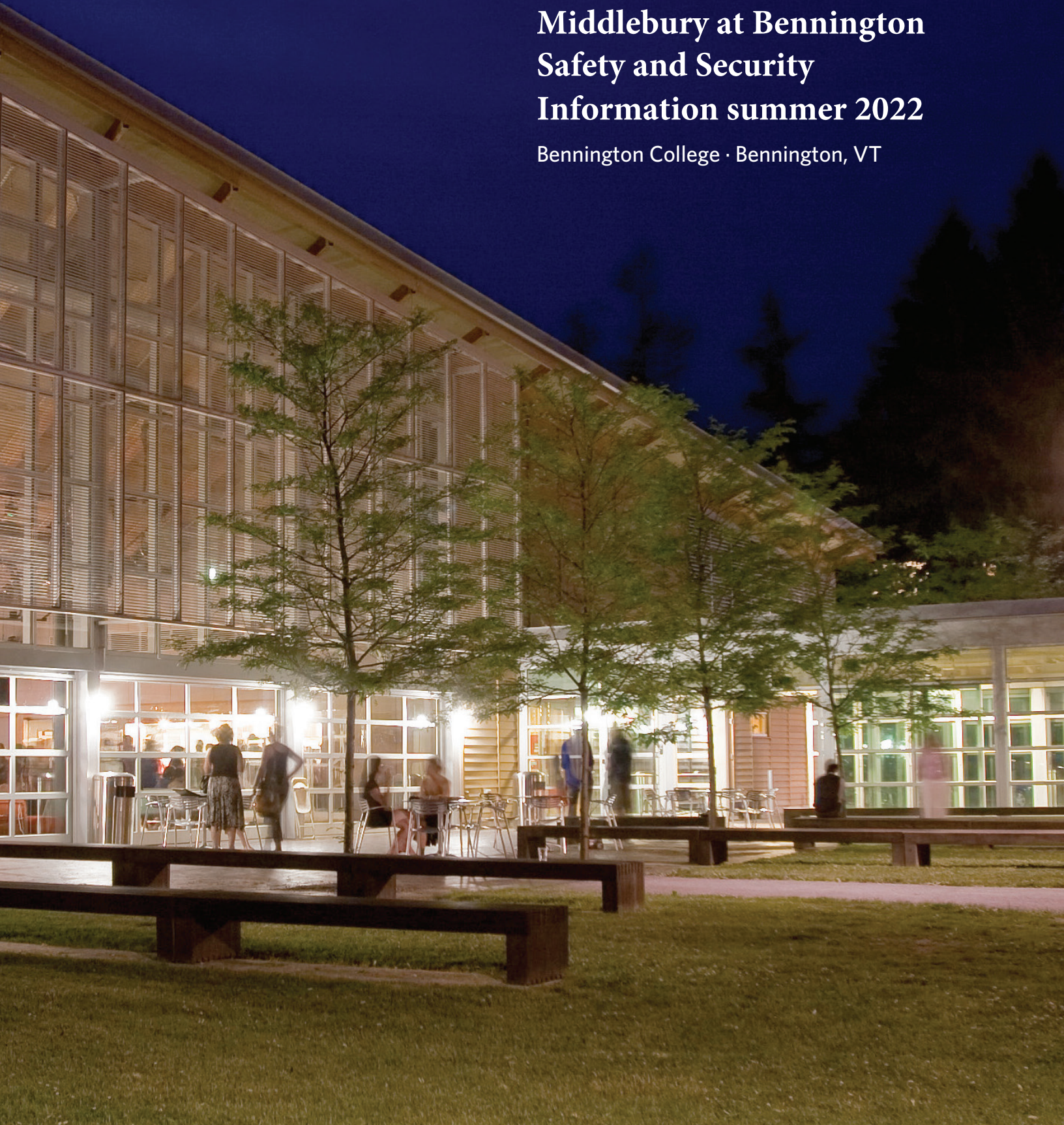




Middlebury  
Language Schools

**Middlebury at Bennington  
Safety and Security  
Information summer 2022**

Bennington College · Bennington, VT



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## Alphabetical Index

AOD	Alcohol and Other Drugs
BAC	Blood Alcohol Content
BPD	Bennington Police Department
CCRT	Coordinated Community Response Team
CDC	Center for Disease Control
CSA	Campus Security Authority
CSAC	Counseling Service of Addison County
CST	Central Standard Time
DCF	Department for Children and Families
DEA	Drug Enforcement Administration
DOC	Department of Correction
DPS	Director of Public Safety
EAS	Enhanced Access System
EFAP	Employee and Family Assistance Program
EMAT	Emergency Management Auxiliary Team
EMT	Emergency Management Team
ENS	Emergency Notification System
EVP	Executive Vice President
FASD	Fetal Alcohol Spectrum Disorder
FBI	Federal Bureau of Investigation
HIV	Human Immunodeficiency Virus
HRO	Human Relations Officer
ID	Identification
JAO	Judicial Affairs Officer
LGBTQ	Lesbian, Gay, Bisexual, Transgender, Questioning
MBH	McCardell Bicentennial Hall
MPD	Middlebury Police Department
OTC	Over-the Counter
SAAM	Sexual Assault Awareness Month
SANE	Sexual Assault Nurse Examiner
SASHAA	Sexual Assault Support and Help for Americans Abroad
SEC	Securities and Exchange Commission
SMDVS	Sexual Misconduct, Domestic and Dating Violence and Misconduct, and Stalking
SPECS	Sex Positive Education College Style
TAM	Threat Assessment and Management Team
VAPA	Visual and Performing Art Center
VAWA	Violence Against Women Act
VCIC	Vermont Crime Information Center

## Alphabetical Index— Continued

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VINE	Victim Information & Notification Everyday
VPAA	Vice President of Academic Affairs
YPLL	Years of Potential Life Loss

## Important Numbers

### Bennington Campus Resource for Middlebury Language Schools

#### **Dial 911      Emergencies**

802.447.4250      Bennington College Campus Safety  
802.442.1030      Bennington Police

#### **Health Services and Resources - Bennington, Vermont**

802.443.5141      Counseling Services, Middlebury, College  
802.442.5491      United Counseling Services (Southern Vermont)  
802.440.4077      Urgent Care Southwestern Vermont Medical Center

### Middlebury College, Middlebury Vermont Campus Resources

#### **Middlebury College Summer Programs**

802.443.5510      Language Schools office- General info  
802.443.5979      VPAA/Dean of the Language Schools  
802.443.5649      Associate Dean, Language Schools  
802.443.5545      Language Schools Operations Director  
802.443.3100      Co-Directors, School of the Environment  
802.443.5230      Arabic School  
802.443.5520      Chinese School  
802.443.5526      French School  
802.443.5203      German School  
  
School of Hebrew  
802.443.3572      3-week & 7-week programs  
802.443.3593      Graduate Coordinator  
  
802.443.5874      Italian Language School  
802.443.5215      Japanese School  
802.443.5292      Portuguese School  
802.443.2006      School of Russian  
  
Spanish School  
802.443.5538      7-week program  
802.443.5539      Graduate Coordinator  
  
802.443.5215      School of Korea  
802.443.3100      School of Environment

## Important Numbers — Continued

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### **Middlebury College Public Safety and Local Law Enforcement**

802.443.5133	Public Safety (Business line)
802.443.5911	Public Safety (Emergency Line)
802.388.3191	Middlebury Police Department
802.388.4919	Vermont State Police Department
802.388.7931	Addison County State's Attorney's Office

### **Middlebury College Resources**

802.443.5465	Human Resources
802.443.5472	Facilities Services
866.660.9533	Employee and Family Assistance Program
802.443.5382	Vice President for Student Affairs
802.443.5382	Dean of Students
802.443.2147	Civil Rights & Title IX Coordinator
802.443.3324 or 802.443.5741	Human Relations Officers/Title IX Coordinator Designees
802.443.2012	Alternate Human Relations Officer/Human Resources
802.443.5936 or 802.443.2169	Student Accessibility Services
802.443.5385	Associate Dean for Community Standards

### **Middlebury College Health Services and Resources (see Bennington Resources on page v)**

802.443.5141	Counseling Number
802.388.7641	CSAC (Counseling Service of Addison County)
802.443.5135	Health Services
802.388.4701	Porter Medical Center Inc.
802.847.0000	University of Vermont Medical Center
802.775.7111	Rutland Regional Medical Center
802.377.0239	MIDDSAFE
During Business Hours	SANE (Sexual Assault Nurse Examiner)
802.443.5135	After hours, contact Public Safety at 802.443.5911
802.443.5726	Environmental Health and Safety
800.889.2047	Vermont Legal Aid
800.388.4205	WomenSafe
800.799.7233	National Domestic Violence Hotline
800.656.HOPE	RAINN (Rape, Abuse, and Incest National Network)
802.863.0003 866.869.7341 (Toll Free)	SafeSpace

## Message from the Director of Public Safety

This Safety and Security document contains information on security programs, policies, procedures, safety practices and fire systems for Bennington College, Bennington, Vermont, the location of three of Middlebury College's Language Schools in 2022. The summer of 2022 is the first year Middlebury students, faculty and staff will be located at the Bennington College campus. Since this is the first year Middlebury will use the Bennington location, there are no crime statistics to report for 2021, 2020 or 2019.

The collection of crime statistics will begin at the end of 2022 and will be included in the 2023 Middlebury at Bennington Annual Security Report.

All faculty, staff, and students play important roles in crime prevention. By following safety policies and reporting suspicious or criminal activity to the appropriate authorities in a timely manner, community members can help reduce crime and increase safety.

If you have questions or suggestions about this document or about safety and security at Bennington College, please contact me at (802) 443-5133 or [dkirby@middlebury.edu](mailto:dkirby@middlebury.edu).

Sincerely,

*Demitria Kirby*

Director of Public Safety  
125 South Main Street  
Middlebury College



## Bennington College, Office of Campus Safety, Bennington, Vermont

Campus Safety officers on Bennington Campus are available at all times, day and night. Campus safety officers do not act in the capacity of sworn law enforcement and thus do not have the power to make arrests but work closely with local law-enforcement agencies. Campus Safety officers have the authority to stop individuals on campus and to request identification. They also can issue parking tickets, tow cars and issue trespass notices.

