

## 2014 Annual Security Report: BU Study Abroad London

### 1. Brief Overview of Program, Enrollment and Facilities

The Boston University Study Abroad London programs offer students the opportunity to study and intern in one of the world's leading global cities in the fields of arts, commerce, education, entertainment, and media, among many others. Programs range from a short-term summer program to a semester-long program combining academic coursework and internships in advertising, marketing, and public relations; arts and arts administration; economics and finance; film, radio, and television; hospitality and tourism; journalism; management and finance; politics and international relations; prelaw; psychology and social policy; and theater studies to a post-graduate certificate program in legal English and global business practices, to a graduate program in Journalism. Typical enrollment in the program varies, depending on the time of year, but generally has a maximum of 320 students. The majority of students are Boston University undergraduates, although approximately 37% of the students in London are drawn from other American colleges and universities and registered as visiting Boston University students.

The program employs 40 faculty and 14 professional staff members and maintains a classroom/office facility and three student apartment facilities in west-central London, in the exclusive South Kensington neighborhood. All facilities are located within a short walk of each other.

#### Classroom/Offices:

Harrington Gardens  
43 Harrington Gardens  
London, SW7 4JU, England  
+44(0) 207 244 2900  
[www.bu.edu/london](http://www.bu.edu/london)

#### Student Residences:

74-76 Courtfield Gardens  
London, SW5 0NL, England

Crofton House  
The Crofton, 14 Queen's Gate  
London, SW7 5JE, England

Sorbonne House  
39-41 Cromwell Road  
London, SW7 5JE, England

All participants in Boston University Study Abroad programs are required to understand and abide by the Boston University Code of Student Responsibilities, as well as the special conditions and expectations of the programs themselves, as conditions of participation. Students who violate the Code are subject to disciplinary action as described here: <http://www.bu.edu/dos/policies/student-responsibilities>.

### 2. Boston University Police Department

The Boston University Police Department is a full-time, professional law enforcement agency that provides a wide variety of services on the University's campuses in Boston, Massachusetts.

The Boston University Police Department also assists students, faculty and staff who study and work at locations around the world in matters concerning safety, law enforcement, and crime reporting. Although members of the University community who are not located in Boston are encouraged to call local law enforcement to report a crime, the Boston University Police Department welcomes all calls for

assistance or inquiries from any member of the BU community, regardless of their location.

Boston University Police Department  
32 Harry Agganis Way  
Boston, Massachusetts 02215  
617-353-2121 (emergencies)  
617-353-2110 (all other calls)  
[www.bu.edu/police](http://www.bu.edu/police)

The Boston University Annual Security and Fire Safety Report can be found at:  
<http://www.bu.edu/safety>

### **3. London Metropolitan Police**

Boston University Study Abroad London works closely with the London Metropolitan Police to provide a safe living and learning environment for students in this program. In the event of an emergency or to report any crime, members of the BU Study Abroad London community should call 999. The London Metropolitan Police, Fire Brigade or Ambulance will always be the first responders in any emergency situation.

London Metropolitan Police  
Kensington Station  
72 Earls Court Road  
Kensington W8 6EQ  
Emergency Phone: 999  
Non-emergency Phone: 101  
Community Safety Unit: 020 8246 0226  
Criminal Investigations Department: 020 8246 0231

Entourage Security provides 24-hour security services at the Crofton House residence hall located at 14 Queens Gate from 8pm-8am weekdays and 24 hours on weekends and Bank Holidays. Guards are located at the reception desk and patrol the building. These security personnel are empowered to check identification, limit access to the building and enforce the guest policy. They have no arrest authority and have no written agreement in place with the Metropolitan Police.

Entourage Security Management  
10-11 Spice Court  
Ivory Square  
Plantation Wharf  
Battersea  
London  
SW11 3UE  
Tel: 020 7734 6151 / 0845 600 5558  
[www.entouragesecurity.co.uk](http://www.entouragesecurity.co.uk)

### **4. Safety and Support Network**

The Director and other on-site staff provide 24-hour academic and student life support to all students participating in the London programs, and serve as a bridge to other community-based resources, including emergency services, medical services, and local law enforcement. They are backed up in Boston by the staff in BU Study Abroad and Global Programs. Students can reach on-site staff in London 24/7 by calling +44 (0) 777 5566 392. Other contact information is listed below.

