

Erskine College

Annual Security and Fire Report

CRIME * EMERGENCY * FIRE
For students, employees, and guests of Erskine College

2026

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Introduction 3

Public Safety 4

Reporting a Crime 6

Campus Safety Ongoing Services..... 7

Dating Violence, Domestic Violence, Sexual Assault and Stalking 8

Crime Prevention Education Programs 15

Sex Offender Registry and Access to Related Information 19

Victim Assistance 20

Crime Statistics and Annual Disclosure 22

Campus Security Authorities 32

Campus Daily Crime Log 32

Timely Warning..... 33

Missing Student 34

Emergency Procedures 35

Alcohol and Drug Policies 43

Campus Fire Safety Report 45

Introduction

The Jeanne Clery Disclosure of Campus Security Policy and Campus Statistics Act became law in 1990. The Act requires all institutions of higher education that receive federal funding to produce an annual security report. This Annual Security and Fire Report is available to all current and prospective students, visitors, and employees. This report is not a police report. Instead, it includes information about safety-related policies, procedures, and practices, along with statistics on reported crimes for the previous three years (2022-2024). As required by the Act, Erskine College maintains and publishes statistics for the past three calendar years for the campus, the immediately adjacent public property, and college property maintained away from the main campus location. These statistics can be found in this document as well as on the Erskine College website at [Public Safety - Erskine College](#).

Public Safety

The Erskine College Police Department (ECPD) promotes and preserves a safe and secure campus environment by delivering quality police and community safety services professionally and sensitively. The department is committed to the professional growth of its police officers, support staff, and the continual development of its relationship with faculty, staff, and students.

Important Phone Numbers

Important phone numbers are listed below and can be found at [Public Safety – Erskine College](#).

Emergency – Police – Fire – EMS	911	
Non-Emergency Dispatcher – Police – Fire – EMS	864-366-8451	
Erskine College Police Department	864-379-8869	Office
Erskine College Civilian Patrol Team	864-548-2773	Cell
Student Development	864-379-8701	Office
Resident Director on Duty	864-378-9091	Cell
Due West Family Medicine	864-379-2345	Office
Due West Police Department	864-379-2150	Office
Due West Municipal Court	864-379-2385	Office

Callers will remain anonymous unless they opt to leave a name and telephone number to allow a representative of the Erskine College Police Department to contact them.

Emergency Procedures

The safety of our students, employees, and visitors is a primary goal of Erskine College. By working together and observing prescribed safety measures and procedures, we can keep Erskine College the safe place it has traditionally been. You will be provided with various types of instructions in lecture and written form and be urged to follow these guidelines to avoid injury.

If an accident or illness occurs, follow procedures to secure assistance. Boarding students should contact their resident director, Campus Life Coordinator, or Vice President of Student Development or visit Health Services located at Due West Family Medicine (864-379-2345). In life-threatening or emergency situations, please dial 911.

Erskine College Department of Public Safety - Police Department

The Erskine College Department of Public Safety (DPS or ECDPS) employs certified Class I Law Enforcement officers who have gone through the South Carolina Criminal Justice Academy for Basic Law Enforcement Training. The Governor of South Carolina appoints all of our police officers as State Constables. The College seeks to provide an environment where students, faculty, staff, and visitors are protected from harassment and injury.

Our police officers practice numerous measures to prevent crime:

- Erskine College DPS has Memoranda of Agreement in place with other agencies to provide and receive assistance when needed.
- Erskine College DPS Police Officers are trained at a minimum as Emergency Medical Responders, with some achieving National Registered Emergency Medical Technician certification.
- Due West Fire & Rescue and Abbeville County EMS are responding agencies in the event of an emergency.
- ECDPS is active in the Abbeville County Public Safety Committee, which develops standard response, training, and communication protocols for better interoperability with other agencies in the county.
- All Law Enforcement, Fire Departments, EMS, ACERT Special Operations Team, School District, and Hospital systems have a shared digital radio system within the county, allowing us to communicate as

needed. All Law Enforcement in our area operates on the same channel, allowing multiple agencies to respond to calls for service and effectively multiplying our resources.

- Annual threat assessment and community involvement meetings are held to address safety concerns, and that has, in turn, assisted us in placing physical barriers and signs to deter would-be criminals, improving our lighting and addressing pedestrian concerns and other projects. This is an ongoing project as we continue to be proactive.
- The non-residential campus buildings are normally locked during periods when they are not occupied, and residence halls are locked all the time. We continually upgrade and improve electronic locks and cameras.
- The campus is patrolled by both ECPD and the Civilian Patrol Team (CPT). We use a variety of methods, including marked Police and CPT vehicles, unmarked Police vehicles, bikes, golf carts, and foot patrol.
- Upon request and whenever possible, student, faculty, and staff members will be escorted to and from their vehicles during the evening hours. To arrange an escort, one may contact our non-emergency dispatch at 864-366-8451. Visitors or unescorted individuals may be greeted by College Police Officers and have assistance provided if they have business on the campus. Individuals who have no reason to be on the campus will be escorted off the premises.

There are no off-campus locations of student organizations that are officially recognized by Erskine College.

Building Access

Erskine College maintains an open campus. As such, the public (including, but not limited to, students, visitors, alumni, and parents) can and do come onto college property throughout the day and night. Residence halls and apartments are secured 24 hours a day through a campus key card security system. The Erskine College IT Department issues each student an ID card that serves as a key card to access his or her residence hall. The card also opens other academic buildings on campus on weeknights and weekends. During business hours, the college buildings (except residence facilities) are open to students, guests, parents, contractors, and employees. Outside of business hours, access to college facilities is gained through employee-issued keys or Erskine College Police Department personnel (with prior approval). During academic holidays, residence halls are locked by deactivating student key card systems. Campus Safety officers routinely patrol the interior and exterior of campus administrative and academic buildings and the exterior of residence halls at night.

Reporting a Crime

If you witness or are a victim of a crime, report it to the Erskine College Police Department or the Due West Police Department immediately. Report the crime in person to any patrolling law enforcement officer. Erskine also has a confidential voluntary reporting system:

Crime Stoppers Tip Line: 864-379-2140

Callers will remain anonymous unless they opt to leave a name and telephone number to allow a representative of the Office of Public Safety to contact them.

Report serious crimes, such as those listed in the crime statistics section, to the Erskine College Police Department or the Due West Police Department immediately.

Campus Safety Ongoing Services

The Erskine College Police Department offers additional services designed to protect all members of the campus community, including:

Escort Across Campus

If you feel uncomfortable and need an escort, call the Campus Police at 864-379-8869. Escorts are provided by uniformed campus police officers and are available from sundown to sunrise.

Vehicle Lockout

If locked out of a vehicle between the hours of 8:00 a.m. and 4:00 p.m., call 864-379-8810. Between the hours of 9:00 p.m. and 5 a.m., call 864-379-8869. (We strongly recommend you have a spare key made and kept in your residence.)

Vehicle Jump Start

In the event that you need your battery jump-started, call 864-379-8869.

Valuables Identification

Complete your valuables identification form with the Office of Student Development. The Office of Student Development will file your record with Campus Police

Dating Violence, Domestic Violence, Sexual Assault and Stalking

Ersine College prohibits all forms of discrimination and harassment as outlined in the [Ersine College Equal Opportunity, Anti-Harassment, and Nondiscrimination Policy](#). All forms of sexual misconduct fall under Section 3.02 of the Policy, sexual harassment, and include the crimes of sexual assault, dating violence, domestic violence, and stalking.

The Policy defines these crimes as follows:

a. Sexual Assault:

Sexual assault is defined as any of the following offenses:

1. Sex Offenses, Forcible: Any sexual act directed against another person, without the consent of the Complainant, including instances in which the Complainant is incapable of giving consent.
2. Forcible Rape: 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 Complainant.
3. Forcible Sodomy: Oral or anal sexual intercourse with another person, forcibly and/or against that person's will (non-consensually), or not forcibly or against the person's will in instances in which the Complainant is incapable of giving consent because of age or because of temporary or permanent mental or physical incapacity.
4. Sexual Assault with an Object: The use of an object or instrument to penetrate, however slightly, the genital or anal opening of the body of another person, forcibly, and/or against that person's will (non-consensually), or not forcibly or against the person's will in instances in which the Complainant is incapable of giving consent because of age or because of temporary or permanent mental or physical incapacity.
5. Forcible Fondling: The touching of the private body parts of another person (buttocks, groin, breasts), for the purpose of sexual gratification, forcibly, and/or against that person's will (non-consensually), or not forcibly or against the person's will in instances in which the Complainant is incapable of giving consent because of age or because of temporary or permanent mental or physical incapacity.
6. Sex Offenses, Non-forcible:
 - a. Incest: Non-forcible sexual intercourse between persons who are related to each other, within the degrees wherein marriage is prohibited by South Carolina law.
 - b. Statutory Rape: Non-forcible sexual intercourse with a person who is under the statutory age of consent of 16.

b. Dating Violence: Dating violence is defined as violence, on the basis of sex, committed by a person who is in or has been in a social relationship of a romantic or intimate nature with the Complainant.

