

September 25, 2004

To Students, Faculty, Staff, and Visitors:

Federal law mandates institutions of higher education that receive federal funds must provide detailed information about crime statistics and plans for crime prevention.

This document contains information specific to RH as required in the *Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act*. The report provides students, employees, and interested individuals information on the security operations, building hours, and policies concerning drugs, alcohol, weapons, sexual assault, sexual harassment, and acts of intolerance.

We hope you find this important information helpful. Please do not hesitate to call or write me with your comments or concerns.

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**Jeanne Clery Disclosure of Campus Security Policy and
Campus Crime Statistics Act**

Hartford Campus

Safety and security at Rensselaer falls under the Operations & Facilities Department with the purpose to promote a safe, problem free environment for students, staff, and visitors. Responsibilities include monitoring the Tower, Seminar, and Plaza buildings, the parking garage, and the surface lots.

Campus Environment

The fifteen-acre campus is north of Hartford's central business district. The nine-level Tower and three-level Plaza buildings house classrooms, computer labs, faculty/staff offices, and support functions. The Seminar Hall building comfortably seats over 100 people for classes and seminars. The four level parking garage and surface lots provide 450 and 330 spaces, respectively.

Campus Security

Rensselaer has a contract with Security Services of Connecticut, a professional security agency, to provide three full time and five part time uniformed guards. The facility has an officer on duty 24 hours a day with two additional guards on duty Monday-Friday evenings. The number of guards may vary during holidays, semester breaks, and special events.

Security's primary function is to observe the grounds and facilities, secure Rensselaer buildings at posted times, and monitor for fire and other hazardous conditions. Security officers do not carry weapons or have the power to arrest; however, they will challenge and escort suspicious individuals off campus.

Foot patrols provide coverage and the visibility deters criminal activity.

Rensselaer provides a parking attendant from 6:30 a.m.-1:00 p.m., Monday-Friday. In addition to providing information to students and staff, the attendants also report suspicious behavior to security.

Operations & Facilities, Security, the Parking attendants, and the Receptionist maintain communication through a Motorola, two-way radio system during normal business hours.

Security activates intrusion alarms at closing. Violation of the system alerts the guard on duty and Sonitrol, Inc., a monitoring service. If Sonitrol cannot contact the guard, the Hartford Police Department will be notified and they will investigate.

Each spring, bushes are trimmed to reduce areas where individuals can hide. Burnt out exterior lights are replaced, and locks and hardware are maintained in working condition and promptly repaired when inoperable.

Building Access

Normal Building Hours:

Monday-Thursday 7 a.m. - 11 p.m.

Friday 7 a.m. - 11 p.m.

Saturday 7 a.m. - 6 p.m.

Sunday 11 a.m. - 6 p.m.

Note:

- Security attempts to notify people approximately 15-30 minutes prior to the facility's scheduled closing.
- Security will request students to leave the facility at closing.
- Hours may vary during Holiday periods and between semesters.
- Weekday and Saturday access is through the north Plaza (to Level 3) and the "tunnel" (off the main parking lot, Level 2) entrances.
- Sunday access is through the "tunnel" entrance.

Procedures for Reporting

In any hazardous or threatening situation, rapid notification to the proper personnel is important. We encourage students, faculty, staff, and visitors to notify the Receptionist of safety and security problems occurring during normal building hours. If you witness a crime in progress, the Receptionist will notify on-site security and/or call the Hartford police department. Dial "0" with an on-campus phone to reach the Receptionist, extension 2448 to reach security. Staff size permits only intermittent monitoring of the security telephone.

The receptionist is on duty Monday-Thursday, 7:00 a.m. - 10 p.m.; Friday, 7:00 a.m. - 9:30 p.m.; Saturday, 8:30 a.m. - 5:30 p.m.; and Sunday, 11:00 a.m. - 5:30 p.m..

If you are a victim of a crime, but in no immediate danger, campus security will take a report and, if requested, contact the Hartford police. When reporting an incident, give your name and location. Try to be observant by describing individuals and events as completely as possible, including the location or direction taken by suspects.

Victims may make a voluntary, confidential report of a crime. That crime will be included in the crime statistics.

