VH Barber & Styling Academy 2019

Annual Campus Security and Fire Safety Report

A MESSAGE FROM THE DEPARTMENT OF PUBLIC SAFETY

The Annual Campus Security Report is published in compliance with the Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act of 1998 (the "Clery Act") and is also available at www.vhbarberstylingacademy.com. It is presented in a Portable Document Format (pdf) and can be viewed using Adobe Acrobat Reader. Acrobat Reader is free and can be downloaded from the web via http://get.adobe.com/reader/. A hard copy of the report may also be obtained by calling VH Academy at (318) 747-0404.

VH Barber & Styling Academy recognizes and supports the integral role that a safe environment plays as part of its commitment to academic excellence. Everyone at VH Academy has a role in providing a safe environment in support of the academic excellence for which we strive. We are proud of our history of outstanding service to the Shreveport – Bossier City community and we are also aware of the challenges posed in a campus environment.

VH Academy thoroughly evaluates the security needs of the community and continues to consider these needs on an ongoing basis. VH Academy does not have sworn or commissioned law enforcement security personnel. Accordingly, arrests cannot be made by any VH Academy staff or student.

Because of such careful analysis, VH Academy has implemented policies aimed at promoting a safe learning and work environment. These policies work in conjunction with Federal, State, and local laws. VH Academy provides on-going education and enforcement of these laws and policies at VH Barber & Styling Academy. Each member of VH Academy community is responsible for knowing these policies and complying with them. This report contains many of the specific policies that pertain to the VH Academy community. Please take time to become familiar with them.

This report also details many of the steps taken by VH Academy to ensure the security of its students, faculty and staff, and it outlines many measures we can each follow to take personal responsibility for our own security and that of the VH Academy community. Although VH Academy goes to great lengths to promote a safe and secure environment, personal safety is an individual responsibility. Together we must take personal responsibility for our own safety, as well as the safety of those around us. Working together, we will continue to keep VH Academy a safe campus for all.

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Mission & Value Statements

VH Academy is committed to providing individuals the ability to educate themselves in the field of Barber Styling, enhance their creative skills, leading to licensure and employment success in the hair care industry. The academy is staffed with individuals who share their dream. VH Barber & Styling Academy opens its doors to those who would love to learn in an atmosphere where the commitment is making YOU the best that you can be!

VH Academy is committed to providing a safe and secure environment through community based public safety. We will achieve our goals by service to the community that reflects respect for the law, dignity to all persons and pride in our profession.

Service to Our Community: The people in our campus community are our most important customers. Our motto: "Safety First" is not just a slogan it is our way of life. We pledge to do our best to provide safe environment for our student community and for its public safety needs.

Commitment to Integrity: Integrity is our standard. We are proud of our profession and will conduct ourselves in a manner that merits the respect of all people. We will demonstrate honest, ethical behavior in all our interactions. We must have the courage to always do what is right. Respect for People: The dignity of mankind is a value that we treasure. We believe in treating all people with respect. We show concern for the victims of crime and treat violators of the law with fairness at all times.

Commitment to Leadership: Managers, supervisors and team leaders need to be leaders in their areas of responsibility. Making certain that our values become part of our day to day work

life is our mandate. We encourage our employees to submit ideas, we listen to their suggestions, and we help them develop to their maximum potential.

Policy for Preparing the Annual Security Report and Disclosure of Crime **Statistics**

VH Academy is responsible for preparing and distributing the Annual Security Report to comply with the Jeanne Clery Disclosure of Campus Security Policy and Crime Statistics Act (Clery Act). The Annual Campus Security and Fire Safety Report is published every year by October 1st and contains three years of selected campus crime statistics and certain campus security policy statements in accordance with the Clery Act. VH Academy composes the Annual Security Report and statistical information with input from various sources such as local law enforcement agencies and other campus officials.

Why an Annual Security Report?

Enacted in 1990, The Crime Awareness and Campus Security Act was designed to assist students in making decisions which affect their personal safety and to ensure schools of higher education provide students, prospective students, staff, and faculty the information they need to avoid becoming victims of campus crime. The Higher Education Act of 1998 and the subsequent amendments of the implementing regulations (34 C.F.R.668.46) significantly expanded schools' obligations under the Act. The Act was also renamed the "Jeanne Clery Disclosure of Campus Security Policy and Crime Statistics Act" (hereafter the Clery Act). The Clery Act requires colleges and universities to:

- Publish an annual report every year by October 1 that contains three years of selected campus crime statistics and certain campus security policy statements.
- Disclose crime statistics for the campus, public areas immediately adjacent to or running through the campus, and certain non-campus facilities. The statistics must be gathered from campus police or security, local law enforcement, and other VH Academy officials who have "significant responsibility for student and campus activities."
- Provide "timely warning" notices of those crimes that have occurred and pose an ongoing "threat to students and employees."
- Disclose in a public crime log "any crime that occurred on campus or within the patrol jurisdiction of the campus police or the campus security department and is reported to the campus police or security department."

Notifications

Each year, an email notification is sent to all current students, faculty, and staff providing the web site to access this report.