- a. The existence of such a relationship shall be determined based on a consideration of the following factors: (i) the Complainant's statement and consideration of the length of the relationship, (ii) the type of relationship, (iii) and the frequency of interaction between the persons involved in the relationship.
- b. For the purposes of this definition—
 - a. Dating violence includes, but is not limited to, sexual or physical abuse or the threat of such abuse.
 - b. Dating violence does not include acts covered under the definition of domestic violence.

c. Domestic Violence:

1. Domestic violence is defined as violence, on the basis of sex, committed by a person who:
 - a. is a current or former spouse or intimate partner of the Complainant, or person similarly situated to a spouse of the Complainant, or
 - b. shares a child in common with the Complainant, or
 - c. is cohabiting with, or has cohabited with, the Complainant as a spouse or intimate partner, or
 - d. commits acts against an adult or youth Complainant who is protected from those acts under the domestic or family violence laws of South Carolina.
2. To categorize an incident as Domestic Violence, the relationship between the Respondent and the Complainant must be more than just two people living together as roommates. The people cohabiting must be current or former spouses or have an intimate relationship.

d. Stalking:

- a. Stalking is defined as engaging in a course of conduct, on the basis of sex, 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.
- b. For the purposes of this definition—
 - a. Course of conduct means two or more acts, including, but not limited to, acts in which the Respondent 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.
 - b. Reasonable person means a reasonable person under similar circumstances and with similar identities to the Complainant.
 - c. Substantial emotional distress means significant mental suffering or anguish that may but does not necessarily require medical or other professional treatment or counseling.

Outreach and Prevention

Erskine College prohibits discrimination and harassment and is committed to the prevention of discrimination, harassment, and retaliation and provides outreach and educational programming designed to increase awareness and prevent sexual harassment.

Options for survivors

If you have experienced a sexual assault or violence in a dating or intimate relationship, the most important thing you can do is get to a safe place. If you believe you or anyone else is in immediate danger, call 911 or 864-366-8451 (Erskine College Police Department's Non-Emergency Dispatch) as soon as possible. Security personnel are on duty at Campus Police 24 hours a day, seven days a week. Once you are safe, contact someone you trust to support you. This could be a friend, family member, or someone on campus.

Medical care

No matter what happened you should consider seeking medical attention as soon as you can—even if you are not sure whether you want to report the incident. Even if you think you are physically OK, you may have injuries that need treatment. It's also important to consider a forensic exam. This ensures evidence is collected if you decide to report what happened.

Sexual assault forensic exam to preserve evidence

Local options for medical care include Self Regional Medical Center in Greenwood, SC. It is crucial that you obtain medical attention as soon as possible after a Sexual Assault to determine the extent of physical injury and to prevent or treat sexually transmitted diseases (such as HIV). Medical facilities can also screen for the presence of sedative drugs such as Rohypnol or GHB (date-rape drugs).

If you choose to have an evidence collection kit (or "rape kit") completed, it is important to do so within 72 hours. Even if you have not decided whether to file charges, it is advisable to complete the evidence collection kit so you can better preserve your options to obtain a protective order and/or file criminal charges later. The Self Regional Medical Center and the Abbeville Area Medical Center administer evidence collection kits, and you can request an anonymous kit with no law enforcement involvement. The Self Regional Medical Center has specially trained sexual assault nurse examiners (SANEs) who administer these kits. The crime victim fund will pay for these kits, and you will not be billed for them.

In order to best preserve evidence for an evidence collection kit, it may be advisable to avoid showering, bathing, going to the bathroom, or brushing your teeth before the kit is completed. You also should wear (or take with you in a paper – not plastic – bag) to the hospital the same clothing that you were wearing during the assault. An evidence collection kit can still be completed even if you have showered or bathed.

Counseling and support

Coping with the aftermath of a sexual assault or dating or domestic violence can be very difficult—but remember, you’re not alone. Erskine College offers counseling services to help you recover. Make it a priority to get the help you need to process what happened to you and recover from the incident.

Consider reporting the incident

Deciding whether to report an incident isn’t easy. Feel free to take your time with the decision (but consider seeking medical attention to collect evidence immediately). If you decide to report the event, you have several options. You can:

- Report it to campus police or local law enforcement.
- File a complaint with the Title IX Coordinator(s).
- Report to both law enforcement and the Title IX Coordinator(s).

If you do report the event to the Title IX Coordinator(s), you can ask the Title IX Coordinator to help you notify law enforcement. Campus police officers will also assist you with reporting to municipal law enforcement agencies. You also can decline to involve the police.

Campus and Community Resources for Survivors

In addition to resources identified within this report, a list of campus and community resources can be found [here](#) as well as below. Any individuals seeking assistance from campus resources should note that college employees, except for those marked “confidential,” are “Mandated Reporters” who must report to the Title IX Coordinator any information related to sexual harassment.

Title IX Coordinators	Erin Barrick Watkins Student Center, 2nd Floor, 2 Washington Street Due West, South Carolina 29639 864-379-8701 erin.barrick@erskine.edu
Human Resources	Director of Human Resources Andrea Norman Belk Hall: 239 Erskine College, Due West, SC (864) 379-6546 andrea.norman@erskine.edu
Student Development	Vice President of Student Development Dr. Wendi Santee Watkins Student Center Erskine College, Due West, SC (864) 379-8701 santee@erskine.edu

Erskine College Police Department	Matthew Busby, Chief 5 Bonner Street Due West, SC 864-379-8869 (Office) mbusby@erskine.edu
Athletics	Athletic Director Mark Peeler Galloway 206 2 Washington Street Erskine College, Due West, SC 864-379-8859 mlp@erskine.edu

Confidential Resources on Campus

Student Counseling (Confidential)	Ms. Cameron R. Hipp Licensed Professional Counselor Due West Family Medicine 6 College Street Due West, SC 29639 864-379-2345
Health Center (Confidential)	Ms. Joanne Wrenn, RN Due West Family Medicine 6 College Street Due West, SC 29639 864-379-2345

Confidential Resources in the Community

Due West Police Department

1 Bonner Street
Due West, SC 29639-955
Telephone: 864-379-2150

Beyond Abuse

Sexual Violence and Abuse Organization
www.beyondabuse.info
116 East Alexander Avenue
Greenwood, SC 29646
Telephone: 864-227-1623

South Carolina Victims Assistance Network

Legal Assistance to Victims Program
803-750-1200, Option 2

Medical Providers:

Emergency Medical Services can be reached at **911**.

Additional Supportive Measures

Regardless of whether survivors make a report, they can seek information about changing academic, living, and/or working situations. As outlined in the Equal Opportunity, Anti-Harassment, and Nondiscrimination Policy. Such actions may include, but are not limited to:

- Providing an individual to escort a Complainant and/or Respondent between on-campus classes, work, and/or activities
- Altering campus housing assignments
- Safety planning
- Arranging to dissolve a campus housing contract and offering a pro-rated refund.
- Altering work arrangements or schedules.
- Class schedule modifications, incompletes, or withdrawals
- Rescheduling class work, assignments, and examinations.
- Academic support services.
- Referral for counseling and/or medical services
- Visa and immigration assistance
- Student financial aid counseling

Statement of the Rights of Parties

When a student makes a formal complaint related to dating violence, domestic violence, sexual assault, or stalking to the Title IX Office, the Title IX Coordinator(s) will provide the following list of rights to the complainant and respondent:

- The right to an equitable investigation and resolution of all credible allegations of prohibited harassment or discrimination made in good faith to College officials.
- The right to timely written notice of all alleged violations, including the identity of the parties involved (if known), the precise misconduct being alleged, the date and location of the alleged misconduct (if known), the implicated policies and procedures, and possible sanctions.
- The right to timely written notice of any material adjustments to the allegations (e.g., additional incidents or allegations, additional Complainants, unsubstantiated allegations) and any attendant adjustments needed to clarify potentially implicated policy violations.
- The right to be informed in advance of any public release of information regarding the allegation(s) or underlying incident(s), whenever possible.
- The right not to have any personally identifiable information released to the public without consent provided, except to the extent permitted by law.
- The right to be treated with respect by College officials.
- The right to have College policies and procedures followed without material deviation.
- The right not to be pressured to mediate or otherwise informally resolve any reported misconduct involving violence, including sexual violence.
- The right not to be discouraged by College officials from reporting sexual misconduct or discrimination to both on-campus and off-campus authorities.
- The right to be informed by College officials of options to notify proper law enforcement authorities, including on-campus and local police, and the option(s) to be assisted by College authorities in notifying such authorities, if the party so chooses. This also includes the right not to be pressured to report,

- The right to have allegations of violations of this Policy responded to promptly and with sensitivity by Campus Police and/or other College officials.
- The right to be informed of available interim actions and supportive measures, such as counseling; advocacy; health care; legal, student financial aid, visa, and immigration assistance; or other services, both on campus and in the community.
- The right to a College-implemented no-contact order when a person has engaged in or threatens to engage in stalking, threatening, harassing, or other improper conduct that presents a danger to the welfare of the party or others.
- The right to be informed of available assistance in changing academic, living, and/or working situations after an alleged incident of discrimination, harassment, and/or retaliation, if such changes are reasonably available. No formal report, or investigation, either campus or criminal, needs to occur before this option is available.
- The right to have the College maintain such actions for as long as necessary and for supportive measures to remain private, provided privacy does not impair the College's ability to provide the supportive measures.
- The right to receive sufficiently advanced, written notice of any meeting or interview involving the other party, when possible.
- The right to ask the Investigator(s) and Decision-maker(s) to identify and question relevant witnesses, including expert witnesses.
- The right to provide the Investigator(s)/Decision-maker(s) with a list of questions that, if deemed relevant by the Investigator(s)/Chair, may be asked of any party or witness.
- The right not to have irrelevant prior sexual history or character admitted as evidence.
- The right to know the relevant and directly related evidence obtained and to respond to that evidence.
- The right to fair opportunity to provide the Investigator(s) with their account of the alleged misconduct and have that account be on the record.
- The right to receive a copy of the investigation report, including all factual, policy, and/or credibility analyses performed, and all relevant and directly related evidence available and used to produce the investigation report, subject to the privacy limitations imposed by state and federal law, prior to the hearing, and the right to have at least ten (10) calendar days to review the report prior to the hearing.
- The right to respond to the investigation report, including comments providing any additional relevant evidence after the opportunity to review the investigation report, and to have that response on the record.
- The right to be informed of the names of all witnesses whose information will be used to make a finding, in advance of that finding, when relevant.
- The right to regular updates on the status of the investigation and/or resolution.
- The right to have reports of alleged Policy violations addressed by Investigators, Title IX Coordinators, and Decision-maker(s) who have received relevant annual training.
- The right to a Hearing Panel that is not single-sex in its composition, if a panel is used.
- The right to preservation of privacy, to the extent possible and permitted by law.
- The right to meetings, interviews, and/or hearings that are closed to the public.
- The right to petition that any College representative in the process be recused on the basis of disqualifying bias and/or conflict of interest.
- The right to have an Advisor of their choice to accompany and assist the party in all meetings and/or interviews associated with the resolution process.
- The right to the use of the appropriate standard of evidence, preponderance of the evidence, to make a finding after an objective evaluation of all relevant evidence.
- The right to be present via remote technology during all testimony given and evidence presented during any formal grievance hearing.