The annual disclosure of crime statistics is prepared by Paul Murphy, Director, Operations & Facilities. Records of crimes on campus are completed and retained by Security and are the basis for the statistics. Crimes committed in Public Property are made available through the Hartford Police Department (HPD).

There presently is no policy concerning witnesses making voluntary, confidential crime reports.

Escort Service

Security will provide escort service to parking areas upon request during normal building hours. The Receptionist will contact Security.

Prevention Information

We publish information in our *Catalog and Student Handbook* advising students about Rensselaer's urban campus environment. Setback from Windsor Street, the open area in front of the facility acts as a buffer from our immediate residential and business neighbors. One should understand, however, that the campus is subject to similar criminal activity that occurs in neighborhood that surrounds it.

Individual awareness is essential for any security program. Each person must take responsibility for personal belongings by following common sense precautions such as not leaving valuables unattended in classrooms, library, or offices. Valuables should be placed in the car trunk rather than left in plain view. Leave the facility with a friend or classmate whenever possible and have the key in your hand when you reach your car.

Periodically, security memos are distributed offering common sense safety measures. Operations & Facilities has prepared a volume of reference material to address security and sexual assault. The information is available for review in the Security office on Level 2.

Rensselaer will issue notices whenever a crime is committed on campus that is:

- Listed in the Clery Act.
- Represents a threat to the campus community.

Alcohol Abuse and Illegal Drugs

Rensselaer's policy on alcohol abuse and illegal drugs is published annually in the *Catalog & Student Handbook*. In summary the policy states:

- Rensselaer maintains an environment free from effects of alcohol, illegal drugs, and the misuse of or abuse of prescription drugs.
- Individual under the influence of drugs or alcohol are subject to disciplinary actions and notification of law enforcement agencies.

Weapons on Campus

Possession and/or use of firearms and/or dangerous weapons is strictly prohibited and may violate State law. This applies to students, faculty, staff, and visitors.

Sexual Harassment

Incidents of sexual harassment should be reported to the Acting Associate Dean, Enrollment & Student Services (860-548-2421) or Campus Security (860-548-2448). Rensselaer's policy on sexual harassment is published annually in the *Catalog & Student Handbook*. In summary the policy states:

- Rensselaer is committed to providing a work and learning environment free from unwelcome sexual advances.
- Sexual harassment is defined as any unwelcome sexual advance, request for sexual favors, or any other physical or expressive behavior of a sexual nature.

Sexual Assault Policies

Although Rensselaer is a nonresidential institution, the threat of sexual assault still exists. Victims of sexual assault should report the incident to the Acting Associate Dean, Enrollment & Student Services and/or campus security. Rensselaer will assist the individual in contacting the Hartford Police Department, if desired. The Sexual Assault Crisis Service at the YWCA provides a 24-hr. hot line (860-522-6666).

Internal investigations will follow procedures listed in the *Catalog & Student Handbook* under Acts of Intolerance, while police investigations will follow their established operating procedures.

Rensselaer has a strong interest in preserving a safe academic environment whether or not the behavior has been or could be subject to criminal law. Although disciplinary proceedings follow the basic rules of due process, they are not subject to rigid criminal procedures. Therefore, discipline may be imposed with a finding of probable violation of school rules, instead of guilt beyond a reasonable doubt.

Also:

- Confidentiality of the internal proceedings guarantees and protects the victim's right to privacy.
- The accused and accuser will be notified of the outcome in any sexual assault case.
- Reasonable academic changes to the victim's academic arrangements.

The victim of sexual assault has the right to choose when and if to press criminal charges.

Sex Offender Registry

The State of Connecticut site: http://www.state.ct.us/dps/sex_offender_registry.htm list information concerning the residence of sex offenders .

Local police departments, however, will provide this information upon request. Keep in mind that the accuracy and completeness of police department records depends on the information provided by those required to register.

