

## HCC Normal Campus Safety Video Transcription

00:01

Welcome to Heartland Community College.

00:04

Sometimes tragic things happen on campuses, as much as we hate it.

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We hope if an emergency ever occurs at HCC, this video will help you know exactly what

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to do, because we want you to stay safe.

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If you observe an active threat, or a medical crisis, dial 9-1-1.

00:23

Contact the front desk staff to:

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report suspicious activity or dangerous campus conditions

00:29

file a lost or stolen property report

00:32

or reclaim recovered items

00:34

If you, or someone you know has experienced:

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Sexual assault

00:38

Domestic or dating violence

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Harassment or stalking

00:42

the College has staff members who are trained to help, and respect your privacy.

00:46

You can contact Heartland's Title Nine Coordinator:

00:49

in person

00:50

over the phone

00:51

or by email

00:52

The details you need can be found at [heartland.edu/safety](http://heartland.edu/safety)

00:58

Heartland is committed to the safety of our College community and the well-being of our

01:02

students.

01:03

268-SAFE is a dedicated hotline for all students and employees to easily refer non-emergency

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concerns to the College's Behavioral Intervention Team.

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The Behavioral Intervention Team's goal is to enhance the safety and security of everyone

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on campus.

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The team reviews information and conducts inquiries to help identify behaviors that

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indicate that someone may be planning to hurt themselves or others.

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In some cases they will make referrals to College or community services.

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Call 268-SAFE if you notice a student or staff member who:

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Exhibits concerning or aberrant behavior

01:39

Shows a drastic change in behavior

01:42

Shows signs of planning self-harm or harming others in the future

01:46

You can also send an e-mail to [BIT.Reports@heartland.edu](mailto:BIT.Reports@heartland.edu)

01:52

This e-mail is only monitored during regular business hours.

01:56

268-SAFE is NOT for emergencies.

01:57

If you feel you are in immediate danger or feel someone else is in immediate danger,

02:02

call 911.

02:03

Information referred to 268-SAFE is confidential when possible.

02:07

Representatives may seek more information from those who report to the line.

02:11

Immediate Action Guides are posted in every room and provide instructions for specific

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campus emergency situations.

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Tornado shelter areas are clearly marked.

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You can also take cover in the lowest level windowless area possible.

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If a fire alarm sounds, faculty and staff will accompany you to the nearest exit.

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You must use the stairs.

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If you're unable to do so, inform a staff member to let first responders know you are

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in need of assistance.

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In an evacuation, everyone must move at least five hundred feet from affected buildings

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and remain there until an all-clear is given.

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Each faculty member is required to take role and report missing students to first responders.

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Please stay with your group to help make that process swift and accurate.

02:59

The College also sends text alerts about campus or severe weather emergencies through HCC

03:05

Alerts.

03:06

Text JOIN to 1-877-200-7477 to sign up.

03:12

And if you have:

03:13

a medical, visual, hearing or mobility concern

03:16

or a condition that could be triggered by loud, unexpected sounds

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you'll also want to enroll in HCCalerts.access

03:24

That way you'll get texts about things like:

03:26

construction

03:27

painting

03:28

or elevators undergoing maintenance

03:31

Text JOIN ACCESS to 1-877-200-7477 to enroll.

03:36

HCC doesn't charge a fee for either of these text alert services.

03:42

And your phone number and personal information will not be shared.

03:46

Heartland's website, Facebook and Twitter, as well as local television and radio will  
03:52

also have information about campus and weather emergencies.

03:56

And please note that Heartland does not allow use of tobacco, vapes, alcohol, cannabis  
or

04:01

other drugs on campus and that HCC is a weapon-free college.

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For more detailed information, refer to the student handbook.

04:09

We hope you'll never need most of the information shared in this video.

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If you have questions about what we covered, visit [www.heartland.edu./safety](http://www.heartland.edu./safety)  
English