Often, Campus Safety officers are the first responders to assist with fire, medical emergencies, and criminal activity. The department works with the Bennington Police Department, the Vermont State Police, the state's attorney of Bennington County, the Vermont Department of Liquor Control, the Bennington Fire Department, Bennington Area Rescue, and the Southern Vermont Medical Center.

### **Agreements with Law Enforcement**

Campus Safety has a cooperative agreement, not a memorandum of understanding, with the Bennington Police Department in the areas of criminal investigation, service of warrants, parking enforcement, and events security. Campus Safety immediately reports serious crimes and missing persons to the Bennington police, and provides the department with reports of crimes on campus in accordance with Bennington or Middlebury's policies.

Campus Safety informs and encourages victims and witnesses to report criminal acts and suspicious behaviors to the Bennington Police. When the police must arrest people on campus, Campus Safety offers its assistance and cooperation.

### **Reporting Procedures**

An emergency is any immediate threat to life and/or property that requires immediate response from police, fire, or emergency medical services. Examples include crimes in progress, fire, or a serious injury or illness.

When you need an immediate response at any of the Middlebury programs or anywhere in the United States, **dial 911**.

## **Reporting an Emergency**

- Dial 911.
- Stay on the line with the dispatcher.
- Provide the address, the location, and a description of the emergency.
- Provide the phone number at your location or the cell phone number.
- Describe the incident thoroughly so the dispatcher can send you the appropriate resources.
- If you accidentally misdial, do not hang up. Stay on the line and tell the dispatcher you misdialled. Hanging up may cause emergency personnel to respond and investigate to ensure there is not an emergency.

## **Accurate and Prompt Reporting**

Anyone on campus can report emergencies and suspected criminal activity to the Office of Campus Safety. Campus Safety maintains an emergency number (dial 767) for immediate assistance. Outside emergency phones with the "blue lights" are located throughout the campus. In addition, campus buildings have public campus phones with stickers indicating the phone numbers for Campus Safety. Members of the campus community are also encouraged to report crimes that have already occurred for the purpose of including the crimes in the annual statistical disclosure.

We encourage community members, students, faculty, staff, and guests to report all crimes, suspicious activity, and public safety-related incidents and hazards to Bennington College Campus Safety or other designated security department and/or official and local law enforcement accurately and in a timely manner (see contact information below). This should also be done when a victim elects to, or is unable to, make such a report.

If sexual assault (including rape, fondling, incest, and statutory rape), domestic violence, dating violence, stalking or other crimes occur, staff on the scene, including Campus Safety, will offer the victim services and options for filing a report. All crimes should be reported to the Bennington Campus Safety, Middlebury College Department of Public Safety, the Middlebury Civil Rights and Title IX Coordinator, or other designated Language School department coordinator or official to ensure inclusion in the annual crime statistics and to aid us in providing timely warning notices to the Bennington campus community as appropriate.

## **Non-campus Buildings or Property**

If a Middlebury student, staff member, or faculty member becomes aware of a crime or emergency or needs to make a request for related assistance connected with a non-campus location (that is, any building or property owned or controlled by Middlebury that is used in direct support of Middlebury's educational purposes and which is frequently used by students, but which is not within the same reasonably contiguous geographic area as one of Middlebury's campuses), they are encouraged to contact the police (dial 911). Other contacts are the on-site director or designee or the security or Campus Safety officials responsible for the building or location.

Examples of non-campus buildings or property are those that meet the definition of "non-campus" as described above, such as the Snow Bowl and certain spaces used for the MiddCORE program at the Middlebury Institute of International Studies at Monterey, Schools Abroad programs, courses or events at the College's Washington, D.C., suite, certain hotels or other accommodations that are repeatedly used by sports teams or other Middlebury students, and property used for summer study courses, as applicable. Individuals are encouraged to report crimes to Middlebury departments or officials responsible for security-related issues or administration, and to local police agencies as appropriate and/or required by applicable law.

### **Clery Crime Reporting**

Any student or faculty or staff member who has information about a Clery Act crime is requested to report the crime to The Bennington Campus Safety Director or Campus Safety department, the Middlebury Director of Public Safety, or Public Safety Department or the Civil Rights and Title IX Coordinator, for inclusion in the Clery Act crime statistics and so we can determine whether or not a timely warning is needed (See Timely Warning below). Clery crime reports should also be made by using the online [Crime Report Form](#).

### **Bennington College Campus Safety Contact Information**

For emergencies, including medical, fire, smoke, crime, or the carbon monoxide alarm, first call 911 and then call the Bennington College Office of Campus Safety.

Reports can also be made in person at the Bennington College Office of Campus Safety or the Middlebury College Department of Public Safety at 125 South Main Street, Middlebury, VT.

### **Emergencies (Police, Ambulance, and Fire Department): Dial 911**

Bennington College Campus Safety: **802.447.4250**

Bennington Police: **802.442.1030**

Middlebury College Department of Public Safety: **802.443.5911**

### **Civil Rights & Title IX Coordinator**

*Butterfly Blaise Boire,*

*Middlebury College Service Building 213*

Middlebury, VT 05753

802.443.2147

[bboire@middlebury.edu](mailto:bboire@middlebury.edu)

### **Campus Security Authority (CSA)**

A Campus Security Authority (CSA) is someone to whom you can report a crime and includes the following groups of individuals and organizations associated with an institution:

- A campus police department or a campus security department of an institution.
- Any individual or individuals who have responsibility for campus security but who do not constitute a campus police department or a campus security department (e.g., an individual who is responsible for monitoring the entrance into institutional property).
- An individual or organization specified in an institution's statement of campus security policy as an individual or organization to which students and employees should report criminal offenses.
- An official of an institution who has significant responsibility for student and campus activities, including but not limited to student housing, student discipline, athletics, and campus judicial proceedings.

The following are Campus Security Authorities for Middlebury College:

[Public Safety Staff](#)

[Middlebury College Director of Public Safety](#)

Bennington College Director of Campus Safety

[Campus Safety staff at Bennington College](#)

Vice President for Student Life Dean of Students

Associate Dean of Students for Residential and Student Life

[Assistant Director of Student Activities For Programming & Events](#)

[Technical Coordinator, Student Activities](#)

[Director of Outdoor Programs & Club Sport](#)

[Club Sports Coaches](#)

Student Life Deans

Residence Director

Community Assistants

Resident Assistants

First Year Counselors

[Associate Dean for Community Standards](#)

[Human Relations Officers](#)

[Civil Rights & Title IX Coordinator](#)

[Executive Director, Center for Health & Wellness](#)

[Director of Health and Wellness Education and Mental Health Promotion Specialist](#)

[Director of the Anderson Freeman Resource Center](#)

[Assistant Director of the Anderson Freeman Resource Center](#)

[Associate Dean of the College for Creativity, Engagement and Careers](#)

[Faculty Director, Center for Creativity, Innovation & Social Entrepreneurship](#)

[Program Director, Center for Creativity, Innovation & Social Entrepreneurship](#)

[Director of Center for Community Engagement](#)

[Academic Director, Privilege & Poverty Academic Cluster, Center for Community Engagement](#)

[Program Director, Center for Community Engagement](#)

[Assistant Director, Center for Community Engagement and Language in Motion Program Coordinator](#)

Posse Mentors

[Food and Garden Educator](#)

[MiddCORE Director](#)

Any faculty or staff who travel with students on programs to foreign or domestic locations

[Director of Athletics](#)

[Assistant Athletic Director/Director of Compliance](#)

[Varsity and Junior Varsity Coaches](#)

Field House Monitors

[Environmental Health and Safety Coordinator](#)

Advisors/Cluster Managers for Student Groups or Organizations

Program deans, directors or co-directors for other Middlebury programs such as the Schools Abroad, Language Schools, Bread Loaf School of English, and School of the Environment.

Bennington College CSA's are: Office of Campus Safety, LS deans at Bennington programs.

You report a crime when you bring it to the attention of a CSA, and that report should be made in good faith. You can also make a report by filling out the online Campus Security Authority crime report form. This report will be forwarded to the Middlebury College Department of Public Safety. The CSA report form is located on [Middlebury's Department of Public Safety webpage](#).

### **Confidential Reporting**

Campus "pastoral counselors" and campus-based "professional counselors," when acting as such, are not considered campus security authorities and are not required to report crimes for inclusion into the annual disclosure of crime statistics. As a matter of policy, counselors are encouraged to explain to a victim that the counselor could inform Public Safety of the crime solely for statistical purposes, keeping the victim's name anonymous. If the victim agrees, the counselor would ask the victim to complete a Campus Security Authority form and leave all identifying information blank. Counselors are defined as follows:

1. *Pastoral counselor:* An employee of an institution who is associated with a religious order or denomination, who is recognized by that religious order or denomination as someone who provides confidential counseling and who is functioning within the scope of that recognition as a pastoral counselor.
2. *Professional counselor:* An employee of an institution whose official responsibilities include providing mental health counseling to members of the institution's community and who is functioning within the scope of the counselor's license or certification.

### **Clery Act Crimes that Must be Reported by the CSA and Included in the Annual Security Report**

CSAs are responsible for reporting allegations of Clery Act crimes that are reported to them in their capacity as CSAs. CSAs are required to report such crimes to the [Middlebury College Department of Public Safety](#) (802-443-5133), the Bennington College Office of Campus Safety (802) 447-4250, or the [Civil Rights and Title IX Coordinator](#) (802-443-2147) so that the crime report can be included in annual crime statistics, and in order to make a timely warning determination (see Timely Warning, below). **We encourage CSAs to use the online [Campus Security Crime Report Form](#), which will be electronically transmitted to the director of Public Safety and the Civil Rights and Title IX Coordinator.**

In case of an emergency please dial 911 or call Bennington College Campus Safety at 802.447.4250.