London Student Life Staff:

Alison Campbell, Site Director [alisonuk@bu.edu](mailto:alisonuk@bu.edu)  
Michael Peplar, Academic Director, [michaelpelar@bu-london.co.uk](mailto:michaelpelar@bu-london.co.uk)  
Michael Oliver, Associate Director of Student Life, [Michael@bu-london.co.uk](mailto:Michael@bu-london.co.uk)  
Mona Patel, Assistant Director of Student Life, [mona@bu-london.co.uk](mailto:mona@bu-london.co.uk)

Christine Trieu, Student Life Coordinator, [ctrieu@bu-london.co.uk](mailto:ctrieu@bu-london.co.uk)  
Crofton Residence Front Desk, rotating staff, [securityguard@bu-london.co.uk](mailto:securityguard@bu-london.co.uk)

Emergency Contacts:

Program Office: +44(0) 207 244 2900  
RA On-call: +44 (0) 777 5566 392  
Program Site Director Mobile Phone: +44 (0) 7904 423 756  
Crofton Residence Front Desk: +44 (0) 207 590 7000

In Boston, BU Study Abroad staff may be reached during emergencies at any time by calling one of the following numbers:

617-353-9888 (Monday-Friday, 9am-5pm ET)  
617-594-3215 (after hours and weekends)

A dedicated staff member in Boston University Global Programs also serves an important function for emergency planning and response:

Joseph Finkhouse, Associate Director, Health, Safety and Security  
617-353-5401 (office)  
617-777-3122 (mobile)

All Boston-based campus resources are available to students as well. These include:

Boston University Police: 617-353-2121; [bupolice@bu.edu](mailto:bupolice@bu.edu) (a licensed psychiatric social worker is on 24-hour on-call through the BU Police)  
Student Health Services: 617-353-3575; [www.bu.edu/shs](http://www.bu.edu/shs)  
Sexual Assault Response and Prevention Center: 617-353-7277; <http://www.bu.edu/sarp/>; [sarp@bu.edu](mailto:sarp@bu.edu)  
Dean of Students Office: 617-353-4126; [dos@bu.edu](mailto:dos@bu.edu)  
Disability Services: 617-353-3658; [access@bu.edu](mailto:access@bu.edu)

Crisis Management Team: The BU Global Programs Safety Management Team meets as necessary to coordinate response to emergencies off-campus and respond to the community's needs. This team is chaired by the Vice President/Associate Provost for Global Programs or his designee.

In addition, students enjoy access to the resources of Boston University's on-campus Safety and Support Network (<http://www.bu.edu/safety/network/>) and service to support students' health and well-being (<http://www.bu.edu/safety/health-and-well-being/>).

On-site Directors of Boston University Study Abroad programs are trained annually in the breadth of support offices and functions in Boston, so that they and their students may take full advantage of them.

BU Study Abroad London does not currently employ anyone on-site who is authorized to keep reported incidents confidential. If a student wishes to disclose information confidentially, it is important to make it clear that the student should contact one of the following Boston University offices.

Sexual Assault Response and Prevention Center (SARP)  
617-353-7277  
[sarp@bu.edu](mailto:sarp@bu.edu)  
[www.bu.edu/sarp](http://www.bu.edu/sarp)

Student Health Services/Behavioral Medicine  
617-353-3575  
617-353-3569 (for urgent mental health-related needs)  
[www.bu.edu/shs](http://www.bu.edu/shs)

Marsh Chapel  
617-353-3560  
[www.bu.edu/chapel](http://www.bu.edu/chapel)

Office of the Ombuds  
617-358-5890 (Charles River Campus)  
617-638-7645 (Medical Campus)  
<http://www.bu.edu/ombuds>

## **5. Reporting Crimes**

All Boston University students, faculty and staff are urged to report all crimes, allegations of crimes, and emergency situations, wherever they may occur, as promptly as possible. Emergency response, including response to crimes, is best handled by local law enforcement or other emergency responders who are reached by calling 999. All crimes and other emergencies should also be reported to any of the following members of the London staff:

Alison Campbell, Site Director [alisonuk@bu.edu](mailto:alisonuk@bu.edu)  
Michael Peplar, Academic Director, [michaelpelar@bu-london.co.uk](mailto:michaelpelar@bu-london.co.uk)  
Michael Oliver, Associate Director of Student Life, [Michael@bu-london.co.uk](mailto:Michael@bu-london.co.uk)  
Mona Patel, Assistant Director of Student Life, [mona@bu-london.co.uk](mailto:mona@bu-london.co.uk)  
Christine Trieu, Student Life Coordinator, [ctrieu@bu-london.co.uk](mailto:ctrieu@bu-london.co.uk)  
Crofton Residence Front Desk, rotating staff, [securityguard@bu-london.co.uk](mailto:securityguard@bu-london.co.uk)

Further, all London staff members dealing directly with students, including RAs are Campus Security Authorities. Crimes may be reported to any of them.

