

# Stanford University



## STANFORD IN OXFORD

2015 Safety, Security, and Fire Report

## STANFORD IN OXFORD, ENGLAND

October 1, 2015

This report has been compiled in compliance with the US federal Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act and the Higher Education Opportunity Act.

Safety on the Stanford in Oxford campus is a natural source of concern for students, parents and University employees. Education - the business of Stanford University - can take place only in an environment in which each student and employee feels safe and secure. Stanford recognizes this and employs a number of security measures to protect the members of its community. The local police force, and the students and employees themselves all share in the responsibility of making the Stanford in Oxford program a safe place to study, work and live.

**Contact Information:**

Stanford House  
65 High Street  
Oxford OX1 4EL  
England  
Tel: (44) (0) 1865-251193

**Local Law Enforcement Agency:**

Thames Valley Police  
Headquarters, Oxford Road  
Kidlington, Oxfordshire OX5 2NX  
Telephone: (44) (0) 8458-505505

## Requests for Safety, Security & Fire Report Data

The Stanford in Oxford program is under the jurisdiction of the Thames Valley Police. The Headquarters is located at Oxford Road, Kidlington, Oxfordshire OX5 2NX. Telephone: (44) (0) 1865-841148. All statistics at the close of this document are supplied by the Director of Stanford in Oxford program. Crime statistics for Oxford and surrounding area are available from the local police website: <http://www.thamesvalley.police.uk/about-us-operf-loc-crime>.

## Branch and Overseas Campus Crime and Fire Statistics

Crime and fire statistics reported in this publication are for the Stanford University Oxford campus. Crime statistics for Stanford branch campuses are available at [police.stanford.edu](http://police.stanford.edu).

## Obtain a Copy of the Safety, Security, and Fire Report

You may request a paper copy of the Stanford Safety, Security & Fire Report through any of the following means:

- ▶ Contact SUDPS to request by mail at  
711 Serra Street, Stanford, CA 94305, or call **+1 650-723-9633**  
(Mon-Fri, 8 a.m. - 5 p.m.)
- ▶ Email [publicsafety@lists.stanford.edu](mailto:publicsafety@lists.stanford.edu)
- ▶ Visit [police.stanford.edu](http://police.stanford.edu).



Stanford University Department of Public Safety  
711 Serra Street  
Stanford, CA 94305

Phone: **+1 650-723-9633**  
24-Hour non-emergency line: **+1 650-329-2413**

Stanford University reserves the right to update the information contained in this report as necessary. The most current version of this report is at [web.stanford.edu/group/SUDPS/forms.shtml](http://web.stanford.edu/group/SUDPS/forms.shtml).



### ***A Message from Chief Laura Wilson***

I want to thank you for taking the time to read this annual report and encourage you to become involved with the safety of the Stanford community. The Stanford University Department of Public Safety exists to provide a safe, secure environment that respects and encourages freedom of expression, the safe movement of people, and the protection of life and property while upholding the United States Constitution and federal, state, and local laws and ordinances.

The members of the Stanford University Department of Public Safety are committed to providing high quality public safety services with a strong emphasis on customer service.

#### ***To Accomplish This goal***

- We pledge to honor the spirit and letter of the laws we are charged to uphold.
- We will dedicate our full attention to our duties in order to promote a safe environment while earning and maintaining the public's trust.
- We will endeavor to continually enhance our professional skills and knowledge.
- We will hold each other accountable for demonstrating professional and ethical behavior.
- We will actively identify and pursue opportunities to improve our department and the way we serve the campus community.

The hallmarks of our service are a constant dedication to the principles of **honesty, integrity, fairness, courage,** and **courtesy.**

*Please let us know how we can best serve you.*

The function of a Campus Security Authority (CSA) is to report to the official or office designated by the institution to collect crime report information any allegations of Clery Act crimes that he or she concludes were made in good faith.<sup>1</sup> The person designated to collect Clery information at Stanford is:

### Clery Compliance Coordinator

Annette Spicuzza  
cleryinfo@stanford.edu  
+1 650-723-8417

## “Campus Security Authority” Defined

As defined by the Clery Act, a federal law codified at 20 U.S.C. § 1092(f), a Campus Security Authority (CSA) is: (1) A campus police department or a campus security department of an institution. (2) Any individual or individuals who have responsibility for campus security but who do not constitute a campus police department or a campus security department under paragraph (1) of this definition, such as an individual who is responsible for monitoring entrances into institutional property. (3) Any individual or organization specified in an institution’s statement of campus security policy as an individual or organization to which students and employees should report criminal offenses. (4) 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. If such an official is a pastoral or professional counselor, the official is not considered a campus security authority when acting as a pastoral or professional counselor.

If you have questions about whether your position or job duties meet the definition of a CSA, please contact the University’s Clery Compliance Coordinator.

## Stanford University CSA’s

Campus Security Authorities have legal obligations under state and federal laws. The actions required of CSA’s are explained on the following pages.

The following list denotes the positions or organizations at Stanford that have been identified as meeting the federal definition of a Campus Security Authority. The following list is intended to be comprehensive, but certain positions may not have been specifically listed. See page 10 for a list of positions which are exempt from reporting requirements.

- Law enforcement and security officers, including contract security and access control monitors
- The Vice Provost of Residential and Dining Enterprises
- The Vice Provost for Student Affairs

<sup>1</sup> See pages 39-40, 44 for Clery-reportable crimes.

- The Dean of Students
- The Director of Vaden Health Center
- Resident Deans
- Resident Fellows
- Residence Assistants and Community Assistants
- Athletic Coaches
- Title IX professional staff
- Office of Community Standards staff
- Study Abroad Directors
- Department of Athletics Red Coat staff
- Fraternity and sorority life professional staff
- Community Center Directors
- Student Activities & Leadership professional Staff
- The Haas Center professional staff
- The Office of Sexual Assault & Relationship Abuse (SARA) Education & Response professional staff
- Graduate Life Office professional staff
- 5-SURE safety escorts

## CSA Responsibilities

Campus Security Authorities have responsibilities under both federal and state laws. The most significant differences between the federal and state requirements is the time frame within which CSA's must report crimes and the entity to which a crime must be reported. The following sections provide greater detail about these legal obligations. If your job function meets the definition of a CSA, you need to be aware of these legal obligations. See page 9 for additional information.

### State Law – California Education Code Sections 67380 and 67383

California Education Code sections 67380 and 67383 require CSA's to *immediately*, or as soon as practically possible, notify local law enforcement when they become aware of any violent crime, sexual assault, hate crime or any attempt to commit one of these crimes.

In-progress crimes should be reported to 9-9-9

To report a violent crime, sexual assault, or hate crime that is not in progress, call **+1 650-222-5147**.

The Stanford University Department of Public Safety will receive crime reports from CSA's — regardless of the location where the crime occurred — and forward the information to the appropriate law enforcement agency.

*This institutional procedure does not prohibit an individual, including the victim, from notifying local law enforcement on their own about these or any crimes.*

## Federal Law – Clery Act (20 U.S.C. Section 1092(f))

Any CSA who becomes aware of a Clery-reportable crime<sup>2</sup> must report the incident to the Clery Compliance Coordinator.<sup>3</sup> Unlike the state law that requires CSA's to report specified crimes to the local law enforcement agency as soon as possible, the federal Clery Act law does not mandate the time frame within which Clery-reportable crimes must be reported to the Clery Compliance Coordinator; however, in order to ensure that the University complies with the Timely Warning provision of the Clery Act (see pages 12), the University strongly encourages CSA's to report Clery-reportable crimes to the Clery Compliance Coordinator as soon as practically possible after learning of the crime. REMEMBER: State law requires CSA's to immediately, or as soon as practicably possible report sexual assaults, violent crimes, hate crimes, and any attempt of these, to the Clery Compliance Hotline at **+1 650-222-5147**.

Under federal law, the following information must be reported to the Clery Compliance Coordinator:

- The details of the incident(s) - sufficient to properly classify the type of crime
- The location of the incident
- The date and time the incident occurred
- The date and time the CSA was advised of the crime

CSA's do not share legally-protected, confidential information with the Clery Compliance Coordinator, without the permission of the involved parties, unless state or federal law mandates such notification (such as mandated child abuse reporting laws).

In the event an incident involves an ongoing or imminent threat to the community that might require a Timely Warning or Emergency Notification to be distributed, CSA's should call the program director as soon as possible, after notifying the authorities.

## Complying with Education Code Sections 67380 and 67383 - Frequently Asked Questions

### *Who must report?*

All university Campus Security Authorities. See pages 6-7 for the definition of a CSA and a list of representative positions.

