



SAFETY ALERT

from the
TWIN RIVERS POLICE DEPARTMENT

Thursday, January 28, 2010

While we are all focused on the education of our students, campus safety and security should also be a primary concern. Achieving a safe and secure campus is a team effort and can only be accomplished if we all work together. There have been recent incidents in our area of people coming onto school sites and posing as parents, asking for directions, claiming to be enrolling their children, and other seemingly innocent activities - only for the school staff to find that their property has been stolen. You may call **TRPD DISPATCH** at **916 286 4875** to report any suspicious people or activity on your campus.

Please observe the following safety tips:

ALL VISITORS MUST REPORT TO AND SIGN IN AT THE OFFICE

- ★ It may be a good idea to check a government issued photo ID, such as a driver license, before issuing a visitor's pass.

ALL EMPLOYEES MUST WEAR THEIR TRUSD PHOTO IDENTIFICATION AT ALL TIMES

- ★ This is for your safety and to enable emergency personnel to easily identify or distinguish between appropriate individuals or intruders.

BE PREPARED

- ★ Always be alert and aware of the people around you.
- ★ Educate yourself concerning prevention techniques.
- ★ Be aware of locations and situations which could make you vulnerable to crime, such as alleys and dark parking lots.

CAMPUS SAFETY

- ★ Never leave your purse or billfold in plain view or in the pocket of a jacket hanging on a door.
- ★ Personal property should be marked with your driver's license number (preceded with letters 'CA').
- ★ Don't leave cash or valuables in your desk or office.
- ★ If you work alone or before/after normal hours, keep the door locked.
- ★ If you work late, try to find another employee to walk out with you.
- ★ If you are in an elevator with another person, stand near the control panel. If you are attacked, press the alarm and as many of the control buttons as possible.
- ★ Report all suspicious people and activities to the main office and law enforcement.