Crimes that fall within the scope of the Clery Act and must be reported include the following:

- Murder and non-negligent manslaughter
- Manslaughter by negligence
- Sexual assault/sex offenses (rape, fondling, incest, and statutory rape)
- Robbery
- Aggravated assault
- Burglary
- Motor vehicle theft
- Arson
- Liquor law violation
- Drug law violation
- Weapon law violation

- Hate crimes: any of the serious crimes above (except manslaughter by negligence) and larceny-theft, destruction/damage/vandalism of property, intimidation (threats of injury or violence), or simple assault, if there is evidence that the victim was intentionally selected because of the perpetrator's bias against the victim on the basis of race, religion, gender, gender identity, sexual orientation, ethnicity, national origin, or disability
- Domestic violence
- Dating violence
- Stalking

The definitions for the crimes are located in this document, see Crime Statistics.

CSAs must also report arrests and referrals for campus disciplinary action for liquor law violations, drug law violations, and weapons law violations (e.g., possession, carrying, etc.).

## Timely Warning

The College will provide a timely warning to the campus community when a crime has occurred or is occurring, has been reported to Campus Safety, and is considered to represent a threat to the campus community. Campus Safety provides warning notices to the community in a manner that is timely to aid in the prevention of similar crimes and withholds as confidential the names and other identifying information of victims. Notices are sent by campus email, voice messages, and text messages via the Send Word Now Emergency Notification System.

The warning will be issued via email and will be posted on the Public Safety website. Depending on the circumstances of the crime or threat, the Public Safety Department may post the notices in the residence hall(s) or academic building(s) and may issue the timely warning by text message. Middlebury may also issue warnings to the campus community when other situations pose safety concerns (see the Emergency Response section, below), or otherwise as deemed appropriate.

In its annual letter to local law enforcement agencies, Middlebury requests that local law enforcement inform the institution on an immediate basis of crimes that may require timely warnings.

## Daily Crime Log

The Office of Campus Safety at Bennington College prepares and maintains a daily log for public viewing. This log is available 24 hours a day.

## Emergency Phones

Campus Safety maintains an emergency phone number (dial 767) for immediate assistance. Outside emergency phones with "blue light" are located throughout the campus. In addition, campus buildings have public campus phones with stickers indicating the phone numbers for Campus Safety.

## Emergency Response

This section describes the procedures that Bennington College will use to immediately notify the campus community upon the confirmation of a significant emergency or dangerous situation involving an immediate threat to the health or safety of students or employees occurring on Bennington's campus, the process that Bennington will use to confirm that there is a significant emergency or dangerous situation, to determine the appropriate segment or segments of a campus community to receive a notification, and to determine the content of the notification. In all cases, Bennington will, without delay, and taking into account the safety of the community, determine the content of the notification and initiate the applicable notification system, unless issuing a notification will, in the professional judgment of responsible authorities, compromise efforts to assist a victim or otherwise mitigate the emergency.

General information about emergency response and evacuation procedures for Bennington College is available at <https://www.bennington.edu/human-resources/employment-bennington/emergency-response-policy>.

Bennington College has developed an Emergency Response Plan to provide a systematic and comprehensive response to a wide variety of emergency conditions that could occur on campus. Part of this Emergency Response Plan is a system that communicates threatening situations to the community.

### **Emergency Notification**

To facilitate communication, Bennington College utilizes the Send Word Now Emergency Notification System. During an emergency, notifications are sent to all employees via campus telephone and email, and any other communication devices registered with the system (home phone, personal cell phone, email address, etc.). Middlebury College students and employees at the Bennington College campus will be enrolled in the Bennington Send Word Now System. In addition, the emergency alert siren at the Visual and Performing Arts Building (VAPA) will be sounded. This system is tested each academic term.

### **Disseminating Emergency Information**

During an emergency, notifications are sent to all employees via campus telephone and email, and any other communication devices registered with the system (home phone, personal cell phone, email address, etc.). In addition, the emergency alert siren at the Visual and Performing Arts Building (VAPA) will be sounded. This system is tested each academic term.

### **Adding or Changing Cell Phone Emergency Contact Information**

To alert the Bennington College community of emergencies or potential emergencies on the Middlebury campus, Campus Safety utilizes the Send Word Now Emergency Notification System. This system uses the cell phone numbers entered into BannerWeb (students) and Oracle (employees). Students are required to provide their emergency contact information upon course registration. We also send an email explaining that the cell phone numbers must be in Banner in order to receive emergency notifications in this manner. Employees are notified that in order to receive Send Word Now cell phone messages or text messages, they must list their cell phone number in Oracle HCM.

Students: To add your cell phone number, log into [BannerWeb](#); select "Personal Information;" and select "Update cell phone for emergency communications." Employees: To add or update your cell phone number, log into Oracle HCM and select "Personal Information" and "Contact Info".

Then please review your personal information and be sure your emergency contacts are up to date. Emergency messages from Bennington will read "This is an emergency message from Bennington College Campus Safety".

## **Testing Emergency Response and Evacuation Procedures**

Middlebury will test the institution's emergency response and evacuation procedures on at least an annual basis, including tests that may be announced or unannounced, by the Emergency Notification System (RAVE), and could utilize text, phone, and/or email. Middlebury will publicize its emergency response and evacuation procedures in conjunction with at least one test per calendar year, by directing people to the emergency procedures web pages. Middlebury will document, for each test, a description of the exercise, the date, the time and whether it was announced or unannounced.

The Environmental Health and Safety coordinator conducts trainings for faculty, staff and students. All new employees are trained on fire safety and evacuation procedures. Annual training on fire safety, fire extinguisher and evacuation procedure is required for Facilities Services staff and Dining staff. During residential life orientation, the residential life staff attend a training. The training includes a video on dorm safety, use of a fire extinguisher, building evacuation procedures and the process for conducting fire safety checks in student dorm rooms. The residence hall staff are trained in the emergency evacuation procedures and act as resources for the students and staff in residential buildings.

Bennington Campus Safety will conduct a fire drill in each student residential building during the summer. During these drills, the students become familiar with the exits and the muster points.

## **Emergency Operations**

Middlebury College has an Emergency Management Team (EMT) trained in emergency preparedness and response. The EMT consists of staff members from various college departments and offices who are responsible for operational management during an emergency. The EMT reports to the Executive Policy Group, composed of senior leadership responsible for policy and executive-level decision making during an emergency.

The EMT is supported by the Emergency Management Auxiliary Team (EMAT), employees with specialized roles and responsibilities who are trained in emergency preparedness and response and available to support the EMT as needed.

### **Team Training**

The Emergency Management Team (EMT), the Emergency Management Auxiliary Team (EMAT), and the Threat Assessment and Management Team (TAM) participate in training and exercises. At a minimum, all team members must complete the online course Introduction to the Incident Command System, ICS-100 for Higher Education <https://training.fema.gov/is/courseoverview>.

For testing purposes, team members will practice with hypothetical critical incidents and emergencies. They will employ tabletop exercises, functional exercises, and drills that test the utility of emergency operation planning, the team members' preparedness, the team's coordination with external entities, and team members' knowledge, acquisition, and deployment of resources.

Team chairs will schedule training sessions, which occur at least once a year. Training will, when it is practicable, include first responders and other external agencies to test the College's plans and their compatibility with local, regional, or state plans.



## **Threat Assessment and Management (TAM) Team**

The Middlebury College Threat Assessment and Management (TAM) Team assesses risks and formulates responses in situations where an individual's behaviors or statements could indicate a threat to the health or safety of others. TAM seeks to mitigate potential risks before they result in harm. If there is a threat at the Bennington campus, Bennington Campus Safety will work with the Middlebury TAM, and local law enforcement, when necessary.

TAM meets to discuss cases and implement action plans and follow-up strategies as necessary. Middlebury employees trained in behavioral-threat assessment and management compose the team. TAM may assist and support the EMT and EMAT when emergencies involve community members who may pose risks to others.

If you believe someone has committed, or may commit, a violent act; see someone engaging in behavior that could lead to potential violence; or see some other threat to the health or safety of the College community, call Public Safety at 802.443.5911. You can also report incidents to your program director or to anyone on the TAM team. Team members are listed on the team's website at [go/threatassessment](https://www.middlebury.edu/go/threatassessment).

**In case of an immediate emergency, call 911.**

## **General Emergency and Evacuation Procedures**

### **Fire Evacuation**

Familiarize yourself with your building's evacuation procedures. Locate the nearest exit and fire extinguisher.

- If you smell smoke or detect a fire, activate the nearest alarm, if possible, and call 911 from a safe location.
- Evacuate as soon as you hear the alarm.
- Before opening any door, use the back of your hand to test its temperature. Also check the doorknob's temperature. If either is hot, leave the door closed, stuff towels or clothes in the cracks, and open a window. Look for another exit.
- If the door isn't hot, open it slowly and be prepared to close it quickly if necessary.
- In a smoke-filled area, keep low to the floor to avoid inhaling smoke.
- If you see or smell smoke in a hall or stairway, use another exit.
- Close doors as you leave.
- Exit the building cautiously. Carry a towel or blanket to protect yourself from flames or smoke.
- If the exit is blocked, return to your room, close the door, open a window, and call for help.
- If there is a fire, don't use any elevators.
- Report to your emergency muster point and check in with your resident advisor or Student Life representative. Report anyone who might be missing.
- Do not re-enter the building until Bennington Campus Safety representative advises the fire department has indicated it is safe to re-enter.

## **Active Threat**

The U.S. Department of Homeland Security defines an active shooter as an individual actively engaged in killing or attempting to kill people in a confined and populated area; in most cases, the victims are chosen at random.

Because active-shooter situations are often over within 10 to 15 minutes, before law enforcement arrives on the scene, individuals must be mentally and physically prepared to survive. (In 2014 Middlebury College began training all students, faculty, and staff in the "Run, Hide, Fight" protocol described below.)

If you are involved in a situation where someone has entered the area, the following is a list of actions that are recommended. These kinds of incidents are unpredictable. The guidelines provided are based on past experiences. Other actions may be necessary. If the individual poses an immediate threat to you, you may need to act using your best judgment.