- The right to have an impact statement considered by the Decision-maker(s) following a determination of responsibility for any allegation, but prior to sanctioning.
- The right to be promptly informed in a written Notice of Outcome letter of the finding(s) and sanction(s) of the resolution process and a detailed rationale therefor (including an explanation of how credibility was assessed), delivered simultaneously (without undue delay) to the parties.
- The right to be informed in writing of when a decision by the College is considered final and any changes to the sanction(s) that occur before the decision is finalized.
- The right to be informed of the opportunity to appeal during the resolution process, and the procedures for doing so in accordance with the standards for appeal established by the College.
- The right to a fundamentally fair resolution as defined in these procedures

Procedures for Institutional Disciplinary Actions for Cases Involving Sexual Assault, Domestic Violence, Dating Violence, and Stalking

Erskine College will act on any reports or formal complaints alleging violations of this policy that are received by the Title IX Coordinator(s) or any other official with authority by applying the procedures in the Equal Opportunity, Anti-Harassment, and Nondiscrimination Policy, which can be found [here](#). The resolution procedures in the Policy apply to all allegations of harassment or discrimination based on protected class status involving students, staff, administrators or faculty members. A set of technical dismissal requirements within the Title IX regulations may apply as described in detail in the Policy.

Specifically, the Policy outlines the procedures for:

- Reporting, including to the Title IX Office, Campus Policy, and Local Law Enforcement
- Supportive Measures and Interim Responsive Measures
- Respondent's Acknowledgment of Responsibility
- Formal Resolution, including
 - Investigation
 - Hearing Referral
 - Hearing
 - Outcome
 - Appeals
 - Long-Term Remedies
 - Failure to Comply
- Informal Resolution Process

Crime Prevention Education Programs

Take advantage of the numerous Campus Police education programs designed to educate the campus community about crime prevention and safety issues, including:

360 Stay Safe

Without the right information and prevention, today's college students are increasingly at risk in a world where violent crime, school shootings, cyber crime, online stalking, identity theft, and more are on the rise.

Chapters Include:

- Protecting your possessions and identity
- Student assaults
- Controlling behavior
- Stalking
- Everyday safety
- Common-sense defense
- Campus shooting
- Safe travel

For more info and to view the video trailer: <http://www.360staysafe.com/>

Alcohol 101 Interactive CD-ROM Virtual Campus

Alcohol 101 Plus is an innovative, interactive program aimed at reducing the harm associated with the misuse of alcohol on college campuses.

Focuses on the general campus population with additional segments for the following groups:

- First-year students
- Greeks
- Athletes
- College judicial systems

For more info or to explore the Alcohol 101 virtual campus online: <https://www.responsibility.org/alcohol-101/>

Drug Use and Abuse

- Prescription drug abuse
- Club drugs
- Oxycontin & opiate addiction
- Ecstasy

R.A.D. – Rape Aggression Defense Materials

RAD Objective: "To develop and enhance the options of self-defense, so they may become viable considerations to the woman who is attacked."

The Rape Aggression Defense System is a program of realistic self-defense tactics and techniques for women. The R.A.D. System is a comprehensive, women-only course that begins with awareness, prevention, risk reduction and risk avoidance, while progressing on to the basics of hands-on defense training.

R.A.D. is not a Martial Arts program.

Erskine has R.A.D. materials available and can provide information regarding available courses in the area.

For more info: <http://www.rad-systems.com/>

Fatal Vision

a.k.a. “beer goggles” will be combined with:

- sobriety tests
- golf cart obstacle courses

Fatal Vision® is an evidence-based training tool used to vividly demonstrate the concept of impairment and the dangers of alcohol and other drug misuse and abuse.

Fatal Vision’s purpose is not to duplicate impairment caused by a specific level of alcohol or drug ingested by a human. The Fatal Vision® Goggles distort vision and cause reactions that mimic behaviors exhibited by someone under the influence of alcohol and other drugs.

For more info: <https://www.fatalvision.com/>

Fatal Reflections

Fatal Reflections® 3.0 generates a personalized multimedia presentation in news story format.

Digital pictures taken of participants are assigned roles in a crash scene. Fatal Reflections® creates a fast-paced, custom news story that describes the incident and plays pieces of conversation about the varied consequences (for example, an emergency room nurse describing the subject’s injuries and their B.A.C. at the time of admittance). Engages the audience in a meaningful discussion about the very real consequences of choice.

For more info: <https://www.fatalvision.com/>

Safety Tips

Protecting Yourself

Knowledge is the best weapon you can possess to avoid becoming a victim of a crime. Many criminals are opportunists who take advantage of any occasion to enrich themselves. If no opportunity is offered, the criminal will seek greener pastures elsewhere. Please learn how to avoid becoming a victim. Here are some tips for protecting yourself and your property.

In the Residence Halls

- Keep your door locked at all times.
- Do not leave valuables openly lying around in your room.
- Mark all your valuables so that they may be identified if they are stolen and recovered.
- Keep locked access doors and windows closed. Propping open a locked door or window invites unwanted visitors.
- Know the emergency evacuation routes.
- Know the emergency telephone numbers. Numbers are posted at various campus sites.
- Do not give out your phone number indiscriminately. This invites unwanted phone calls. Report any obscene calls to a Campus Police Officer or the Office of Student Development.

Around Campus

- Do not leave personal property in public areas. Purses, textbooks, and other items not being monitored by the owner are invitations to a thief.
- Keep a good grip on your purse. Avoid purse snatchers by taking away the opportunity.
- Carry only what you need with you. Do not carry large amounts of cash, large numbers of credit cards, or valuables.
- Avoid invitations for a “ride” from someone you do not know.
- Walk with friends at night; do not walk alone.
- Stay alert to your surroundings when walking at night. Walk briskly to your destination.
- Immediately report any suspicious activity to the Erskine College Police Department or to the Due West Police Department.

If You Are Approached

- If you suspect an attack, stay calm. Panic can be more of an enemy than the suspicion of an attack. Appearing confident is your best weapon.
- Keep your distance if possible. If you think there will be an attack, run to lights, people, and open areas, not into a dark corner.
- If attacked, you must decide if it is better to be passive or to resist. If you resist, scream loudly and continue to scream until help arrives or the attacker runs. Struggle, hit, scratch, kick or throw things. Do not let the attacker take you to a less public place where you have less chance of attracting attention.
- If you are held up by a person with a weapon, it is a situation different from a personal attack. Do not resist; hand over your valuables.
- Report any assault or attempted assault immediately to the nearest Campus Police Officer, college official, or the Due West Police Department. Remember the individual’s appearance, size, build, clothing, etc.

Protecting Your Car

- Drive your car with the doors locked.
- Do not give a ride to anyone you do not know.
- Park in assigned areas on campus. These areas are heavily patrolled day and night.

- Roll your windows all the way up and lock your doors when you leave your car.
- Do not leave any item of value where it can be seen through the car windows.
- When parking on campus, check your car every day. Immediately report any vandalism or theft.

Sex Offender Registry and Access to Related Information

Incarceration may remove a sex offender from the streets, but it does nothing to prevent the offender from committing another crime when released. The federal Campus Sex Crimes Prevention Act requires institutions of higher education to issue a statement advising the campus community where law enforcement agency information provided by a state concerning registered sex offenders may be obtained. It also requires sex offenders already required to register in the state to provide notice, as required under state law, to each institution of higher education in that state at which the person is employed, carries on a vocation, or is a student. In South Carolina, convicted sex offenders must register with the County Sheriff's Office where they reside.

In addition, all persons convicted of violations under the laws of the United States or any other state substantially similar to an offense for which registration is required shall provide to the local agency all necessary information for inclusion in the State Offender Registry within ten days of establishing a residence within South Carolina. Any person required to register shall also be required to re-register within ten days following any change of residence.

Nonresident offenders entering the State for employment, to carry on a vocation, or as a student attending school who are required to register in their state of residence or who would be required to register under this section if a resident of South Carolina shall, within ten days of accepting employment or enrolling in school in South Carolina, be required to register and re-register pursuant to this section. For purposes of this section, "student" means a person who is enrolled on a full-time or part-time basis in any public or private educational institution, including any secondary school, trade or professional institution, or institution of higher education. The State Law Enforcement Division (SLED) maintains a website, <https://www.sled.sc.gov/>, that allows you to search the Sex Offender Registry for Offenders by Name, City, County, or Zip Code. Other web addresses are <http://www.scag.gov/> or http://members.tripod.com/~acso_leva/index-main.html

Registry information provided under law shall be used for the purposes of the administration of criminal justice, for the screening of current or prospective employees or volunteers, or otherwise for the protection of the public in general and children in particular. Use of the information for purposes not authorized by law is prohibited, and a willful violation with the intent to harass or intimidate another can result in prosecution.

