

SPST Policy: CCP 5

Reporting of Crimes or Emergencies at SPST

Adopted: 6/29/2015

Updated:

1. In order to ensure a safe and secure environment for all students, employees, and visitors to Saint Paul School of Theology at either of our campuses or the Fox Hill offices, the following procedures will be utilized. Community members, students, faculty, staff, and guests are encouraged to report all crimes and public safety related incidents, as well as emergency situations.
2. Campus Security Authorities (CSAs).
 - a. At the Resurrection Campus, Fox Hill, and for usage of Avila University facilities, the Associate Dean of Students at Resurrection.
 - b. At the Oklahoma City University campus, the Associate Dean of SPST at OCU.
3. At least twice a year, an email announcement will be sent to the community indicating the designated CSAs and the procedures to utilize for reporting an emergency or potential crime. Flyers will also be posted at the Resurrection and OCU campuses, as well as Fox Hill to provide this information.
4. Reporting of crimes and emergencies should be as follows:
 - a. At the Resurrection campus, Fox Hill, or Avila University. Call 911 to report. Then follow up with the CSA at the SPST at Resurrection campus. The CSA will share the report with Church of the Resurrection security personnel.
 - b. At the OCU campus. Call 405-208-5911 to report to the OCU Police. Then follow up with the CSA at the SPST at OCU campus.
5. Timely warnings will be issued whenever the report warrants or as directed by local law enforcement authorities. In the event that a situation arises, either on or off campus, that, in the judgment of the President or a Vice President, constitutes an ongoing or continuing threat, a campus wide "timely warning" will be issued.
6. The campus community will also be notified annually of the option to report a crime confidentially. If someone is the victim of a crime and does not want to pursue action within the University system or the criminal justice system, they may still want to consider making a confidential report. With explicit permission, the CSA can file a report on the details of the incident without revealing the person's identity. The purpose of a confidential report is to comply with the wish to keep the matter confidential, while taking steps to ensure the future safety of the person and others. With such information, SPST can keep an accurate record of the number of incidents involving students, determine where there is a pattern of crime with regard to a particular location, method, or assailant, and alert the campus community to potential danger. Reports filed in this manner are counted and disclosed in the annual crimes statistics for the institution.