

**Health & Safety  
Services**  
Safety Advice for  
Students in Paisley



**STEPPING OUT**

Whether you walk, run, ride or drive, the following simple precautions will help keep you safe.

- > Know where you are going and how to get there before you leave.
- > When out be aware of your surroundings, this makes you less vulnerable.
- > Avoid taking shortcuts or using quiet, isolated or badly lit areas.
- > Only carry items that you will need or use that day.
- > Avoid confrontational situations, e.g. unruly groups or drunks.
- > Cover up expensive jewellery and keep all cash out of sight.
- > Wherever you are take care of your personal belongings but don't put yourself at risk to save them.
- > If you are using public transport, if possible always sit on a aisle seat as near the driver as possible.
- > Should you have a car, keep it well maintained and ensure you have enough petrol for your journey.
- > Plan your journey in advance and if possible tell a friend of your plans.
- > When you park your car, use well lit areas. Keep all valuables out of sight, put them in the boot.
- > If involved in any incident, please contact Strathclyde Police to report or a member of the Students' Association, Health & Safety Services, Residential Accommodation Unit staff or Security.

**USEFUL CONTACTS**

- University of the West of Scotland Security  
Tel: 0141 848 3168
- University Residential Accommodation Unit  
Tel: 0141 848 3158
- University of the West of Scotland Student Advisory Services  
Tel: 0141 848 3803
- University of the West of Scotland Health and Safety Services  
Tel: 0141 848 3926
- Strathclyde Police:  
Paisley Tel: 0141 532 5900  
Renfrew Tel: 0141 532 6100  
Johnstone Tel: 01505 40 40 00
- Victim Support (Scotland)  
Tel: 0845 603 9213
- Rape Crisis  
Tel: 0141 331 1990
- The Samaritans  
Tel: 0141 248 4488
- Renfrewshire Council Social Work Dept  
Tel: 0141 842 5151
- Renfrewshire Council Homeless Unit  
Tel: 0141 840 3645
- Students' Association University of the West of Scotland  
Tel: 0141 849 4171  
Email: DPEW@sauws.org.uk  
or  
Tel: 0141 849 4155  
Email: Welfare@sauws.org.uk

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## FOREWORD

Paisley is a lively and exciting area with a lot going on and plenty of interesting places to visit. It is also relatively crime free for those who apply good sense and follow basic crime prevention advice.

We do need to be aware of our surroundings, and although it is unlikely that any incident will occur, there are certain aspects of personal safety that are worth bearing in mind.

This leaflet has been produced to give some points and precautions to help you feel more comfortable in your day to day routine and hopefully help to prevent you becoming an unnecessary victim of crime.

## STUDENT ACCOMMODATION

### HALLS OF RESIDENCE

Whilst in residence be alert at all times. Do not leave your room unlocked when you go out or when you use the laundry, kitchen or bathroom. Ask your flat mates to do the same.

Do not leave ground floor windows or fire doors open to use as a means of entry or exit from the residence. If you can get in, so can the thief.

When you go out, close all windows. Ideally, windows on the ground floor should be fitted with locking catches and opening limiters.

Make a list of all your property, including the make, serial number and description. Keep this in a safe place.

Radios, cameras, computers, mobile phones etc, can all be marked with an ultra violet pen with your postcode and house number. These pens can be easily obtained from any DIY store.

Never leave cash or valuables on open view in your room. Keep them out of sight. If possible limit the amount of jewellery, electrical equipment and personal effects that you bring with you.

Be aware of strangers around the corridors or around your building and report any suspicious activity to the police. Challenge people if you don't know why they are in the residence.

Do not leave keys to your doors lying about in kitchens, bathrooms or common rooms. Avoid putting your room number on your keys in case they are lost or stolen.

Always close and lock the main entrance doors to your halls of residence behind you. Try and avoid having anyone going in with you unless you know them.

Consider obtaining insurance cover for your personal belongings and enquire about storage facilities during your vacations.

## PRIVATE ACCOMMODATION

If you are going to live in privately owned accommodation, much of the advice for the Halls of Residence still applies. However, check the security of the accommodation before you sign an agreement or lease.

Consider the following points

- > Key operated locks should be fitted to all ground windows and those near flat roofs and drain pipes.
- > Doors should be fitted with 5 lever mortice dead locks that conform to B.S. 3621.
- > Solid doors are preferable with rear doors fitted with bolts at the top and bottom. This prevents the door being forced.

- > Vulnerable windows may also be fitted with bars or grills, but be careful that any fire escape routes are not blocked. Consult the Fire Service for advice.
- > Outside lighting, automatic time switches to control inside lighting and intruder alarms will all help to improve overall security.
- > During vacations remove all valuable items from your accommodation. If possible also arrange for mail to be collected.

## CASH CARE

When you open a student bank account, the security of your cash, cheque book and bank and credit cards need serious consideration.

If you use a cash point machine, use it in daylight and try to use one in a busy place.

Try not to use it after dark, but if you find you have to, take care. Go with a friend if possible and be aware of people acting suspiciously around you.

Do not check your money in full view, be discreet.

Having received your cheque book and card, keep them in separate places, and don't leave them lying around. Keep your PIN number safe.

Do not leave your valuables lying around or unattended.

Report any loss to both the bank and police.