Victim Assistance

The rights and feelings of crime victims and their families are among the main concerns of the Erskine College Police Department. We want to ensure that your rights are protected as vigorously as those of the criminal defendant. This outlines your rights and services available to victims through our office.

In the unfortunate event that you or a member of your family becomes a victim of a criminal act, please contact our office to be directed to a Victim Assistance Office as soon as possible. We are there to help and support you as well as answer any questions which you may have.

Matthew Busby, Chief
mbusby@erskine.edu
864-379-8869 (Office)

The Erskine College Police Department is located between Robinson Hall & Carnegie Hall.

Services available through the victim assistance program:

- Crisis intervention
- Emotional support
- Familiarization with the criminal justice system
- Current information on the status of your case
- Preparation for court appearance
- Support while attending court
- Referral to community resources
- Preparation of victim impact statements
- Assistance in seeking restitution and reimbursement
- Assistance in filing an application for crime victim compensation fund

When you are a victim of a crime, you have rights

- The right to be treated with fairness and with respect for the victim's dignity and privacy and informed of a victim's constitutional rights.
- The right to be reasonably informed when the accused or convicted person is arrested, released from custody, or has escaped.
- The right to be informed of and present at all criminal proceedings which are dispositive of the charges where the defendant has the right to be present.
- The right to be allowed to submit either a written or oral statement at all hearings affecting bond or bail.
- The right to be heard at any proceeding involving a post-arrest decision, a plea, or sentencing.
- The right to be reasonably protected from the accused or persons acting on his behalf throughout the criminal justice process.
- The right to confer with the prosecution, after the crime against the victim has been charged, before the trial, or before any disposition, and to be informed of the disposition.
- The right to have reasonable access after the conclusion of the criminal investigation to all documents relating to the crime against the victim before trial.
- The right to receive prompt and full restitution from the convicted person or persons.
- The right to a reasonable disposition and prompt and final conclusion of the case.

The emotional impact of victimization

Withdrawal: includes depression, withdrawal from family and friends or important activities, avoidance of reminders including the places connected with the incident, and efforts to avoid thoughts concerning the loss.

Re-experiencing: includes thoughts of the event that may be difficult to control, flashbacks, nightmares, hyper-alertness, memory loss, physical problems, and increased distress when exposed to events that are reminders.

Other symptoms may include sleep difficulties, irritability and angry outbursts, trouble concentrating, and an exaggerated startle response.

Prevention

The Erskine College Police Department will work with and provide access to outside individuals and agencies to minimize and prevent long-term problems by providing immediate follow-up services and crisis intervention to crime victims.

Important Numbers and Information:

Abbeville County Sheriff's Office Victim Assistance Office
864-446-6061 – Monique Bell – Victim's Advocate]

Governor's Office Division of Victim Assistance 1-800-220-5370

Governor's Crime Victims Ombudsman 1-888-238-0697

South Carolina Office of the Attorney General 1-803-734-3970

Solicitor's Office 864-942-8800
when court is in session 864-366-5312 ext. 304

Solicitor's Victim Assistance Office 1-800-800-8812

Abbeville Department of Social Services 864-366-5481

Sexual Trauma & Counseling Center 864-227-1623

Safe Home 864-682-7270

Crime Statistics and Annual Disclosure

Erskine College is fortunate in that serious crime occurs very seldom on our college property. Of course, we want to prevent any crime on campus. With your help we can make the Erskine College campus very unattractive to criminals. Since 1992, all colleges are required to publish annual crime statistics. The Erskine College Police Department annually compiles statistics in compliance with the Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act (Clery Act), which requires all post-secondary institutions participating in Federal Student Aid Programs to disclose campus security policies and certain crime statistics. Anyone seeking additional information on situations occurring off-campus or incidents that may have taken place which do not fall in these categories may contact the Erskine College Police Department. The Erskine College Police Department submits Clery Act Annual Security Report statistics, as required by federal law, to the U.S. Department of Education annually.

The number of occurrences of listed crimes that occurred in the reportable area during the preceding 3 calendar years are listed below with appropriate definitions. Statistics are gathered from the Erskine College Police Department for on-campus incidents, the Vice President of Student Development for judicial referrals, and the law enforcement agency within our jurisdiction (Due West Police) for local incidents. All figures reported are incorporated in the statistical tables in this report for disclosure to the public.

Criminal Offenses - On-campus

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

The number of occurrences of listed crimes that occurred in the reportable area during the preceding 3 calendar years are listed below with appropriate definitions. Statistics are gathered from the Erskine College Police Department for on-campus incidents, the Vice President for Student Services for judicial referrals, and the law enforcement agency within our jurisdiction (Due West Police) for local incidents. All figures reported are incorporated in the statistical tables in this report for disclosure to the public.

Criminal Offenses - On-Campus

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

		Total Occurrences		
		2023	2024	2025
Murder/Non-negligent manslaughter		0	0	0
Negligent manslaughter		0	0	0
Rape		1	0	0
Fondling		1	0	0
Incest		0	0	0
Statutory rape		0	0	0
Robbery		0	0	0
Aggravated assault		0	0	0
Burglary		0	0	3
Motor vehicle theft		0	0	0
Arson		0	0	0

Criminal Offenses - On-Campus Student Housing Facilities

		Total Occurrences		
		2023	2024	2025
Murder/non-negligent manslaughter		0	0	0
Negligent manslaughter		0	0	0
Rape		1	0	0
Fondling		0	0	0
Incest		0	0	0
Statutory rape		0	0	0
Robbery		0	0	0
Aggravated assault		0	0	0
Burglary		0	0	0
Motor vehicle theft		0	0	0
Arson		0	0	0

Criminal Offenses - Noncampus

Non-Campus Building or Property: Any building or property owned or controlled by a student organization officially recognized by the institution and any building or property (other than a branch campus) owned or controlled by an institution of higher education 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.

		Total Occurrences		
		2023	2024	2025
Murder/Non-negligent manslaughter		0	0	0
Negligent manslaughter		0	0	0
Rape		0	0	0
Fondling		0	0	0
Incest		0	0	0
Statutory rape		0	0	0
Robbery		0	0	0
Aggravated assault		0	0	0
Burglary		0	0	0
Motor vehicle theft		0	0	0
Arson		0	0	0

Criminal Offenses - Public Property

		Total Occurrences		
		2023	2024	2025
Murder/Non-negligent manslaughter		0	0	0
Negligent manslaughter		0	0	0
Rape		0	0	0
Fondling		0	0	0
Incest		0	0	0
Statutory rape		0	0	0
Robbery		0	0	0
Aggravated assault		0	0	0
Burglary		0	0	0
Motor vehicle theft		0	0	0
Arson		0	0	0

[illegible]

Hate Crimes - On-Campus Student Housing Facilities

					Occurrences of Hate crimes						
						Occurrences of Hate Crimes					
		2025 Total			Category of Bias for crimes reported in 2025						
Criminal Offense				Race	Religion	Sexual orientation	Gender	Gender Identity	Disability	Ethnicity	National origin
Murder/non-negligent manslaughter			0	0	0	0	0	0	0	0	0
Negligent manslaughter			0	0	0	0	0	0	0	0	0
Rape			0	0	0	0	0	0	0	0	0
Fondling			0	0	0	0	0	0	0	0	0
Incest			0	0	0	0	0	0	0	0	0
Statutory rape			0	0	0	0	0	0	0	0	0
Robbery			0	0	0	0	0	0	0	0	0
Aggravated assault			0	0	0	0	0	0	0	0	0
Burglary			0	0	0	0	0	0	0	0	0
Motor vehicle theft			0	0	0	0	0	0	0	0	0
Arson			0	0	0	0	0	0	0	0	0
Simple assault			0	0	0	0	0	0	0	0	0
Larceny-theft			0	0	0	0	0	0	0	0	0
Intimidation			0	0	0	0	0	0	0	0	0
Destruction/damage/vandalism of property			0	0	0	0	0	0	0	0	0

[illegible]

					Occurrences of Hate crimes						
		2025 Total			Category of Bias for crimes reported in 2025						
Criminal Offense				Race	Religion	Sexual orientation	Gender	Gender Identity	Disability	Ethnicity	National origin
Murder/non-negligent manslaughter			0	0	0	0	0	0	0	0	0
Negligent manslaughter			0	0	0	0	0	0	0	0	0
Rape			0	0	0	0	0	0	0	0	0
Fondling			0	0	0	0	0	0	0	0	0
Incest			0	0	0	0	0	0	0	0	0
Statutory rape			0	0	0	0	0	0	0	0	0
Robbery			0	0	0	0	0	0	0	0	0
Aggravated assault			0	0	0	0	0	0	0	0	0
Burglary			0	0	0	0	0	0	0	0	0
Motor vehicle theft			0	0	0	0	0	0	0	0	0
Arson			0	0	0	0	0	0	0	0	0
Simple assault			0	0	0	0	0	0	0	0	0
Larceny-theft			0	0	0	0	0	0	0	0	0
Intimidation			0	0	0	0	0	0	0	0	0
Destruction/damage/vandalism of property			0	0	0	0	0	0	0	0	0

[illegible]