### *Which crimes must be reported immediately?*

The crimes which must be reported are homicide, robbery, aggravated assault, arson, rape, forced sodomy, forced

<sup>2</sup> A list of Clery-reportable crimes can be found on page 29.

<sup>3</sup> A crime is "reported" when it is brought to the attention of a campus security authority or local law enforcement personnel by a victim, witness, other third party, or even the offender. It does not matter whether or not the individuals involved in the crime or reporting the crime are associated with the institution. If a campus security authority receives the crime information and believes it was provided in good faith, he or she should document it as a crime report. In "good faith" means there is a reasonable basis for believing that the information is not simply rumor or hearsay; that is to say that there is little or no reason to doubt the validity of the information. What must be disclosed, therefore, are statistics from reports of alleged criminal incidents. It is not necessary for the crime to have been investigated by the police or a campus security authority, nor must a finding of guilt or responsibility be made to disclose the statistic. A campus security authority is neither responsible for determining authoritatively whether a crime took place, nor should he or she try to apprehend the alleged perpetrator of the crime—those are the functions of law enforcement personnel. It is also not a CSA's responsibility to convince a victim to contact law enforcement if the victim chooses not to do so.



oral copulation, rape by a foreign object, sexual battery, or the threat of any of these crimes, and any hate crime.

### ***When must crimes be reported?***

Education Code sections 67380 and 67383 require a CSA to **immediately**, or as soon as practically possible, report the specified crimes to local law enforcement.

### ***What information must be reported?***

The details of the incident (sufficient to classify the type of the crime), the location, and the date and time of occurrence are what must be reported to law enforcement.

### ***Should a CSA provide the names of the victim and perpetrator when making a report?***

The victim must be asked if he or she consents to being identified. When a victim consents to being identified, the CSA shall provide the name of the victim and the name of the alleged perpetrator, if known. If the victim does not want to share his or her identity with law enforcement, then the name of the alleged perpetrator is not to be provided. If there is a concern for the immediate safety of the community, a CSA may provide the name of an alleged perpetrator to law enforcement even when a victim declines to be identified. Consult with Stanford's Office of the General Counsel at **+1 650-723-6611**, if you have questions about this unique circumstance.

### ***How to report?***

For crimes in progress, call 9-9-9.

For other reports made for the purposes of complying with Education Code sections 67380 and 67383, call the SUDPS non-emergency, Clery Compliance Hotline: **+1 650-222-5147**. The person who answers the phone will ask a series of specific questions to assist with proper compliance reporting. Even if a crime did not occur at Stanford, SUDPS will accept the information and will forward the information to the agency having jurisdictional responsibility.

### ***May I report anonymously?***

It is not uncommon for multiple sources, including CSA's, to report the same incident to the Clery Compliance Coordinator. To minimize the potential for counting an incident more than once and to ensure crimes and locations are properly categorized, the university requires CSA's and other persons wishing to make a Clery report for inclusion in the annual disclosure of crime statistics to provide their name and contact information so that the Clery Compliance Coordinator can follow up, if needed. A victim may request confidentiality when making a report.

### ***What happens with the information provided to DPS?***

Reports made to the non-emergency compliance hotline are primarily for notification purposes so that law enforcement is aware of possible criminal activity. SUDPS will notify the law enforcement agency having jurisdictional responsibility for investigating criminal activity where an incident is reported to have occurred, based upon information received through this reporting mechanism. In most cases, police departments will not initiate a criminal investigation based on third-hand information. Further, in order to conduct a criminal investigation, agencies will typically want to obtain a statement made directly by a victim. Therefore, a victim who wants an incident investigated by a police agency for purposes of criminal prosecution should notify the agency directly and file a police report.

## *If I report a sexual assault to Stanford DPS using the Clery Compliance Hotline, must I also report to Title IX?*

Yes. SUDPS will contact the Stanford Title IX Office to provide information about reports received through the Clery Compliance Hotline, including the name of the victim and the alleged assailant, if the victim has consented to being identified. Nevertheless, an individual CSA reporting a sexual assault or other prohibited conduct should also contact Stanford's Title IX office to ensure all proper notifications have been made. The state and federal laws (the Clery Act and Title IX) have differing reporting requirements and response obligations.

## **Persons Exempt From Reporting Clery-Reportable Crimes**

The Clery Act specifically excludes the following persons from Clery reporting requirements when the person is operating in the course and scope of their license:

**Pastoral Counselor**- a person who is associated with a religious order or denomination and is recognized by that religious order or denomination as someone who provides confidential counseling within the scope of their position as a pastoral counselor.

**Professional Counselor**- a person whose official responsibilities include providing mental health counseling to members of the institution's community and who is functioning within the scope of his or her license or certification.

Stanford also has a **Confidential Support Team** of professionals specifically trained in sexual assault response. University **Ombuds** have also been designated as exempt from Clery reporting obligations.

Pastoral and professional counselors who learn about Clery-reportable crimes in the performance of their official duties are not required to report these crimes to the Clery Compliance Coordinator for inclusion in the annual security report or for the purposes of a Timely Warning, nor are the counselors instructed to encourage such reporting. Administrative Guide Policy 1.7.3 encourages persons being counseled to report crimes to the Clery Compliance Coordinator on a voluntary, confidential basis (no names will be requested) for inclusion in the annual crime statistics.

## **Reporting Crime**

All students, faculty, staff and visitors are encouraged to report all crimes and public safety related incidents to the police in a timely manner. Anytime you need immediate police, fire, or medical response, dial 999. For a non-emergency police response on campus, dial 101.

Call 999 if you think a crime is in progress, which might be indicated by:

- ▶ A whistle, scream, or call for help.
- ▶ Any crime that is occurring or has occurred.
- ▶ A strange car repeatedly driving up and down the street.
- ▶ Seeing someone you don't know or recognize entering Stanford House or your neighbor's room, enter an office with no apparent business or transaction, loitering in the parking area by the rear gate to the garden, or in either of the rear gardens.

Members of the Stanford community are encouraged to immediately and accurately report any criminal offense, suspected criminal activity, or other emergency directly to the law enforcement agency with jurisdiction where the crime occurred.

## Emergencies

999

Director, Geoffrey Tyack

01865 251302

Academic and Student Services  
Administrator, Rebecca Chaplin

01865 461193  
07948 517563

## For Immediate Police, Fire, or Medical Response

Provide the dispatcher with a description of the incident type, location, time of occurrence, any injuries, weapons involved, the suspect, associated vehicles, and the direction of travel.

### How To: Report a crime to a dispatcher

Start with the **what** and **where**: "My bike was stolen from outside building 23."

Then get to the **who**:

-Gender, height, hair color/style, eye color, and other features:

"I saw a male with white hair in a flat top."

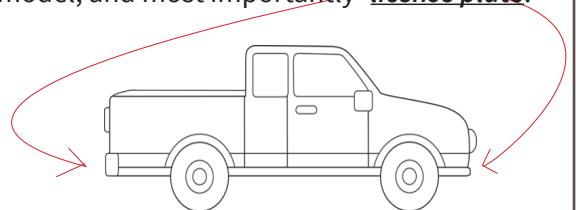
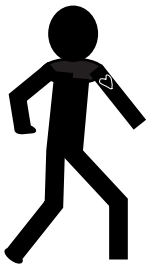
-Clothing (from top down) and any distinguishing characteristics:

"He was wearing a blue shirt with a heart on the sleeve, black pants, and wasn't wearing any shoes."

-Mode & direction of travel, such as car color, make/model, and most importantly **license plate**.

"He put my bike in the back of a white truck and left West on Main Street. The license plate is A123BCD." **or**

"He is westbound on Main on a red mountain bike with black wheels."



### Emergency Notifications and Timely Warnings

In the event that a situation arises, either on or off campus, that, in the judgment of the Director of Stanford in Oxford, constitutes an ongoing or continuing threat to the community, a program-wide “timely warning” will be issued. The warning may be issued through any means appropriate including: email lists, flyers and phone calls. Anyone with information warranting a timely warning should report the circumstances to the program staff by phone or in person.

### Crime Prevention Education Programs

Crime prevention is a top priority. During orientation, issues of general safety and crime prevention, acceptable computer use, student conduct, sexual harassment, and sexual abuse policies are reviewed.

University judicial policy applies year-round to all on-campus activities, and to any acts that threaten the safety and integrity of the University community regardless of where such acts occur.

### Personal Accountability

Students, faculty, and staff are responsible for their individual safety and the security of their property. Acting collectively, with others in mind, helps promote safety and security for the entire campus. EH&S provides resources for preparing and responding to a variety of emergencies at [ehs.stanford.edu](https://ehs.stanford.edu).