Prevention Measures

During orientation, VH Academy Administrator and CEO provides information to faculty, staff, and students. Topics generally include security tips to prevent crime against person and property, sexual assault prevention, and fire safety issues, among others. VH Academy publishes policies that address sexual assault, sexual harassment, anti-bullying, and anti-hazing. In addition VH Academy has a Crisis Intervention and Referral policy which outlines information for faculty, staff, and students who have an urgent situation or emergency. VH Academy administration works closely with the Bossier City Police Department to ensure the safety and well-being of the campus community.

During new student orientation activities, students are informed of services offered by the VH Academy. Specifically, the most recent campus safety report is shared during the orientation process. Further, students are advised where the campus safety report can be found. Staff addresses VH Academy security awareness and crime prevention procedures and practices. Further, students are advised how prevent and report crimes appropriate staff and/or agencies, and contact phone numbers for emergency and non-emergency.

CrimeStoppers - VH Academy works in conjunction with the Bossier City Police Crime Stoppers (which serves the community as an informant interaction system) whereby the public is invited and encouraged to provide valuable information that might lead to the arrest and possible conviction of criminals. Participants who call the Bossier City Police CrimeStoppers hotline at (318) 424-4100 or http://www.bossiercrimestoppers.org remain anonymous.

Project Celebration, Inc. (PCI) – VH Academy works in conjunction with PCI to help individuals and families enhance their ability to live successfully in the community. Through education, advocacy and collaboration of all available resources, clients will develop the highest capacity for safety, self-reliance, and personal well-being.

Project Celebration offers many community programs such as:

- Child Advocacy Center
- Family Resource Center
- Domestic Violence Program/Shelter
- Sexual Assault Center

The Clery Compliance Report detailing crime statistics and recommended practices for personal safety and are made available. Similar information is presented to new employees upon hiring and annually.

Access to Campus Facilities

The campus, buildings and facilities of the VH Academy are restricted to students, faculty, administrators, staff, and guests of VH Academy, except when part or all of the campus, its buildings or facilities are open to the general public for a designated time or purpose, or when used by non-affiliated groups, organizations or individuals that have been granted or approved by authorized VH Academy officials. VH Academy is part of the city of Bossier City and, as such, is open to the public. The academic and administrative buildings are open to the public, at a minimum, during normal business hours. Most facilities have individual hours, and the hours may vary at different times of the year.

The main entrances to administrative and academic buildings on campus are to be open to students, faculty, administrators, staff, and guests of the VH Academy during normal operating hours. All VH Academy buildings and facilities will be locked when they are not open for general use by those who are authorized or permitted to use them. Advance authorization by an appropriate VH Academy official may be required before an individual is permitted access to a VH Academy building or facility when the building or facility is locked and not open for general use. All persons who are on the VH Academy campus or participating in VH Academy related activities must provide adequate photo identification, upon request, to any VH Academy official. Any person who refuses to provide the requested identification may be asked to leave the campus.

Reporting Crime and Other Emergencies

Accurate and Prompt Reporting of Criminal Offenses

VH Academy has procedures in place to allow for and facilitate the reporting of criminal offenses in a manner consistent with the requirements of the Clery Act. Students, faculty, staff and guests are encouraged to report all crimes and public safety related incidents to the police in a timely manner. Individuals reporting an alleged crime should attempt to preserve evidence that might prove the crime was committed. All criminal incidents are investigated by the appropriate public safety agency.

Individuals may report alleged criminal actions (including sex offenses) or emergencies that occur on the campus of VH Academy through any of the following means:

Contact any of the following authorities, 24 hours a day

^{*}Report emergencies or non-emergency criminal violations

Bossier City Police Department	911
620 Benton Road	
P.O. Box 5331	
Bossier City, La. 71171-5331	
(318)741-8611 (Main/Non-emergency)	
D. I. Cit. Fit. D.	0.1

Bossier City Fire Department911 **Ambulance/Paramedic Services (EMS)**

^{*} Report non-emergency requests for police services or information

Chief Administrator	Derrick Harris	(318) 573-9252
Administrative Staff	Vanette Harris	(318) 573-3332

Method Contact

Dial 911 Report emergencies or non-emergency criminal

violations from a public area, school building or

cell phone

Dial (318) 747-0404 Report non-emergency requests for police

services or information

In Person Contact an VH Academy Instructor or

administrator:

Online Email: vhacademy@att.net

Anonymous Reporting Report information about a crime anonymously

at: http://www.vhbarberstylingacademy.com

Campus Security Authorities

The following are defined by the Jeanne Clery Act as Campus Security Authorities.

 Individuals with Campus Security Responsibility: Any individuals who have responsibility for campus security but who do not constitute a police department or a campus security department, such as an individual who is responsible for monitoring entrance into school property. Examples of this category are: staff and office associate.

- Individuals Designated by the VH Academy: Any individual or organization specified in a school's statement of school security policy as one to which students and employees should report criminal offenses. Examples might include: Administrator and Instructor.
- Officials with Significant Responsibility for Student and School Activities: An official of a school who has significant responsibility for student and school activities, including, but not limited to, executive officer and personnel involved in student discipline and school judicial proceedings.

What are Campus Security Authorities required to do?

