

RESIDENCES

- Lock all doors at night and on weekends if unattended.
- Always lock your door before "retiring" for the night.
- Refrain from leaving your room keys under doormats, in flower pots as an opportunist thief will find this key and gain access to your room.
- Ensure you have a good quality SABS padlock on your door and not a cheap poor grade padlock that can be easily pulled off.
- Do not prop open residence doors or fire exits. Meet your visitors at the Main entrance.
- Do not allow strangers to enter your room unless they are properly identified. If a stranger does enter your room, demand he/she leaves immediately. If he/she refuses, create a commotion and leave quickly.
- Do not grant access into your residence for persons other than your own visitor, you may be swiping a person into residence to commit a crime, in doing so you indirectly act as an accomplice.
- Do not allow "squatting" to take place in your residence, investigations have found that in most cases persons living "illegally" in student residences are responsible for petty crime and in some cases serious crime.
- Report squatting to your Residence Assistant and to Risk Management Services (RMS), make a positive contribution and stamp out squatting in your residence.
- Report to Risk Management Services persons damaging or especially forcing open side gates leading into residences.
- Do not keep large sums of money, jewellery, or valuable items in your room. Take valuables home during vacations.
- If you are accosted in a hallway or public area of the residence or feel that you are in danger, consider activating the fire alarm box.
- When leaving your room, lock the door even if you will be gone for "just a minute".
- Lock all windows when leaving your room.
- Never leave your purses/wallets lying exposed in your room or any other area. Store all easily removable valuables out of sight.
- When going to shower, lock your room and keep the key with you.
- Backpacks, purses, wallets, etc. should not be left unattended, even in your residence lounge.
- Avoid leaving notes on your door to say you are out.
- Report any cases of Gender Violence that may possibly be taking place in your residence, if you know that someone in your residence is subject to regular assault at the hands of a partner please do something about it in reporting this to Risk Management Services (RMS) even if you do so anonymously.

If you see any suspicious or unusual activity, please call Risk Management Services (RMS) at:

Edgewood	031 260 3493
Howard College	031 260 3777
Medical School	031 260 3777
Pietermaritzburg	033 260 5211
Westville	031 260 7133