**Top Tips on keeping your things safe...**

**Going out?** Keep curtains closed when you are not in and leave a light on where possible.

**End of term - when leaving on College breaks** take valuables home, close curtains and ensure windows and doors are locked.

**Who are you?** Don’t allow people you don’t recognise to follow you through secure doors to halls or multiple occupancy residences.

**Suspicious?** Report anyone behaving suspiciously, any suspicious circumstances or anyone who doesn’t appear to have a reason to be on site - contact Security, Reception or in an emergency 999.

**Shut it - ALWAYS close windows and doors when you leave your house / room.**

**Your stuff - protect items of value by having them security marked and insured. Make a list of personal property including descriptions & security numbers.**

**End of term - when leaving on College breaks** take valuables home, close curtains and ensure windows and doors are locked.

**Keep it - always close windows and doors when you leave your house / room.**

**Your stuff - protect items of value by having them security marked and insured. Make a list of personal property including descriptions & security numbers.**

**Contact Support & Advisory Services**
e: SupportAndAdvisory@rhul.ac.uk  
t: 01784 443394  
www.rhul.ac.uk/ecampus/welfare/home.aspx

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**Top Tips on keeping your things safe...**

**Lock up goods in your garden – including ladders, tools and bikes – not only are these at risk from being stolen, but burglars can also use them to break in.**

**Hide it - don’t leave valuables in sight of a window.**

**Timer switches can be used to turn lights and radios on when you are away, to give the impression that your house is occupied.**

**Useful numbers:**
- Surrey Police - 101 (non-emergency)
- Police - 999 (emergency)
- College Security - 01784 443063

**Don’t advertise it!** Please don’t have your room number or address on your key ring.

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