VH Academy does not have sworn or commissioned law enforcement security personnel. Accordingly, an arrest will be made by an appropriate local, state, or federal agency. CSAs are responsible for reporting all those allegations of crimes specified in the Clery Act that are reported to them, and that they conclude were made in good faith, to the Bossier City Police Department. The crimes specified in the Clery Act are murder/non-negligent manslaughter, negligent manslaughter, forcible and non-forcible sex offenses, stalking, domestic violence, dating violence, robbery, aggravated assault, burglary, motor vehicle theft, and arson. If there is evidence that the perpetrator was motivated by bias, then simple assault, larceny (theft), intimidation, and vandalism must be reported as well (please see the definitions provided below). Timely submission of reports by CSAs is very important. If a crime is reported to a CSA, but goes no farther than that, law enforcement will be unable to fully meet its obligations under the law. Moreover, the campus community may lack information that could help increase safety awareness.

In addition, representatives in the following areas have been identified as Campus Security Authorities and are available to facilitate making a crime report to DPS.

Academic Advisors (318)747-0404

Instructor

Officers of Administration (318)747-0404

- School Administrator
- Chief Executive Officer

Timely Warnings

VH Academy is responsible for issuing timely warnings in compliance with the Jeanne Clery Act, 20 U.S.C. 1092(f). Timely warnings will be issued in response to reported crimes committed either on campus or, in some cases, off campus that, in the judgment of the VH Academy, constitute an ongoing or continuing threat to students and employees. Anyone with information believed to warrant a timely warning should promptly report the circumstances to the VH Academy Administrator (318) 573-9252 or in person with a VH Academy Instructor.

The decision to issue a timely warning shall be made on a case-by-case basis after consideration of the available facts, including factors such as the nature of the crime, the continuing danger or risk to the campus community, and the possible risk of compromising law enforcement efforts. Timely warnings are considered for the following classifications of reported crimes: criminal homicide, sex offenses, stalking, dating violence, domestic violence, robbery, aggravated assault, burglary, motor vehicle theft and arson. Timely warnings may also be issued for other reported crimes as deemed appropriate under the circumstances. The decision will be made in compliance with the Clery Act and in an effort to prevent similar crimes from occurring. When a determination is made that a timely warning should be issued, VH Academy Administrator will take appropriate steps to ensure timely notification of the campus community. Options for notification include, but are not necessarily limited to, the VH Academy's notification system (text), and/or VH Academy's website. The warnings will include some or all of the following information: the date, time and location of the reported crime; a summary of the incident; a description of the suspect and/or vehicle, if available; and any other special instructions or incident specific safety tips.

VH Academy recognizes the importance of alerting the campus community to crimes reported on or off campus that may not meet the criteria for a timely warning, but still have the potential to impact the campus community. In these situations, which are also evaluated on a case-by-case basis, VH Academy will release Crime, Safety, and/or Security Alerts that may include physical postings in the impacted campus area and VH Academy website announcements. These alerts will contain a concise summary of the reported incident, directions to contact VH Academy if there is additional information, and, depending on the situation.

Provision of Information to the General Public

In the event that a crisis occurs on VH Academy property, the school administrator will be notified as soon as possible. As chief spokesperson for VH Academy, the school administrator will ultimately be responsible for communication efforts that relate to the crisis. As such, the school administrator will coordinate communications efforts as appropriate with VH Academy and/or other governmental agencies that may be involved in the crisis event. VH Academy administrator will disseminate press releases, respond to media inquiries, maintain/update VH Academy web site, provide logistics and support for press conferences, and serve in supporting other forms of communications as needed.

Annual Notification & Testing of Emergency Response Procedures

VH Academy will, on an annual basis, inform the campus community of various emergency response procedures and notify the campus community of planned activations of emergency response systems. Planned activations will be disseminated to the entire campus community by any or all of the following methods: mass email and text messaging. Testing of complete campus-wide activation of emergency response and evacuation procedures is conducted a minimum of once a year. Records for each emergency response and evacuation test will be maintained including information such as the description, time and date of the test, and whether the test was announced or unannounced.

Fire Safety

Reporting a Fire on Campus

Any community member who discovers a fire or other burning on the main campus should immediately contact the Bossier City Fire Department at 911. If a community member finds evidence of a fire that has been extinguished, they should also immediately contact VH Academy staff to make sure they are aware of and has responded to and documented the incident.

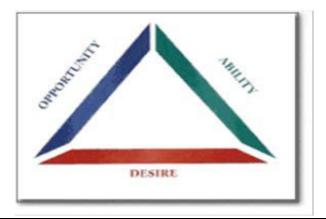
Fire Safety Systems

Upon notification of a fire, community members must immediately evacuate to their building's predetermined evacuation area, exiting through stairwells not elevators. Community members should not reenter any building unless authorized to do so by the Bossier City Fire Department or VH Academy personnel. Since every building is unique, specific evacuation procedures are in place and posted and/or discussed throughout the year. Fire Safety emergency procedures are communicated through new student orientation meetings and by placards detailing evacuation procedures and locations. New employees receive training and instructions on fire safety and evacuation procedures for their unique workplace during their orientations. Employees are also notified of the contact person responsible for overseeing the safety of building occupants in the event of an evacuation or emergency.

All individuals are expected to follow fire evacuation procedures, regardless of the nature of the alarm (legitimate or false activation). Failure to follow fire evacuation procedures may result in disciplinary action and fines. At this time, there are no planned or necessary fire safety improvements.

