

Annual Security Report – NYU in London 2009 - 2010

In compliance with the federal **Jeanne Clery Disclosure of Campus Security Police and Campus Crime Statistics Act of 1998** (formerly the **Crime Awareness and Campus Security Act of 1990**)

The utmost safety of our students, faculty, staff and visitors is a top priority for New York University. We are dedicated to maintaining an academic site where learning excels in an environment unencumbered by safety concerns or fear for personal well-being.

Although the area surrounding the site has a low violent crime rate, crime prevention remains a high priority. NYU does its part to ensure the safety of its students and employees. The local police force, a closely screened and well trained staff and the students themselves all share in the responsibility of making NYU in London a safe place to study, work and live.

Security and Safety

NYU in London utilizes contractual security personnel at the Academic Centre, 6 Bedford Square, who do not have police designation. The company providing personnel have been carefully vetted by the University to ensure that the standards enjoyed by the students at the NYU campus in New York City are met. Representatives from the company regularly meet with site administrators to discuss issues and ways to improve the services provided.

Site Administrators also maintain a dialogue with Holborn Police station and the US Embassy to foster a good working relationship with both organizations. A member of Holborn's Safer Neighborhoods team attends NYU in London's mandatory on-site Orientation to talk to all students about general safety and security within central London (a copy of the presentation they give is attached, entitled POLICE PRESENTATION - STAYING SAFE.pdf). US Embassy personnel and Safer Neighborhoods staff also attend the NYU in London Student Fair as part of the program of initial Orientation events, where students can ask questions and discuss any concerns with representatives in person. Our housing provider, Nido, also organize an on-site evening event with Safer Neighborhoods staff once each semester where residents can discuss any questions or concerns about safety in the area in which they live.

Students are advised to exercise the same caution and judgement that they would do back in New York or in any other major conurbation.

At the pre departure orientation before arriving to the site, and then immediately upon arrival, students are advised during a mandatory Orientation meeting about the emergency resources at their disposal in London as well as key information about their personal safety and security and how to avoid being a victim of crime in London. Students are also provided with a copy of the site Handbook featuring emergency telephone numbers, how and to whom to report incidents, advice about personal safety and crime prevention (please see the attached documents: 093 LON PDO SAFETY & SECURITY SLIDE.pdf; nyu-1-onsite-orientation-safety-emergency-slides.pdf; Orientation presentation notes.pdf; Fall 2009 – Student Handbook_crime and safety advice.pdf).

Students are also offered opportunities to take walking tours to orientate them in their new environment and become used to local facilities and key services. The University encourages students, faculty and staff to promptly report all incidents to the individuals previously listed as well as the local police if a crime took place.

In the event an emergency, criminal act or other event that necessitates notification to the student population occurs, students receive information from site administrators via a number of sources – emails to all students, group meetings / forums, flyers posted around the NYU in London academic centre. The format for any such communication with students will always be discussed with staff at NYU in advance. All incident reports are forwarded to the Assistant Director of Public Safety for Crime prevention, Clery Compliance and Strategic Planning at NYU in New York City where the appropriate incidents will be reflected in the annual security report for the site.

Security and access in University Housing

Students studying at NYU in London live at one housing site, operated by Nido. The University does not identify the exact address of where students reside for security reasons. The building has a single entrance with electronically operated barriers to control access, with security staff posted in the lobby area. Students can report maintenance work via an online helpdesk (<http://nido.opushelpdesk.com/>). Nido employs a team of security, maintenance and housekeeping staff. Upon making a maintenance request, students agree to permit maintenance staff to enter their rooms to carry out repairs. Besides the online maintenance helpdesk, students can seek help with any other problems from Resident Assistants, who live on site and are available in the lobby daily from 6pm to 11pm. The Residence Manager, Nikolina Camaj, also lives and works on site, keeping regular office hours, and can be contacted in an emergency outside of normal working hours. All Nido staff can be contacted on the telephone at 0203 102 1000.