### **Run, Hide, Fight\***

#### **If you can safely leave the area:**

- Exit the building immediately ("Run"). Tell anyone you may encounter to exit the building also.
- Leave the campus if you can safely do so. Attempt to let a supervisor or fellow worker know that you are leaving so that everyone can be accounted for.
- Call 911.
- Give the dispatcher the following information:
  1. Your name
  2. Location of the incident (be as specific as possible)
  3. Number of armed people involved (if known)
  4. Identification or description of armed persons
  5. Number of persons who may be at risk
  6. Your contact information and location

#### **If you are at immediate risk and exiting the building is not possible:**

- Go to the nearest room or office ("Hide").
- Close and lock the door.
- Cover the door windows.
- Keep quiet and act as if no one is in the room.
- DO NOT answer the door.
- Be aware that a fire alarm might have been pulled by an intruder.
- Identify/obtain an object in the room that can be used to incapacitate the armed person if she/he enters the room.
- If possible, call (or text, but only if you cannot speak safely) 911.
- Give the dispatcher the following information:
  1. Your name
  2. Location of the incident (be as specific as possible)
  3. Number of armed people (if known)

4. Identification or description of armed people
  5. Number of persons who may be at risk
  6. Your contact information and location
- Wait for local police or security to assist you out of the building.

**If an armed intruder enters the room and you are in immediate danger:**

- Commit mentally to incapacitating the intruder (“Fight”).
- Strike the intruder with an object and continue to strike until the intruder is incapacitated.
- Yell as you fight.
- Call 911 when possible.

\*Run, Hide, Fight: Surviving an Active Shooter Event is funded by the Regional Catastrophic Preparedness Grant Program, a Department of Homeland Security initiative (October 2012), produced by the city of Houston Mayor's Office of Public Safety and Homeland Security. Middlebury College uses it with permission for training purposes.

### **Earthquake Preparedness**

Falling objects cause most injuries during earthquakes, so remove heavy objects from shelves above beds or desks and place them on lower shelves. Secure freestanding cabinets, bookcases, and other tall furniture to the wall. If you can't secure them, place them where they're not likely to fall and cause injury. Desks, chairs, or beds should not be directly next to or under a window. If it is impossible to avoid such an arrangement, sit and sleep with your head away from the windows. Keep plants and other free-swinging objects away from windows so they will not break the windowpane.

At the first indication of an earthquake, **move to a safe area (under sturdy furniture, or braced in an interior door frame or interior corner)**, away from shelves and windows, and keep your face and head covered for protection from broken glass and falling debris. Remember to duck, cover, and hold.

**If you're inside**, don't rush outside, as there may be hazards from falling debris.

**If you're outdoors**, stay there. If possible, move to an open area away from buildings, trees, overhead power lines, brick walls, and falling objects. Stay low to the ground and look for hazards that may require moving to a safer area.

**If you're in a car**, pull over and stop in a safe area away from trees, power lines, bridges, overpasses, and buildings. Stay inside the car. If live wires should fall across the car, remain still until help arrives. Cars are usually well insulated and will provide protection against electricity.

Develop a personal emergency plan. Doing so will increase your personal safety if there is an earthquake, provide necessary resources and training for handling an earthquake's aftermath, and help put family and friends at ease. Keep a flashlight on hand, too, in case of power outages.

After an earthquake, local telephone lines and cellular service may have reduced capacity. Do not make calls immediately after an emergency unless you're in danger. That way, lines can remain available for emergency services.

To stay in contact with your relatives after an emergency, call an out-of-state friend or family member. Ask this person to call your relatives and friends and tell them you are safe.

## Campus Security and Access

### **Building Security**

Bennington College is private property. Community members may use campus facilities for public events in such buildings as the Visual and Performing Arts Center (VAPA), Student Center, art galleries, theaters, Crossett Library or as invitees to nonpublic campus events.

People visiting a specific office or facility should stop at the Campus Safety Office to obtain a visitor's parking pass. All vendors must have prior approval from the College and be registered with Campus Safety. Unauthorized people found on campus will be deemed trespassers and may be subject to criminal prosecution.

Some administrative buildings are secured during the evening, while some are open 24 hours a day. Those that remain open are Jennings Music Building, Deane Carriage Barn, Old Carpenter Shop, VAPA, CaPA, Dickinson and Tishman. The barn is locked at midnight.

Student houses are locked 24/7, and students may use the electronic card access for entry; interior student rooms have keyed locks that students are encouraged to utilize. If a student is locked out of their residence, they may contact Campus Safety for assistance. Campus Safety will confirm the person is registered by requesting to view photo identification. The person's name and housing unit will be recorded in the officer's daily log.

There are several areas on campus that are restricted from access without authorization. Authorization must be on file at the Campus Safety Office prior to access being granted. Valid College identification is necessary to confirm authorization for access.

Faculty, staff and students are required to carry their ID card at all times while on campus. Identification cards are issued by IT. This ID is required to access residential housing check out materials from the Library, to eat in the dining halls and etc. Identification must also be presented to a Campus Safety officer or other College official when requested.

### **Maintenance Issues**

Any work orders can be directed to [buildingsandgrounds@bennington.edu](mailto:buildingsandgrounds@bennington.edu). All other inquiries, will go to the offices for each language program. All emergencies will go through campus safety.

### **Crime Statistics**

In an effort to provide members of the campus community with information about campus crime and crime-related problems, the Middlebury College Department of Public Safety and other Middlebury at Bennington College officials, in compliance with the *Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act* and the [Violence Against Women Reauthorization Act of 2013](#), collect, publish and distribute the crime statistics in its Annual Security Report (see below). Statistical information is collected from Middlebury Campus Security Authorities, Bennington College Office of Campus Safety and local law enforcement. Middlebury does not officially recognize any student organizations that have non-campus housing or other non-campus locations, so it does not have a policy concerning the monitoring and recording by local police agencies of criminal activity by students at any such locations.

## **Crimes – Middlebury at Bennington College Campus**

Middlebury College contracts space and services at Bennington College between June through mid August each summer for its Language School programs. The crime statistics for Bennington College are collected for the applicable June through August time frame for each year and area listed below for the time period that Middlebury controls the space pursuant to the contract referenced above. This is the first year that Middlebury College will be at Bennington College campus and therefore there will be no statistics shown for any prior years. We will provide the definitions of Clery geography and crimes, which will be used to collect and report any 2022 crime statistics in the Annual Security Report for fall of 2023.

### **Definitions of Clery Geography Terms**

**On-campus:** Any building or property owned or controlled by an institution within the same reasonably contiguous geographic area and used by the institution in direct support of, or in a manner related to, the institution's educational purposes, including residence halls; and any building or property that is within or reasonably contiguous to the area as identified above, that is owned by the institution but controlled by another person, is frequently used by students, and supports institutional purposes.

**On-campus student housing facility:** Any student housing facility that is owned or controlled by the institution, or is located on property that is owned or controlled by the institution, and is within the reasonably contiguous geographic area that takes up the campus is considered an on-campus student housing facility. This definition includes the following types of housing:

- Undergraduate, graduate and married student housing
- Single family houses that are used for student housing
- Summer school(s) student housing
- Buildings that are used for student housing but also have faculty, staff or other individuals living there
- Buildings that are owned by a third party that has a written agreement with the institution to provide student housing
- Housing for officially and not officially recognized student groups that are owned or controlled by the institution or are located on property that the institution owns or controls
- Parking facilities and dining halls that are physically attached to and accessed directly from student housing facilities.

**Non-campus building or property:** Any building or property owned or controlled by an institution that is used in direct support of, or in relation to, the institution's educational purposes, is frequently used by students, and is not within the same reasonably contiguous geographic area of the institution.

**Public property:** All public property, including thoroughfares, streets, sidewalks, and parking facilities, that is within the campus, or immediately adjacent to and accessible from the Bennington College campus. There is no public property requirement for non-campus buildings and properties.

**"Controlled by":** This means that the institution (or an institution-associated entity) directly or indirectly rents, leases, or has some other type of written agreement (including an informal one, such as a letter or an email) for use of a building or property, or a portion of a building or property.

**"Reasonably contiguous":** This means a building or property the institution owns or controls that is in a location that is considered by students and employees to be, and treated as, part of the campus. This determination is made on a case-by-case basis by taking into consideration the circumstances of the campus and the location.

There are four general categories of crime statistics: criminal offenses, hate crimes, Violence Against Women Act (VAWA) offenses, and arrests and referrals for disciplinary action.

### **Definitions of Criminal Offenses**

**Criminal homicide/murder and non-negligent manslaughter:** the willful (non-negligent) killing of one human being by another.

**Criminal Homicide/Manslaughter by Negligence:** The killing of another person through gross negligence.

#### **Sexual Assault (Sex Offenses)**

Any sexual act directed against another person, without the consent of the victim, including instances where the victim is incapable of giving consent. This includes attempted sexual assaults. Sexual assault includes rape, fondling, incest, and statutory rape as defined below.

**Rape:** The penetration, no matter how slight, of the vagina or anus, with any body part or object, or oral penetration by a sex organ of another person, without the consent of the victim.

**Fondling:** The touching of the private body parts of another person for the purpose of sexual gratification, without the consent of the victim, including instances where the victim is incapable of giving consent because of their age or because of his/her temporary or permanent mental incapacity.

**Incest:** Sexual intercourse between persons who are related to each other within a degree wherein marriage is prohibited by law.

**Statutory rape:** Sexual intercourse with a person who is under the statutory age of consent.

**Robbery:** The taking or attempting to take anything of value from the care, custody, or control of a person or persons by force or threat of force or violence and/or putting the victim in fear.

**Aggravated assault:** An unlawful attack by one person upon another for the purpose of inflicting severe or aggravated bodily injury. This type of assault usually is accompanied by the use of a weapon or by means likely to produce death or great bodily harm. (It is not necessary that injury result from an aggravated assault when a gun, knife, or other weapon that could cause serious personal injury is used).

**Burglary:** The unlawful entry of a structure to commit a felony or a theft. For reporting purposes this definition includes offenses that are classified by local law enforcement agencies as burglary (any degree); unlawful entry with intent to commit a larceny or felony; breaking and entering with intent to commit a larceny; housebreaking; safecracking; and all attempts to commit any of the aforementioned.

**Arson:** Any willful or malicious burning or attempt to burn, with or without intent to defraud, a dwelling house, public building, motor vehicle or aircraft, personal property of another, etc.