Theft Prevention Resources

Although the statistical reporting of theft offenses is not required by the Clery Act, our department believes the school community should be aware of and guard against the theft of their property. It is important for all of us to understand our role in the reduction of crime. A conceptual aid often employed by crime prevention practitioners is referred to as the Crime Triangle. For any crime to occur three elements must be present: desire, ability and opportunity.



Members of the VH Academy community easily recognize there is little that can be done to control the criminal's ability and desire. The school's greatest strength in the prevention of crime is our initiative to reduce or eliminate the opportunity for a crime to occur.

Crime Prevention Resources

The VH Academy campus embraces closed circuit security monitoring and numerous security cameras are currently in use throughout campus. Should you have questions regarding the security camera initiative please contact VH Academy staff.

- Personal Safety
- Be aware, be alert;
- Report suspicious activity to VH Academy staff immediately.
- For more detailed personal safety tips please visit the National Crime Prevention Council.

Alcohol and Drug Safety

- Take care of yourself.
- Be aware that alcohol and drugs compromise your awareness and increase the opportunity for victimization.
- Don't drink and drive. Designate a non-drinking driver who is responsible.
- Don't share prescription medication.
- Know What to Do in an Alcohol Emergency
- Drinking too much alcohol can result in serious complications. Do not allow someone to "sleep it off".
- If vomiting occurs and the person is unconscious, put them on his / her side to prevent choking.
- Call 911, and seek medical attention immediately; Stay with the person until help arrives.

Protect Your Property

Property crime is a prevalent crime on in many educational facilities. Value your valuables by practicing these great tips:

- By being more aware and observant during your daily activities. If you feel the actions of a person appear suspicious, take the time to notify the police. We would much rather receive the call and determine later there was no problem, than to not be informed when a crime is being committed.
- By being an active participant in "Operation Identification," you can record the make, model, and serial number of your property. Also, engrave your driver's license number with the prefix from the state of issuance. Once you have gathered this information, secure it in a safe place so that if you are victimized, this information can be entered in the state and national database of stolen property.

- By not leaving your property (backpacks, textbooks, purses etc.) unattended and unsecured in the hallway while attending class or other activity.
- By not leaving property unsecured and unattended. Secure your valuables in a locked desk or cabinet while out of the office.
- By not leaving your laptop computers or other computer handheld devices unattended or unsecured.
- By not leaving your property in plain view in your parked vehicle. Remove and store the items securely in the trunk or remove it for safekeeping
- Use hardened alloy bicycle locks (aka U style locks), not chain or cable locks. Secure the bicycle frame, not just a wheel.
- Invest in commercially available laptop tracking software. Some great examples can be found at:

http://preyproject.com/

http://www.absolute.com/en/lojackforlaptops/home.aspx

For Apple products, please consider taking advantage of Apple Inc.'s free "find my iPhone" application. Help us stop iCrime by never leaving your personal electronic devices unattended.

INDIVIDUALS SHOULD NOT ATTEMPT TO RECOVER STOLEN PROPERTY. REPORT STOLEN PROPERTY TO VH ACADEMY FACULTY OR POLICE FOR ACTION.

These are examples of activities that have helped deter the opportunistic thief from taking advantage of you.

Sexual Assault, Sexual Exploitation, Domestic Violence, Dating Violence, and **Stalking Reporting and Response Protocols**

Standards of Conduct

All students, faculty and staff at VH Academy are responsible for being familiar with and abiding by the standards of conduct set forth in these Reporting and Response Protocols and the Code of Student Conduct.

Sexual assault and sexual exploitation in all forms violate the sanctity of the human body and spirit and will not be tolerated within the VH Academy community. In addition, these behaviors are serious violations of school policy and the Student Code of Student Conduct, and also violate the law.

Through these Reporting and Response Protocols, VH Academy seeks to provide a consistent, caring and timely response in cases when sexual assault, dating violence, domestic violence, stalking, or sexual exploitation have occurred or are alleged to have occurred,

regardless of whether the incident took place on or off campus. These Reporting and Response Procedures aim to:

- Outline the steps VH Academy will take to immediately and effectively respond and investigate incidents of sexual assault, dating violence, domestic violence, stalking, and sexual exploitation.
- Take prompt and effective steps to end the sexual assault, dating violence, domestic violence, stalking, and/or exploitation, prevent its recurrence, address its effects (whether or not the sexual violence is the subject of a criminal investigation), and determine the need to notify appropriate law enforcement authorities.
- Protect the complainant as appropriate and facilitate the recovery from sexual assault, dating violence, domestic violence, stalking, and/or exploitation by providing prompt and compassionate support and professional services.
- Create a campus environment that expedites and encourages the reporting of sexual assault, dating violence, domestic violence, stalking, and/or exploitation and clearly outlines the steps to file such reports.
- Facilitate the apprehension of the accused when sexual assaults, dating violence, domestic violence, stalking, and/or acts of sexual exploitation are committed or alleged to have been committed.
- Promptly and equitably administer cases involving students or employees through either the campus conduct process or other relevant school processes.
- Establish and cultivate community involvement in awareness and prevention of sexual assault and exploitation, dating violence, domestic violence, and stalking.

