Chicago Quarter Emergency Protocol

In an emergency situation, call 911 first.

If anything out of the ordinary occurs on an excursion (during Discover’s Immersion Week OR the regular Autumn Quarter), teaching teams MUST:

- file an Incident Report with the Public Safety Office (773-325-7777);
- and notify the First-Year Program (773-325-7573).

This would include crimes, student injuries, accidents, or anything you judge should be brought to someone’s attention.

Advice from Public Safety to share with students:

- Always travel in pairs or preferably larger groups. The “buddy system” is a good one.
- When traveling at night (for those of you who will with your classes), use well-lit streets, preferably main streets where there are people. Avoid poorly-lit side streets and avoid alleys.
- Be aware of your surroundings as you walk and ride public transportation. You shouldn’t be on your cell phone or iPod, etc., as this will make you a target for theft.
- Make eye contact with people walking around you (which is part of being aware of your surroundings).
- Never cross the street while looking at an electronic device.
- If you go out in a group, make sure that everyone comes back with you. Don’t allow anyone to stay behind, particularly on the early trips.
- When sitting in public places, don’t put your bags behind your seat or on the seat next to you – anywhere out of your sight. Put them so they’re touching your legs.
- Don’t set your wallet or credit cards on a counter.
- It is important that the teaching team and students exchange cell phone numbers.