**Motor vehicle theft:** The theft or attempted theft of a motor vehicle (e.g., automobile, truck, sport utility vehicle, bus, motorcycle, motor scooters, mopeds, all-terrain vehicles, self-propelled motor homes, snowmobiles, golf carts, motorized wheelchairs, etc.). This includes all cases where motor vehicles are taken by persons not having lawful access even though the vehicles are later abandoned, including joyriding.

**Unfounded crimes:** For Clery Act purposes a crime can be determined to be unfounded only after a full investigation by sworn law enforcement personnel and after the sworn law enforcement officer makes a formal determination that the report is false and baseless. (Note: Since the program at Bennington started in 2022, there will be no statistics provided for previous years.)

## **Definitions of Hate Crime Offenses**

**Hate Crimes:** A crime reported to local police agencies or to a campus security authority that manifests evidence that the victim was intentionally selected because of the perpetrator's bias against the victim.

For the purposes of this section, the categories of bias include the victim's actual or perceived race, religion, gender, gender identity, sexual orientation, ethnicity, national origin and/or disability. All of the Criminal Offenses listed above (except for manslaughter by negligence) and the additional crimes of larceny-theft, simple assault, intimidation, or destruction/damage/vandalism of property, that manifests such evidence, will be recorded as a hate crime. Middlebury is required to list the category of bias to the extent possible. The definitions for each category of bias can be found on the Department of Public Safety's website at: <https://www.middlebury.edu/offices/health/publicsafety/csa#reported> or in the [Handbook for Campus Safety and Security Reporting](#) 2016 Edition (pp. 3-25-3-27).

Timely response to these incidents is crucial. Failure to report allows the incidents to remain hidden and may even allow them to escalate. Middlebury takes all reports seriously and will thoroughly investigate every incident and work with local law enforcement agencies whenever necessary. Reports can be filed with the Department of Public Safety (Middlebury College), Campus Safety (Bennington College), Vice President for Academic Affairs & Dean of Language Schools, Title IX Coordinator/Compliance Officer, Human Resources, a human relations officer, or a campus security authority.

## **Definitions of Violence Against Women Act (VAWA) Offenses**

***Sexual assault (rape, fondling, incest, and statutory rape) are VAWA offenses. For Clery Act reporting purposes these offenses are included in the Criminal Offenses definitions and statistical chart above.***

**Domestic violence:** A felony or misdemeanor crime of violence committed by a current or former spouse or intimate partner of the victim; by a person with whom the victim shares a child in common; by a person who is cohabitating with or has cohabitated with the victim as a spouse or intimate partner; by a person similarly situated to a spouse of the victim under the domestic or family violence laws of the jurisdiction in which the crime of violence occurred; or by any other person against an adult or youth victim who is protected from that person's acts under the domestic or family violence laws of the jurisdiction in which the crime of violence occurred.

**Dating violence:** Violence committed by a person who is or has been in a social relationship of a romantic or intimate nature with the victim. The existence of such a relationship shall be determined based on the reporting party's statement and with consideration of the length of the relationship, the type of relationship, and the frequency of interaction between the persons involved in the relationship. For the purposes of this definition, dating violence includes, but is not limited to, sexual or physical abuse or threat of such abuse; and dating violence does not include acts covered under the definition of domestic violence.

**Stalking:** Engaging in a course of conduct directed at a specific person that would cause a reasonable person to fear for the person's safety or the safety of others, or suffer substantial emotional distress. "Course of conduct" means two or more acts, including, but not limited to, acts in which the stalker directly, indirectly, or through third parties, by any action, method, device, or means, follows, monitors, observes, surveils, threatens, or communicates to or about a person, or interferes with a person's property. "Reasonable person" means a reasonable person under similar circumstances and with similar identities to the victim. "Substantial emotional distress" means significant mental suffering or anguish that may, but does not necessarily, require medical or other professional treatment or counseling.

## **Definitions: Weapon, Drug, and Liquor Law Violations**

**Arrest:** Persons processed by arrest, criminal citation or summons.

**Referral for Disciplinary Action / Disciplinary Referral:** The referral of any person to any official who initiates a disciplinary action of which a record is established and which may result in the imposition of a sanction.

**Weapon Law Violation:** The violation of laws and ordinances prohibiting the manufacture, sale, purchase, transportation, possession, concealment, or use of firearms, cutting instruments, explosives, incendiary devices or other deadly weapons. This classification encompasses weapons offenses that regulatory in nature. Classification also includes: manufacture, sale, or possession of deadly weapons; carrying deadly weapons, concealed or openly; using, manufacturing, etc., of silencers; furnishing deadly weapons to minors; aliens possessing deadly weapons; and attempts to commit any of the above. This type of violation is not limited to “deadly” weapons; it also applies to weapons used in a deadly manner.

**Drug Abuse Violation:** The violation of laws prohibiting the production, distribution and/or use of certain controlled substances and the equipment of devices utilized in their preparation and/or use. The unlawful cultivation, manufacture, distribution, sale, purchase, use, possession, transportation or importation of any controlled drug or narcotic substance. Arrests for violations of state and local laws relating to the unlawful possession, sale, use, growing, manufacturing, and making of narcotic drugs. The relevant substances include, but are not limited to: Opium or cocaine and their derivatives (morphine, heroin, codeine); marijuana; synthetic narcotics - manufactured narcotics that can cause true addiction (Demerol, methadone); dangerous non-narcotic drugs (barbiturates, Benzedrine); bath salts and their derivatives; and illegally obtained prescription drugs.

**Liquor Law Violation:** The violation of state or local laws or ordinances prohibiting: the manufacture, sale, purchase, transportation, possession, or use of alcoholic beverages; transporting, furnishing, possessing of intoxicating liquor (i.e. under the age of 21); maintaining unlawful drinking places; bootlegging; operating a still; furnishing liquor to minor or intemperate person; using a vehicle for illegal transportation of liquor; drinking on a train or public conveyance; and all attempts to commit any of the aforementioned. Drunkenness and driving under the influence are not included in this definition, nor is possession of alcohol by an individual 21 years of age or older where such possession is in violation of College policy (i.e. at an unregistered party).

## **Crime Prevention**

All residential life staff and first year students receive Emergency Preparedness Training and training on active threat response titled "Run, Hide, and Fight" and are informed on how to contact the police by calling 911 or by calling Bennington Campus Safety 802.447.4250. The Emergency Preparedness and active threat training can also be accessed online at any time on Middlebury's Emergency Response website: <http://www.middlebury.edu/er/general>.



All new benefits eligible employees attend New Employee Safety Training. This training program includes a session on Emergency preparedness, including a review of the College's emergency protocols and a viewing of the video "Run, Hide, Fight: Surviving and Active Shooter Event." This program is also delivered to new faculty as part of new faculty orientation. Training is also given to some departments on an annual basis or upon request. New employees also attend an orientation during which a number of safety-related topics are addressed including the role of Public Safety, how to contact Public Safety, and the emergency response system (including instructions on entering contact information for the system).

Short-term employees (e.g., employees who work from a few hours to a few weeks each year) receive information via email and print.

Middlebury can offer the following suggestions about personal safety issues. These are, of course, only general observations; you must decide what is most prudent for keeping yourself and your property safe in particular situations.

### **Personal Safety**

Here is how you can do your part:

- Be aware of your vulnerability; follow the measures of self-protection and property protection outlined here.
- Be alert for suspicious or criminal activity and for conditions that may represent hazards to the community.
- Get involved by becoming more security conscious and by reporting all incidents of suspicious or criminal activity, no matter how insignificant they may appear, immediately to the Public Safety or a Campus Security Authority.
- Remember that unreported crimes cannot be solved. This allows the perpetrators to commit additional, and possibly more serious, crimes.

### **Walking or Running Safety**

- Avoid traveling alone at night. Instead, travel in pairs.
- Avoid dark, vacant, or deserted areas; use well-lit, regularly traveled pathways. Runners, walkers, or joggers should face traffic. If you're out after dark, use extra precautions: stay in pairs, travel well-lit areas, and wear reflective clothing or tape.
- Dress sensibly. Don't flaunt expensive jewelry or carry large amounts of cash.
- Always let someone know where you are going and when you will return.
- Be alert and aware of your surroundings at all times. Walk purposefully and confidently. Keep moving.
- Do not hitchhike or accept rides from casual acquaintances.
- When walking to your residence or vehicle, keep your keys in hand.
- When a private vehicle or taxi drops you off at your residence, ask the driver to wait until you get inside.
- If you are threatened by an approaching vehicle, run in the opposite direction. The vehicle will have to turn around to follow you.

- If you think you're being followed or feel threatened, increase your pace and move away from the threat; join any group of people nearby; cross the street, and, if necessary, keep crossing back and forth. If someone pursues you, run to a business, residence, or well-lit area. Call for help, scream, or raise a commotion. Enlist the aid of a passerby. Find a phone and dial 911 or pull a fire alarm. Do anything that will attract attention or summon assistance. If you are walking alone and someone passes you, check to make sure that person is continuing to walk in the other direction.
- If you are confronted by an assailant, yell and struggle. Keep your head and assess the situation.

### **Residence Halls and Private Residences**

- Lock your room door and windows when you go to sleep or when you leave, even if only briefly; take your keys with you.
- Immediately report defective locks on your windows and doors. Do not put your name and address on key rings. Do not attach your keys to your ID card.
- Don't keep your residence and your vehicle keys on the same ring.
- If you lose your residence keys, the locks will be changed. Notify Bennington Campus Safety. Do not study in poorly lit, secluded areas.
- Require visitors to identify themselves before you open your door. Request official identification from all repair or service personnel.
- Get to know your neighbors so you can help one another.
- If you discover someone has entered your room, DO NOT GO IN. Go to a neighbor and call Public Safety (for College housing) or the local law enforcement authorities (for private residences). If you're already inside, DO NOT TOUCH ANYTHING. You may disturb evidence important to a police investigation.
- If you are awakened by an intruder, do not try to apprehend them. They may be armed or may easily arm themselves with something in your room. Attempt to get out of the room if it is possible.
- If you see a suspicious person or vehicle, either on campus or in your neighborhood, IMMEDIATELY contact Bennington College Campus Safety or the local law enforcement authorities. Try to get the license plate number, state, and description of the vehicle, but do not chase the car to do so.
- Do not prop open doors to residence halls or other College buildings.
- People outside the College community are prohibited from soliciting in residence halls. If you see an outside solicitor in the dorms, immediately report this to Public Safety.