Statistical Data for Crimes on Campus - Hartford

General

<i>Offense</i>	2001	2002	2003
Murder	0	0	0
Sexual Assault:			
Forcible	0	0	0
Non-forcible	0	0	0
Robbery	0	0	0
Aggravated Assault	0	0	0
Burglary	1	2	2
MV Theft	0	0	1
Manslaughter	0	0	0
Arson	0	0	0

Hate Crimes

Hate crimes by prejudice from the above reportable Crime Statistics:

Categories	2001	2002	2003
Race	0	0	0
Gender	0	0	0
Religion	0	0	0
Sexual Orientation	0	0	0

Ethnicity	0	0	0
Disability	0	0	0

Disciplinary Actions

Arrests or persons referred for campus disciplinary action for liquor law violations, drug-related violations weapons possession:

Violation	2001	2002	2003
Liquor Law Arrests	0	0	0
Referrals	0	0	0
Drug Abuse Arrests	0	0	0
Referrals	0	0	0
Weapons Possession Arrests	0	0	0
Referrals	0	0	0

There is no "Non-campus building or property."

There are no "Student Residences."

Statistical Data for Crimes on Public Property - Hartford

Public Property covered is outlined on the [map](#).

General

<i>Offense</i>	2001	2002	2003
Murder	0	0	0
Sexual Assault:			

Forcible	0	0	0
Non-forcible	1	0	2
Robbery	2	4	1
Aggravated Assault	2	2	0
Burglary	1	1	1
MV Theft	2	3	1
Manslaughter	0	0	0
Arson	0	1	0

Hate Crimes

Hate crimes by prejudice from the above reportable Crime Statistics:

Categories	2001	2002	2003
Race	0	0	0
Gender	0	0	0
Religion	0	0	0
Sexual Orientation	0	0	0
Ethnicity	0	0	0
Disability	0	0	0

Disciplinary Actions

Arrests or persons referred for campus disciplinary action for liquor law violations, drug-related violations weapons possession:

Violation	2001	2002	2003
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Liquor Law Arrests	0	0	0
Referrals	0	0	0
Drug Abuse Arrests	0	0	0
Referrals	0	0	0
Weapons Possession Arrests	0	0	0
Referrals	0	0	0

There is no "Non-campus building or property."

There are no "Student Residences."

Trails Corner - Groton

Site Environment

Rensselaer began teaching at Trails Corner in January 2001.

The four-acre site is located in the Town of Groton. Immediate neighbors include a church and a Pfizer daycare center. Forty percent of the property is wetlands. The 2 story, 24,000 SF facility was purchased by Matrix Investment Corporation in June 2004. The approximately 6,000 SF Rensselaer leases is used for 6 classrooms, a student break/study room, faculty/student consultation, Library, and administrative purposes. All of the space is located on the 2nd floor. The site has a 97 spot parking lot in front of and to both sides of the facility.

Campus Security

Rensselaer uses Securitas (formerly Pinkerton), a professional security agency, to provide two part time security guards M-F, from 4 pm-10 p.m., and one guard Saturdays from 7:30 a.m. to 5 p.m. The number of guards and hours may vary during holidays, semester breaks, and special events.

Security's primary function is to let students, faculty, and staff into Trails Corner for evening and Saturday classes. During the week, one guard will remain near the main entrance while the other guard patrols the parking lot and the building interior. Saturday, the guard will grant building access and patrol the parking lot. Security officers do not carry weapons or have the power to arrest.

Building Access

Normal Building Hours for Rensselaer use:

Monday-Thursday 10 a.m. - 10 p.m.

Friday 10 a.m. - 10 p.m.

Saturday 7:30 a.m. - 5 p.m.

Sunday Closed

Consistent with Hartford:

- Security attempts to notify people approximately 15-30 minutes prior to the facility's scheduled closing.
- Security will request students to leave the facility at closing.
- Hours may vary during Holiday periods and between semesters.

Procedures for Reporting

In any hazardous or threatening situation, rapid notification to the proper personnel is important.

- Two of the telephone lines in room 205 can be used for the Groton emergency response. Dialing **911** from extensions 449-8157 and 445-6823 will reach local emergency services.

If you are a victim of a crime, but in no immediate danger, Securitas will take a report and, if requested, contact the Town of Groton police. When reporting an incident, give your name and location. Try to be observant by describing individuals and events as completely as possible, including the location or direction taken by suspects.

Victims may make a voluntary, confidential report of a crime. That crime will be included in the crime statistics.

There presently is no policy concerning witnesses making voluntary, confidential crime reports.

The annual disclosure of crime statistics for Trails Corner is prepared by Paul Murphy, Director, Operations & Facilities. Crimes committed in Public Property are made available through the Town of Groton Police Department.