					Occurrences of Hate crimes						
		2025 Total			Category of Bias for crimes reported in 2025						
Criminal Offense				Race	Religion	Sexual orientation	Gender	Gender Identity	Disability	Ethnicity	National origin
Murder/non-negligent manslaughter			0	0	0	0	0	0	0	0	0
Negligent manslaughter			0	0	0	0	0	0	0	0	0
Rape			0	0	0	0	0	0	0	0	0
Fondling			0	0	0	0	0	0	0	0	0
Incest			0	0	0	0	0	0	0	0	0
Statutory rape			0	0	0	0	0	0	0	0	0
Robbery			0	0	0	0	0	0	0	0	0
Aggravated assault			0	0	0	0	0	0	0	0	0
Burglary			0	0	0	0	0	0	0	0	0
Motor vehicle theft			0	0	0	0	0	0	0	0	0
Arson			0	0	0	0	0	0	0	0	0
Simple assault			0	0	0	0	0	0	0	0	0
Larceny-theft			0	0	0	0	0	0	0	0	0
Intimidation			0	0	0	0	0	0	0	0	0
Destruction/damage/vandalism of property			0	0	0	0	0	0	0	0	0

Hate Crimes - Public Property

[illegible]

VAWA Offenses - On Campus

Total Occurrences		
2023	2024	2025
0	0	0
0	0	0
0	0	0

VAWA Offenses - On-Campus Student Housing Facilities

Total Occurrences		
2023	2024	2025
0	0	0
0	0	0
0	0	0

VAWA Offenses - Public Property

Total Occurrences		
2023	2024	2025
0	0	0
0	0	0
0	0	0

VAWA Offenses - Noncampus

Total Occurrences		
2023	2024	2025
0	0	0
0	0	0
0	0	0

Arrests - On-campus

Weapons: carrying, possessing, etc.
Drug abuse violations
Liquor law violations

Total Occurrences		
2023	2024	2025
0	0	0
3	0	2
0	0	0

Disciplinary Actions - On-campus

	Number of persons referred for Disciplinary Action				
			2023	2024	2025
Weapons: carrying, possessing, etc.			0	0	0
Drug abuse violations			2	21	2
Liquor law violations			33	39	18

Arrests - On-campus Student Housing Facilities

	Number of arrests				
			2023	2024	2025
Weapons: carrying, possessing, etc.			0	0	0
Drug abuse violations			3	0	2
Liquor law violations			0	0	0

Disciplinary Actions - On-campus Student Housing Facilities

	Number of persons referred for Disciplinary Action				
			2023	2024	2025
Weapons: carrying, possessing, etc.			0	0	0
Drug abuse violations			2	21	2
Liquor law violations			33	39	18

Arrests - Noncampus

	Number of arrests				
			2023	2024	2025
Weapons: carrying, possessing, etc.			0	0	0
Drug abuse violations			1	0	0
Liquor law violations			0	0	0

Disciplinary Actions- Noncampus

	Number of persons referred for Disciplinary Action				
			2023	2024	2025
Weapons: carrying, possessing, etc.			0	0	0
Drug abuse violations			0	0	0
Liquor law violations			0	0	0

Arrests - Public Property

		Number of arrests			
		2023	2024	2025	
Weapons: carrying, possessing, etc.		0	0	0	
Drug abuse violations		0	1	0	
Liquor law violations		0	0	0	

Disciplinary Actions - Public Property

		Number of persons referred for Disciplinary Action			
		2023	2024	2025	
Weapons: carrying, possessing, etc.		0	0	0	
Drug abuse violations		0	0	0	
Liquor law violations		0	0	0	

Unfounded Crimes

	Total unfounded crimes			
	2023	2024	2025	
	0	0	0	

Campus Security Authorities

Erskine College is required to disclose “statistics concerning the occurrence of certain criminal offenses reported to local law enforcement agencies or any official of the institution who is defined as a campus security authority or CSA.”

The Clery Act defines campus security authority as “an official of an institution who has significant responsibility for student and campus activities, including, but not limited to, student housing, student discipline and campus judicial proceedings.” Erskine officials who fall within the CSA definition include the Vice President of Student Development, who has overall responsibility for student discipline and all student programming; the Senior Director of Residence Life & Housing, who oversees student housing; the Director of Student Engagement & Leadership, who oversees student co-curricular activities; Campus Safety officers and dispatchers; the Title IX co-coordinators and all deputy coordinators; the director of human resources; the athletics director and associate athletics directors; team coaches; and faculty and staff advisers to student organizations who have significant responsibility for student and campus activities.

The criminal offenses for which these officials are required to disclose statistics are murder/nonnegligent manslaughter, negligent manslaughter, sex offenses (forcible and non-forcible), robbery, aggravated assault, burglary, motor vehicle theft, arson, liquor law violations, drug abuse violations and weapons (carrying, possessing, etc.). The Erskine College Police Department provides training to RAs and RDs annually. Additional training regarding security procedures is also presented by the Resident Directors to all RAs annually.

Campus Daily Crime Log

The Erskine College Chief of Police maintains a daily campus crime log that records all crimes reported to Campus Police. This log includes the incident location, date of occurrence, date the report was made, incident report number, disposition or action taken on the case, and a description of the incident for each reported crime. The Chief of Police maintains a copy of the crime log for public inspection at the Erskine College Police Department. Logs older than 60 days will be made available for inspection at the Erskine College Police Department within two business days of the request.

Timely Warning

Erskine College will provide timely warning notices to the campus community in the event of a crime or criminal situation that may pose a serious or continuing threat to members of the campus community. The college will consider the safety of the campus community, determine the content of notifications, and initiate the notification system if deemed appropriate.

The college will never include the name of victims, holding these as confidential, and will make a reasonable and conscientious effort not to release overtly identifiable victim information in timely warnings or other crime alerts. The intent of the timely warning notices is to warn the campus community regarding a criminal incident and provide students, employees, and visitors with information affording them the opportunity to take appropriate precautions to protect themselves and/or to prevent similar occurrences.

Timely warning notices may be issued for the following Clery Act reported crimes: arson, murder, negligent/non-negligent manslaughter, sexual assault, robbery, aggravated assault, burglary, motor vehicle theft, arson, hate crimes, dating violence, domestic violence and stalking, arrest and/or conduct referrals for drug, liquor or weapons violations. Ordinarily, timely warnings are not issued for hate crimes, dating violence, domestic violence and stalking, arrest and/or conduct referrals for drug, liquor or weapons violations unless a violation poses a threat to the safety of the campus community. Clery Act reported crimes are considered on a case-by-case basis, considering the known facts of the reported crime and the continuing danger to the campus community. The College will consider other key factors, such as the nature of the crime, the timeliness of the report and whether the subject has been apprehended or sufficiently removed from campus to ensure that he/she no longer poses a threat. Timely warnings generally will not be issued if the threat has been mitigated (e.g., the accused has been apprehended, he/she has been removed from campus housing and is in a location a significant distance away as to no longer be considered a threat) or if the information received is insufficient to determine whether Clery Act requirements apply. Crime alerts for any other non-Clery Act crimes of concern may be posted by the director of Campus Safety/designee via email or daily announcements to the campus community.

The Chief of Police/designee, in coordination with the Vice President for Operations and Strategic Planning, is responsible for ensuring the distribution of appropriate, timely warnings dealing with Clery Act-related and mandated reportable crimes occurring on Erskine-owned, controlled, or adjacent public property. Ideally, the Chief of Police and/or Vice President for Operations and Strategic Planning will disseminate the timely warning via campus-wide email. There may be incidents where other forms of notification may be used, such as student meetings or local media.

Missing Student

Erskine College requests that all students annually provide contact information to be used in the event that the student is officially reported missing during his/her tenure at Erskine.

If a student is suspected of being missing from the campus, immediately contact the Office of Student Development at (864-379-8701).

All reports of missing persons made to the Office of Student Development are followed up with an ongoing investigation. If it is determined by the Office of Student Development, in conjunction with the Erskine College Police Department, that a student for whom a missing person report has been filed has been missing for more than 24 hours, then within the next 24 hours Erskine will:

- Notify the individual identified by the student as the missing person contact;
- If the student is under 18 years old, the College will notify a parent or guardian;
- In cases where the student is over 18 and has designated another primary contact, the College will notify the appropriate individual;
- The Erskine College Police Department will have dispatch send out a missing persons alert.

Emergency Procedures

Emergency preparedness is essential to protect lives and Erskine property. An effective emergency program demonstrates a full awareness of individual responsibilities, realization of the seriousness of the problem, and recognition of the need for a workable plan, response, and recovery. Possible emergencies include inclement weather, bomb threats, fire, serious illness or injury, hazardous accidents, utility emergencies, disturbances or demonstrations, and nuclear or biological emergencies. This plan was prepared with assistance from the Abbeville County Department of Public Safety Office of Emergency Management, the South Carolina Emergency Management Division, the Abbeville County Emergency Notification System, and the Erskine College Police Department.

The purpose of these procedures is to facilitate the orderly operation of Erskine in a disaster or serious emergency and return to normal operations. No single disaster plan can meet the needs of every emergency, but through cooperative efforts across departments and assistance from necessary outside agencies, this plan can guide that effort.

Emergency Notification System

The Erskine College emergency notification system is a way for the College to send voice, email, or text messages to you during an emergency or to provide you with other time-sensitive and critical information. This facility is provided using a service called **CodeRED**. The benefits of this service are immediacy and direct access to members of the College community through multiple points of contact.

To be included in the CodeRED Emergency Notification system, please complete the information on [this form](#). Erskine email addresses are used for both students and employees.

The town of Due West has implemented a Town Siren and the protocol for this system is listed at the end of this document.