Nido are responsible for developing access policies and also for enforcing them. The main entrance to the building is off the main street, and the doors to enter the building are open 24 hours a day. Once inside the lobby area, there are security gates in place which restrict access to residents and guests, who are issued with swipe cards to gain access to the building via these gates. The Front Desk & Reservations staff, located on the ground floor, are available Monday to Friday, 8am to 8pm. Security staff operate at the Front Desk at all other times. There are multiple security monitoring rooms, with CCTV outside and inside of the building. There is also security presence in the lobby area at all times, and regular patrols are carried out within the residence hall corridors and communal areas throughout the day and night. Security staff also handle deliveries. There are peepholes in each bedroom door. Daytime visitors and guests have to show identification and sign in with security staff in the presence of the resident they are visiting to gain access to the building. Students must complete overnight guest forms and have their roommate sign them before overnight guests are permitted and issued with a guest pass.

Security and access at Campus Facilities

NYU in London Academic Centre - central administrative staff offices, classrooms, student facilities, faculty offices

Opening Hours during semesters:

Monday – Thursday	8:00am until midnight
Friday	8:00am until 9:00pm
Saturday	12:00 noon until 5:00pm
Sunday	12:00 noon until midnight

The front door to the facility is closed but not locked during opening hours. Access is achieved when student and faculty id cards are shown to security staff, who enforce site access and are located at the front desk in the reception area. ID cards for students and faculty are produced by Card Services at NYU. Visitors and guests must report to reception and sign the visitors' book. They will then receive a pass which they are required to wear at all times when in the building. Deliveries are handled by reception staff. CCTV cameras are located in the reception area and throughout corridors on all floors. Footage is monitored by reception staff during opening hours, and outside of hours images are monitored remotely by Shield Guarding Company.

The main entrance door is locked when the facility is closed, and an alarm is set. External contractors, Aster Maintenance Ltd, provide maintenance, alterations and repairs of the facility when required.

Any problems are usually reported to reception and from there directed to the appropriate member of staff. The desk is always manned during opening hours and their number is an option available on the student emergency number.

Birkbeck College
University of London
Malet Street
Bloomsbury
London WC1E 7HX

- rental of rooms for a majority of NYUL classes

The main building is open Monday – Friday 10.00am – 10.30pm, Saturday and Sunday 10.00am – 8.00pm during term time

The front door to the facility is closed but not locked during opening hours. There are security staff located at the front desk in the reception area but they do not ask to see any ID.

Birkbeck College are responsible for developing access policies and also for enforcing them, as well as responsibility for security technologies, maintenance protocols, procedures for accepting deliveries, guest access, and all other policies pertaining to the use of the academic building.

Any problems are usually reported directly to reception staff at Birkbeck or to a member of staff here to resolve with Birkbeck via the Malet Street main reception team on 020 7631 6031.

School of Oriental and African Studies (SOAS)
University of London
Thornhaugh Street
Russell Square
London WC1H 0XG

- use of a large theatre for one required NYUL class
- several NYUL students take a small number of classes at SOAS

The front door to the facility is closed but not locked during opening hours. Access is achieved when student and faculty id cards are shown to security staff, who enforce site access and are located at the front desk in the reception area.

SOAS are responsible for developing access policies and also for enforcing them, as well as responsibility for security technologies, maintenance protocols, procedures for accepting deliveries, guest access, and all other policies pertaining to the use of the academic building.

Any problems are usually reported directly to reception staff at SOAS or to a member of staff at NYU in London to resolve with SOAS via Security (part of Estates and Facilities) on 020 7898 4900.

King's College London
Franklin Wilkins Building
150 Stamford Street
London SE1 9NN

- laboratory rental for some of NYUL's science classes

The front door to the facility is closed but not locked during opening hours. There are security staff located at the front desk in the reception area but they do not ask to see any ID.

King's College are responsible for developing access policies and also for enforcing them, as well as responsibility for security technologies, maintenance protocols, procedures for accepting deliveries, guest access, and all other policies pertaining to the use of the academic building.

Any problems are usually reported directly to reception staff at King's College or to a member of staff at NYU in London to resolve with King's via their 24 hour security desk at Stamford Street: 020 7836 5454 ext. 3806