



Security Assessment

Exeter College site:

- The main entrance door on Turl Street is open from 6am until 8pm. It is then locked for the evening/night.
- Whilst locked the entrance is only accessible with swipe card. The swipe card is only issued to students and staff. (If no swipe card, the outside bell can be rang and the Lodge Porter can grant access). If a swipe card is lost or stolen it will be reported to Exeter College Lodge and the card number will be deactivated from the system and can no longer be used.
- Allotted times are given throughout the day for visitors to enter the College. Visitors are monitored by the Lodge Porters.
- The Broad Street archway entrance door in the Back Quad is permanently locked. It has a mechanical opening and closing system which is controlled either by button in the College Lodge or a personal key press. Members of staff driving a vehicle to College will have been issued with a key press. Other persons have to use the outside intercom which is linked the Lodge.
This entrance is predominantly used for vehicle access and egress, however there is a small pedestrian door built into the structure that some members of staff use. This is opened with a key issued by the College.
- The Brasenose Lane door into the Fellows Garden is permanently locked and only opened on rare occasions.
- All keys are kept in a secure cabinet in the College Lodge. Any person requiring a key i.e. Staff, Student or Contractor has to sign for it, upon collection and return. For Students and Contractors a key has to be issued by a member of College Staff.
- During the Day the College Lodge will have at least 2 Porters on duty and throughout the evening and night, 1 Porter.
- A Lodge Porter monitors all persons entering the College site via the main Turl Street entrance, be it open or locked, and uses CCTV for the other.
- The Night Porter conducts patrols of the College site at regular intervals.
- All Contractors have to report to the College Lodge upon arrival (as stated in the Control of Contractors letter issued) and are required to sign in and out and whilst on site wear an identification badge.
- University Security can be contacted at any time.
The College site is equipped with CCTV systems which cover all areas of the College. There are various monitoring screens on site.
- The CCTV footage is stored for varying amounts of time depending on the size of the hard drive.

- All equipment is maintained regularly by a Contractor.
- The College site has a number of buildings that front onto the public domain. It is stated in the College handbooks that it is the responsibility of Students and Employees to ensure that windows are shut and secured, internal and external doors are locked, all computers and electrical items are shut down and confidential files are locked away, as appropriate.