The information outlined in these protocols can assist a person in learning how to access a full range of on and off-campus services available. VH Academy also prohibits and does not tolerate sexual harassment or discrimination. For more information, please see the VH Academy Policy Prohibiting Discrimination and Harassment at: http://www.vhacademy.edu.

Key Definitions

"Sexual assault" is any unwanted physical contact of a sexual nature that occurs either without the consent of each participant or when a participant is unable to give consent freely. Physical contact of a sexual nature includes, but is not limited to, touching or attempted touching of another person's breasts, buttocks, inner thighs, groin, or genitalia, either directly or indirectly, or sexual penetration (however slight) of another person's oral, anal or genital opening. Sexual assault includes, but is not limited to, rape, sodomy, oral copulation, sexual battery, sexual penetration with an object, forcible fondling (e.g. unwanted touching or kissing for purposes of

sexual gratification), or threat of sexual assault. Sexual assault can occur either forcibly and/or against a person's will, or when a person is unable to give consent freely.

- "Sexual exploitation" is sexual misconduct that occurs when a person takes unjust or abusive sexual advantage of another for his or her own advantage or benefit or for the benefit or advantage of anyone other than the exploited party; and that behavior does not otherwise constitute sexual assault. Examples of sexual exploitation include, but are not limited to, videotaping or photographing of any type (webcam, camera, Internet exposure, etc.) without knowledge and consent of all persons; prostituting another person; knowingly transmitting HIV or a sexually transmitted disease to an unknowing person or to a person who has not consented to the risk; or inducing incapacitation with the intent to commit sexual assault, without regard to whether sexual activity actually takes place.
- "Dating Violence" is violence committed by a person who is or has been in a relationship of romantic or intimate nature. The existence of such a relationship shall be determined based on the following factors: (1) length of the relationship, (2) type of relationship, and (3) the frequency of interactions.
- "Domestic Violence" includes felony or misdemeanor crimes of violence by a current or former spouse of the victim, by a person with whom the victim shares a child in common, by a person who is cohabitating with or has cohabitated with the victim as a spouse, by a person similarly situated to a spouse of the victim under the domestic and family laws of the State of Louisiana.
- "Stalking" means engaging in conduct directed at a specific person that would cause a reasonable person to fear his or her safety or the safety of others or suffer substantial emotional distress.
- "Consent" is an affirmative decision to engage in mutually acceptable sexual activity given by clear actions or words. It is an informed decision made freely and actively by all parties. It is incumbent upon each participant to either obtain or give consent prior to any sexual activity. If at any time during the sexual interaction any confusion or ambiguity should arise on the issue of consent, it is incumbent upon each individual involved in the activity to stop and clarify verbally the other's willingness to continue. Furthermore, a current or previous dating or sexual relationship is not sufficient to constitute consent, and consent to one form of sexual activity does not imply consent to other forms of sexual activity. Being intoxicated does not diminish one's responsibility to obtain consent. A person cannot give consent if he or she (1) is a minor (under age 18); (2) has a mental disorder or developmental or physical disability that renders him or her incapable of giving consent; (3) is unconscious; or (4) is incapacitated from alcohol or other drugs, and this condition was known or reasonably should have been known to the accused.

Even though the definitions provided in these protocols are similar to those contained in applicable criminal laws, the definitions are specific to the VH Barber & Styling Academy. However, an act that might not violate or be prosecuted under applicable criminal laws may still violate these standards and protocols, school policy, and the Student Code of Conduct

Sexual Assault Prevention

It is the policy of VH Academy to strive to maintain an environment that is free from intimidation and one in which students may be educated to their fullest potential. VH Academy should foster an understanding of difference and encourage discussion regarding ethical and moral issues that form the basis of a humane social order. Therefore, VH Academy will not tolerate physical abuse, threats of violence, physical assault, or any form of sexual assault, including but not limited to acquaintance or date rape, domestic violence, dating violence, or stalking. A student who individually, or in concert with others, initiates or perpetuates a sexual assault, including but not limited to abuse of, threats against, or the unwanted touching of an intimate area of any other student, act of domestic or dating violence or stalking is subject to disciplinary action by VH Academy, notwithstanding any action that may or may not be taken by the civil authorities. In addition to incidents that occur on the School campus, VH Academy may take disciplinary action in response to incidents that take place during official functions of the School, or incidents that have a substantial connection to the interests of the VH Academy regardless of the location in which they occur.

The fact that the student accused of sexual assault, domestic violence, dating violence, or stalking, was under the influence of drugs or alcohol at the time of the assault will not diminish the student's responsibility for a violation of the *Student Code of Conduct*, nor shall being under the influence of alcohol or drugs be construed as an invitation to or as implied consent for unwanted sexual advances.

Project Celebration, Inc. (PCI) – VH Academy works in conjunction with PCI to help individuals and families enhance their ability to live successfully in the community. Through education, advocacy and collaboration of all available resources, clients will develop the highest capacity for safety, self-reliance, and personal well-being.