All such incidents should then be reported to Boston University Study Abroad and Global Programs using the standard Incident Report Form. The Global Programs Associate Director, Health, Safety and Security will then report qualifying criminal acts to the Boston University Police for inclusion in BU's annual crime statistics report. Sites should report all crimes and emergencies that occur in connection with the Boston University London program, including related travel outside of London, to Boston University Study Abroad.

Boston University encourages all members of the community to report all crimes, including when the victim of the crime elects or is unable to report the crime directly.

As there are no off-campus housing or other facilities utilized by BU Study Abroad London, the program does not engage in any monitoring or recording of criminal activity through local police agencies at specific off-campus locations. Boston University Study Abroad London works closely with the London Metropolitan Police to provide a safe living and learning environment for students in this program.

## **6. Facilities and Access**

### **Harrington Gardens**

Boston University's Harrington Gardens facility and each of the student residences are renovated 19th century Victorian buildings in London's Royal Borough of Kensington and Chelsea. They include classrooms as well as offices for program staff. All visitors to Harrington Gardens must pass through a key-code front entrance and a similarly protected basement door that opens only until 8pm for student access to the library. There are security cameras outside the front door and inside the entrance hall. Harrington Gardens also has two types of alarm systems: for fire and intruder. In addition to the siren sounding the Fire and Intruder alarms there is also an auto dialer fitted to call the Crofton reception desk in the event the alarms are activated. If there is no answer it calls the designated Staff on-call telephone and then the Associate Director of Student Life, Michael Oliver. Since Harrington Gardens only contains offices and classrooms there are no overnight guests allowed and visitors must report to reception.

### **Sorbonne and Courtfield Houses**

Entrance to the Sorbonne and Courtfield Houses is through a key-code front door and then a set of glass doors that require another access code. Security cameras are located outside the front door and inside the entrance hall only. There are no overnight guests allowed and a fine of £100 is imposed for violations.

## **Crofton House**

Entrance to Crofton House is sealed off by a system of glass doors so that students/visitors must go into the reception area and pass a 24-hour security desk. Security cameras are located outside the front door and inside the entrance hall. Visitors to Crofton are allowed between the hours of 9am and 11:30pm, must sign-in and out at reception, are required to leave their driver's license or passport, and receive a temporary guest pass. There are no overnight guests allowed and a fine of £100 is imposed for violations.

The Sorbonne, Courtfield, and Crofton residences in Kensington are within walking distance of Hyde Park, Kensington Palace and many other major destinations, and enjoy easy access to tube stations and bus routes. In addition to the siren sounding the fire alarms in Sorbonne and Courtfield, there is also an auto dialer fitted to call Crofton reception in the event the alarms are activated. If there is no answer the auto dialer calls the designated staff on-call and then Associate Director of Student Life, Michael Oliver. The panic alarms at Sorbonne and Courtfield are linked to the Redcare Call Center which calls the Resident Assistant on-call telephone if activated. If there is no answer it calls the staff on-call telephone and then Crofton reception. Crofton has a manned security desk when students are on-site which is in charge of the on-site fire alarm and panic button. When students are not on-site, staff are generally still present in the building preparing for arrivals. However, during certain instances, such as Christmas, the resident manager is in charge of the on-site fire alarm.

## **7. Safety Procedures, Crime Prevention and Wellness Programs**

Pre-departure meetings are held on the Boston University campus to discuss administrative and academic aspects of the program, including conditions on site, staff and local resources, situational awareness and other basic health and safety precautions. In addition, a program handbook is updated annually and sent electronically to all students, regardless of their attendance at these sessions.