- Do not yell or attempt to detain peeping toms, who may panic and react unpredictably. If the offender runs away, and you can safely observe this person, watch to see if this person gets into a car, goes to another dorm, etc. Also observe the person's physical bearing. Then immediately report the incident by calling Bennington Campus Safety, or one of the other emergency numbers listed above for other campuses.
- Hang up on obscene, harassing, or annoying phone calls. Do not respond to harassing text messages, nor try to find out who the caller is even if you think it's a friend playing a joke. Keep the message or text and then report its contents to Public Safety. This will be useful to the Public Safety officer or the police, if there is a police report.

### **Use of Athletic Facilities**

- Avoid using the athletic facilities alone, especially after dark or during off hours.
- Use the buddy system. Work out with a friend, and go to and from the gym together.
- Confine your running and jogging to the daylight hours and to well-traveled areas. If jogging on the roads, wear bright-colored clothes.
- Avoid showering alone in the locker room. Or shower back at your residence.
- Avoid bringing cash, wallets, watches, or other valuables to the athletic facilities. Do not leave valuables unattended or in coat rack areas.
- Keep your locker locked whenever unattended. This includes those times you leave to shower or visit the trainer, the equipment room, etc. Most thefts at the athletic facilities stem from unlocked lockers or property left unsecured in the locker-room area.

### **In the Locker Room**

- If there is someone with you in the locker room, and if you are comfortable doing so, ask them to wait for you, so you will not be showering alone.
- Immediately report all incidents of voyeurism to Public Safety.
- If you encounter an intruder:
  - Call loudly for help. Your call for assistance should carry into the hallway.
  - Keep out of the intruder's way, and do not attempt to prevent the intruder from leaving.
  - Try to exit the locker room quickly.
  - Observe the intruder so you can later describe the person.
  - Immediately notify the police by using an emergency phone to dial **911**.

## **Safety While Driving**

- Immediately report all suspicious people or vehicles around parking areas to Public Safety.
- When you park, keep your vehicle locked and the windows rolled up.
- Have your key ready when you approach your car. Check inside and under your car to make sure no one is hiding in either place.
- Never leave your vehicle unattended with the engine running.
- Choose to park in well-lit lots, preferably in heavily traveled areas.
- Lock all packages, luggage, and valuables in the trunk or out of sight.
- Keep spare keys in your wallet or purse, not inside the vehicle.
- If your car breaks down, open the hood and then stay locked inside the vehicle. If someone stops to help, do not open your window or door, but ask that this person call for assistance.
- If you're unfamiliar with the location you are heading to, ask someone for specific directions before you leave.
- If you get lost, do not pull over until you find a well-lit public area where you can ask for directions.
- If you suspect you are being followed, drive to a well-lit public area and call the police.
- If someone with a weapon confronts you, wanting your vehicle, give the car up. It is not worth potentially being injured or losing your life over it.

## **Protection of Property**

Most crimes committed on College campuses involve the theft of personal property. Larcenies are crimes of opportunity and occur primarily when property is left in unlocked or unattended areas.

- Avoid bringing large amounts of cash or valuables to campus or your residence.
- Keep valuable items out of sight. If you must keep cash or valuables in your room, do not store them in obvious hiding places like desks or dressers.
- Never lend out the key to your room or residence.
- If you live in a dormitory, take your room key to the shower with you. Do not leave it in your robe or clothing, where someone going through your pockets could find it.
- When leaving your vehicle at a service station or parking garage, leave only the ignition key.
- When leaving for vacation, store valuable electronic equipment out of sight, and during summer recess, do not leave valuables in student storage areas. These areas are not secure and the College is not responsible for property loss. Public Safety does have a secure storage area.
- Check with your family insurance agent to determine if your property is covered under your parents' homeowner's insurance. If not, consider purchasing your own insurance.

## **Internet Safety**

Generally, Internet fraud is any scheme that uses one or more components of the Internet—including chat rooms, email, message boards or websites—to present fraudulent solicitations, to conduct fraudulent transactions, or to transmit the proceeds of fraud to either financial institutions or others involved in the scheme.

What are the major types of Internet fraud?

- Auctions and retail schemes; online auctions are the primary avenue for Internet fraud
- Business-opportunity or work-at-home schemes
- Identity theft and fraud
- Investment schemes
- Credit card offers
- Credit repair
- Vacation prize promotions
- International money offers: someone claiming to be an international official promises big profits in exchange for help moving large sums of money to a foreign country.
- Advance-fee loans
- Internet-access services
- Health and diet scams
- Free goods, such as long-distance phone cards, computers, electronics, etc.
- Cable-descrambler kits

## **Filing Complaints about Internet Fraud**

You can file complaints about specific types of fraud. For commodities fraud, contact the Commodity Futures Trading Commission (CFTC). For securities fraud, contact the SEC Enforcement Division Complaint Center or your state securities regulators. If you think you have been the victim of an Internet fraud scheme, you can also file a complaint online with the Internet Crime Complaint Center, a joint project of the FBI and the National White Collar Crime Center.

Further Information may be located at these government websites:

[U.S. Department of Justice](#)

[Internet Crime Complaint Center](#)

[Federal Deposit Insurance Corporation](#)

[Securities and Exchange Commission](#)

And at these nongovernmental websites:

[Better Business Bureau](#)

[Fraud.org](#)

[Internet Scambusters](#)

[National Cyber Security Alliance](#)

## **Bicycling Security**

- Retain the original purchase documentation, including the serial number.
- Always lock your bike. Optimally, bikes should be locked around the frame and through both wheels, as well as secured to a bike rack.
- Do not lock your bike to a tree, bench, or handrail.
- Invest in a strong bicycle lock or strong padlock and chain. Chains should be case-hardened steel with links at least 5/8-inch in diameter.
- Utilize bike storage rooms if available. If you leave your bicycle outside, keep it in a well-lit and heavily traveled location.
- Find out if your parents' or your insurance policy covers your bicycle. If not, consider insuring it.

## **Bicycling Safety**

- Bike riders are responsible for their own safety, and Middlebury and Bennington do not make or enforce rules about bike riding. Nonetheless, it is consistent with good common sense that you should ride responsibly and always wear a helmet, not weave or change lane positions, always leave at least three feet between yourself and obstacles such as parked cars or poorly maintained shoulders, and make sure that your brakes and other components of your bicycle are in working order.
- Vermont state law requires a white front light and red rear light for night riding. Also, wearing bright, reflective clothing will increase your visibility and help reduce conflicts.
- Generally, bicyclists should ride with the flow of traffic, on the road's right-hand side.
- Do not ride the wrong way on a one-way street.
- Cyclists should obey all traffic laws and always use hand signals when turning.
- Pay attention to your surroundings: keep alert, do not wear headphones, and warn pedestrians or fellow riders when you are passing them. Also, warn vehicle drivers if their driving places you in danger.
- Take extra care when passing parking lot exits or biking through a parking lot.
- Walk bicycles across crosswalks to avoid bicycle/vehicle collisions.

## **Notification Regarding Missing Students**

If there is reason to believe that a student may be missing, whether or not the student resides on campus, all possible efforts will be made to locate the student. If a student is missing from the Middlebury at Bennington summer Language Schools program, immediately report this to the Program Coordinator, Operations Manager, your Language School director, or Bennington College Campus Safety. In some circumstances—for example, a reported kidnapping or a missing child, Campus Safety will notify the police immediately. If a student younger than 18 and not emancipated is missing, Bennington Campus Safety will work with Middlebury College and they will notify the student's custodial parent(s) or guardians (in addition to notifying any additional contact person designated by the student) as soon as practical and no later than 24 hours from the time the student is determined to be missing.

Students attending any Middlebury College residential program may designate a confidential contact person in the event they go missing. This person can be anyone and does not need to be the same as the student's emergency contact(s). The College has a form on BannerWeb that allows students to register this contact. BannerWeb maintains the contact person's information in a confidential area, separate from the student's emergency contact information. The information will be accessible only to authorized campus officials and may not be disclosed, except to law enforcement personnel in furtherance of a missing person investigation. If a student is missing, authorized campus officials and law enforcement officers will have access to this designated contact and will communicate with the person no later than 24 hours from the initial report.

Regardless of whether the student has identified a contact person, is above the age of 18, or is an emancipated minor, Middlebury or Bennington will inform the local law enforcement agency that has jurisdiction in the area within 24 hours of the time the student is determined to be missing.

### **Reporting to Law Enforcement**

If you wish to consider what is involved in making a police report, you may also find the following summaries from the Vermont Network Against Domestic and Sexual Violence helpful. Please note, however, that the information herein does not constitute legal advice and may be amended from time to time. Individuals should consult their counsel or other local resources to ensure complete and accurate information.

#### **What will the police do if I report?**

If you tell the police about what happened to you they may arrest and charge the person who assaulted you with a particular crime(s). Because this is the criminal system, the police will have to decide whether what happened to you was a crime and when there is "probable cause."... They will then decide whether or not to charge and arrest the perpetrator. A person charged with a crime is called a defendant. The choice of reporting a sexual assault to the police can be difficult. Advocates from your local network program are available to provide you more information about reporting and can support you in whatever you decide is right for you.

#### **What happens after the perpetrator is arrested?**

An arrest is the beginning of the criminal process. Once someone is arrested they may be released immediately, released at any point in the criminal process or, in severe cases, remain in jail. This will depend on many complicated legal factors. Defendants released from jail before the end of the case will be given "conditions of release" by the court. This is an order that the defendant must follow while the criminal case is going forward. Often the conditions will tell the defendant not to have contact with you as the victim of the crime. As a victim of a crime you have the right to know if and when the defendant is getting released from jail and the defendant's conditions of release. Some victims may have increased safety concerns following an arrest. You may call your local Network program for more information and support.

