

University Liaison Officers

Faculty & Student briefing pack

Central North BCU



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Stay Safe and Secure

The Metropolitan Police Service is working hard to keep you safe and secure.

Whether you live in, work in, or are visiting London, you can help yourself by following our advice on staying safe.



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Stay Safe When You Travel

Although you're no more likely to be a victim of crime on public transport than you are anywhere else, you can follow our advice to help ensure your journey is as safe as possible:

- **Buses :** On a double-decker night bus, sit downstairs or close to the driver where they can see you.
- **Trains & Tube:** Try to avoid sitting in empty carriages where you are more vulnerable.
- **Cycling:** Cycling in London can be a great way to see the sights, but be particularly careful in traffic and don't get too close to buses and large vehicles as they may turn suddenly and not see you. Remember that in England we drive on the left side of the road.
- **Road Safety:** Take extra care when crossing the road. Always try to cross at marked crossing points and remember to look both ways as traffic including cycles may be coming from a different direction than you are used to.



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Taxis & Minicabs

- **Taxis:** Only taxis (Black Cabs) can be stopped in the street. They look like purpose built taxis with an illuminated sign on the roof.
- **Minicabs:** Must be pre-booked by phone, email, by an app or in person at a minicab office.
- The driver should have ID and the vehicle should have a licence displayed on it.
- Minicabs that pick up fares on the street, without being pre-booked, are illegal and uninsured and could put you at risk of sexual assault or robbery.



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Stay Safe at Night

London is one of the safest major capital cities in the world but you can take some steps to help protect yourself and make it even safer.

- If you're out and about at night try to keep to busy, well-lit areas.
- Limit your alcohol consumption as you are more likely to fall victim to crime whilst drunk
- Drinking alcohol is not allowed on buses, trams or on the tube in London
- Watch your drinks at all times and do not leave them unattended.
- Be aware of strangers being over friendly in bars, clubs and large gatherings – often referred to as 'hugger-muggings'.
- Try to avoid walking alone at night in places such as parks and side streets or any unfamiliar environment. If you do have to walk, stick to busy places where there is a lot of activity, CCTV and good lighting.
- Plan your journey home: It's a good idea to plan how you will get home by checking the time of the last train, bus or tube back to your accommodation.

Visit: www.tfl.gov.uk/plan-a-journey



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Mobile Phones

- Ensure you keep a record of your phone's **IMEI** number in case your phone is stolen. This is a unique 15 digit number which can be obtained by pressing ***#06#** You will need this information if your phone is lost or stolen.
- Register your phone for free on **Immobilise.com** This helps Police identify you as the rightful owner and return your phone to you if lost or stolen.
- Consider installing a tracker application on your phone as it could help trace your device if stolen. If your device is stolen, act quickly - inform the Police and tell them you have a tracker app installed.
- Use security or PIN locks to protect your data and prevent the phone being used if stolen.
- When not in use, never leave your phone unattended in a public place or vehicle.
- Take particular care of your phone in bars, cafes, coffee-shops, restaurants and music venues - thieves are known to target these venues.
- Avoid getting your phone out at train stations and bus stops as these are areas that thieves target.
- If using your phone in public, stay alert and be aware of what's going on around you.
- ***DO NOT MAKE YOURSELF A TARGET!***



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Robbery

Prepare – consider your travel arrangements carefully and tell someone where you're going and when you expect to return.

Look assertive - Walk with confidence and be aware of your surroundings.

Avoid short cuts and dark isolated areas, vary your routine and keep valuables out of sight.

Never take your safety for granted.

Ensure you can hear anyone coming up behind you.

Be alert when using ATMs and personal electronic devices. Avoid walking along using your phone and making yourself a target for snatch thefts.



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Cash points

- Be aware of your surroundings. If someone is crowding or watching you, cancel the transaction and go to another machine.
- If there is anything unusual about the cash machine, or signs of tampering, do not use the machine and report it to the bank.
- Do not accept help from seemingly well-meaning strangers and never allow yourself to be distracted.
- Stand close to the machine and always shield the keypad to avoid anyone seeing you enter your pin number.
- Once you have completed a transaction, discreetly put your money and card away before leaving the cash machine.



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Pedal Cycles

Get your bike security marked and registered at [BikeRegister.com](https://www.bikeregister.com). This is a visible deterrent to bike thieves. They know that if caught in possession of a registered bike, the owner can be traced and the offender will be arrested.