Students attend an on-site orientation session during the first days of the program itself, where program staff members discuss health, safety, security, emergency procedures, emergency contact information and reporting procedures. Orientations are always attended by the London Metropolitan Police Force to speak about safety, both in residence halls and throughout the city. All students are supplied with the program's 24-hour emergency contact numbers and are encouraged to enter these numbers into their mobile phones.

Many of Boston University's prevention and wellness programs are available by phone and online and are fully accessible to students when abroad. These include:

Sexual Assault Response and Prevention Center (SARP)

617-353-7277

[sarp@bu.edu](mailto:sarp@bu.edu)

[www.bu.edu/sarp](http://www.bu.edu/sarp)

Student Health Services/Behavioral Medicine

617-353-3575

617-353-3569 (for urgent mental health-related needs)

[www.bu.edu/shs](http://www.bu.edu/shs)

Marsh Chapel

617-353-3560

[www.bu.edu/chapel](http://www.bu.edu/chapel)

University Service Center

617-358-1818

[www.bu.edu/usc](http://www.bu.edu/usc)

## **8. Timely Warnings and Emergency Notification**

Timely Warnings are intended to alert our community about reported crimes that have happened on BU London Campus or that have happened nearby and which are considered to represent a continuing threat to our student and employees. If such an incident is reported to BU London, the Site Director, Alison

Campbell, or her designee will decide if a timely warning message will be sent and then issue said warning communication via text message and / or email as soon as information is available. The purpose of issuing a timely warning message is to inform members of the community about criminal activity and help prevent them from becoming a victim of a continuing crime on or near our campus. Crimes reported to clergy or professional counselors are privileged and may not be included in a timely warning message.

Emergency notifications are intended to alert our community upon the confirmation of a significant emergency or dangerous situation involving an immediate threat to the health or safety of students or employees occurring on the campus. The purpose of issuing an Emergency Notification message is to inform members of the community of immediately dangerous situations and help them make informed decisions about their safety.

***Process for Issuing Emergency Communications:***

All staff members are responsible for communicating news of dangerous or emergency situations to Site Director, Alison Campbell or her designee. It is the responsibility of Director Campbell or her designee to confirm that an actual emergency exists. This may be done by coordinating or relying on information from sources such as local law enforcement, news sources, weather alert services, the U.S. State Department, or other reliable sources. Director Campbell or her designee will determine the content of the message and the segment of the population to receive the message. She or her designee will be responsible for sending the message via text message as soon as information is available. In the interest of safety for the members of our community, BU Study Abroad London will initiate the Emergency Notification message without delay unless the notification will, in the professional judgment of responsible authorities, compromise efforts to assist victims or to contain, respond to, or otherwise mitigate the emergency.

**9. Emergency Response and Evacuation Procedures**

Boston University Study Abroad London maintains a detailed emergency response plan, including an emergency communication protocol and an evacuation plan, in accordance with Boston University Study Abroad policy. Portions of the plan relating to students, faculty and staff are provided during orientation at the beginning of the semester. The entire plan is maintained in the program office.

All emergency plans and procedures, including contact information for local health, safety and security resources, advice on how to avoid becoming a victim of a crime, and instructions on how to report crimes, threats, and other incidents, are provided to students during the on-site orientation. A segment of the orientation is devoted to local health, safety and security issues. As noted previously, Boston University encourages all students, staff and faculty to report all crimes to on-site staff as well as local law enforcement.

Emergencies are responded to on-site according to a set protocol which will include staff, faculty, facilities managers, London Metropolitan Police, the buildings' private security, and BU's emergency travel assistance provider. In Boston, Study Abroad, Global Programs, and the BUPD will work with on-site staff and the emergency travel assistance provider to coordinate an institutional response when necessary.

Notification of students, faculty and staff upon the confirmation of a significant emergency or dangerous situation involving an immediate threat to the health or safety of students or staff will be executed as described above in "Timely Warnings and Emergency Notification."

Site Director, Alison Campbell or her designee shall be responsible for dissemination of information to the larger community.

Director Campbell or her designee is responsible for the maintenance, review, and revision of BU London's emergency response and evacuation plans and will coordinate regular tests of the emergency response and evacuation procedures on at least an annual basis. These tests will be documented with a description of the exercise, the date and time, and whether the test was announced or unannounced. Director Campbell or her designee will also publicize the University's emergency response and evacuation procedures in conjunction with at least one test per calendar year. Following every declared emergency or following a campus-wide drill, a written critique will be prepared by Director Campbell or her designee as a means of assessing and evaluating emergency plans and capabilities.

