vehicles which are turning left. Obey the rules of the road, don't cycle on pavements unless a sign shows that it is permitted and don't cycle through red lights, including at pedestrian crossings. Be careful and considerate of other road users.

## Online Safety



<https://www.infosec.ox.ac.uk/students>

### KEEP YOUR ACCOUNTS SAFE

### NEVER GIVE YOUR PASSWORD TO ANYONE. EVER.

### CREATE DIFFERENT, LONG PASSWORDS FOR EVERY ACCOUNT

**Passwords:** make sure your password is easy for you to remember and hard for others to guess. Follow this advice for [creating strong passwords](#) and remember: IT Services and your college IT staff will never ask for your password.

If someone else does find out your password, you must change it immediately via IT Services' [self registration](#) website.

Use **multi-factor authentication** (MFA) wherever it is offered. This adds an additional layer of security to an account, because someone needs not only your password to access your account, but also access to your other verification method such as an authenticator app or text message.

*We live in a world where an increasingly large part of our lives are online. Our bank accounts, group chats, private photos and messages – they are all on the internet, available for us to access anytime, from anywhere. But these conveniences come at a cost- our information and data are valuable to attackers. When we spend so much of our time online, keeping our online lives secure is just as important as keeping the things in our physical world safe.*

### Reporting phishing

If you receive an email that asks you to divulge any of your University sign-in details, please help us (and fellow members of the University) by reporting it immediately. Send the email as an attachment to [phishing@infosec.ox.ac.uk](mailto:phishing@infosec.ox.ac.uk).

We also recommend you make use of mail filtering on your Nexus account to help screen out dubious emails, and read our detailed advice on how to avoid email scams.

Your Oxford Single Sign-On (SSO) account has MFA enabled, so please make sure you have that [set up correctly](#).

### **Be cautious using public computers and wireless networks**

Public computers and open wireless networks can be targeted by criminals who are able to record everything; from the sites you visit to the details you type. If you do use a public computer - for example in a cafe, library, or open computing room - try to avoid activities that require you to input confidential information, such as online banking. If you do have to complete a financial or confidential transaction:

- do not leave any information about yourself on the computer, simply clear the browser's History and/or cache when you have finished
- consider changing your password (or other login details) when you get back to a computer that you trust
- consider setting up a separate email account (on Google Mail or Yahoo for example) to use when you are travelling
- if you have to leave your computer for any length of time, make sure that you lock the screen.





## Keep your computer secure

USE STRONG PASSWORDS OR PINS ON SMARTPHONES, TABLETS AND LAPTOPS

MAKE SURE YOUR DEVICE'S SCREEN LOCKS AUTOMATICALLY WHEN NOT IN USE

There are thousands of pieces of software designed purely for malicious activity. We therefore recommend that you protect all of your internet enabled devices with anti-virus software.

Owners of computers connected to the University network are responsible for the installation and maintenance of up-to-date anti-virus software. Virus-infected computers can be barred from using the University network.

Members of the University can install the Sophos Endpoint Detection and Response (anti-virus) client on to their own computers for free. The anti-virus client is available for MS Windows, Apple Mac OS X and Linux.

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*If you value your data you need to back up your files. You will have your own OneDrive account which stores your files in the cloud, and this should be sufficient to keep most files safe. For any files that are particularly valuable to you, you might also consider a physical backup, such as a USB drive or external hard-drive that you keep separate from your computer and which is free from any viruses.*

---

### ENCRYPT CONFIDENTIAL DOCUMENTS BEFORE SENDING AND DON'T USE UNENCRYPTED MEMORY STICKS

Online security isn't always enough: you also need to guard against mishaps in the real world. For example, your computer could break, get damaged, or be stolen. If your computer is stolen, you have not only lost the physical device and your data but you have also given someone else access to any stored usernames, passwords and account details.

While most areas in the University are secure from any non-University members, this can never be certain so make sure you take measures to secure personal items:

lock down laptops and portable equipment, including using [disk encryption](#)

- always keep an eye on your laptop when it's in a public place;
- [encrypt](#) confidential documents before sending email and only use encrypted memory sticks;
- in your room, keep devices out of sight and lock them away if possible; and
- when setting an auto-reply email message, do not give any indication that you will be away from your room or house.