### Weapons on Campus

All weapons are prohibited on the Stanford and Stanford Branch Campuses except for local or government law enforcement officers. In addition to firearms, most knives that are capable of inflicting death by stabbing and all straight razors are prohibited. Weapons are also prohibited in student residences.

## Violence on campus and in the workplace

Stanford University will not tolerate violence or threats of violence on campus or in connection with University events.

**Employees** who violate this policy (or who bring false charges) will be subject to corrective action, up to and including termination. Persons who violate the law are subject to arrest.

**Students** who violate this policy could be in violation of the Fundamental Standard\* and subject to disciplinary action ranging from a formal warning and community service to expulsion. Additionally, students who violate the law are subject to arrest.

[AdminGuide 2.2.11](#)

\*The Fundamental Standard has set the standard of conduct for students at Stanford since it was articulated in 1896 by David Starr Jordan, Stanford's first president: *Students at Stanford are expected to show both within and without the University such respect for order, morality, personal honor and the rights of others as is demanded of good citizens. Failure to do this will be sufficient cause for removal from the University.*

### Location of Registered Sex Offender Information

England does not maintain a sex offender registry. Information about an individual's past criminal history is not made available to the public in England.

### Responding to an Active Threat (such as an Active Shooter)

**If an active threat is nearby** ► Escape if it is safe to do so.

**If escape is not an option:**

- Lock and barricade doors.
- Turn off lights (to make the area appear unoccupied).
- Close blinds and/or block windows.
- Silence cell phones (turn off vibration as well) but do not turn them completely off. Turn off radios and computer monitors.
- Keep other occupants calm, quiet, and out of sight.
- Seek cover and barricade yourself (with others, if possible) by placing as much material as possible between you and the threat
- As soon as it is safe to do so, notify law enforcement.
- Do not approach emergency responders, let them come to you. Raise both your hands over your head. Otherwise, emergency responders may not know the difference between you and the threat.
- Remain under cover until the threat has passed or you've been advised by law enforcement that you can exit.
- Do not sound the fire alarms unless there is a fire. Evacuation during an active threat event could place people in harm's way.
- Fight back as a last resort. Attack aggressively and in coordination with others, if possible. Throw objects or improvise other weapons (fire extinguisher, office equipment).

## Responding to a Bomb Threat

**If you receive a telephone bomb threat** ► Try to stay calm and gather information from the caller.

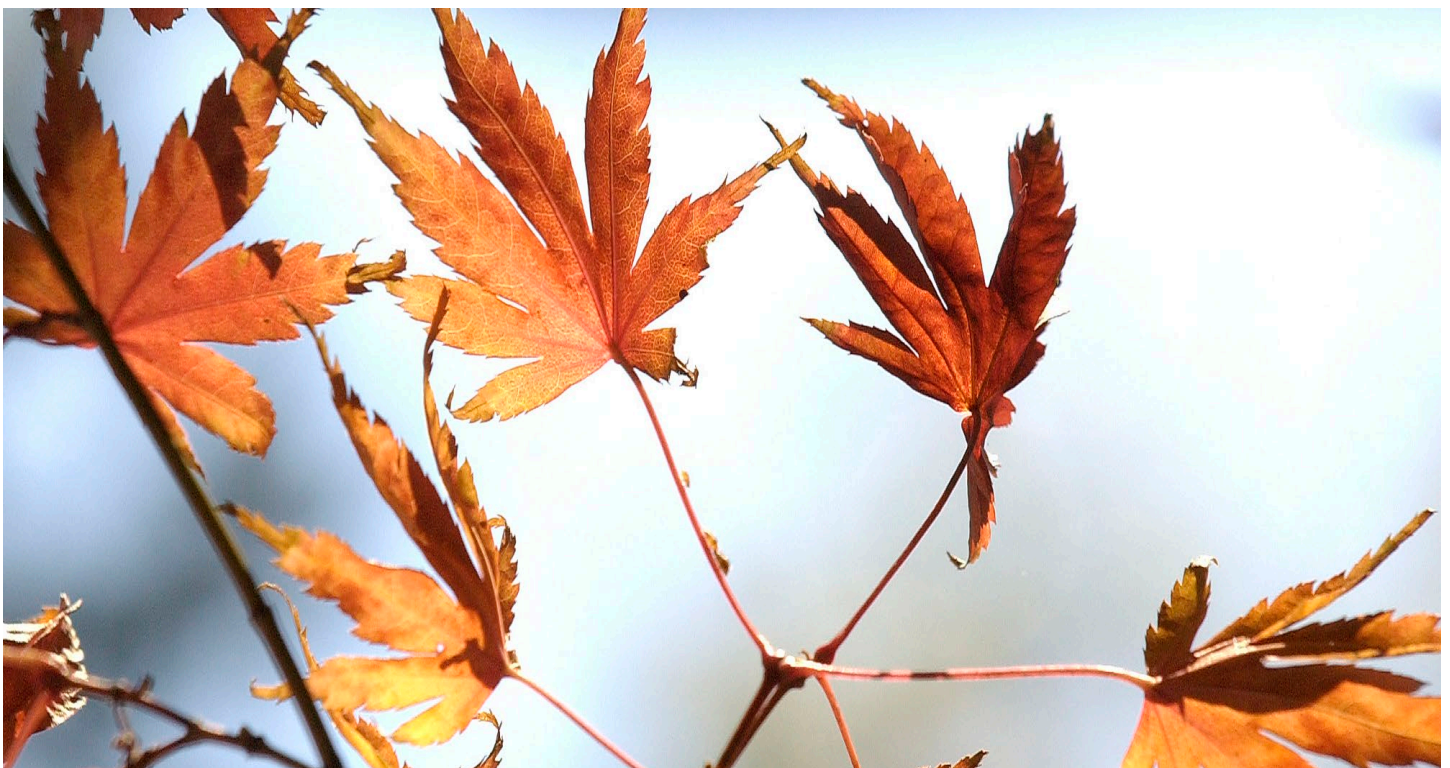
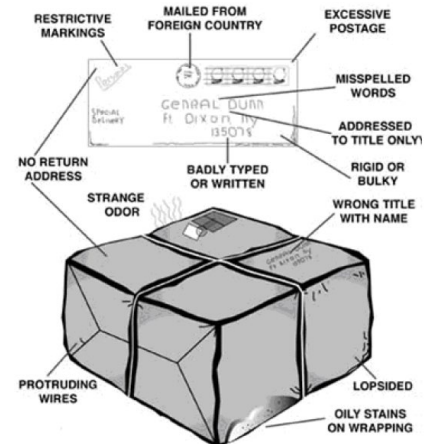
- Write down the apparent gender, age, and unique speech attributes of the caller.
- Note if anything be heard in the background.
- If they do not tell you, ask the caller where the device is located and when it is set to detonate.
- Call for help immediately and provide the details.

**If you receive a suspicious package** ► Call local law enforcement immediately.

- Advise others to move away from the area.
- Follow the directions of law enforcement and first responder personnel.

**If you receive an email bomb threat or other threatening email** ► Call 9-9-9

Do not delete the message. Law enforcement personnel will need all the details of the message for the investigation.



Familiarize yourself with the evacuation procedures for any building; locate the nearest exit and fire extinguishers.

### Fire and General Evacuation Procedures

- ▶ **Report a fire or smoke** - *even if the fire has been extinguished*
  - Use fire alarm pull boxes AND
  - Call for emergency assistance.
  
- ▶ **If it is not safe to evacuate**
  - Close the door to the corridor and seal up cracks with wet towels .
  - Go to the window and open it a few inches.
  - Hang out a bed sheet or other large item to signal for help.
  
- ▶ **Evacuate** - Leave the building as soon possible when you hear the sound of an alarm in a campus building (drills are not an exception).
  
- ▶ **Report to the Program Administrator** - Account for yourself and notify the administrator if you know of anyone who is missing.
  
- ▶ **Choose a safe exit**
  - **Before opening a door**, check for warmth with the back of your hand:
    - *If warm*, leave the door closed and stuff towels or clothes in the cracks and open a window.
    - *If not warm*, open the door slowly (CAUTION: the doorknob may be hot) and be prepared to close it quickly, if necessary.
  - Close doors as you leave to confine the fire.
  - If you see or smell smoke in a hall or stairway, use another exit.
  - Never use elevators; always use the stairs.
  
- ▶ **Help others evacuate**
  - Knock on doors and check bathrooms as you leave.
  - Offer assistance to individuals with physical disabilities.
  
- ▶ **Be alert of suspicious persons or activity** - Immediately report any vandalism or tampering with an alarm.

Emergency Evacuation plans and maps are posted in dorm rooms, hallways, student lounge, and the Center's computer room.