Escort Service

The Securitas guards will provide escort service to parking areas upon request during the evenings. One security guard will be posted at the building entrance to assist individuals requiring an escort.

Prevention Information

Individual awareness is essential for any security program. Each person must take responsibility for personal belongings by following common sense precautions such as not leaving valuables unattended in classrooms, library, or offices. Valuables should be placed in the car trunk rather than left in plain view. Leave the facility with a friend or classmate whenever possible and have the key in your hand when you reach your car.

Statistical Data for Crimes - Trails Corner-Groton

According to Pfizer, crimes committed in the Trails Corner facility or on the property during 2001-2003 include:

General

<i>Offense</i>	2001	2002	2003
Murder	0	0	0
Sexual Assault:			
Forcible	0	0	0
Non-forcible	0	0	0
Robbery	0	0	0
Aggravated Assault	0	0	0
Burglary	1	0	0
MV Theft	0	0	0
Manslaughter	0	0	0

Arson	0	0	0
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Hate Crimes

Hate crimes by prejudice from the above reportable Crime Statistics:

Categories	2001	2002	2003
Race	0	0	0
Gender	0	0	0
Religion	0	0	0
Sexual Orientation	0	0	0
Ethnicity	0	0	0
Disability	0	0	0

Disciplinary Actions

Arrests or persons referred for campus disciplinary action for liquor law violations, drug-related violations weapons possession:

Violation	2001	2002	2003
Liquor Law Arrests	0	0	0
Referrals	0	0	0
Drug Abuse Arrests	0	0	0
Referrals	0	0	0
Weapons Possession Arrests	0	0	0
Referrals	0	0	0

There is no "Non-campus building or property."

There are no "Student Residences."

Statistical Data for Crimes on Public Property

Public Property covered is outlined on the [street map](#).

The crime statistic report provided by Town of Groton Police Department does not identify the exact street address where the crimes occur. The statistics used in this report occurred over an approximate 2-mile length of Poquonnock Road as well as High Rock Road.

The complexion of Poquonnock Road changes dramatically over this 2 mile span. From the Clarence B. Sharp Highway to the intersection of High Rock Road, Poquonnock Road features a residential area, a factory, a Pfizer parking lot, and a strip mall. The strip mall does have adult entertainment and is located approximately .2 mile from Trails Corner.

Poquonnock Road between Long Hill Road and South Road features restaurants, fast food outlets, retail establishments, and nightclubs.

Across from the Trails Corner building are a church and a Pfizer daycare center.

The strip mall and the commercially developed area of Poquonnock Road present areas more receptive to the crimes listed. It is important to remember, however, that crimes can occur anywhere. High Rock Road experienced no reportable crimes in 2001, 2002, and 2003.

General

<i>Offense</i>	2001	2002	2003
Murder	0	0	0
Sexual Assault:			
Forcible	2	0	1
Non-forcible	0	0	2
Robbery	0	1	0
Aggravated Assault	10	8	6

Burglary	3	4	2
MV Theft	0	3	0
Manslaughter	0	0	0
Arson	0	0	0

Hate Crimes

Hate crimes by prejudice from the above reportable Crime Statistics:

Categories	2001	2002	2003
Race	0	0	0
Gender	0	0	0
Religion	0	0	0
Sexual Orientation	0	0	0
Ethnicity	0	0	0
Disability	0	0	0

Disciplinary Actions

Arrests or persons referred for campus disciplinary action for liquor law violations, drug-related violations weapons possession:

Violation	2001	2002	2003
Liquor Law Arrests	0	0	0
Referrals	0	0	0
Drug Abuse Arrests	0	0	0
Referrals	0	0	0

Weapons Possession Arrests	0	0	0
Referrals	0	0	0

SEXUAL ASSAULT

Policy and Definitions

Rensselaer prohibits sexual assault in any form. RH recognizes that the term sexual assault encompasses a wide range of exploitative and violent behaviors that exist on a continuum relative to the severity of the particular behavior. These behaviors include sexual harassment and 4 degrees of forcible sexual assault and 2 degrees of non-forcible sexual assault.

In the *Course Catalog*, sexual harassment is defined as deliberate, unsolicited and/or unwelcome verbal comments, gestures, or physical contact of a sexual nature.