## 10. Fire Safety

**Fire Safety Policies:** Fire safety is taken very seriously in London as at all Boston University locations, including residence halls, instructional facilities, and offices. All students, faculty and staff are expected to cooperate in keeping facilities as safe as possible. For this reason, the following activities are forbidden in the London residence buildings, and those engaging in them should expect serious consequences:

- Setting fires of any kind for any reason.
- Tampering with any fire safety equipment, including fire extinguishers, fire alarm boxes, smoke detectors, and sprinkler heads (such as hanging objects from sprinkler heads and so forth).
- Malicious activation of a fire alarm.
- Propping open fire doors for any purpose other than emergency evacuation.
- Use of roofs and fire escapes for any purpose other than for escape from a fire or threat of a fire.
- Accidental activation of a smoke detector or fire alarm resulting from hall sports, water fights, and so on.
- Smoking, lighting open flames, and the possession of candles or incense in the residences.
- Careless use of approved items/appliances that creates a fire hazard.

Fire safety equipment and marked fire exit doors are strictly 'off limits' to students unless and until they need to be used in an emergency or for a drill. Any student or students found to have endangered lives by tampering with any fire safety equipment will be subject to an on the spot fine of £250, and could also face expulsion from the program.

**Fire Safety Training:** All students attend on-site orientation where fire safety systems and emergency procedures are discussed. During this session students are shown a video of a fire quickly taking hold, in order to heighten awareness of the speed of smoke spreading and killing. All students participate in a fire drill under emergency conditions (i.e., with emergency lighting only) to learn their escape routes and assembly points, and must successfully complete the drill within a period of time set for each building. This is explained to students in detail. All students participate in another fire drill when they attend their first class so that they are fully aware of how to evacuate the classroom building. Five drills are conducted each semester in each residence building. All drills are logged.

**Evacuation Procedures:** In the event of a fire, extinguishers can be used if there is no risk to the student. Students must activate the fire alarm and a resident assistant or other staff member will ring 999 to summon the Fire Brigade. If the fire alarm is sounded all students and staff must leave immediately without using the elevators and assemble at the designated assembly points:

For 43 Harrington Gardens – meet by the fire gate, on Harrington Gardens.

For Sorbonne – meet across the road, outside the casino.

For Courtfield – meet across the road, on the corner of Collingham Road and Courtfield Gardens.

For Crofton – turn right out the front door and meet on the corner of Queensgate Terrace

If the evacuation is from classrooms, faculty will have the attendance register for each class and will check students against this register and make a report to staff/fire brigade if anyone appears not to have left the building.

If the evacuation is from the residences, staff will check names against the student occupant list and report anyone who should be in the building and is not accounted for. This requires a cross check for any students away at the weekend if, appropriate. No-one may re-enter the building until the all-safe is given.

### Student Housing Fire Safety Systems by Residence Building

Address	Type of Fire Safety System	Drills during 2013
Courtfield	Smoke and heat detectors, alarms and alarm panels, fire doors, emergency lighting, fire extinguishers, evacuation diagrams.	5
Crofton	Smoke and heat detectors, alarms and alarm panels, fire doors,	6

	emergency lighting, fire extinguishers, evacuation diagrams.	
Sorbonne	Smoke and heat detectors, alarms and alarm panels, fire doors, emergency lighting, fire extinguishers, evacuation diagrams.	4

Fire Safety Systems and Procedures are subject to annual inspections by an approved contractor in compliance with building and fire codes, as well as unannounced inspections by the London Fire Brigade, and external audits by Head Projects Building Control and A Head Start Consulting.