## Behavioral Expectations

The University's Administrative Guide sets forth expectations for the behavior of faculty and staff in the *Code of Conduct* (Administrative Guide 1.1.1). The Fundamental Standard sets forth behavioral expectations for students. Additionally, the *Violence in the Workplace* policy further defines behaviors not sanctioned by the University on the main campus as well as any of the branch campuses (Administrative Guide 2.2.11). The Threat Assessment Team uses these policies in conjunction with professional training and experience to evaluate behaviors that have been brought to the attention of the team.

Behaviors do not have to violate the law or university policies to be worrisome. Violence may be preceded by behaviors that indicate an increasingly negative emotional state. The following behaviors have been associated with a heightened risk for violence or self-harm<sup>4</sup> and should prompt a community member to call **for law enforcement assistance**.

### Imminently Dangerous ► Call local law enforcement

- Statements (written or verbalized) about harming oneself or others, especially if specific plans are mentioned
- Acquisition of weapons in the context of concerning or alarming behaviors listed above

### Alarming Behavior ► Notify a Supervisor or Contact the Threat Assessment Team +1 650-723-9633

- Verbally abusive of peers; disruptive or bizarre behavior
- Defiant of authority and believes rules do not or should not apply to them
- Sense of victimization or paranoia
- Change in appearance, declining hygiene
- Sending disturbing messages (e.g., texts, e-mails, letters)
- Coursework content that is disturbing
- Statements supporting the use of violence to resolve issues or a general obsession with violence or guns
- Distancing oneself from family, friends, or peers (suddenly or gradually)
- Vandalism of property out of revenge
- Stalking

### Concerning Behavior ► Notify a Supervisor

- Consistent interpersonal conflict
- Irritability or moodiness
- An inability or unwillingness to abide by policies or rules
- Increase in alcohol or drug use
- Social isolation and unexplained absenteeism
- Anger, intimidation, and bullying, especially without personal accountability or remorse
- Inappropriate reasoning, impaired judgment

<sup>4</sup> These behaviors have been adapted from a variety of sources including:  
 Deisinger, G., et al. *The Handbook for Campus Threat Assessment Teams*. Stoneham: Applied Risk Management, LLC, 2008. Print.  
 Work Trauma Services, Inc. *Warning Signs*. Web. 2012. <<http://wtsglobal.com/warning-signs>>  
 Curiale Hirschfeld Kramer LLP. "Managing Within the Law Workshop for Stanford University." Santa Monica. 2012. Print.



## The University Threat Assessment Team

The University's Threat Assessment Team is comprised of faculty and professional staff members who meet regularly to review best practices and current trends and to consult about matters of immediate concern. The Threat Assessment Team is committed to maintaining an environment where people feel safe to carry out the University's mission. Education, communication, collaboration, coordination of resources, and early intervention are the cornerstones of Stanford's violence prevention efforts.

The University will not tolerate violence or threats of violence anywhere on campus or in connection with University sponsored events. Persons who become aware of situations which pose an imminent threat to the safety of the community or one of its members, including self-harm, should call **9-9-9** immediately. Persons who become aware of situations which might pose a threat to the safety of the community or one of its members, including self-harm, are encouraged to consult with a member of the threat assessment team or other appropriate university official in a timely manner.

Team members include representatives from: [Student Affairs](#), [SUDPS](#), [Counseling and Psychological Services \(CAPS\)](#), [Faculty and Staff Help Center](#), [Ombuds](#), [Human Resources \(University, Medical School, SLAC\)](#), [General Counsel](#), [Risk Management](#), and other departments, depending on the situation.

The responsibilities of the Threat Assessment Team are the following:

- Proactively develop procedures for response to actual or potential violence.
- Review and decide upon appropriate response strategies for selected cases.
- Review and coordinate training materials and programs.
- Periodic review and updating of workplace violence policy.
- Develop contacts with outside threat assessment professionals.
- Keep current on legal issues related to workplace/academic safety and incident response.
- Stay abreast of developing trends both domestically and internationally.
- Deploy future forecasting models to anticipate developments.

In addition to the tips below, visit the BOSP Safety page at [undergrad.stanford.edu/programs/bosp/prepare/health-safety/safety](https://undergrad.stanford.edu/programs/bosp/prepare/health-safety/safety)

### See Something, Say Something

Report crimes, suspicious activity or behavior to the police immediately, including:

- ANY activity or behavior that is threatening persons or property.
- Peeping or prowling.

### Lock It or Lose It

- Lock your doors anytime you leave your office or residence or room.
- Never prop open a locked door.
- Don't allow "piggybacking" (when someone unknown to you tries to enter a locked building behind you).
- Report broken or malfunctioning locks immediately to a building/facility manager.
- Secure all valuables out of sight.
- Avoid becoming a target of thieves by securing commonly stolen items:
  - Secure laptops in a closet or drawer, or secure them to a fixed object with a cable lock. Never leave laptops or other mobile devices unattended.
  - Secure bicycles to a bicycle rack with a U-lock.

### Prevent Identity Theft

- Protect your Passport and Social Security number.
- Inspect your credit report and financial statements regularly, and shred anything with your personal information on it before disposal.
- Never click on links in unsolicited emails.
- Utilize Federal Trade Commission resources at [ftc.gov/bcp/edu/microsites/idtheft/](https://ftc.gov/bcp/edu/microsites/idtheft/).
- If you are a victim of identity theft, report it to your local law enforcement agency and seek assistance at [identitytheftcouncil.org](https://identitytheftcouncil.org).

### Online Security

Notify the police immediately if a computer containing any sensitive or confidential information has been lost or stolen. Information and account security for Stanford University systems is also regulated by the *Computer and Network Usage Policy*, Administrative Guide 6.2.1. Report policy violations to the Information Security Office at **+1 650-723-2911** during normal business hours or to the Office of General Counsel after-hours phone line **+1 650-736-7808** outside of business hours.

To help prevent hacking, learn more about best practices, such as strong passwords and security updates, at [stanford.edu/group/security/securecomputing](https://stanford.edu/group/security/securecomputing).

### Student Residences

Student residents share the responsibility for the security of residences. Residents are strongly encouraged to:

- Keep bedroom and apartment doors locked, at all times.
- Ensure doors lock securely when entering or leaving a residence.
- Do not allow unknown persons into locked student residences or academic facilities.
- Never prop doors open.
- Notify police immediately of any crimes or suspicious activity or behavior.

### Security and Access to Student Residences

The Stanford House entrance doors have locking devices that can be opened only by a digital fob, which is issued only to staff and residents, and should be kept locked at all times. All exterior doors have automatic closing devices. Student room doors are also self-locking, and residents should keep their room doors locked at all times even while going to the bathroom. The fob issued to each student gives access through all external doors and to common areas such as the Computer Cluster, as well as to their bedroom, but not to any other bedrooms. The House Manager performs routine maintenance throughout the residence and responds to all reports of problems with locks, door-closers and lights. The Junior Dean is responsible for checking the external doors each night to ensure all are secured. Residents are required to report the presence of any stranger to a member of staff during office hours or the Junior Dean outside office hours. Residents are advised to stop and question any stranger in the house (e.g., “Can I help you with something?”) only if accompanied by at least two other residents. Residents are advised to notify police immediately of any suspicious activity.

### Missing Person Policy

If you believe someone might be missing, notify the Branch Director or the Administrator immediately. Branch staff in receipt of information that a student may be missing, should immediately report the matter to the local police, inform the Director of BOSP, and call the Stanford Department of Public Safety as soon as possible. The Department of Public Safety can be reached 24 hours per day, seven days per week by calling **+1-650-924-3209**. The Department of Public Safety will notify University officials.

US Federal law mandates that the University provide students with an option of specifying person(s) to contact in the event that he or she has been determined by the police to be a missing person. An option will be given to students to specify this person when they perform the Registrar’s annual online check-in procedure. Federal law also requires the University to inform students that an emergency contact will be notified within (24) hours of the person being reported as missing. For non-emancipated minors, a custodial parent or guardian will be notified in addition to any listed emergency contact(s).

In addition to the minimum notifications that will be made under federal law, Stanford may make additional notifications as necessary as provided by FERPA to resolve a safety emergency; this could include notifying parents or guardians even when they were not specifically listed by a student as an emergency contact.

## Controlled substances & alcohol

**Stanford University maintains a drug-free workplace and campus.** The unlawful manufacture, distribution, dispensation, possession, and/or use of controlled substances or the unlawful possession, use, or distribution of alcoholic beverages is prohibited on the Stanford campus, the workplace, or as part of any of the University's activities.