## **Prosecution of crimes of sexual violence**

Following a charge/ arrest, the police transfer the case to the prosecutor, also called the state's attorney. A prosecutor is a lawyer who works for the state through the state's attorney's office. The state's attorney's job is to continue to gather evidence to prove that the defendant committed the crime and to prepare the case against the defendant. The state's attorney decides how to proceed with the criminal case.

## **State's Attorneys' Victim Advocates**

The state's attorney's office also has its own victim advocates. They provide information and updates on the case. They can also offer support and help with communicating your concerns and questions to the state's attorney. Because these advocates work for the state's attorney, they are not confidential. This means that the state's attorney's advocates may be required to share relevant information you share about the case with the state's attorney.

## **Additional Information from the National Domestic Violence Hotline:**

A protective order is an official legal order issued by a state court that requires the abusive person to stop the violence and abuse and maintain a certain distance from the victim. Depending on where you live, it can also be called a restraining order, protection order, an injunction, or an order of protection.

### *How do I get a protective order?*

Different states have different processes, but as a general rule, appropriate forms have to be filled out and submitted to the county court. A court date will be scheduled and both parties will be notified. If you are under 18, you will likely need parental consent.

### *Why would I get a protective order?*

A protective order is legal protection against the abusive partner and can be enforced by police. Special provisions can be requested such as custody of children, continued financial support, getting the abuser to leave the residence, etc. Some states also require the abusive partner to surrender their firearms.

It's important to note that while a protective order may help keep an abusive partner away from you, it does not work in every case. Some abusive partners continue to contact and abuse their partners despite the presence of a protective order. Some may become even more dangerous after an order is filed because it threatens their power and control over the relationship. While you cannot predict someone's behavior, you know your situation best, and it's a good idea to consider how your partner might react based on what you know about them before obtaining a protection order.

### *What happens when I get a protective order?*

When the abuser does something that the court has ordered them not to do, or doesn't do something the court has ordered them to do, they may have violated the order. You can ask the police or the court (or both, depending on the violation) to enforce the order. If you are not able to contact the police when the violation occurs, they should take a report if you call them soon afterwards. In some cases, violating a protective order might result in a misdemeanor or felony criminal conviction and punishment. These types of violations can also later be addressed by a civil court, and it is often a good idea to bring them to the court's attention.



Things to consider before obtaining a protective order:

- PROS: You will have legal documentation of protection; the abuse may stop; provisions can be made for children, finances, etc.; [can still be enforced if you move or leave your home state](#). See <http://www.womenslaw.org/>.
- CONS: You will have to see the abusive partner in court; abuse may not decrease/abusive partner may not obey the order; some orders are not always enforced.

Please note that police reports and protective orders are just parts of an overall [safety plan](#) and do not guarantee your safety from an abusive partner. *Remember, you are the most knowledgeable person about your own situation, and you must use your own judgment about what is best for you.* If you are considering taking legal steps against an abusive partner, we strongly recommend that you get in touch with a legal advocate, and we can help you find one in your area. Please call us at 1-800-799-7233 or chat online from 7am-2am CST (Central Standard Time).

## Sex Offender Registry

### **Campus Sex Crime Prevention Act**

The federal Campus Sex Crimes Prevention Act requires higher education institutions to issue statements advising campus communities about where they can obtain law enforcement-agency-based, state-provided information concerning registered sex offenders.

In Vermont convicted sex offenders must register with the Vermont Crime Information Center (VCIC), which is maintained by the Vermont Department of Public Safety. Any person requesting, in accordance with the law, information on specific offenders may obtain that information. See [Sex Offender Registry](#). You may also contact the [Vermont Crime Information Center](#)'s website or (802) 241-5400.

According to the State of Vermont's Department of Public Safety Crime Information Center, local law-enforcement agencies and the Vermont Crime Information Center are authorized to release relevant registry information to the public when requestors can articulate a specific concern about their safety or the safety of another. State statute requires that the requestor provide the subject's name as the basis for the query. Queries made to law enforcement agencies or Vermont Crime Information Center may not be done by street address, town or county.

The registry information may also be disclosed to the following agencies, organizations, or persons:

- Local, state, and federal law-enforcement agencies exclusively for law-enforcement purposes;
- State and federal governmental agencies for the exclusive purpose of conducting confidential background checks;
- Any employer, including a school district, who is authorized by law to request records and information from the Vermont Crime Information Center where such disclosure is necessary to protect the public concerning persons required to register under this subchapter;
- A person identified as a sex offender in the registry for the purpose of reviewing the accuracy of any record relating to them.

**The registry is prohibited from releasing lists of offenders in response to general questions regarding sex offenders' whereabouts in particular communities. Victims' identities shall not be released.**

See also State of Vermont Department of Public Safety Vermont Crime Information Center [Sex Offender Registry](#).

### **Contact Information**

#### **Vermont Sex Offender Registry**

45 State Drive

Waterbury, VT 05671-1300

Tel: 802.241.5400

Fax: 802.241.5552

Email: [DPS.SOR@vermont.gov](mailto:DPS.SOR@vermont.gov)

### **Annual Drug-Free Schools and Communities Act Notice**

The Drug-Free Schools and Communities Act of 1989 requires that Middlebury College ("Middlebury") annually notify all students, faculty, and staff of the following:

- Middlebury's standards of conduct, which prohibit the unlawful possession, use, or distribution of illegal drugs and alcohol by students and employees on Middlebury property or in connection with any activities or programs sponsored by Middlebury.
- A description of Middlebury's disciplinary sanctions that will be imposed on students and employees for the unlawful possession, use, or distribution of illegal drugs and alcohol, up to and including expulsion or termination of employment.
- A description of applicable sanctions under federal, state, and local law for the unlawful possession, use, or distribution of illegal drugs and alcohol.
- A description of the health risks associated with the use of illegal drugs and the abuse of alcohol.
- A description of any drug or alcohol counseling, treatment, rehabilitation, or re-entry programs that are available to employees or students.

### **Middlebury's Alcohol, Tobacco and Drug Policies**

Middlebury's [Alcohol, Tobacco and Other Drugs Policy](#), applies to students and employees, and contains the required information regarding Middlebury's standards of conduct and disciplinary sanctions regarding the unlawful possession, use, or distribution of illicit drugs and alcohol. The list of sanctions in the policy applicable to students is in the section titled [Disciplinary Sanctions for Students](#). Sanction information for employees is in [Disciplinary Sanctions for Faculty and Staff](#), and discipline will be handled in accordance with the Middlebury's existing disciplinary procedures applicable to faculty and staff.

See also: [Employee Handbook](#), pp. 28 & 31

Printed copies of Middlebury's Alcohol, Tobacco and Other Drugs Policies (referenced above) are available upon request from the appropriate program contact:

### **Local Law (Town of Bennington Ordinance)**

It shall be unlawful for any person to drink malt, vinous or spirituous liquors upon any public street, alley, sidewalk, parking space, or publicly-owned land nor in or upon any motor vehicle while moving or stationary in said places. These acts are also unlawful on any privately owned land which is provided for use by the public. Possession upon ones person of any open container of any such liquor in any such place shall be prima facia evidence of a violation hereof.

### **Information and Resources**

The use of illicit drugs and the unlawful possession and use of alcohol is wrong and potentially harmful. Abuse of alcohol and drugs can have a dramatic impact on professional, academic, and family life. We therefore encourage staff, faculty, and students experiencing difficulty with drugs or alcohol to contact one of the many resources available on or off campus. It is important that all members of our community know where help is available for those who need it. Resources and information regarding health risks and resources are available below.

#### **Health Risks Associated with Alcohol**

*According to the CDC (Center for Disease Control):*

“Drinking too much can harm your health. Excessive alcohol use led to approximately 88,000 deaths and 2.5 million years of potential life lost (YPLL) each year in the United States from 2006 – 2010, shortening the lives of those who died by an average of 30 years. Further, excessive drinking was responsible for 1 in 10 deaths among working-age adults aged 20-64 years. The economic costs of excessive alcohol consumption in 2010 were estimated at \$249 billion, or \$2.05 a drink.”

#### **[CDC Fact Sheets: Alcohol Use and Your Health](#)**

##### **The Standard Measure of Alcohol**

In the United States, a standard drink is any drink that contains 0.6 ounces (14.0 grams or 1.2 tablespoons) of pure alcohol. Generally, this amount of pure alcohol is found in

- 12-ounces of regular beer or wine cooler.
  - 8-ounces of malt liquor.
  - 5-ounces of wine.
- 1.5-ounces of 80-proof distilled spirits or liquor (e.g., gin, rum, vodka, whiskey).

##### **What is Excessive Drinking?**

Excessive drinking includes binge drinking, heavy drinking, and any drinking by pregnant women or people younger than 21.

- Binge drinking
  - For women, 4 or more drinks during a single occasion.
  - For men, 5 or more drinks during a single occasion.
- Heavy drinking
  - For women, 8 or more drinks per week
  - For men, 15 or more drinks per week

According to the *Dietary Guidelines for Americans*, if you drink alcoholic beverages, do so in moderation, which is defined as no more than 1 drink per day for women and up to 2 drinks per day for men. However, there are some persons who should not drink any alcohol, including those who are:

- Pregnant or may be pregnant.
- Taking certain prescription or over-the-counter medications that can interact with alcohol.
- Younger than age 21.
- Recovering from alcoholism or are unable to control the amount they drink.
- Suffering from certain medical conditions.
- Driving, planning to drive, or participating in other activities requiring skill, coordination, and alertness.

By adhering to the *Dietary Guidelines*, people can reduce the risk of harm to themselves and others.

#### Short-Term Health Risks

Excessive alcohol use has immediate effects that increase the risk of many harmful health conditions. These are most often the result of binge drinking and include the following—

- Injuries, such as motor vehicle crashes, falls, drownings, and burns.
- Violence, including homicide, suicide, sexual assault, and intimate partner violence.
- Alcohol poisoning, a medical emergency that results from high blood alcohol levels.
- Risky sexual behaviors, including unprotected sex or sex with multiple partners. These behaviors can result in unintended pregnancy or sexually transmitted diseases, including HIV.
- Miscarriage and stillbirth or fetal alcohol spectrum disorders (FASDs) among pregnant women.