Administration of Declaration of a Disaster

The Erskine President has the authority to declare a state of emergency, and he/she will initiate the emergency plan. In his/her absence, this procedure would be implemented by the Provost of Erskine College and/or the Provost of Erskine Seminary as appropriate. If contact with either of the above is impossible, any administrative officer on the Vice Presidential level may implement the plan. Immediately upon such declaration and initiation, an employee will be assigned to notify other administrative officers and department heads on the emergency notification list (Appendix C).

Organization of Control Center

The Facilities Management Department will normally be the Control Center. If the Facilities Management Department is incapacitated, the Belk Hall office area will be the alternate Control Center.

Communications

On-campus and off-campus telephone lines are available at the primary Control Center. Two-way radio and/or paging communications are permanently established at the primary Control Center. If the alternative location is designated as the Control Center, the Facilities Management Department will be responsible for equipping that location with portable battery-operated radio communications or equipping the Control Center with the same in case of power failure.

The Erskine College Police Department will immediately establish and maintain radio communications through the police and/or emergency communications system with local police, the sheriff's department, state patrol, and other emergency agencies.

Erskine's one-way paging system and two-way communications system should be used to contact facility management employees, who will then notify people in certain areas about an emergency. The two-way communication equipment will be reassigned so essential administrative officers can use radio communication.

Severe Weather – Thunderstorms

Public warnings are received over radio, television, and weather monitors. During regular operating hours (7:30 a.m. until 4:00 p.m., Monday-Friday), Facilities Management personnel will monitor the weather and advise campus personnel regarding impending dangerous thunderstorms. The Emergency Notification System will also be used to alert employees of severe weather situations.

Severe Weather – Snowstorms

- Public warnings are issued by the Weather Bureau through the Office of Emergency Preparedness and radio/television media when a blizzard is anticipated.
- Snow tires should be installed or chains made ready for installation on campus police vehicles or other vehicles as needed.
- Essential employees should be notified of any contingency plans for emergency transportation and what telephone number to call if transportation is needed to get to work.
- For information regarding school closings and schedules, please refer to the Hazardous Weather Policy contained herein.

Severe Weather – Tornadoes

The town of Due West has implemented a Town Siren and the protocol for this system is listed at the end of this document. Listed below is the policy for Erskine.

1. A tornado watch is a forecast of the possibility of tornadoes in a large area. Normal activities should continue and the following precautions should be taken:
 - a. Upon receiving notification of a tornado watch through the established warning system, weather monitor, or police emergency communications, the administrative offices and others on the Severe Weather Notification List (See Appendix D) should be alerted to the situation by the CodeRED emergency notification system.
 - b. The emergency weather monitor or local radio station should be monitored constantly by the Facilities Management Department. The Erskine College Police Department shall maintain radio contact with Abbeville 911.
2. A tornado warning means that a tornado has been sighted, is imminent, and may be approaching.
 - a. Erskine College Police patrol cars or the Town of Due West Police Patrol cars should warn those on the grounds by means of public address warning and siren.
 - b. Emergency weather monitors or radio stations should continue to be monitored by the Facilities Management Department.
 - c. Facilities Management personnel, Resident Directors, Resident Assistants, and Erskine College Police Officers should unlock any shelter areas as needed (see Appendix B).
 - d. The Erskine College Police Officers and Facilities Management should continue to monitor weather conditions visually, especially watching the south and west.
 - e. All persons in classroom buildings or in other college buildings should proceed to take shelter in an interior hallway on the lowest floor and away from glassed areas and areas with a wide, free space overhead (see Appendix B).
 - f. Professors, Resident Directors, Building Coordinators, and others with supervision responsibility for students, other workers, or buildings shall be informed at the beginning of each academic year about their responsibilities for tornado procedures.

3. The “all clear” signal should be received by monitoring weather monitors, local radio stations, television, and through Erskine severe weather notification system (two-way radio and telephone communications). The Emergency Notification System may also be used.

Bomb Threats

Bomb threat calls are normally received by switchboard operators or receptionists; therefore, these people should be thoroughly familiar with the following procedures.

Often, there are two explanations for someone’s calling to report that a bomb is to go off in a particular building.

- The caller has definite knowledge or has reason to believe that an explosive or incendiary device has or will be placed, and they want to minimize personal injury or property damage, or
- The caller wants to create an atmosphere of anxiety and panic in the activities and routines at the institution where the device is reportedly located.

Receiving the Call:

When the caller has communicated the threat, the employee receiving the call should stay calm and not panic. Record the time of day.

- Keep the caller talking; the more he/she says, the more you can learn. Record every word that the caller says.
- If the caller does not indicate the location of the bomb and the time of detonation, attempt to gain this information from the caller.
- Inform the caller that the building is occupied, and the detonation of the bomb could result in the death of innocent people. Try to reason with the person.
- Listen closely to the voice of the caller to note the following: age, sex, race, accent or speech impediment, and whether the caller sounds drunk, excited, etc.
- Pay particular attention to any strange background noises, such as street noises, motors, TV or radio programs, or anything that may assist law enforcement agencies in determining the origin of the call.
- Notify the Erskine College Police Department and the Vice President for Operations of the call as soon as the person hangs up, then notify your department head. The person receiving the call should not discuss the call with anyone else, and the receiver of the call should not spread information.
- Wait for an Erskine College Police Officer and any other law enforcement agencies to arrive so that they may talk with the receiver of the call.

Fires

In case of visible flame or smoke in the building, pull the local fire alarm. If there is not an operable fire alarm in the building, shout down the halls, “Fire ” and call 911. If an employee discovers a small outdoor fire, such as a dumpster or trash container, call 911. In case of a building fire, the Facilities Management Department should dispatch personnel to the fire scene under the direction of the senior Due West Fire officer to cut off or locate gas valves and electrical switches. An Erskine College Police Officer should assist if no Facilities Management Department employee is present.

Smoke Smell

When in doubt about any possible emergency, call 911 and have local authorities contact the officer on duty via police radio.

In case of a fire involving extensive property damage or serious personal injury, the Facilities Management Office Manager should be assigned to make phone calls to personnel listed on the notifications list (Appendix C).

Serious Injury or Illness

In case of serious injury or illness on campus, phone the Abbeville Emergency Control Center at 911. When calling, specify the number of people injured and their location. Stay at the scene until Emergency Medical Service (EMS) technicians and/or the Erskine College Police Department or other local law enforcement personnel arrive.

If the injured or sick victim is enrolled as a student at Erskine, the Vice President of Student Development should be notified, whether the accident occurs on or off the campus. If unable to contact the Vice President of Student Development, notify the Campus Police, who will contact the appropriate person(s). If the victim is an Erskine employee, the employee's department head should be notified.

The Student Development Office should be notified when serious illness, injury, or death is reported in a student's family. The Office of Student Development will notify administrators, the Chaplain, faculty, and the Marketing & Communications Office of the situation if a student or a student's family is involved.

If an employee is involved, notice will be given to OSHA agencies as required by law.

Hazardous Accidents

Any natural disaster may have consequential side effects which threaten lives and/or property. Warning of a hazardous accident is usually received from the fire or police department or from emergency preparedness officials when such an accident or condition occurs sufficiently near all or part of the campus. Accidents such as an overturned tanker, a broken fuel line, and/or an accident in a commercial establishment that uses chemicals are potential hazards if such accidents occur near the campus or if the wind is such that it will carry fumes from these accidents to the campus. The science department will conduct seminars on the proper handling of dangerous substances used by the department in classrooms or labs. Both the Biology and Chemistry departments have a designated professor in charge of managing dangerous substances, and this professor should be consulted if you have problems or questions.

In the event of a hazardous accident:

Notify the Erskine College Police Department and the Facilities Management Department to assist in unlocking shelter buildings, if necessary, and to be in radio contact with emergency services as needed.

- Determine the need to evacuate all or part of the campus.
- If it is necessary to evacuate or move to another location, move crosswind, never directly with or against the wind, which may be carrying the fumes.
- Qualified persons should be ready to render first aid, as necessary.

Power Failures

In case of electrical power failure, Monday through Friday from 7:30 a.m. until 4:00 p.m., notify the Facilities Management Department. After hours or on weekends and holidays, notify the Erskine College Police Department through the dispatch at 911 or the Facilities Management Department employee on duty. The name of the person on duty can be obtained by calling 864-379-8810 and listening to the message.

Resident Directors or Resident Assistants are requested to station someone at all entrances during power failures occurring at night.

Gas Leak or Smell

In case of a gas smell or leak in or near a building, notify the Facilities Management Department at 864-379-8810. If the Facilities Management Department office is not open, contact the Erskine College Police Officer on duty by calling 911.

Demonstrations

Erskine recognizes the right of students to demonstrate peaceably; however, demonstrations must be registered with the Office of Student Development. The Vice President of Student Development and Police Chief should be notified of any demonstration to ensure the safety of Erskine students and Erskine property.

Disturbances

If it is determined that a situation is serious, a communications command point (CCP) should be established. The Erskine College Police Chief and/or the Vice President of Student Development will be in charge of the CCP and will make necessary administrative decisions. Law enforcement decisions are reserved for law enforcement officers.

The Chief of the Erskine College Police or his/her designee, in consultation with the Vice President of Student Development or other appropriate Vice President, should call in whatever available off-duty or auxiliary personnel are believed necessary to ensure safety. The Chief should also alert the shift supervisor of the Due West Police Department to the situation for possible backup assistance. The Chief of the Erskine College Police will notify the Due West Police Chief if the situation warrants.

The Facilities Management Director may need to be notified by Erskine College Police Department to maintain personnel to handle emergency repairs, etc. Other appropriate administrators should be contacted by the Office of Student Development.