AdminGuide 2.2.8

As stated in Administrative Guide 2.2.8, *Controlled Substances and Alcohol*, it is the policy of Stanford University to maintain a drug-free workplace and campus. It is widely recognized that the misuse and abuse of controlled substances, illegal drugs (collectively called controlled substances<sup>1</sup>) and alcohol are major contributors to serious health problems and social and civic concerns. The health risks associated with the use of illicit drugs and the abuse of controlled substances and alcohol include various physical and mental consequences, including addiction, severe disability, and death. Information concerning the effects of alcohol and specific drugs is available from the Office of Alcohol Policy and Education at **+1 (650) 725-5947**.

When you are in a foreign country you are subject to its laws and not protected by U.S. laws. Ignorance of the law is not an excuse. It is important that you learn about local laws and regulations and obey them. You are responsible for obeying all host countries laws and regulations, which can be both different and stricter than in the United States. Do not assume you will be treated gently because you are an American. If you become involved in a legal problem, please contact center staff immediately. Please note, however, that it is unlikely that BOSP can intervene on your behalf if you are arrested for an illegal violation.

Do not use illegal drugs while you are abroad. Most countries have very strict drug laws and enforcement can result in prison sentences and even the death penalty. If you attend a party at which others are using drugs, leave immediately. If you are arrested for drugs, the US Consular Officer cannot get you released from jail.

**Stanford University does not tolerate reckless drinking — lawful or unlawful — and its consequent harmful behaviors.** As stated in the Student Alcohol Policy, members of the Stanford community are expected to abide by all federal, state, and local laws, including those governing alcohol consumption and distribution. Additionally, all members of the Stanford community are expected to make healthy choices concerning their personal use of alcohol, including understanding the physical and behavioral effects of alcohol misuse and preventative measures to ensure their own safety and that of their peers.

The Office of Alcohol Policy and Education (OAPE) oversees, manages, and holds authority for the application of the University's Student Alcohol Policy ([studentaffairs.stanford.edu/alcohol/policy](http://studentaffairs.stanford.edu/alcohol/policy)). It coordinates and implements programs and activities for students who do not drink or drink lightly, provides party planning registration and advising, and develops resources and services for students who need help for themselves or others related to alcohol use in accordance with Section 120 A of the Higher Education Opportunity Act.

<sup>1</sup> Controlled substances are those defined in 21 U.S.C.812 and include, but are not limited to, such substances as marijuana, heroin, cocaine and amphetamines.

**Authority, Application, and Enforcement**

Separate from criminal sanctions, dangerous drinking and controlled substance behaviors may be subject to University disciplinary sanctions up to, and including, termination of employment of staff or expulsion of students. Violations may also be referred to the Office of Community Standards (for individual students) and the Organization Conduct Board (for student groups). The Vice Provost of Student Affairs may also take action in certain circumstances.



## Housing Fire Safety Policies and Procedures

### Housing Fire Safety Policies

The policies or rules on the following are:

1. Portable electrical appliances – students are required not to bring portable electrical appliances to Oxford. Those provided by the Stanford-in-Oxford Programme are tested by accredited PAT companies every two to three years.
2. Smoking – is not permitted anywhere on the premises
3. Open flames – are not permitted anywhere on the premises or in the gardens

### Procedures for Evacuation

Notices giving instructions about what to do in the event of fire are posted in every room in Stanford House, and maps of the building showing exit routes and alternatives are located at all junction points on staircases and landings.

On hearing the fire alarm, all students are required to evacuate the building and assemble, either in the rear garden or, if the building is deemed unsafe, in the hotel car-park at the rear of the building.

### The staff's responsibilities are as follows:

When a fire alarm sounds, the House Manager (or Junior Dean if out of office hours) will check where the alarm was triggered on the fully-addressable alarm system panel, go to the location of the detector which triggered the alarm and establish whether a real fire is burning. If it is a false alarm, he will cancel the Fire Service call-out. If it is genuine, he will return to the entrance Hall and be on hand when the Fire Service arrives to take them to the source of the fire. In the absence of the House Manager and/or the Junior Dean, the Academic and Student Services Administrator observes this procedure.

When a fire alarm sounds, other members of staff establish the nearest available safe route to the rear garden and instruct students which exit to use. In less accessible areas of Stanford House, this may entail smashing a glass bolt to open fire doors that are not in regular use. The Academic and Student Services Administrator coordinates which floors in the House will be covered by each staff member.

Once the safest route of exit has been established, the Administrator (or the Director in her absence) monitors the safe exit route and takes a roll-call. The Academic and Student Services Administrator will then notify the Fire Service of any absenteeism amongst staff and students.

If the alarm has been triggered accidentally, students and staff will continue to proceed as if a real fire exists and only when the roll-call has been taken and everybody accounted for, will the House Manager or Junior Dean disable the alarm bell and allow everybody back into the House.

Fire Safety Education is delivered to students at the beginning of each quarter, verbally at the orientation meetings, and in writing in the orientation handbook. All staff members and visiting faculty also receive a copy of the orientation handbook.

The House Manager has undertaken a Fire Marshal course provided by the local authority Fire Service. The policies regarding fire safety education and information about fire safety training programs are provided to the students and employees.

**When a fire has occurred:** Contact Oxfordshire Fire Service, The Academic and Student Services Administrator, and the Stanford University Centre in Oxford

**Plans for future improvements in fire safety:** The fire alarm system, including all heat and smoke detectors and emergency lighting, and the fire extinguishers and fire blankets (in kitchens), are serviced every three months. The fully addressable system was installed in 2008.

### Fire Log

An institution that maintains on-campus student housing facilities must maintain a written, easily understood fire log that records, by the date that the fire was reported, any fire that occurred in an on-campus student housing facility. This log must include the nature, date, time, and general location of each fire. This log is maintained by the Academic and Student Services Administrator.

### Fire Statistics Log: 2012-2014

Incident Date	Student Residence	Description of Fire	Est. Cost of Damage	Number of Injuries	Deaths
(2012)	Stanford House, 65 High Street	No Fires	0	0	0
(2013)	Stanford House, 65 High Street	No Fires	0	0	0
(2014)	Stanford House, 65 High Street	No Fires	0	0	0

### Student Housing Fire Safety Systems:

#### Stanford House, 65 High Street

All kitchens have extractor fans, fire doors and heat detectors wired into the alarm system. Fire blankets, CO<sub>2</sub> extinguishers, and water fire extinguishers are also equipped in the facility.

All corridors and areas on landings and outside kitchens have smoke and heat detectors wired into the alarm system and fire extinguishers. All bedrooms, offices, common rooms and teaching rooms have smoke detectors wired into the alarm system. The alarm system connects automatically to the Fire Service.

In 2012, the Stanford House held 3 drills. Fire Drills information is not available for 2013. In 2014, fire drills were held at the beginning of each quarter.

Acts of sexual assault, sexual misconduct, dating violence, domestic violence, and stalking are unacceptable and will not be tolerated at Stanford University (Administrative Guide 1.7.3 and 2.2.11). Under Title IX, sexual assault, sexual misconduct, dating violence, domestic violence, and stalking are severe forms of sexual harassment, which is also prohibited (Administrative Guide 1.7.1). Hereafter, sexual assault, sexual misconduct, dating violence, domestic violence, and stalking will be referred to collectively as “Prohibited Conduct.”

## Stanford Policies Reference Guide

### Conduct Expectations

- Stanford Fundamental Standard (students only) - [studentaffairs.stanford.edu/communitystandards/integrity/fundamental-standard](http://studentaffairs.stanford.edu/communitystandards/integrity/fundamental-standard)
- Stanford University Code of Conduct - [adminguide.stanford.edu/chapter-1/subchapter-1/policy-1-1-1](http://adminguide.stanford.edu/chapter-1/subchapter-1/policy-1-1-1)
- Stanford Title IX Policy - [titleix.stanford.edu/investigationgrievance-administrative-policy-and-procedures](http://titleix.stanford.edu/investigationgrievance-administrative-policy-and-procedures)
- Stanford Sexual Misconduct & Sexual Assault Policy - [adminguide.stanford.edu/chapter-1/subchapter-7/policy-1-7-3](http://adminguide.stanford.edu/chapter-1/subchapter-7/policy-1-7-3)
- Stanford Sexual Harassment Policy - [adminguide.stanford.edu/chapter-1/subchapter-7/policy-1-7-1](http://adminguide.stanford.edu/chapter-1/subchapter-7/policy-1-7-1)
- Stanford Consensual Sexual or Romantic Relationships in the Workplace & Educational Setting Policy - [adminguide.stanford.edu/chapter-1/subchapter-7/policy-1-7-2](http://adminguide.stanford.edu/chapter-1/subchapter-7/policy-1-7-2)
- Stanford Violence in the Workplace - [adminguide.stanford.edu/chapter-2/subchapter-2/policy-2-2-11](http://adminguide.stanford.edu/chapter-2/subchapter-2/policy-2-2-11)

### Disciplinary Processes

- Stanford Alternate Review Process (students) - [studentaffairs.stanford.edu/communitystandards/process/alternate-review](http://studentaffairs.stanford.edu/communitystandards/process/alternate-review)
- Addressing Conduct and Performance Issues (staff) - [adminguide.stanford.edu/chapter-2/subchapter-1/policy-2-1-16](http://adminguide.stanford.edu/chapter-2/subchapter-1/policy-2-1-16)
- Faculty Handbook - Statement on Faculty Discipline (faculty) - [facultyhandbook.stanford.edu/ch4.html](http://facultyhandbook.stanford.edu/ch4.html)

## Student Conduct

While on an Overseas Studies Program, participants are still considered Stanford students. As such, they have many of the same resources available to them while abroad that are available to students on the home campus. Participants must also keep in mind that the same Stanford policies, such as the Honor Code and the Fundamental Standard, apply while in your program at another location.