### Fire Statistics by Residence Building

Incident Date	Address	Cause/Description of Fire	Estimated Cost of Damage	Number of Injuries	Number of Deaths
2011	Courtfield	None	0	0	0
	Crofton	None	0	0	0
	Sorbonne	None	0	0	0
2012	Courtfield	None	0	0	0
	Crofton	None	0	0	0
	Sorbonne	None	0	0	0
2013	Courtfield	None	0	0	0
	Crofton	None	0	0	0
	Sorbonne	None	0	0	0

## 11. Alcohol and Drug Policies

Boston University's campuses and activities are not sanctuaries from federal, state, and local laws. Boston University prohibits the unlawful use, possession, sale, distribution, or manufacture of controlled substances or alcohol on University property or as part of University activities. Boston University neither permits nor condones the possession, use, or sale of illegal drugs and narcotics. Violators are subject to University disciplinary procedures, as well as to criminal prosecution under state and federal laws. Dealing in narcotics or illegal drugs anywhere on campus will result in expulsion from the residence system and further disciplinary action by the University. Conviction for drug-related offenses in any jurisdiction may affect a student's eligibility for federal, state, or University financial aid. For additional information, visit the Financial Assistance website at [www.bu.edu/finaid/eligibility/convictions/](http://www.bu.edu/finaid/eligibility/convictions/).

All participants in Boston University programs are required to understand and abide by the Code of Student Responsibilities, as well as the special conditions and expectations, are conditions of participation in the University's Study Abroad programs. Students who violate the Code are subject to disciplinary action as described in the Code: <http://www.bu.edu/dos/policies/student-responsibilities>.

### BU Statement on Drug- and Alcohol-Related Medical Emergencies and Judicial Sanctions:

The illegal use or abuse of alcohol or drugs can be hazardous to students' health and safety as well as an impediment to academic and personal success. The University is, above all else, concerned for the safety and well-being of all members of our community; therefore, the University addresses all reported violations of the University's alcohol and drug policies, including notifying the parents of undergraduate students of alcohol- and drug-related incidents, if necessary.

At Boston University, student health and safety are paramount. The University recognizes that alcohol or drug consumption may create medical or safety emergencies in which the potential for University disciplinary action may deter students from seeking assistance for themselves or others. In these situations, we strongly encourage students to act with their own and others' health and safety as the primary concern.

When the University learns of a student's illegal possession or use of alcohol or drugs as a result of that



student's seeking medical assistance for him or herself, or another person, that student ordinarily will not be subject to University disciplinary sanctions for possession or use of that substance so long as the student completes all education and counseling programs recommended by the University. We are committed to the use of education and treatment approaches because, in our experience, education and/or treatment for individuals who receive emergency medical attention may reduce the likelihood of future occurrences.

When there is a question of sexual abuse or assault in a situation involving alcohol or drugs, the student who was sexually abused or assaulted is not subject to discipline under the University's alcohol and drug policies.

The University offers a variety of programs to address alcohol and drug use, including several that are available online at <http://www.bu.edu/shs/wellness/aod>.

Boston University "Alcohol and Drug Policies and Disclosures" outlined in the main Boston University Annual Security and Fire Safety Report (<http://www.bu.edu/safety/alcohol-drugs>) apply to all separate campuses and non-campus locations as well. Boston University students participating in this program are also required to complete an online drug education program called AlcoholEdu (<http://www.bu.edu/shs/wellness/aod/alcoholedu-for-college/>) when they arrive in Boston as first semester students.

**On-Site Specifics: The legal drinking age in the United Kingdom is 18.** Students over 18 may legally drink alcohol, but must do so responsibly. Alcohol is not allowed in the street or on public transport. Any violations or behavior causing missed classes or danger to others may be dealt with by exclusion from the program.

It is a criminal offence in the UK to possess and/or supply drugs (1971 Misuse of Drugs Act). Individuals charged with that offence may be arrested, imprisoned or sent home by the authorities and prohibited from returning to the UK.

## **12. Missing Student Notification Process**

Boston University provides students living in University housing on campus, including BU London, with the opportunity to provide confidential contact information to the University. Students may identify their confidential contact by visiting the Student Link ([www.bu.edu/studentlink](http://www.bu.edu/studentlink)) and clicking on the "Personal" tab and updating the "Address & Phone" information to identify a "Missing Person" contact. Students may identify someone other than their emergency contact to be notified in the event the student is reported to be missing and, if students designate someone other than an emergency contact, that individual and his or her contact information will be confidential. This person will be notified in the event the student is officially reported as missing.

If a student for whom a missing person report has been filed has been missing for more than 24 hours, then within the next 24 hours the Site Director, Alison Campbell, or her designee will:

- Begin search procedures
- Notify Metropolitan Police
- Notify the individual identified by the student to be contacted in such circumstances
- If the student is under 18 years old and not emancipated, notify a parent or guardian

Students, employees, or other individuals who believe that a student living in on-campus housing has been missing for 24 hours should report it immediately to Director Campbell, to any staff or faculty member, or directly to Boston University Study Abroad.