Crime Definitions from the Uniform Crime Reporting Handbook:

Sex offenses/forcible:

A. *Forcible rape:* The carnal knowledge of a person, forcibly and/ or against that person's will; or not forcibly or against the person's will where the victim is incapable of giving consent because of his/her temporary or permanent mental or physical incapacity (or because of his/her youth).

B: *Forcible Sodomy:* Oral or anal sexual intercourse with another person, forcibly and/or against that person's will; or not forcibly against that person's will where the victim is incapable of giving consent because of his/her youth or his/her temporary or permanent mental or physical incapacity.

C: *Sexual Assault with an object:* The use of an object or instrument to unlawfully penetrate, however slightly, the genital or anal opening of the body of another person, forcibly and/or against that person's will; or not forcibly or against that person's will where the victim is incapable of giving consent because of his/her youth or his/her temporary or permanent mental or physical incapacity.

D: *Forcible Fondling*: The touching of the private body parts of another person for the purpose of sexual gratification, forcibly and/or against that person's will; or not forcibly or against that person's will where the victim is incapable of giving consent because of his/her youth or his/her temporary or permanent mental or physical incapacity.

Sexual offenses/non-forcible:

Unlawful, non-forcible sexual intercourse.

- A. *Incest*: Non-forcible sexual intercourse between persons who are related to each other within degrees wherein marriage is prohibited by law.
- B. *Statutory Rape*: Non-forcible sexual intercourse with a person who is under the statutory age of consent.

Connecticut State Law

Forced sexual contact and forced sexual intercourse (or rape) constitute sexual assault and are serious crimes under Connecticut law. These crimes are punishable by imprisonment, probation, a criminal record, and/or a monetary fine.

RH specifically prohibits sexual assault in all forms as defined above. Sexual assault can result in the involvement of law enforcement officials and severe sanctions under the RH's Judicial Procedures, including suspension or expulsion from the RH. RH in no manner, stated or implied, intends to protect or shield students from their responsibilities under local, state, or federal laws. Therefore, a student may be held accountable under both systems.

INCIDENCE AND PREVALENCE OF SEXUAL ASSAULT

National studies show that college and university students are more vulnerable to incidents of sexual assault than any other age group. In a number of recent college surveys, one out of four female students have reported that they have experienced incidents of sexual assault (forced sexual contact or forced sexual intercourse), and almost 90% of these women stated that they knew their assailant. In these reported incidents of sexual assault, 75% of the men and 55% of the women stated they had been intoxicated or under the influence of drugs.

These studies reflect institutions with populations typically different from RH. In addition to graduate studies, these institutions offer undergraduate studies, have a younger student population, and offer residential facilities. However, while differences exist, instances of sexual harassment and assault can still occur.

What each of us can do to prevent sexual assault:

What Each Woman Can Do:

Communicate Effectively: Many women have difficulty confronting coercive behavior because they have been socialized to be "polite," but men may ignore or misunderstand "nice" or "polite" approaches. Be forceful. Say something like, "Stop this, I'm not enjoying it." If you do not want to be touched, say so. If he does **not** respect this, you always have the right to leave. Remember: communicate your feelings.

Trust your instincts: You have the right to trust your feelings even if you can't explain why. If you feel you are in a dangerous situation, you are probably right. Confront the person immediately or leave.

Know that alcohol and drugs are often related to sexual assault: The use of alcohol and drugs compromises both your ability to make responsible decisions and to communicate effectively.

What Each Man Can Do:

Ask directly and don't assume: Many men believe that it is a routine part of "seduction" to ignore a woman saying "no" and to assume she means "maybe" or even "yes." But without clearly established consent, what is called seduction is actually sexual assault. Even after a person has given consent, he or she still has the right to change his or her mind.

Listen to and respect her: If you are getting a double message from someone, ask rather than assume. If she says it "no" to your advances, back off and suggest talking.

Recognize that intoxication is no excuse: Intoxication is not a defense for sexual assault. Consenting sex requires verbal communication without intimidation or threats. If she is intoxicated, help her; don't take advantage of her. If she has passed out or is not in control of herself, it is a crime to have sex with her.

What Men and Women Can Do

Respect each other's feelings: It is not necessary to agree with or fully understand what someone says in order to respect those feelings as real and valid. If one person does not want sexual activity to take place, the other person must accept that decision.