## Definitions

Depending on where you are studying, the definition of sexual offenses and other criminal offenses may differ from those applicable in the state of California. The definitions prescribed by the Clery Act, a federal law, are used by all institutions in the United States to classify and report crimes under the Clery Act. The Violence Against Women Act of 2013 modified the definitions of some of the sexual offenses, including the definition of rape. The definitions that were in effect in 2012



are listed on pages 30-31. The definitions that were in effect for 2013 and are in effect for 2014 are listed on page 35-36. It is important to note the definition changes in order to better understand how to interpret the statistical data.

State definitions are used by police and prosecutors to determine if a crime has been committed in California. Stanford generally models its definitions from state law, but there are some differences in that Stanford has shortened some definitions. University policy definitions are used to determine whether there has been the commission of an act of Prohibited Conduct and these definitions control whether University remedies or discipline will be imposed.

## **What To Do If You Have Been Sexually Assaulted or You Are the Victim of Prohibited Conduct - The First Three Steps**

### **Address Individual and Community Safety / Seek Medical Attention**

An individual's immediate safety and the safety of the community are the highest priorities. If an individual needs immediate medical attention or if there is an imminent threat to that person or others, call 9-9-9.

### **Seek Support and Explore Options**

Students in overseas programs who experience Prohibited Conduct may seek confidential assistance from CAPS 24 hours assistance, [+1 650-723-3785](tel:+16507233785). CAPS provides confidential information regarding general options, although CAPS counselors will not be experts regarding police investigations or medical options at overseas locations. Program directors can assist with obtaining medical services and reporting incidents to local police authorities. Program directors are also able to provide interim accommodations. Formal reports to the University will be reported to the Title IX Coordinator. Under the Clery Act, the University must report crimes that occur at overseas campuses, but the information is recorded without any identifying information of the parties. Additional resources are available at [notalone.stanford.edu](http://notalone.stanford.edu).

### **Collect & Preserve Evidence / Sexual Assault Forensic Exam (SAFE)<sup>1</sup>**

Individuals who have experienced a sexual assault are encouraged to seek out, if available, a Sexual Assault Forensic Exam (SAFE) to be performed by a trained medical professional, as soon as possible after the assault. The medical professional will address an individual's medical needs related to the assault as well as collect evidence in accordance with established protocols for evidence collection.

In order to preserve evidence, individuals are advised not to shower, wash, wipe, change clothes or brush their teeth prior to the exam, if possible.

Even if an individual is uncertain about whether he or she wants to pursue criminal or other remedies, participating in the exam allows for the collection and preservation of evidence that might be useful should the individual decide he or she wants to pursue some type of action at a later date.

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<sup>1</sup> *Sexual Assault Forensic Exam is also sometimes called a medical-legal exam, a Sexual Assault Response Team (SART) exam, or a Sexual Assault Nurse Exam (SANE).*

For assistance in receiving a Sexual Assault Forensic Exam (SAFE)<sup>2</sup>, contact:

Stanford University Confidential Support Team	<b>+1 650-725-9955</b>
YWCA Rape Crisis Hotline	<b>+1 650-493-7273</b>
Department of Public Safety	<b>+1 650-723-9633</b>
SCVMC Sexual Assault Response Team (SART) Office	<b>+1 408-885-6466</b>
SCVMC Emergency Department	<b>+1 408-885-5000</b>

To collect and preserve evidence of Prohibited Conduct other than sexual assault, photograph injuries, retain emails, text messages and phone records, and maintain a journal or other means to document incidents.

## Resources

The University is committed to providing information regarding on- and off-campus services and resources to all parties involved. A comprehensive website dedicated to sexual violence awareness, prevention and support can be found at [notalone.stanford.edu](http://notalone.stanford.edu).

### Confidential Campus Resources

The following resources have the ability to keep a victim's name confidential and anonymous. Reporting an incident of Prohibited Conduct to one of these resources will not lead to a University or police investigation.<sup>3</sup>

- Stanford University Confidential Support Team **+1 650-725-9955**
- YWCA Rape Crisis Hotline **+1 650-493-7273** or **1-800-572-2782**
- Counseling and Psychological Services (CAPS) (student only) **+1 650-732-3682**
- Faculty Staff Help Center **+1 650-723-4577**
- Office for Religious Life **+1 650-723-1762**

### Medical Resources<sup>4</sup>

- Vaden Health Center **+1 650-723-4841**
- Stanford Health Care Emergency Department **+1 650-498-3333**
- Santa Clara Valley Medical Center (SAFE exam) **+ 1 408-885-5000**

<sup>2</sup> A Sexual Assault Forensic Exam is also sometimes referred to as a medical-legal exam, a Sexual Assault Response Team (SART) exam, or a Sexual Assault Nurse Exam (SANE).

<sup>3</sup> Pursuant to California Penal Code §§ 11165.7, 11166, and 11167, persons who meet the definition of a mandated reporter must report incidents of child abuse and neglect. A person under the age of 18 years of age is considered to be a child.

<sup>4</sup> Pursuant to California Penal Code §11160, medical clinicians are required to notify the police if they observe physical injuries they believe were caused by assaultive conduct, including sexual assault.

**Campus Resources:<sup>5</sup>**

- SARA Office +1 650-725-1056  
*sara.stanford.edu, saraoffice@stanford.edu* +1 650-725-9129
- Title IX Office/Title IX Coordinator +1 650-497-4955  
*titleix.stanford.edu, titleix@stanford.edu*
- Residential Education/House Staff +1 650-725-2800  
(Residence Deans, Resident Assistants, Peer Health Educators, Residence Fellows)  
*If there is no answer or if you have an urgent, after-hours issue, contact the campus operator at +1 +1 650-723-2300 and ask to be connected to the Undergraduate Residence Dean on call.*
- Graduate Life Office Deans +1 650-736-7078  
*If there is no answer or if you have an urgent, after-hours issue, call the 24-hour pager: +1 +1 650-723-8222, pager ID 25085*
- OCS Alternate Review Process (ARP) +1 650-725-2485  
*studentaffairs.stanford.edu/community standards/help/arp*
- ASSU Legal Counseling Office +1 650-375-2481  
*lco.stanford.edu*
- Sexual Harassment Policy Office +1 650-724-2120  
*harass.stanford.edu*
- Human Resources +1 650-725-8356  
*uhr.stanford.edu*
- The Department of Public Safety +1 650-723-9633  
*police.stanford.edu*
- University Ombuds +1 650-723-3682  
*School of Medicine Ombuds* +1 650-498-5744

**Off-Campus Resources**

- YWCA Rape Crisis Hotline +1 650-493-7273, +1 408-287-3000
- Planned Parenthood Mountain View +1 650-948-0807
- Next Door Solutions to Domestic Violence +1 408-279-2962
- Community Solutions +1 877-363-7238
- Santa Clara County District Attorney’s Office Sexual Assault Investigations Team +1 408-792-2516
- Santa Clara County District Attorney’s Office Domestic Violence Investigations Team +1 408-792-2551
- National Domestic Violence Hotline +1-800-799-SAFE
- Rape, Abuse & Incest National Network Hotline +1-800-656-HOPE

<sup>5</sup> These resources are obligated to report Prohibited Conduct to the Title IX Office when the victim is a student.

## Policy Statements

Acts of sexual assault, sexual misconduct, dating violence, domestic violence, and stalking are unacceptable and will not be tolerated at Stanford University (Administrative Guide 1.7.3 and 2.2.11). Under Title IX, sexual assault, sexual misconduct, dating violence, domestic violence, and stalking are severe forms of sexual harassment, which is also prohibited (Administrative Guide 1.7.1). Sexual assault, sexual misconduct, dating violence, domestic violence, and stalking will be referred to as “Prohibited Conduct”.