Project Celebration offers many community programs such as:

- Child Advocacy Center
- Family Resource Center
- Domestic Violence Program/Shelter
- Sexual Assault Center

Privacy of Information

When sexual assault and/or sexual exploitation, domestic violence, dating violence, or stalking are reported or identified, the school will take reasonable steps to preserve an individual's privacy and protect the confidentiality of information while promptly investigating and responding. The degree, to which confidentiality can be protected, however, depends upon the professional role of the person being consulted. The law will govern the extent to which the school and its employees may or must disclose information concerning a complaint of a sexual assault and/or sexual exploitation, dating violence, domestic violence, or stalking or knowledge

of an occurrence. VH Academy will promptly investigate and take appropriate action when it receives information suggesting that an incident of sexual assault or sexual exploitation or dating violence, domestic violence, or stalking has occurred, regardless of whether a formal complaint has been filed.

What to do Following a Sexual Assault or an Incident of Sexual Exploitation, Domestic Violence, Dating Violence, or Stalking.

A member of the VH Academy community who has been sexually assaulted or has been exposed to any form of sexual exploitation or has been victimized by domestic violence, dating violence, or stalking, is strongly encouraged to make a report to activate the appropriate response and support, as soon as possible, at any time of the day or night to the VH Academy Administrator (318) 573-9252 and/or to law enforcement by calling 911.

VH Academy will promptly investigate and take appropriate steps to resolve any complaints of sexual assault exploitation, dating violence, domestic violence, or stalking as defined above. In addition, with the assistance of VH Academy administrator, a complainant will:

- 1. Review options to ensure safety, accessing ongoing support and professional Services.
- 2. Receive assistance if needed to notify family and/or friends.
- 3. Receive information about his or her right to file a criminal complaint.
- 4. Receive information about VH Academy's policies.
- To receive assistance outside VH Academy, you can contact the following:

If Patient is Active Military: Please notify **BAFB SARC** Advocate at 318-456-7272

PATIENT ADVOCATE

318/227-7900

LAW ENFORCEMENT AGENCY

Bossier Parish Sheriff's Office

318/965-2203

Bossier City Police Department

318/741-8605 (Front Desk) 318/741-8663 (Main #)

Barksdale AFB

318/456-7272 318/210-9188 (cell)

CORONER'S OFFICE

Bossier Parish Coroner's Office

318/549-3415

OTHER AGENCIES

Child Protective Services

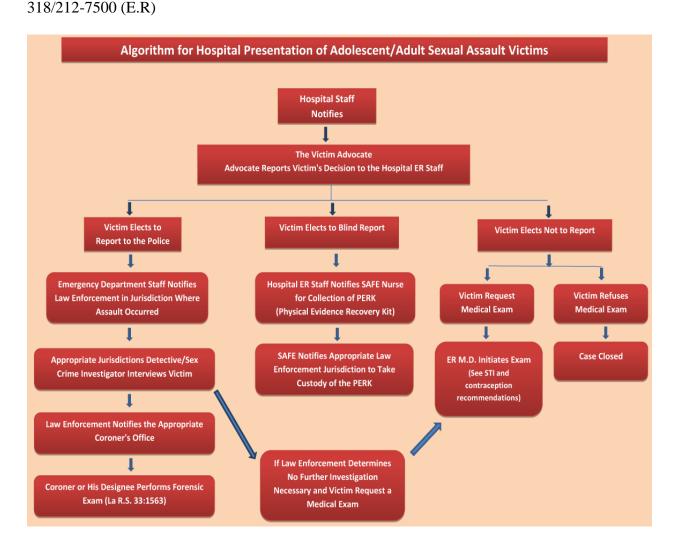
318/676-7622

Elderly Protective Services

318/676-5200

Willis Knighton Bossier

318/212-7000



The decision to report or not has emotional, psychological, economic and social consequences. You must make the decision that best enables you to resume a healthy and productive life. We encourage you to report any sexual assault, sexual exploitation, dating

violence, domestic violence, or stalking to access the range of supports and options available to help you.

Options for Survivors of Sexual Assault, Dating Violence, or Domestic Violence

Police and Medical

A student who experiences any form of sexual assault or sexual coercion or dating or domestic violence is encouraged to seek medical care immediately. People at least 18 years of age can have a physical exam to preserve evidence of the assault with or without involving the police. Reporting an assault to law enforcement does not mean that the case will automatically go to criminal trial or to a School disciplinary hearing. If the police are notified, a uniformed officer will be sent to the scene to take a detailed statement. A ride to the hospital can be provided by a police department. Survivors who want to have evidence collected and who choose not to call the police can go directly to a local emergency department. Survivors who want help from the police should call 911: (318)741-8610. A survivor has the option to have a Sexual Assault Forensic Exam ("SAFE") performed by a Sexual Assault Nurse Examiner ("SANE"). With a survivor's consent, the evidence collected during this exam can be used as part of a criminal investigation. For more information about the SANE nurse, http://www.forensicnurse.org/resources/sssprograms/la.html. The survivor is strongly encouraged to seek medical and psychological care and to be treated for any injuries. He/she can choose to take medications to prevent sexually transmitted infections and pregnancy, regardless of whether the police were contacted or a SAFE was performed.