If additional law enforcement officers are needed, the Erskine College Police Chief will call the Abbeville County Sheriff, who may request assistance from the State Law Enforcement Division (SLED) or the Highway Patrol. If all of these departments are exhausted in manpower, the Sheriff may call the Governor to request the National Guard.

Nuclear/Biological Emergency

Everyone is exposed to the possibility of potential hazards extending from such influences as falling aircraft, radiological accidents, radioactive fallout, and bioterrorist attacks. Warnings should normally be received through police or emergency radio broadcasts, the Emergency Notification System and the Erskine College Police patrol car siren and/or public address system.

Upon notification from the Erskine President, or appropriate administrator in his/her absence, Facilities Management personnel, Resident Directors, and Resident Assistants, and the Erskine College Police should unlock shelter areas specified for nuclear fallout shelters (see Appendix A).

In the event shelters are ordered open by the Erskine administration, the Student Development Office shall be responsible for providing shelter managers at each of the shelters being used in addition to providing available radio communications.

NOTE: Civil Defense Authorities will not request use of shelters except in case of nuclear emergency, and then only after approval from the Erskine administration.

Authority

The Abbeville County Council will be responsible for meeting the problems and dangers to the county and its residents resulting from disasters of any origin and may issue proclamations and regulations concerning disaster relief and related matters which, during an emergency, shall have the full force and effect of law.

Emergency Preparedness

All Building Coordinators within Erskine should develop emergency plans for each building. These plans should be on file with the Erskine College Police Department and should be revised before each school year. Previous

to adopt the plan, the following should be considered:

- Evacuation routes should be mapped and posted.
- Post all approved shelter areas.
- Establish and maintain a current list of all departmental employees, including home telephone numbers and street addresses.
- Which employee may be needed for a call-back to duty in various types of emergencies.
- The Erskine College Police Department, Facilities Management, Food Services, and Due West Family Medicine should keep emergency equipment readily available and maintain sufficient supplies and/or equipment to handle several days of emergency conditions. It should be realized that outside agencies and suppliers may not be able to assist for several days.

Education

Building Coordinators should educate employees who may be used in emergency situations.

They should be instructed:

- As to safety precautions relating to the job and emergency situation.
- To courteously refer news media to the Marketing and Communications Office.

Evacuation Plan

In the event evacuation of certain campus buildings or areas is necessary and a state of emergency has been declared by the President of Erskine or the appropriate administrative officer, the following procedures should be followed. These procedures are in addition to other appropriate procedures found in other Erskine announcements or publications:

- If shelter areas or alternate housing is needed, Facilities Management personnel and the Erskine College Police should unlock shelter areas as designated by the administration at such time after damages are surveyed.
- The Vice President of Student Development should coordinate alternative housing and provide the Control Center with appropriate assignment and/or availability lists.
- The Student Development Office shall be responsible for providing shelter managers at each of the shelters used in addition to radio communication portable units. One maintenance radio unit with necessary personnel should be stationed at the Control Center to communicate with each shelter area.
- Communications personnel should notify news media as soon as possible of the incident and the extent of damages, injuries, etc. Anxiety and confusion are generally reduced when family and friends receive accurate news instead of escalating rumors.
- Additional Erskine College Police Officers, maintenance personnel, and other personnel should be called in for duty as needed to perform required emergency duties.

APPENDIX A – Fallout Shelters

Approved Civil Defense Fallout Shelter areas rated by the South Carolina Emergency Preparedness Division:

- ** 1. Belk Hall – lower levels to the rear away from the exit door
- * 2. Grier and Pressly Residence Halls– basement area
- ** 3. McCain Library – first floor area
- * 4. Kennedy Residence Hall– basement area
- * 5. Bonner Residence Hall– basement area
- * 6. Robinson Residence Hall – basement area
- ** 7. Erskine Building – basement area (Hangar)
- * 8. Moss Facility – basement area

Note:

* Indicates shelters suggested as reserved for Erskine students, faculty, staff, employees, and families.

** Indicates shelters suggested as best to open to the public if needed and requested by the Civil Defense Agency.

APPENDIX B – Suggested Severe Weather Shelter Areas

Applied Art Building – center of building away from glass

Belk Hall – basement and first floor (hallway)

Bonner Residence Hall – first floor hallways, basement

Bowie Art Center – classroom on first floor and storage area on first floor

Bowie Divinity Hall – basement and interior hallways on first floor

Daniel-Moultrie Science Center – first floor corridors away from windows

Edwards House – lower-level interior hallways

Erskine Apartments/Fleet Village – lower-level interior rooms away from windows

Erskine Building – Hangar area and basement hallway

Erskine College Police Department – interior corridors away from windows, basement area

Galloway Center – lower-level interior hallways and shower areas

Grier Residence Hall – basement and interior hallways on first floor

Kennedy Residence Hall – first floor corridors and basement

Literary Societies – center of buildings, basement if available

McCain Library – basement, away from the book stacks

McQuiston Residence Hall – first floor corridors away from glass and the basement

Moss Facility/Memorial Hall – basement level

Moffatt Dining Hall – main dining area, private dining area well away from glass

President's Home – basement

Pressly Residence Hall – basement and interior hallways on first floor

Reid Science Hall – basement

Resident Homes – center hallway away from windows and glass doors

Watkins Student Center/Snapper's – basement

**** Note:** All Carnegie and Robinson residents are to evacuate to the Bonner basement during any tornado warnings.

APPENDIX C – Emergency Notification List

(Essential personnel on call and subject to duty in the event of an emergency situation):

- President
 - Vice President for Operations
 - Dean of Enrollment
 - Vice President of Student Development
 - All Resident Directors
 - Director of Marketing & Communications
 - All Resident Directors
 - Human Resources Director
 - All HVAC/electrical/plumbing repair personnel; others may be requested by the Director of Facilities.
 - Administrative support staff may be needed to staff Command Centers.
- Every effort will be made to request help only from individuals whose family and personal property are secure. All personnel will follow extreme caution insofar as dangerous situations are concerned. Of primary importance are the prevention of injury and the saving of lives.
- The Vice President for Operations and the Erskine College Police Department will maintain the names and phone numbers of emergency personnel. The list will be posted in a prominent place in both of these offices.

APPENDIX D – Notification List for Tornado/Severe Thunderstorm Warnings

- President
- Vice President for Operations
- Dean of Enrollment

- Vice President of Student Development
- All Resident Directors
- ** Tornado Warnings are notifications for evacuation.
- ** Tornado Watches and Severe Thunderstorm Warnings are for advisement.

Town of Due West-Emergency Siren Protocol

1) Activation? The siren will be activated when a Tornado Warning has been issued for Abbeville County by the National Weather Service (NWS) or is spotted by an Erskine College Police Officer (Police, Fire or EMS) in Abbeville County or the Town of Due West. Activation controls are located in the Town's Police Department and at the Emergency Communications Center (911) for Abbeville County. The siren is only intended to warn individuals outside of any structure within the Town limits of Due West.

2) What will the siren alert sound like? The 15 hp Omni directional Siren will sound for 10 seconds on, then 4 seconds off, for 3 minutes. This fixed siren will sound for 100% of its full volume run time. Plus the 122 db siren will provide a 460 Hz tone, the lowest pitch in the industry, meaning its sound will fade at a lower rate than most sirens.

3) What Action Should I Take?

Take cover immediately. Do not call Emergency Services Dispatch (911) to ask why the sirens are sounding! Tune to local cable TV, radio stations, or NOAA All Hazard Weather Alert Radios for further instructions. You can also be alerted on your cell phone by signing up with the Abbeville County Citizen Alerting System. (Citizen Web Portal Instructions are on the back page of this Protocol.)

4) Will There Be An All Clear Siren Sounded? An "all clear" signal will not be issued as it may be confusing to residents in the event of additional sightings and warnings. Most tornadoes will pass in approximately 20-25 minutes. If a second tornado approaches, the siren will be activated again.

5) When Will The Siren Be Tested? There will be monthly testing at 11:30am on the second Friday of the month, or as needed after repairs and maintenance. The Test activation will sound a steady siren for 7 seconds.

6) Where Is The Siren And What Color Is It? The siren is located centrally by the old town hall downtown. The new siren is not bright red but beige in color to blend into the background.

7) Important Terms! A Tornado Watch is issued when tornadoes are possible. Stay tuned to news or listen for the siren. A Tornado Warning is issued when a tornado has been sighted, and the siren is activated. Take shelter immediately. Do not rely solely on the siren for notification of a tornado. Always stay tuned to public weather radio and television. Observe weather conditions yourself and react if needed.

Alcohol and Drug Policies

Drug Policy

Erskine College prohibits the possession, use, or distribution of illegal drugs. Anyone violating this prohibition will be subject to being expelled immediately from the institution and being turned over to the legal authorities.

Alcohol Policy

The possession of alcoholic beverages by any Erskine student or guest of any student anywhere on the Erskine campus or at any function sponsored by any College organization is a violation of College regulations. This includes all residence hall rooms. A hall resident is responsible for any violation of the alcohol regulations, including underage possession or consumption, that occurs in his or her room while he or she is present. Public display of any alcoholic beverage, drunkenness, or alcohol-related misconduct in any area of campus is a violation of College regulations.

Drug-Free Workplace Act

The Drug-Free Schools and Communities Act Amendments of 1989 require all schools to adopt and implement a drug-prevention program for their students and employees. As a part of this program, Erskine is required to distribute annually a statement detailing standards of conduct, a description of applicable legal sanctions, a description of health risks, available counseling, and disciplinary sanctions which may be imposed as they relate to the use of illicit or illegal drugs and the abuse of alcohol. This statement will be made available to all employees.