### Take your information security and data protection awareness training

Students are strongly encouraged to take the short 'How to keep safe online' course aimed at keeping you safe online at Oxford. It takes around 10 minutes to complete and consists of short videos about phishing and social media, the dangers of social networking and student scams.

<https://www.infosec.ox.ac.uk/do-the-online-training#tab-4551661>

You will need to login using your SSO (Oxford Single Sign-On), with multi-factor authentication (MFA)



## Sexual Harassment & Violence

The university offers a fantastic support service to all current students who have been impacted by sexual harassment or violence. It's called the Sexual Harassment and Violence Support Service (SHVSS)-

**W:** <https://www.ox.ac.uk/students/welfare/supportservice>

**E:** [supportservice@admin.ox.ac.uk](mailto:supportservice@admin.ox.ac.uk)

The SHVSS provides a safe space for students to be heard and receive free support and advice, independent of your college or department.

SHVSS caseworkers can provide initial support, information, and guidance tailored to your own experience.

All advisors at the SHVSS receive specialist training and take a non-judgemental, pro-active, and non-directive approach that puts you in control of what happens next, which means there is no pressure to take action or report.

To arrange a confidential meeting with a specialist caseworker you can either complete their online self-referral form or email them.

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*The university holds a strong stand against sexual violence, you can find out more about it on here: <https://www.ox.ac.uk/againstsexualviolence>*

*Sexual harassment and violence is any unwanted sexual behaviour which takes place without consent, whether someone knows the person or not, and includes Non Contact Sexual Offenses (<https://www.itdoesmatter.org.uk/how-to-report>). It can happen regardless of gender, sexual orientation, race, religion or age. It does not always happen in person. It may happen online, for example on social media, via email or messaging. No issue is too small— you will have complete choice about what you would like to do or not like to do- the SHVSS are there to help*

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## Sexual Assault Referral Centres (SARC)

SARCs are specialist medical and forensic services for anyone who has been raped or sexually assaulted. They are designed to be comfortable and multi-functional, providing private space for interviews and forensic examinations (within 72 hours), and some may also offer sexual health and counselling services as well as practical and emotional support.

The nearest SARCs to Oxford are Bicester & Slough and the College Lodge can arrange a free welfare taxi to the SARC.

Calling ahead is essential:

**0800 9709952** 24/7 all year round

The SARC team will want as much information as possible in order to advise. The student can attend the SARC without making a report to the Police.

The university also has an ISVA (Independent Sexual Violence Advisor) who provides emotional and practical support and advice to any student who has experienced sexual violence, recently or in the past.

The ISVA can be contacted on [OxfordUniISVA@osarcc.org.uk](mailto:OxfordUniISVA@osarcc.org.uk) or on 01865 725311

An ISVA can:

- ◆ Provide information about the criminal justice process if you're considering reporting, and help you to make informed choices about what is right for you;
- ◆ Explain the University's policies and procedures relating to sexual misconduct;
- ◆ Support you throughout the process of reporting;
- ◆ Provide information about your rights;
- ◆ Liaise with the police, the University, your college, the Crown Prosecution Service and/or other relevant agencies

Oxfordshire Sexual Abuse and Rape Crisis Centre (OSARCC) is the local charity that support survivors of sexual abuse, rape and harassment across Oxfordshire- you can find out more about them on here: <https://www.osarcc.org.uk/>

### Help after rape/ sexual assault

If you've been sexually assaulted it's important to remember that it was not your fault. Sexual violence is a crime, no matter who commits it or where it happens. Don't be afraid to get help- there are services that can help.

You don't have to report the assault to the police if you don't want to. You may need time to think about what has happened to you. However, consider getting medical help as soon as possible for any injuries and because you may be at risk of pregnancy or sexually transmitted infections (STIs).

If you want the crime to be investigated, the sooner a forensic medical examination takes place, the better.

Try not to wash or change your clothes immediately after a sexual assault. This may destroy forensic evidence that could be important if you decide to report the assault to the police.