A. Evidence

- Do what you can to **preserve evidence**. If you preserve evidence, you will have it available if you decide to report to law enforcement.
 - 1. Resist the urge to change clothes or shower, if you can.
 - 2. If you change clothes, place each garment in a separate paper bag.
- Medical Legal Evidence Collection (SANE Exam): A person who has experienced a sexual assault (particularly rape, forcible oral copulation, or sodomy) is encouraged to request collection of medical-legal evidence. Collection of evidence entails interaction with police, a police report and interaction with the Prompt collection of physical evidence through an exam is essential should a person later decide to pursue criminal prosecution and/or a civil action.
- In cases of Sexual Exploitation such as those involving the posting or distribution of pictures or videos taken without your consent or without permission for distribution, try to preserve any evidence you may have (e.g., pictures, texts, social media posts or videos).

B. Medical Treatment: A person who has experienced a sexual assault is urged to seek appropriate medical evaluation as promptly as possible. For life-threatening conditions, call 911 or go to the nearest hospital Emergency Room.

C. Obtaining Information, Support and Counseling: A person who has experienced, who has knowledge of, or has been affected by another person's sexual assault, is strongly encouraged to obtain information, support and counseling.

A variety of agencies, both on and off campus, can help a person decide what steps to take, such as seeking medical attention, preserving evidence, obtaining counseling or reporting to authorities. Information, support and advice are available for anyone who wishes to discuss issues related to sexual assault and/or incidents of sexual exploitation. As stated above, the degree to which confidentiality can be protected depends upon the professional role of the person being consulted and should be addressed with that person before specific facts are disclosed. For more information, please contact the

STATEWIDE	Louisiana Foundation Against Sexual Assault	888-995-7273
	Dept. of Corrections Victims Services	888-342-6110

D. Making an Anonymous Report.

To the Police -You may decide to report the crime anonymously. The police will record the date and time of the assault, details of the incident, and any description of the assailant you can give. If you know the assailant's name, it will be recorded. This report may influence the District Attorney's decision whether to prosecute another case if the same assailant has been named in one or more separate complaints. In addition, the police will maintain this information in the event a pattern of crimes by the assailant is detected.

To the School- If you have been sexually assaulted, exposed to any form of sexual exploitation, domestic violence, dating violence, or stalking, and you are not in a position at VH Academy that requires you to report the incident (e.g., witness, partner, friend, family member), VH Academy's Anonymous Report Program provides VH Academy community with a method to anonymously report criminal and suspicious activity to VH Academy administrators. Please note that the Anonymous Report program does not substitute a report for crimes in progress or for crimes that present a continuing threat to the community: Please remember that the more the information the School has, the better able the school will be to investigate and appropriately respond.

School Enforcement

The Code of Student Conduct is enforced under the authority of VH Academy Administrator or his or her designee. Where the sexual assault, exploitation, domestic or dating violence, or stalking incident involves a school employee, other relevant administrators also will be involved in and/or oversee the enforcement of the code. Violation of the Code of Student Conduct will

result in appropriate disciplinary action, up to and including dismissal from the school. Violation may also subject the offender to criminal prosecution or third party civil litigation. For students, committing a sexual assault, an act of sexual exploitation, acts of dating violence, domestic violence, or stalking is a violation of the Code of Student Conduct even where the violation occurs off-campus.

VH Academy will disclose to the alleged victim of a crime of violence or a non-forcible sex offense, the report on the results of any disciplinary proceeding conducted by the school against a student who is the alleged perpetrator of such a crime or offense. Both the alleged victim and suspect will be informed of the outcome of any school disciplinary proceeding brought alleging a sexual offense.

If the alleged victim is deceased as a result of such crime or offense, the next of kin of such victim shall be treated as the alleged victim for purposes of the paragraph.

Legal Options - A person who engages in a sexual assault may be the subject of criminal prosecution and/or civil litigation. A police report must be made before a criminal prosecution can be considered by the Bossier Parish District Attorney. A person who wishes specific information about legal options should consult a private attorney and/or the Bossier Parish District Attorney's Office at <u>26thda.org</u> - (318) 965-2332.

School Policies

Public Notification of Incidents - As required by state and federal law, VH Academy must collect and report annually statistical information concerning sexual assaults and incidents of domestic violation, dating violence, and/or stalking occurring in its jurisdiction. To promote public safety, the Department also alerts the campus community to incidents and trends of immediate community safety concern.

Registered Sex Offender Information

The VH Academy's policy is to comply with the federal Campus Sex Crimes Prevention Act. This legislation requires registered sex offenders to provide notice to the state "of each school of higher education in that State at which the person is employed, carries on a vocation, or is a student..." Thus, any registered sex offenders who are currently employees, students, or carry on other vocations at VH Academy will be required to notify the State of Louisiana of their status. In addition, such schools of higher education are required to provide information to their campus community regarding where to obtain law enforcement information concerning such registered sex offenders (Megan's Law sex offenders). The Office of the Attorney General of Louisiana maintains a website, http://www.lsp.org/socpr/default.html which provides information regarding Megan's Law and a registered sex offender locator. Please note, however, that it is illegal under Louisiana law to use any disclosed public information to commit a crime against any registrant or to engage in illegal discrimination or harassment against any registrant. Information about registered sex offenders currently employed, work, teach, volunteer, or attend classes on the campus of VH Academy may be found posted in a conspicuous area at the campus titled "Louisiana Sex Offender Registry".

