

## EMERGENCY PROCEDURES

In the event of an emergency call SUNY Oneonta University Police at 607-436-3550.

UPD will notify the appropriate college official to assist.

### **What is an emergency?**

An emergency is any event that poses a genuine risk to or has already endangered the safety and well being of program participants and/or the faculty coordinator. This includes, but is not limited to, the following types of incidents:

- serious accident or injury to student(s) or faculty coordinator.
- serious illness, whether physical or emotional.
- hospitalization for any reason.
- student on student; student on stranger; or stranger on student:
  - sexual assault or rape
  - physical assault
  - robbery or mugging
  - or the acquisition of any of the above.
- disappearance of a student
- local or national political crisis that could threaten the students' safety/well-being
- terrorist threat or attack
- arrest or questioning by police
- weather or public health emergency
- arranged lodging compromised (ie: fire at hotel)

### **Non-Emergencies**

Non-emergencies are events or situations that do not require an immediate call to UPD but must be reported to the Office of Continuing Education upon return. Please use incident report form. This includes, but is not limited to, the following type of incidents:

- Violation of Student Code of Conduct
- Unusual behavior that doesn't reach a crisis
- Alcohol or drug violation that doesn't reach a crisis.
- Illness or accident that doesn't reach a crisis.

If you are questioning whether or not you should call, always err on the side of caution and call.

Any questions regarding these procedures should be referred to the Director of Continuing Education.