**Flow Chart of Campus Safety**

**Wenzao Ursuline University of Languages**

Yes

Yes

**Deal with follow-up issues**

1.A follow-up care to the injured

2.Insurance application (education property foundation)

3.Rewards to related personnel

4.Reconciliation issues

**Send the injured to hospital**

1.To the nearest hospital

2.Take care of the injured

3.Deal with medical process

4.Contact parents of the injured

5.Arrange nursing personnel

**Being informed**

**Campus safety Center**

**07-3429958**

**110**

**119**

**Inform supervisors immediately**

1.Report the category of injury

2.Control the follow-up status

**Arriving onsite**

1.Understand the situation and determine the status

2.Send the injured to hospital

3.Keepthe completeness of onsite

4.Call the police

**Death of the injured**

1.Comfort family members of the injured and provide the assistance

2.Call an emergency meeting

3.Spokesman leads the speech to media

4.Provide emergence relief fund

**Records & prevention education**

1.Record the incident

2.Analyze the cause of incident

3.Promote prevention education

**Deal with follow-up issues**

1.Fureral and interment issues

2.Insurance application

(education property foundation)

3.Counseling for students