Say what you mean: Say exactly what it is you do and do not want to happen, even if it is embarrassing at first. Sex without discussion does not allow consent, or even minimal expectations to be communicated.

If you are sexually assaulted on campus:

- **Get to a safe place as soon as you can.**
- **Contact Security** at ext. 2448 or contact the Receptionist on Level 3.

- **Try to preserve all physical evidence.** Do not wash or douche. Try not to urinate. If oral contact took place, do not eat, drink liquids, smoke, or brush your teeth.
- **Physical evidence may be found in the vicinity of the crime.** Do not touch or move anything until all evidence has been collected.
- **Get medical attention** as soon as possible to make sure you are physically okay and to collect important evidence in the event you may later wish to take legal action against your assailant.

While Rensselaer does not offer counseling, the YWCA's Sexual Assault Crisis Service (SACS) provides a 24-hour hotline, 860-522-6666.

If a friend is sexually assaulted:

- Be supportive
- Be reassuring
- Encourage reporting
- Encourage seeing a doctor
- Encourage contacting a counselor or sexual assault advisor
- Offer a safe place to stay
- Let friend know she/he is not to blame
- Listen, do not judge
- Be available (e.g., phone calls in the middle of the night)
- Be patient and understanding
- Be empowering (not overly protective)
- Be a good listener
- Assist in getting help (e.g., telephone numbers, transportation, etc.)

Past assault

Many individuals experience sexual assault or abuse and don't tell anyone about it at the time of the incident. If you were assaulted weeks or even years ago, help is still available. Talking with someone now may help you cope better with abuse from the past, whether it was rape, child sexual abuse, incest, or sexual harassment.

Men Who Have Experienced Sexual Assault

While most individuals who are sexually assaulted are woman, men can also experience sexual assault or abuse and are afforded the same services and support as women. Emotional support, counseling, medical treatment and options regarding legal/judicial procedures are available to all individuals who have been sexually assaulted.

Medical Treatment

If you are sexually assaulted, medical attention should be sought as soon as possible after the assault. The purpose is:

- to treat physical injuries
- to ascertain the risk of sexually transmitted diseases or pregnancy and intervene accordingly
- to accurately gather any evidence that could aid prosecution. After the first 24 hours the quality of evidence usually decreases, but can be collected up to 72 hours after the assault.

Emergency Medical Services

A highly specialized sexual assault exam should be completed as soon as possible. This exam can be performed at any of the area hospitals.

The Hartford area hospitals: St. Francis (548-4001) and Hartford Hospital (545-0000)

The Groton area hospital: Lawrence & Memorial Hospital (442-0711)

Note: If you seek treatment at a local hospital and police are contacted, this does not mean you have to proceed with criminal charges.

Non-Emergency Medical Services

Follow-up and routine gynecological services for those who have experienced sexual assault can be provided at local hospitals.

Reporting to Campus Security

Reporting the assault to Security helps to:

- protect you and others from future victimization.
- apprehend the alleged assailant.
- maintain future options regarding criminal prosecution, RH disciplinary action, and/or civil action against your assailant.

The responding officer will interview you regarding the facts surrounding the assault. You will be asked to identify, if you can, or describe the assailant(s). You may be asked about the scene of the crime, to identify witnesses, and to describe what happened before and after the incident. The responding officer will make a written report, which will be important in the event you wish to file a formal complaint, either immediately or at a later date, with the local authorities. You may wish to have a support person with you during this process.

Reporting the incident is a separate step from choosing to file a formal complaint. When you file a report with Campus Security, you are not obligated to continue with legal proceedings or Rensselaer disciplinary action.

Hartford Off Campus Support

The Sexual Assault Crisis Service (SACS) is operated by the Hartford YWCA and maintains a 24-hour emergency hotline (860-522-6666). Trained volunteer counselors are available to provide information and support; upon request, a SACS volunteer will also meet at the hospital any individual who has been sexually assaulted and provide support throughout the medical examination process. Other services include short-term counseling and referrals, and assistance in medical, legal and police matters.

Groton Off Campus Support

Family Support Center of Groton (860-445-9739 and Battered Women Project (860-447-0366) provide help for those seeking assistance. Lawrence & Memorial Hospital at (860-442-0711)