No part of this policy, or any of the procedures hereunder, is intended to limit Erskine's ability to manage its workplace or to discipline its employees. No part of this policy or any of these procedures is a guarantee of employment, continued employment, or terms or conditions of employment.

Drug or Substance-Abuse Testing

Erskine may (but is not obligated to) require employees to be tested for drugs or alcohol under certain conditions. Drug testing may be by urinalysis or another appropriate method. Alcohol testing may be an evidential breath-testing device or another appropriate method.

At present, testing may be required in cases of reasonable suspicion, after a workplace or job-related accident (including automobile accidents), and before return to duty after suspension or leave for alcohol or substance abuse.

Reasonable Suspicion Testing

An employee may be tested when, in Erskine's opinion, there is reasonable cause to suspect that the employee's behavior, performance, error in judgment, accident or incident, or other unsafe action while working may be related to substance abuse or that the employee has otherwise violated this policy. Erskine is not obligated to conduct a test in such circumstances and may elect to discipline an employee who reports to work under the influence of alcohol or illegal drugs by suspension with or without pay, by immediate termination, or in another manner whenever Erskine, in its sole judgment, deems it appropriate to do so.

Post-Accident or Incident Testing

An employee may be tested if: (1) the employee suffers an on-the-job injury (requiring treatment from a doctor or other medical provider); or (2) causes injury to a fellow employee (requiring treatment from a doctor or other medical provider); or (3) where an injury may have been caused in whole or in part by the employee's failure to wear required personal protective equipment. Any incident that involves either an on-duty employee or an off-duty employee in an Erskine vehicle and that causes a total aggregate property damage of \$1,000 or more may be cause for testing.

Return-to-Duty Testing

An employee who, in the sole discretion of Erskine, is allowed to be reinstated following an absence from work for an extended period of time or completion of a drug/alcohol treatment or counseling program, may be required to pass a drug test upon his/her return to work.

Responsibility of Employees to Report

Any employee who suspects that a co-worker may be under the influence of a substance that impairs performance or may cause an injury (to oneself or others) should immediately notify his/her supervisor or some other member of management in order that the employee suspected of being impaired may be observed and evaluated by management.

Campus Fire Safety Report

The Higher Education Opportunity Act became law in August 2008. It requires all United States institutions of higher education to produce an annual fire safety report outlining student housing fire safety systems, fire drills, fire statistics, fire safety policies, and education and training programs. The following public disclosure details all information this law requires regarding Erskine College and Theological Seminary. Paper copies of this report can be obtained from the Office of Public Safety.

Fire Statistics:

Fire Statistics - On-Campus Housing Facilities					
		2025			
Residential Housing Facility	Street Address	Number of Fires	Number of Injuries	Number of Deaths	Value of Property Damage
Bonner	3 Bonner Circle	0	0	0	\$0
Carnegie	4 Bonner Circle	0	0	0	\$0
Grier	213 S. Main St.	0	0	0	\$0
Police Department	5 Bonner Circle				
Kennedy	2 Bonner Circle	0	0	0	\$0
McQuiston	212 S. Main St.	0	0	0	\$0
Pressley	211 S. Main St.	0	0	0	\$0
Robinson	6 Bonner Circle	0	0	0	\$0
Edwards	7 E. Cleveland St.	0	0	0	\$0
Erskine Apts.	Mill Street	0	0	0	\$0
Villages	5 Depot Street	0	0	0	\$0

Fire Statistics - Summary

	2023			2024			2025		
Residential Housing Facilities	Fires	Injuries	Deaths	Fires	Injuries	Deaths	Fires	Injuries	Deaths
Bonner	0	0	0	0	0	0	0	0	0
Carnegie	0	0	0	0	0	0	0	0	0
Grier	0	0	0	0	0	0	0	0	0
Police Department	0	0	0	0	0	0	0	0	0
Kennedy	0	0	0	0	0	0	0	0	0
McQuiston	0	0	0	0	0	0	0	0	0
Pressley	0	0	0	0	0	0	0	0	0
Robinson	0	0	0	0	0	0	0	0	0
Edwards	0	0	0	0	0	0	0	0	0
Erskine Apts.	0	0	0	0	0	0	0	0	0
Fleet Villages	0	0	0	0	0	0	0	0	0

Fire Safety Systems - On-Campus Housing Facilities

Residential Housing Facilities	Fire Alarm Monitored 24/7 by Simplex Monitoring Co.	Sprinkler System (Full or Partial)	Smoke Detection 1	Smoke Detection 2	Fire Extinguisher Devices	Evacuation Plans/Placards Posted in All Common Areas/Hallways
Bonner	YES	NO	YES	YES	YES	YES
Carnegie	YES	YES	YES	YES	YES	YES
Grier	YES	NO	YES	YES	YES	YES
Kennedy	YES	NO	YES	YES	YES	YES
McQuiston	YES	NO	YES	YES	YES	YES
Pressley	YES	NO	YES	YES	YES	YES
Robinson	YES	YES	YES	YES	YES	YES
Edwards	NO	NO	NO	YES	YES	YES
Erskine Apts	NO	NO	NO	YES	YES	YES
Fleet Village	NO	YES	NO	YES	YES	YES

Smoke Detection 1 is defined as smoke and heat detectors located in common areas and hallways tied directly into the fire alarm and monitored at all times by the Simplex Monitoring Company.

Smoke Detection 2 is defined as battery-operated smoke detectors/heat sensors (local alarm only) and is tied into the fire alarm.

Policies on Portable Electrical Appliances, Smoking, and Open Flames:

Erskine College's smoking policy can be found in The Pilot, the student handbook, which can be accessed [here](#).

No smoking is allowed in any building on the Erskine College campus, including, but not limited to, residence halls. This rule forbids smoking in residence hall hallways and personal rooms as well.

Students are expected to smoke only outside and away from main entrance and exit doors.

Students are not allowed to have the following items: weapons, firearms, BB guns, slingshots, airsoft guns, dart boards, knives with blades longer than three inches, fireworks, candles, incense, potpourri burners, appliances with exposed heating coils (space heaters), George Foreman grills, toasters and toaster ovens, hot plates, halogen lamps, pets, and alcohol/drug paraphernalia.

Fire or Fire Drills:

The number of fire drills performed in each on-campus housing facility is listed in the chart below.

Fire Drills - On-Campus Housing Facilities			
Residential Housing Facilities	Number of evacuation (fire) drills performed SY 2023-2024	Number of evacuation (fire) drills performed SY 2024-2025	Number of evacuation (fire) drills performed SY 2025-2026
Bonner	4	4	4
Carnegie	4	4	4
Grier	4	4	4
Infirmary			
Kennedy	4	4	4
McQuiston	2	4	4
Pressley	4	4	4
Robinson	4	4	4
Edwards	2	2	2
Erskine Apt	4	4	4
Fleet Village	4	4	4

The following regulations and procedures for fire or fire drills can be found in The Pilot, the student handbook, which can be found [here](#).

Regulations

No student shall activate the fire alarm system as a prank, trigger a false alarm, or discharge a fire extinguisher without due cause (\$50 fine). Any student found guilty of such an offense will be given 25 work hours for the first offense in addition to any other actions. Each violation thereafter will be referred to the College Committee on Discipline and Appeals.

There will be one announced mandatory fire drill each semester. All students are required to be present and participate. Any guests present during these fire drills must participate also.

There will be one unannounced fire drill each semester. All students and guests present in the residence hall

at that time will be required to participate.

All students and guests present in the residence hall at any time a fire alarm is sounded must vacate the building according to fire drill procedures.

Violators of the above regulation will be subject to disciplinary actions.

Procedure

In the event of a fire alarm, students are asked to observe the following procedures:

- Keep quiet except to awaken others.
- Put on shoes and coat and carry a towel.
- Close all windows and raise the shades.
- Turn on the lights if fire occurs in the evening
- Close the doors to your room as you leave.

Use the nearest exit or assigned exit.

Students having an assigned destination outside the residence hall are to remain there until released by an RA or RD.

In the event of a fire or an emergency during the day or night

- In the event of a fire, pull the closest fire alarm
- Call 911 (9911 on-campus system) to alert the appropriate authorities
- Call the Dean for Student Services or the Director of Residence Life and Housing:
Wendi Santee: 864-379-8701
Samuel Barrick: 864-379-8820
- Call the Resident Director of your residence hall or the residence hall with the present fire

RAs will serve as fire captains.

Students must not open fire exit doors except during a fire or fire drill. Any student caught opening these doors at an inappropriate time will be subject to disciplinary action.

Evacuation Procedures:

Evacuation plans/placards are posted in all common areas/hallways of each on-campus housing facility(posting is in progress for the Infirmary, McQuiston, and the Women's Seminary House).

Additional information on emergency response and evacuation procedures can be found at:

<http://www.erskine.edu/erskine/campus-police/emergency-procedures/>

Fire Safety Education and Training Programs:

Students are made aware of fire safety policies in The Pilot and the student handbook. Fire safety training is provided to all Resident Directors and Student Life Assistants during the mandatory orientation program conducted in August. This training includes responsibilities during a fire alarm, fire procedures for the residence halls, and proper use of a fire extinguisher. Resident students also attend dorm meetings where fire safety and evacuation procedures are reviewed.

Erskine College and Seminary employees are reminded about fire safety in the Safety Section of the Employee Resource Handbook. All employees are required to sign an acknowledgment form stating that they are aware of the policies and expected to adhere to them. Emails and other correspondence are sent to employees during Fire Safety Prevention Week (October of each year) to remind employees to be safe at the workplace and at home.