## **13. Sexual Misconduct**

### **What to Do if You Experienced Sexual Assault:**

- Go to a safe place—a friend's room, your room, a public place, anywhere you feel safe, as soon as you can.
- Seek medical attention--medical attention may be necessary to treat the full extent of any injury or trauma and to consider the possibility of sexually transmitted diseases or pregnancy. In addition, a medical exam may be necessary to properly preserve evidence in case you decide to prosecute. Local medical and support resources include:

The Havens – a network of sexual assault referral centers in London available 24/7  
 Haven Paddington  
 St. Mary's Hospital  
 London W2 1NY  
 Phone: 0203 312 1101

Courtfield Private Practice  
 Dr. Kate O'Brien  
 73 Courtfield Gardens, London, SW5 0NL  
 Phone: 0207 373 3541  
<http://www.courtfieldpp.co.uk/>

The Sloane Court Clinic  
 Dr. Roger Howells  
 11 Sloane Court West, London, SW3 4TD  
 Phone: 0207 730 9326  
<http://sloanecourtclinic.com/>

Boston University Study Abroad London also keeps an up-to-date list of a other rape treatment centers and shelters which are made available to students.

- Report the incident.

Sexual misconduct of any kind can be reported to the London student life staff, listed below. On-site staff in London are available 24/7 at +44 (0) 777 5566 392. The main office number is (0) 207 244 6255.

- Alison Campbell, Site Director, [Alison@bu-london.co.uk](mailto:Alison@bu-london.co.uk)
- Michael Oliver, Associate Director of Student Life, [michael@bu-london.co.uk](mailto:michael@bu-london.co.uk)
- Mona Patel, Assistant Director of Student Life, [mona@bu-london.co.uk](mailto:mona@bu-london.co.uk)

Sexual misconduct can also be reported directly back to Boston University's Title IX Coordinators:

- Kim Randall, Title IX Coordinator, 617-353-9286 or [krandall@bu.edu](mailto:krandall@bu.edu)
- Debbie Miller, Deputy Title IX Coordinator for students, 617-353-9888 or [millerda@bu.edu](mailto:millerda@bu.edu)
- Roberta Turri Vise, Deputy Title IX Coordinator for faculty/staff, 617-353-2963 or [rturri@bu.edu](mailto:rturri@bu.edu)

If you would like assistance making a report, please contact the Sexual Assault Response & Prevention Center (SARP) at 617-353-7277 or [sarp@bu.edu](mailto:sarp@bu.edu) or the University's Title IX Coordinator at 617-353-9286 or [krandall@bu.edu](mailto:krandall@bu.edu).

Please be aware that BU Study Abroad London staff members must report any allegation of sexual misconduct to Boston University for investigation, and cannot promise confidentiality. BU's Sexual Misconduct website describes how you can make a report and what will happen if you do: [www.bu.edu/safety/sexual-misconduct](http://www.bu.edu/safety/sexual-misconduct).

Students may report to local law enforcement:

London Metropolitan Police  
 Kensington Police Station

72 Earls Court Rd., W. 8 Kensington, W8 6EQ  
Emergency Phone: 999  
Non-emergency Phone: 101  
Community Safety Unit: 020 8246 0226  
Criminal Investigations Department: 020 8246 0231

Students who wish to make a confidential report or who seek confidential support are encouraged to contact one of the following offices in Boston, which can guarantee confidentiality:

- Sexual Assault Response and Prevention Center (SARP), 617-353-7277 or [sarp@bu.edu](mailto:sarp@bu.edu)
  - Marsh Chapel, 617-353-3560 or [chapel@bu.edu](mailto:chapel@bu.edu)
  - Behavioral Medicine, 617-353-3569 or [www.bu.edu/shs/contact/help](http://www.bu.edu/shs/contact/help).
  - Office of the Ombuds, 617-358-5960 or <http://www.bu.edu/ombuds/>
- Try to preserve physical evidence—Avoid bathing, brushing teeth, drinking, eating, douching or changing clothes until physical evidence can be collected.
  - Contact an experienced counselor

Boston University's Sexual Assault Response and Prevention Center (<http://www.bu.edu/sarp/>) offers confidential assistance and counseling to all BU students, anywhere in the world, on a 24/7 basis. Crisis counselors there can be reached at any time at 617-353-7277. Boston University Study Abroad London also maintains a list of local counselors and support resources.