Acts of Prohibited Conduct that involve one or more Stanford students should be reported to the Title IX office. The Title IX office is also a resource for involved parties who need assistance, though staff in that office cannot guarantee confidentiality, only privacy, to the fullest extent allowable by law and university policy. The Title IX office can be reached at **+1 650-497-4955** or [titleix@stanford.edu](mailto:titleix@stanford.edu)

## Additional Information on Annual Reporting

For additional policy information regarding university disciplinary processes, prevention and awareness programs, and detailed information on the gathering of statistics, see the main campus annual security report at <http://www.stanford.edu/group/SUDPS/safety-report/Almanac.pdf>

## Student Conduct

While on an Overseas Studies Program, participants are still considered Stanford students. As such, they have many of the same resources available to them while abroad that are available to students on the home campus. Participants must also keep in mind that the same Stanford policies, such as the Honor Code and the Fundamental Standard, apply while in your program at another location.

## Definitions

Depending on where you are studying, the definition of sexual offenses and other criminal offenses may differ from those applicable in the state of California. The definitions prescribed by the Clery Act, a federal law, are used by all institutions in the United States to classify and report crimes under the Clery Act. The Violence Against Women Act of 2013 modified the definitions of some of the sexual offenses, including the definition of rape. The definitions that were in effect in 2012 are listed on pages 30-31. The definitions that were in effect for 2013 and are in effect for 2014 are listed on pages 35-36. It is important to note the definition changes in order to better understand how to interpret the statistical data.

State definitions are used by police and prosecutors to determine if a crime has been committed in California. Stanford generally models its definitions from state law, but there are some differences in that Stanford has shortened some definitions. University policy definitions are used to determine whether there has been the commission of an act of Prohibited Conduct and these definitions control whether University remedies or discipline will be imposed.

## The Jeanne Clery Act and Higher Education Act

The Jeanne Clery Disclosure of Campus Security Policy and Crime Statistics Act and the Higher Education Opportunity Act provide that campus communities receive an annual report containing crime statistics, fire incident statistics, and safety policies. The statistical information in this report allows members of the campus community to be informed about criminal activity occurring within and immediately surrounding the geographical boundaries of the campus and any related buildings owned or operated by the University. Additionally, fire incident and safety systems information assists residents in emergency planning. Of equal importance are the safety policies and guidance in this report, which allows individuals to make informed decisions about their personal safety and enhance the safety of the community through their actions.

## How Statistics Are Obtained

University officials at each of the branch campuses, including the overseas programs, gather the required crime statistics from their own records and from local law enforcement agencies. The statistics from branch campuses, including the overseas programs, are then forwarded to SUDPS. As required by federal law, SUDPS reports this information on an annual basis to the United States Department of Education Office of Postsecondary Education.

## Crime Statistics Definitions for 2012

### Locations

**Campus:** “Any building or property owned or controlled by an institution within the same reasonably contiguous geographic area and used by the institution in direct support of, or in a manner related to, the institution’s educational purposes, including residence halls; and

“Any building or property that is within or reasonably contiguous to paragraph (1) of this definition, that is owned by the institution but controlled by another person, is frequently used by students, and supports institutional purposes.” (34 CFR 668.46(a)) Clery-reported statistics include the academic and research areas, all student / staff residences on campus, Stanford Health Care (formerly Stanford Hospital and Clinics), and the academic reserve open space (“The Dish”).

**Dorm:** “Any student housing facility that is owned or controlled by the institution, or is located on property that is owned or controlled by the institution, and is within the reasonably contiguous geographic area that makes up the campus is considered an on-campus student housing facility.” (34 CFR 668.41(a)) Clery-reported statistics are from all student residences, including fraternity, sorority, and other row houses as a subset of the *campus* statistics.

**Non-campus:** “Any building or property owned or controlled by a student organization that is officially recognized by the institution; or any building or property owned or controlled by an institution that is used in direct support of, or in relation to, the institution’s educational purposes, is frequently used by students, and is not within the same reasonably contiguous geographic area of the institution.” (34 CFR 668.46(a)) A Stanford example of a non-campus area is the Hopkins Marine Station, located in Pacific Grove, CA.

**Public property:** “All public property, including thoroughfares, streets, sidewalks, and parking facilities, that is within the campus, or immediately adjacent to and accessible from the campus.” (34 CFR 668.46(a)) These statistics were provided by the law enforcement agency having jurisdiction where the property is located and Campus Security Authorities, where applicable.

## Crimes

Crime statistics definitions below are from the Federal Uniform Crime Reporting Handbook and may differ from the California Penal Code statutes.

**Negligent Manslaughter:** The killing of another person through gross negligence.

**Murder / Non-negligent Manslaughter:** The willful killing of one human being by another.

**Forcible sex offenses:** Any sexual act directed against another person, forcibly or against that person's will. Includes forcible rape<sup>1</sup> (totalled separately), forcible sodomy, sexual assault with an object, and forcible fondling.

**Non-forcible sex offenses:** Unlawful, non-forcible sexual intercourse includes :

**Incest:** Non-forcible sexual intercourse between persons who are related to each other within the degrees wherein marriage is prohibited by law.

**Statutory Rape:** Non-forcible sexual intercourse with a person who is under the statutory age of consent.

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

**Aggravated Assault:** An unlawful attack by one person upon another for the purpose of inflicting severe or aggravated bodily injury. This type of assault usually is accompanied by the use of a weapon or by means likely to produce death or great bodily harm. *(The criminal act need not result in injury to be counted as aggravated assault when a gun, knife, or other weapon is used in the commission of the crime.)*

**Burglary:** The unlawful entry into a building or other structure with the intent to commit a felony or a theft.<sup>2</sup>

**Theft- Motor Vehicles:** The theft of a motor vehicle, including automobiles, trucks, motorcycles, golf carts, and mopeds.

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

**Hate Crimes:** Any of the previously listed crimes and any other crime involving bodily injury, theft, intimidation, assault or destruction/damage/vandalism reported to the police or to a campus security authority in which the victim is intentionally selected because of the actual or perceived race, gender, religion, sexual orientation, ethnicity, or disability of the victim.

**Arrest:** A person (juveniles included) taken into custody (jail) or a citation issued for violation of liquor, drug, or weapons laws (defined below).

<sup>1</sup> See UCR the definition of rape (new for 2013) on page 44.

<sup>2</sup> Burglaries in individual student rooms: Because residents of rooms in student housing facilities are not considered transient, the Burglary of each room is a separate offense. This means that if an offender unlawfully enters five dorm rooms on one floor of a student housing facility for the purpose of taking something, this incident should count as five Burglaries. Similarly, if a burglar enters five separate bedrooms accessible from a single point of entry, such as a suite, then this single incident should count as five burglaries.

**Disciplinary Referral:** The referral of any person to any campus official who institutes a disciplinary action of which a record is kept and which may result in the imposition of a sanction.

**Liquor Laws:** The violation of laws prohibiting the manufacture, sale, purchase, transportation, possession, or use of alcoholic beverages. Driving under the influence and drunkenness violations are excluded.

**Drug Laws:** Violations of laws relating to the unlawful possession, sale, use, growing, manufacturing, and making of narcotic drugs. The relevant substances include: opium or cocaine and their derivatives (Morphine, Heroin, Codeine); marijuana; synthetic narcotics (Demerol, Methadone); and dangerous non-narcotic drugs (barbiturates, Benzedrine).

**Weapons Laws:** The violation of laws prohibiting the manufacture, sale, purchase, transportation, possession, concealment, or use of firearms, knives, explosives, or other deadly weapons.



**Crimes Reported to the Police and Campus Security Authorities (2012)**

Statistics on this page were gathered using the definitions in effect in 2012, prior to the reauthorization of the Higher Education Opportunity Act and Violence Against Women Act of 2013.

Though reports were requested from the appropriate Campus Security Authorities, crime statistics are not publicly available from the United Kingdom.

Crime	Year	Student Residences	On-Campus	Non-Campus	Public Property	Total*
<i>Murder / Non-Negligent Manslaughter</i>	2012	0	0	0	0	0
<i>Negligent Manslaughter</i>	2012	0	0	0	0	0
<i>Robbery</i>	2012	0	0	0	0	0
<i>Aggravated Assault</i>	2012	0	0	0	0	0
<i>Burglary</i>	2012	0	0	0	0	0
<i>Theft- Motor Vehicles and Golf Carts</i>	2012	0	0	0	0	0
<i>Arson</i>	2012	0	0	0	0	0
<i>Domestic Violence</i>	2012	0	0	0	0	0
<i>Stalking</i>	2012	0	0	0	0	0

**NOTES**

\*The "Total" column for each crime is the sum of the On-Campus, Non-Campus, and Public Property categories. Student Residence is a subset of the On-Campus category. A crime occurring in a student dorm would be counted once in the Student Residence category and once in the On-Campus category. Every effort is made to appropriately count each crime only once in this report.