Record details of your bike. Frame number (normally found underneath the bike between the pedals or where the back wheel slots in), BikeRegister number, other distinguishing features, and take a photo.

Lock the frame and both wheels to the cycle parking stand. Make the locks and bike hard to manoeuvre by securing it as close to the stand as possible.

Take parts that are easy to remove with you. For example, saddle and wheels if possible.

Lock your bike at recognised secure cycle parking. It should be well lit and covered by CCTV.

Take the same care to lock your bike securely at home. Bikes get stolen from communal hallways, gardens and sheds.

If your bike has been stolen, contact the police. Give them your frame number, BikeRegister.com number, photo and any other details.



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Drink Spiking

- Be aware that if you go to a pub, club or party alone, you could be more vulnerable
- Appoint a 'drinks watcher' - preferably someone who isn't drinking alcohol
- Be aware of who is around you and never accept a drink from anyone you don't know or completely trust
- Don't share or exchange drinks or leave your drink unattended
- If your drink has been moved, looks different, appears to have been topped up or has a different taste, then don't drink it
- If you begin to feel really drunk after only a drink or two, seek help from a trusted friend, member of the club or pub management.



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Social Media

- Consider your privacy settings. Do you really want the whole world to see what you're saying?
- Be aware of what you post, share or re-tweet. Something you find funny could be offensive to others and might get reported.
- Don't advertise that you're not at home! Posting pictures saying you're out having a good time, tells everyone else you're not at home so can inadvertently make you a target for burglary.
- Don't post compromising pictures of yourself. Once they're 'out there' its difficult to get them removed. Potential employers often ask for details of your social media accounts so they may view them. Show yourself in a positive light!
- Google yourself! It might sound strange but you'll then get an idea of what's already out there about you.



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University Watch

- Get to know your campus
- Know who to talk to if you have a problem
- Consider your route walking back to your halls, particularly if it's not well lit
- Don't allow strangers to tailgate into your halls behind you. Challenge them or report them to security
- Find out if / how you can get involved in your local University Watch
- Get contact numbers for Security and Halls of Residence co-ordinators



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Your actions can save lives

Many people across the country know what to do if someone collapses with a heart attack. However, being able to act effectively after serious injury from a bomb blast, gunshot or stabbing requires a different set of skills and knowledge.

YOUR quick actions in these situations could save lives.

YOU can be the person to provide information to the emergency services, to help organise others at the scene and to give life-saving care while waiting for the professionals to arrive.

A clear and simple guide on what to do can be obtained from your app store, just look for **CitizenAID** to get a **free** clear and simple guide showing a series of immediate actions you can take.



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Drugs

The Misuse of Drugs Act 1971 is the main legislation covering drugs.

It puts drug into different categories, known as Class A, B and C. Drugs regulated in this way are known as 'controlled' substances.

Class A drugs are those considered to be the most harmful.

Under the Misuse of Drugs Act it is an offence to:

- possess a controlled substance
- possess a controlled substance with the intent to supply
- unlawfully supply a controlled drug (even when there's no charge made for the drug)
- allow premises you occupy or manage to be used for the purpose of drug taking

You can help by calling Crimestoppers anonymously on 0800 555 111 if you have any information about drug dealers.



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Sexual Offences

Any form of unwanted touching done in a sexual way is an offence.

You can report it to the police who have specially trained officers to support you.

Report it to the police immediately giving us much details as you can, including any description of the offender.

You don't have to accept someone touching you if its unwanted so report it.



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Fresher's Week

Enjoy it!

Make the most of your week meeting new friends and having a good time, but be mindful of the advice we've given and don't become a victim or tarnish your image in the first week!

Also, take the time out to get as much advice as you can on any issues or concerns you have, including talking to us! ***We're here to help!***



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Careers in the MET

Policing a city as large, complex and culturally diverse as London presents a wide variety of challenges. It's why we're interested in new recruits with such a range of life experiences and backgrounds.

Whether that's joining as a Police Constable, member of Police Staff, or making a difference in your spare time as a member of the Metropolitan Police Special Constables, there's a rewarding challenge awaiting those who want to make a difference in London; one of the greatest cities in the world!

If you think you've got what it takes, visit www.metpolicecareers.co.uk



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