

## Student Safety Policy



Policy Code: GOV-POL-007

Owner: Office of the Vice President for  
Administration, Finance and Community  
Engagement

### POLICY & PROCEDURES:

Student Safety Policy

## Contents

Version Control & Sign–Off Sheet .....	3
1. Mission Statement .....	4
2. Objectives .....	4
3. Goals.....	4
4. Implementation Plan .....	4
4.1 Governance .....	4
4.2 Risk Assessment .....	4
4.3 Emergency Response .....	4
4.4 Campus Security.....	5
4.5 Digital Safety.....	5
4.6 Incident Reporting.....	5
5. Support Services.....	5
6. Review and Reporting .....	5

## Version Control & Sign-Off Sheet

Version Control			
Version	Change reference	Approval	Dates
1	Initial version	University Council	1 September 2024
		Next Review	31 August 2025

## 1. Mission Statement

This policy affirms Applied Science University's commitment to research independence and academic freedom as fundamental principles of higher education. It establishes the framework within which all members of the academic community may freely pursue knowledge, conduct research, and disseminate their findings.

## 2. Objectives

- Eliminate preventable safety incidents on campus and during University activities.
- Foster a culture of safety awareness among students, faculty, and staff.
- Ensure rapid, effective, and coordinated response to emergencies and safety incidents.
- Maintain compliance with all applicable health and safety regulations of the Kingdom of Bahrain.
- Provide accessible and confidential support for students who experience safety concerns.

## 3. Goals

- Achieve zero serious safety incidents annually on campus.
- 100% completion of safety induction for all new students during orientation.
- Bi-annual comprehensive campus safety audits (October and March).
- Annual review and update of emergency response protocols.
- Student safety satisfaction rating above 85% in the annual Student Experience Survey.

## 4. Implementation Plan

### 4.1 Governance

The Student Safety Committee, chaired by the VP Administration, Finance & Community Engagement, shall oversee implementation. The Committee shall include representatives from Student Affairs, Facilities, Security, Health Services, and the Student Council.

### 4.2 Risk Assessment

The Committee shall conduct annual risk assessments of all campus facilities, laboratories, sports areas, and common spaces. Risk registers shall be maintained and reviewed quarterly.

### 4.3 Emergency Response

ASU shall maintain written emergency response protocols for fire, medical emergencies, natural disasters, security threats, and building evacuation. Fire drills shall be conducted each semester. Emergency contact numbers and evacuation routes shall be posted in all buildings.

#### **4.4 Campus Security**

24/7 security personnel and CCTV surveillance shall be maintained across all campus facilities. Access control systems shall be reviewed quarterly. ID card access shall be required for entry to all buildings outside regular hours.

#### **4.5 Digital Safety**

The University shall maintain cybersecurity measures to protect student data and online safety. Anti-harassment policies shall extend to digital platforms and social media.

#### **4.6 Incident Reporting**

All safety incidents shall be reported through the Students Online Service (SOS) system within 24 hours. Serious incidents shall be reported immediately to Security and the Student Safety Committee. Anonymous reporting is available through the SOS system.

### **5. Support Services**

ASU provides counselling services, medical support, and referral pathways for students affected by safety incidents. Contact: Student Affairs Office, Building 1, Ground Floor, or via SOS portal.

### **6. Review and Reporting**

The Student Safety Committee shall submit an annual safety report to the University Council, including incident statistics, audit findings, and improvement actions. This policy shall be reviewed annually.