### **BU Policies**

Boston University's policies prohibiting sexual misconduct are available at [www.bu.edu/safety/sexual-misconduct/title-ix-bu-policies](http://www.bu.edu/safety/sexual-misconduct/title-ix-bu-policies). These policies describe the procedures the University follows to investigate allegations of sexual misconduct and the procedures the University follows in disciplinary cases in order to ensure a prompt, fair, and impartial investigation and resolution.

These policies also describe the safeguards available to those who allege sexual misconduct. If the accused perpetrator is a BU student, BU Study Abroad London staff members working together with the Dean of Students may take immediate steps, including relocating the accused student, issuing a "stay away" order to prevent the accused student from contacting the reporting student or change course schedules, transportation or other situations as appropriate.

It is a violation of University policy to retaliate either during or after the investigation of a sexual misconduct complaint. It is a crime to threaten or intimidate a victim or witness to a crime. Any concerns about retaliation, threats, or intimidation should be reported to the BU Study Abroad London staff members listed above or the University Title IX coordinators immediately.

BU Study Abroad London staff members work together with BU Judicial Affairs, Behavioral Medicine, and the Sexual Assault Response and Prevention Center (SARP). BU Study Abroad London Site Directors receive annual in person training regarding sexual misconduct. In addition, Program Directors attend annual meetings and receive annual trainings and updates in these areas. Locally, AASAP (Association of American Study Abroad Programs) also offers training in these areas and can be reached at [www.aasapuk.org](http://www.aasapuk.org).

### **14. Sex Offender Registration**

The sex offender registers maintained by British police are not accessible by the public. For more information, see: <https://www.askthe.police.uk/content/Q607.htm>.

### **15. Crime Statistics**

The figures listed in the London Campus Crime Statistics table reflect crimes reported to have occurred on Boston University's London campus. The crime statistics are prepared by the Boston University Police Department Crime Analysis & Statistics Unit in conjunction with Boston University Study Abroad. Crimes

are recorded in the year in which they were reported.

		On Campus			On Campus Residential			Non-campus			Public Property		
		2011	2012	2013	2011	2012	2013	2011	2012	2013	2011	2012	2013
Murder & Non-negligent Manslaughter		0	0	0	0	0	0	0	0	0	0	0	0
Manslaughter		0	0	0	0	0	0	0	0	0	0	0	0
Forcible Sex Offenses		0	1	0	0	1	0	0	0	0	0	0	0
Non-forcible Sex Offenses		0	0	0	0	0	0	0	0	0	0	0	0
Robbery		0	0	0	0	0	0	0	0	0	0	0	0
Aggravated Assault		0	0	0	0	0	0	0	0	0	0	0	0
Burglary		0	0	0	0	0	0	0	0	0	0	0	0
Motor Vehicle Theft		0	0	0	0	0	0	0	0	0	0	0	0
Arson		0	0	0	0	0	0	0	0	0	0	0	0
*Stalking		n/a	n/a	0	n/a	n/a	0	n/a	n/a	0	n/a	n/a	0
*Domestic Violence		n/a	n/a	0	n/a	n/a	0	n/a	n/a	0	n/a	n/a	0
*Dating Violence		n/a	n/a	0	n/a	n/a	0	n/a	n/a	0	n/a	n/a	0
Liquor Law Violations	Arrest	0	0	0	0	0	0	0	0	0	0	0	0
	Referred	0	0	0	0	0	0	0	0	0	0	0	0
Drug Law Violations	Arrest	0	0	0	0	0	0	0	0	0	0	0	0
	Referred	0	0	0	0	0	0	0	0	0	0	0	0
Weapons Law Violations	Arrest	0	0	0	0	0	0	0	0	0	0	0	0
	Referred	0	0	0	0	0	0	0	0	0	0	0	0

\* new crime categories added for 2013 per Violence Against Women Act

Metropolitan Police Crime Mapping Website: <http://maps.met.police.uk/>

Crime statistics for the other University campuses are available in the Boston University Annual Safety Report, including crime statistics: [www.bu.edu/safety](http://www.bu.edu/safety).