## Accommodation Security

**Whether you live in college, university, private, rented or shared accommodation, you can create some good habits to keep your home and belongings safe.**

*Your health, safety and welfare is of paramount importance to Reuben College and along with the university we invest in a range of security measures to ensure students living in our accommodation sites feel safe and secure. From care-takers to Sub Deans, Porters/Lodge Staff who make regular patrols and watch CCTV to the University Security Services.*

*Nevertheless, Reuben College is located in central Oxford and college premises are open to a large number of people including visitors and tourists. Students should therefore treat their rooms and belongings like they would treat their own homes and keep them locked at all times.*

### Know your neighbours

Never share access codes for your accommodation with anyone who is not a resident of your house, flat or halls of residence.

Never let strangers into your house without checking who they are. Reputable trades' people will always carry ID and should never ask for your key or access card.

### Some general tips and advice

- ✦ Be mindful of tailgating- do not allow people to follow you into secured areas.
  - ✦ If you see anything suspicious please report it to the lodge, the University Security Services, Sub Deans, Caretaker or the Police. Better to be safe than sorry.
  - ✦ Keep your valuables out of sight and secure; remove the temptation to steal from you.
  - ✦ Remember: never leave your room unlocked when leaving your accommodation.
  - ✦ During warmer periods, do not leave windows open when your accommodation is unattended - burglars do climb.
  - ✦ Ensure side gates and outbuildings are secured with adequate locks.
  - ✦ When your lights are on, close the curtains. Looking from a dark exterior into a light interior is like a shop window for burglars. They can see who is in and what items are on offer.
  - ✦ Don't leave climbing aids such as ladders or wheelie bins where a criminal could then use them to get into your property.
- Do not leave your keys or valuables near doors or windows. Thieves use rods through letter boxes or reach through windows to steal items without having to break in.

## Leaving your home checklist

Whenever you go out, it's important to leave your home secure. Getting into an 'exit routine' can help ensure that you don't forget obvious, but important things, like not forgetting to take your access card/key, phone and wallet with you, or leaving lights on if it will be dark before you get home. Here's our quick reminder on what to do just before you go out.

### **Become a creature of habit**

Get into the habit of following your own course of action when you lock up your home. This will ensure that you don't forget anything.

Before you go out, don't forget:

- ✦ to take your access card/key, wallet and phone with you
- ✦ to close and lock all your doors and windows, even if you're only going out for a few minutes,
- ✦ to double-lock any door,
- ✦ to make sure that any valuables are out of sight,
- ✦ to keep handbags away from the letterbox or cat flap and all keys including car keys, as a thief could hook keys or valuables through even a small opening,
- ✦ never leave car documents or ID in obvious places such as kitchens or hallways,
- ✦ in the evening, shut the curtains and leave lights on,
- ✦ to set your burglar alarm,
- ✦ to make sure the side gate, shed or garage are locked,
- ✦ to lock your bike inside a secure shed or garage, to a robust fitting bolted to the ground or wall, like a ground anchor.

### **Holiday checklist**

Going away?

Here are five tips to help you keep your home and belongings stay safe while you're away:

1. If you're off on holiday and want to post anything on social media, make sure your posts aren't public and that they can only be seen by your friends.
2. Leave lights and a radio on a timer to make the property appear occupied.
3. Ask a trusted neighbour to keep an eye on your property, or join a Neighbourhood or resident Watch Scheme.
4. Consider asking your neighbours to close curtains after dark and to park on your drive.

If you're locked out of College Accommodation, contact the College Lodge on 01865 616477. You'll be able to collect a temporary card/key from the lodge.



### **Lock it & Protect it**

Most instances of burglary are opportunistic, so always keep your doors and windows locked when you are not in the room.

Don't leave keys in your door, or lying about in any common rooms. Avoid putting your name or room number on your key ring in case it gets lost or stolen.

Make sure you mark your property and register valuables on the [immobilise website](#). This will help the police return your property to you following an arrest.

Always make sure that you are insured. Check whether you are covered by your parents insurance, but if not many insurance companies offer student policies.

If the worst happens and you are burgled, contact your landlord / warden and the police immediately. You will need a crime number to make an insurance claim.