In situations in which more than one crime is committed, the hierarchy rule of the FBI Uniform Crime Reporting system requires only that the most serious offense be recorded for a single incident. As an exception to this rule, a sexual assault will always be recorded into the institution's annual statistics in addition to any other crimes associated within the same single incident.

Domestic violence and stalking were voluntarily included in 2012 statistics using the California Penal Code statutes.

Crime statistics are requested annually from all jurisdictions in which Stanford University maintains property, whether it is owned, rented, or leased for educational purposes.



**Forcible Sex Offenses (2012)**

Crime	Year	Student Residences	On-Campus	Non-Campus	Public Property	Total*
<i>Forcible Rape</i>	2012	0	0	0	0	0
<i>Forcible Fondling</i>	2012	0	0	0	0	0
<i>Other Forcible Offenses</i>	2012	0	0	0	0	0
<i>Total Forcible Sex Offenses</i>	2012	0	0	0	0	0

**Non-Forcible Sex Offenses (2012)**

Crime	Year	Student Residences	On-Campus	Non-Campus	Public Property	Total*
<i>Statutory Rape</i>	2012	0	0	0	0	0
<i>Incest</i>	2012	0	0	0	0	0
<i>Total Non-Forcible Sex Offenses</i>	2012	0	0	0	0	0

**Arrests (2012)**

Crime	Year	Student Residences	On-Campus	Non-Campus	Public Property	Total*
<i>Liquor Law</i>	2012	0	0	0	0	0
<i>Drug Violations</i>	2012	0	0	0	0	0
<i>Weapon Possession</i>	2012	0	0	0	0	0

**Disciplinary Actions (2012)**

Violation	Year	Student Residences	On-Campus	Non-Campus	Public Property	Total
<i>Liquor Law</i> <sup>0</sup>	2012	0	0	0	0	0
<i>Drug Violation</i> <sup>‡</sup>	2012	0	0	0	0	0
<i>Weapon Possession</i>	2012	0	0	0	0	0

**Hate Crimes (2012)**

2012 - There were no hate crimes reported in 2012.

<sup>0</sup> If both an arrest and disciplinary referral are made, only the arrest is counted.



## Clery Act Definitions - 2013-2014

### Locations

The location definitions for calendar years 2013 and 2014 are the same as those for 2012 (see pages 28-29).

### Crime Statistics Definitions - 2013-2014

This Safety, Security, and Fire Report includes crime statistics using updated definitions and categories as provided by the re-authorizations of the *Violence Against Women Act* and the *Higher Education Opportunity Act*. Data reported for calendar years 2013 and 2014 are based upon the definitions below. For other Clery-reportable crimes not listed on this page, the definitions have not changed. See page 56 for the definitions of Murder/Non-Negligent Manslaughter, Negligent Manslaughter, Robbery, Aggravated Assault, Burglary, Motor Vehicle Theft, and Arson.

**Sexual Assault:** An offense that meets the definition of rape, fondling, incest, or statutory rape.

**Sex Offenses:** Any sexual act directed against another person without the consent of the victim, including instances where the victim is incapable of giving consent. These offenses are rape, fondling, incest and statutory rape.

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

**Fondling:** The touching of private body parts of another person for the purpose of sexual gratification, without the consent of the victim, including instances where the victim is incapable of giving consent because of his/her age or because of his/her temporary or permanent mental incapacity. Private body parts are generally considered to be the genitals, breasts, and buttocks.

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

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

**Stalking:** Engaging in a course of conduct directed at a specific person that would cause a reasonable person to fear for his or her safety or the safety of others or suffer substantial emotional distress.

For the purposes of this definition—

**Course of conduct** means two or more acts, including, but not limited to, acts which the stalker directly, indirectly, or through third parties, by any action, method, device, or means follows, monitors, observes, surveils, threatens, or communicates to or about, a person, or interferes with a person's property.

**Reasonable person** means a reasonable person under similar circumstances and with similar identities to the victim.

**Substantial emotional distress** means significant mental suffering or anguish that may, but does not necessarily, require medical or other professional treatment or counseling.

**Dating Violence:** Violence committed by a person who is or has been in a social relationship of a romantic or intimate nature with the victim; where the existence of such a relationship shall be determined based on the reporting party's statement and with consideration of the length of the relationship, the type of relationship, and the frequency of interaction between the persons involved in the relationship; Dating Violence is not limited to sexual or physical

abuse or the threat of such abuse. (If an act of violence meets the definition of domestic violence (below), then the act is classified as Domestic Violence rather than dating violence).

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

**Hate Crimes:** Any of the previously listed crimes and any other crime involving bodily injury, theft, intimidation, assault, or destruction/damage/vandalism, in which the victim was intentionally selected because of the perpetrator's bias against the victim. For the purposes of the Clery Act, the categories of bias that may serve to determine that a crime is a hate crime would include the victim's actual or perceived race, religion, gender, gender identity, sexual orientation, ethnicity, national origin, and disability.

**Unfounded:** Any Clery-reportable crime that was reported in good faith and determined, by a law enforcement investigation, to be false or baseless.



**Crimes Reported to the Police and Campus Security Authorities (2013-2014)**

Statistics recorded using revised Clery definitions contained in the reauthorizations of the Higher Education Opportunity Act and Violence Against Women Act in 2013, as outlined on pages 34-35.

Though reports were requested from the appropriate Campus Security Authorities, crime statistics are not publicly available from the United Kingdom.

Crime	Year	Student Residences	On-Campus	Non-Campus	Public Property	Total	Unfounded
Murder / Non-Negligent Manslaughter	2013	0	0	0	0	-	N/A
	2014	*	*	*	*	-	*
Negligent Manslaughter	2013	0	0	0	0	0	N/A
	2014	*	*	*	*	*	*
Robbery	2013	0	0	0	0	0	N/A
	2014	*	*	*	*	*	*
Aggravated Assault	2013	0	0	0	0	0	N/A
	2014	*	*	*	*	*	*
Burglary	2013	0	0	0	0	0	N/A
	2014	*	*	*	*	*	*
Theft- Motor Vehicles and Golf Carts	2013	0	0	0	0	0	N/A
	2014	*	*	*	*	*	*
Arson	2013	0	0	0	0	0	N/A
	2014	*	*	*	*	*	*
Domestic Violence	2013	0	0	0	0	0	N/A
	2014	*	*	*	*	*	*
Stalking	2013	0	0	0	0	0	N/A
	2014	*	*	*	*	*	*

\*No crime information was returned in response to our request for statistics.

**Hate Crimes (2013-2014)**

2013-There were no hate crimes reported.

2014- No hate crime information was returned in response to our request for statistics.

NOTES

Student Residences is a subset of the On-Campus category. A crime occurring in a student dorm would be counted once in the Student Residence category and once in the On-Campus category. The column totaling each crime is the sum of the On-Campus, Non-Campus, and Public Property categories. Every effort is made to count each crime only once in this report.

**Sex Offenses (2013-2014)**

Crime	Year	Student Residences	On-Campus	Non-Campus	Public Property	Total*	Unfounded
<i>Rape</i>	2013 2014	0 *	0 *	0 *	0 *	0 *	N/A *
<i>Fondling</i>	2013 2014	0 *	0 *	0 *	0 *	0 *	N/A *
<i>Incest</i>	2013 2014	0 *	0 *	0 *	0 *	0 *	N/A *
<i>Statutory Rape</i>	2013 2014	0 *	0 *	0 *	0 *	0 *	N/A *
<i>Total Sex Offenses</i>	2014	*	*	*	*	*	*

**Arrests (2013-2014)**

Crime	Year	Student Residences	On-Campus	Non-Campus	Public Property	Total
<i>Liquor Law<sup>△</sup></i>	2013 2014	0 *	0 *	0 *	0 *	0 *
<i>Drug Violations</i>	2013 2014	0 *	0 *	0 *	0 *	0 *
<i>Weapon Possession</i>	2013 2014	0 *	0 *	0 *	0 *	0 *

**Disciplinary Actions (2013-2014)**

Violation	Year	Student Residences	On-Campus	Non-Campus	Public Property	Total
<i>Liquor Law<sup>□</sup></i>	2013 2014	0 *	0 *	0 *	0 *	0 *
<i>Drug Violation</i>	2013 2014	0 *	0 *	0 *	0 *	0 *
<i>Weapon Possession</i>	2013 2014	0 *	0 *	0 *	0 *	0 *

\*No crime information was returned in response to our request for statistics.

<sup>△</sup> If both an arrest and disciplinary referral are made, only the arrest is counted.