#### Long-Term Health Risks

Over time, excessive alcohol use can lead to the development of chronic diseases, neurological impairments and social problems. These include but are not limited to—

- High blood pressure, heart disease, stroke, liver disease, and digestive problems.
- Cancer of the breast, mouth, throat, esophagus, liver, and colon.
- Learning and memory problems, including dementia and poor school performance.
- Mental health problems, including depression and anxiety.
- Social problems, including lost productivity, family problems, and unemployment.
- Alcohol dependence or alcoholism.

Source: [CDC Fact Sheets: Alcohol Use and Your Health](#)

See also:

[CDC: Alcohol and Public Health Rethinking Drinking](#)

[Blood Alcohol Concentration](#)

Determining how, when, and how much alcohol to drink can be difficult for many individuals who are faced with social pressure, limited information about alcohol use, and often a lack of prior experience. It is important to know that there a point at which what are often considered some of the desirable effects of alcohol (e.g. a sense of euphoria, increased social confidence, lowered inhibitions) diminish and undesirable effects (e.g. nausea, loss of motor control, depressed feelings) increase.

Understanding blood alcohol content (BAC) is helpful in determining where the plateau of desirable effects might be for individuals. BAC is estimated using a person's weight, sex, the number of standard drinks consumed (see the guide below for measuring standard drinks), and the time during which those drinks were consumed. BAC estimations do not account for an individual's metabolic rate or tolerance for alcohol. Remember that a standard drink for BAC calculation purposes may be different than what individuals may consider a typical amount of alcohol to consume.

[Standard Drinks. A Teaching Tool](#)  
[BAC Calculator](#)

#### Health Risks Associated with Drugs:

*According to the United States Drug Enforcement Agency:*

“You hear about drugs on TV and in the movies, on the radio, in books and magazines, on the Internet, and in daily conversation with friends and peers. Some of the information is accurate, but a lot of it is not.

*Here are a few realities to consider:*

- You can't predict the effect that a drug can have on you—especially if it's the first time you try it, and even if it's a small amount or dose. Everyone's brain and body chemistry are different. Everyone's tolerance for drugs is different.
- Using drugs can lead to abuse, addiction, serious health problems, and even death.
- Drugs that are legal—prescription and over-the counter (OTC) medications—can be just as dangerous as illegal drugs.

#### **Resources**

For more information about drugs and alcohol please visit Middlebury's Health and Wellness Education site on [Drugs](#) and [Alcohol](#) including alcohol safety strategies, caffeinated alcoholic drinks, and the warning signs of alcohol poisoning.

#### **National resources and references on drugs and alcohol include:**

[National Institute on Alcohol Abuse and Alcoholism:](#)

[College Drinking - Changing the Culture:](#)

[National Institute on Drug Abuse:](#)

[Higher Education Center for Alcohol and Other Drug Abuse and Violence Prevention:](#)

[The Partnership at Drugfree.org](#)

[Substance Abuse and Mental Health Services Administration:](#)

[Centers for Disease Control and Prevention:](#)

[Commonly Abused Drugs:](#)

[Drug Enforcement Administration:](#)

## **Care and Treatment**

*What can I do if I or someone I know has a drinking or drug abuse problem?*

Consult your personal health care provider if you feel you or someone you know has a drinking problem. Other resources include the **National Drug and Alcohol Treatment Referral Routing Service** available at 1-800-662-HELP. This service can provide you with information about treatment programs in your local community and allow you to speak with someone about alcohol problems.

### **Middlebury's Vermont-Based Programs**

[Parton Center for Health and Wellness](#) - Centeno House (Students)

[Health Service](#): 802.443.5135

[Counseling](#): 802.443.5141

Brief Alcohol Screening for College Students (BASICS): 802.443.5141

[Employee and Family Assistance Program](#): (866.660.9533) (faculty and staff)

[Alcoholics Anonymous/Local AA Meetings](#)

[Vermont Drug Treatment](#)

[Vermont Department of Health](#)

[Friends of Recovery-Vermont](#)

### **Middlebury College Drug-Free Schools and Communities Act AOD Program Biennial Review**

In addition, under the Drug Free Schools and Communities Act and regulations Middlebury conducts a biennial review that;

1. determines the effectiveness of Middlebury's AOD program and implements changes, if needed and
2. ensures consistent sanction enforcement for violations of Middlebury's Alcohol and Other Drugs Policy.

The Biennial Review and accompanying materials are maintained in the Dean of Students Office.

## **Firearms and Weapons Policies**

### **Middlebury College Weapons Policy**

Possession of dangerous, potentially dangerous, or unauthorized materials such as explosives, firearms, or other weapons (whether or not loaded with ammunition) on College property is strictly prohibited. This includes, but is not limited to: guns, paintball guns, bb guns, ammunition, knives, fireworks, and combustible or hazardous material. Employees may not carry such materials on to College property in their vehicles or by other means. The Director of Campus Safety may authorize in writing specific exceptions for job-related activities for other personnel. Students using such material for academic purposes must arrange with their faculty members or departmental coordinators to store the said material away from College houses in an approved and properly secured space. Campus Safety must be notified of any such material.

## **Definitions**

"Explosive" is defined as any material, liquid, or substance that causes a sudden, instantaneous release of air, pressure, gas, and heat, including bombs, grenades, rockets and fireworks.

"Firearm" is defined as any weapon, whether loaded or unloaded, which will expel a projectile by the action of an explosive such as but not limited to a pistol, revolver, handgun, rifle (bolt action, lever action, pump action, semi-automatic, and single-shot), gun, machine gun or shotgun.

"Knife" is defined as a blade six inches or longer in length or with blades less than six inches that, by design, can be used as weapons, such as switchblades or double-edged blades.

## **Fire Safety Report**

### **Residential Fire-Systems Descriptions at Bennington College Campus**

All on-campus residence halls are equipped with automatic fire sprinkler systems and automatic fire and carbon monoxide alarm systems that notify occupants and initiate a Campus Safety or local fire department response, and portable fire extinguishers for use by trained persons. Cooking equipment, including kitchens designated for student use, are protected by automatic fire heat detection devices. All fire protection systems are inspected regularly by Bennington College staff and qualified contractors.

### **Fire Evacuation Drills**

Bennington Campus Safety will conduct one fire drill during the Middlebury Summer Program. Bennington will conduct one drill in residential buildings during the summer programs.

### **Fire Safety Education and Training programs**

The Environmental Health and Safety coordinator conducts trainings for faculty, staff and students. All new employees are trained on fire safety and evacuation procedures. Annual training on fire safety, fire extinguisher and evacuation procedure is required for Facilities Services staff and Dining staff. During residential life orientation, the residential life staff attend a training. The training includes a video on dorm safety, use of a fire extinguisher, building evacuation procedures and the process for conducting fire safety checks in student dorm rooms.

To help prevent fires on campus, please observe the following:

- Keep room entries, exits, and hallways free of potential obstructions, such as boxes, bicycles, and mattresses.
- Don't overload outlets.
- Avoid using extension cords whenever possible.
- Don't build or place anything over the room's radiator that will disrupt the free flow of air around it.
- Always leave magnifying mirrors face down so they won't magnify sunlight.
- You may not use candles, halogen lamps, heat lamps, or portable heaters.
- Avoid hanging lights and paper together. Don't hang lights or streamers on the side of doors facing corridors.
- No smoking.

## **Fire Evacuation Procedure for Students and Employees**

Familiarize yourself with your building's evacuation procedures. Locate the nearest exit and fire extinguisher.

- If you smell smoke or detect a fire, activate the nearest alarm, if possible, and call 911 from a safe location.
- Evacuate as soon as you hear the alarm.
- Before opening any door, use the back of your hand to test its temperature. Also check the doorknob's temperature. If either is hot, leave the door closed, stuff towels or clothes in the cracks, and open a window. Look for another exit.
- If the door isn't hot, open it slowly and be prepared to close it quickly if necessary.
- In a smoke-filled area, keep low to the floor to avoid inhaling smoke.
- If you see or smell smoke in a hall or stairway, use another exit.
- Close doors as you leave.
- Exit the building cautiously. Carry a towel or blanket to protect yourself from flames or smoke.
- If the exit is blocked, return to your room; close the door, open a window and call for help.
- If there's a fire, don't use any elevators.
- Report to your emergency assembly point and check in with your resident advisor. Report anyone who might be missing.
- A Public Safety officer will direct you to another safe location to shelter in inclement weather.
- Do not re-enter the building until Campus Safety advises that the Bennington Fire Department or the local fire department has indicated that it is safe to re-enter.

## **Fire Safety Residential Policies**

Middlebury's policies on fire safety, prohibited items such as portable electronic devices, open flames, etc., are all contained in the College Handbook under Residential Policies.

The list of prohibited actions and items is as follows:

- Nothing may be hung from a sprinkler apparatus. The room entry and exit must be clear.
- Smoking is prohibited in all campus buildings, including the small residential houses. Bennington College has designated smoking areas.
- Fire Safety violations include but are not limited to: possession of new or burned candles, incense, halogen lamps, portable heaters, string lights (with the exception of rope lights), dangerous chemicals, fireworks or hazardous materials.



- Fire safety violations also include blocking the means of egress, or hanging tapestries on more than two non-adjacent walls and/or the ceiling. Discovery of any of these violations will result in confiscation and disposal of the prohibited item, fines, and the possibility of additional disciplinary measures.
- Use of fire, or lighting a fire, inside or outside of buildings, other than smoking in authorized outdoor spaces, is prohibited. The use of portable fire pits is prohibited.
- Tampering with fire- or life-safety equipment is prohibited and subject to fines. "Fire- and life-safety equipment" includes fire alarms, equipment, pull stations, extinguishers, and hydrants, smoke detectors, smoke detector batteries, carbon monoxide detectors, and sprinklers.
- Fire escapes may only be accessed during fire drills or a fire emergency.

### **Fire Log**

Campus Safety maintains the fire log at the Campus Safety building.

### **Residential Buildings**

Bingham House	Noyes
Booth House	Paris-Borden
Canfield House	Perkins
Dewey House	Sawtell
Fels	Shingle
Franklin	Stokes
Kilpatrick	Swan
Leigh	Welling
Longmeadow	Woolley
McCullough	Paran Creek
Merck	