Alcohol, Drug, & Weapons Policies

Alcohol

As a school interested in the intellectual, physical and psychological well-being of the campus community, VH Academy deems it important to curtail the abusive or illegal use of alcoholic beverages. All members of the school community and guests are required to comply with federal, state and local laws regarding the distribution, possession and consumption of alcoholic beverages. (VH Academy Student Handbook, campus policies; System Policy, Drug and Alcohol Abuse and Rehabilitation) The possession of alcohol by anyone under 21 years of age in a public place or a place open to the public is illegal. It is also a violation of law and student rules to possess or consume alcoholic beverages. Consequences could result in criminal charges or arrest by law enforcement and/or sanctions by VH Academy.

The VH Academy administration is committed to promoting responsible decision-making regarding alcohol and drugs through educational programming, resources, and referrals. Services for students are available by contacting VH Academy Administrator in person or at 318-573-9252. Services for employees are available at

COUNCIL ON ALCOHOLISM & DRUG ABUSE OF NW LOUISIANA

2000 Fairfield Avenue Shreveport, Louisiana 71104 318-222-8511 Information, referrals and outpatient counseling services for addictive disorders

OFFICE FOR ADDICTIVE **DISORDERS REGION VII**

6005 Financial Plaza Drive Shreveport, Louisiana 71129 318-632-2040 Addictive disorders assessments and outpatient counseling

Illegal Drugs

Louisiana state law prohibits the manufacture, sale, delivery, possession, or use of a controlled substance without legal authorization. A controlled substance includes any drug, substance or immediate precursor, including but not limited to opiates, barbiturates, amphetamines, marijuana, and hallucinogens. The possession of drug paraphernalia is also prohibited under Louisiana state law. Drug paraphernalia includes all equipment, products and material of any kind that are used to facilitate, or intended or designed to facilitate, violations of Louisiana law. Alleged violations of this policy may result in criminal charges and will also be adjudicated through VH Academy disciplinary procedure. (VH Academy Student Handbook, Campus Policies; System Policy, Drug and Alcohol Abuse and Rehabilitation)

Weapons

In accordance with Louisiana law, it is a crime to intentionally, knowingly or recklessly possesses a firearm, illegal knife or prohibited weapon (with or without a concealed handgun permit) on the physical premises of a school or educational school, to include any buildings or passenger transportation vehicles under the direct control of the educational school. (VH Academy Student Handbook, Campus Policies; System Policy, Firearms)

Additional Information Regarding Alcohol

- All students of VH Academy and their guests and visitors are subject to Louisiana State Law and VH Academy's alcohol policy regarding possession and consumption of alcohol.
- It is a violation to be in the presence of anyone using a controlled substance (this includes alcohol if it is being consumed illegally).
- Furnishing alcohol to a person under the age of 21 years on school property or at a school sponsored event is prohibited.
- Public display of intoxication while on school property or at a school sponsored event is
 prohibited. Behavior on campus or at a VH Academy sponsored event that is disruptive
 or destructive as the result of intoxication will subject the offender to corrective action.
- Harm to persons or damage to school property arising from the actions of intoxicated individuals on the premises of the school will be the full and sole responsibility of such individuals.
- Any student who encourages another to consume alcoholic beverages or any substance as
 a means to induce that individual to engage in behavior that would otherwise be against
 that person's will is subject to disciplinary action.
- Driving while under the influence of alcohol is prohibited.
- Under special circumstances, granted by the VH Academy Administrator or his/her designee, in advance of a function, permission for alcohol consumption may be granted if:
 - 1. The event must not be on campus. Permission for alcohol consumption will not be granted for events on school owned or leased property.

- 2. The sponsoring organization(s) and its representative(s) establish and maintain strict controls for the events and will ensure that no minors consume, are served or transport to the facility or area alcoholic beverages.
- 3. The event shall be considered a closed function open to the members of the sponsoring group and their invited guests *only*.
- 4. Required administrative procedures will be followed and forms completed.

Annual Security & Fire Safety Report

All reported incidents that fall into one of the required reporting classifications will be included as a statistic in this publication, which is compiled and published by VH Academy on a calendar year basis pursuant to the requirements of the *Clery Act* and related legislation. VH Academy works in cooperation with local law enforcement agencies and includes statistical information from anonymous reports submitted to VH Academy.

Statistical information for certain non-campus buildings or property, as well as public property immediately adjacent to and accessible from campus are requested and/or collected from Bossier City Police Department. October 1 of each year, the campus community is made aware of the Annual Security & Fire Safety Report by email notification that offers a brief summary of the contents, as well as information on how to view the report via a direct link or obtain a hard copy of the report. This publication is available online http://www.vhacademy.edu to all current and prospective students and staff, or in person at the VH Academy 1701 Old Minden Rd. Ste. 19, Bossier City, LA 71111.

Definitions of Clery Act Offenses (General)

Murder and Non-negligent Manslaughter: the willful (non-negligent) killing of one human being by another.

Negligent Manslaughter: the killing of another person through gross negligence. **Sex Offenses: Forcible**: Any sexual act directed against another 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.

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).

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

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 the person's will where the victim is incapable of giving consent because of his/her youth or because of his/her temporary or permanent mental or physical incapacity.

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 the person's will where the victim is incapable of giving consent because of his/her youth or because of his/her temporary or permanent mental incapacity.

Sex Offenses: Non-Forcible: Unlawful, non-forcible sexual intercourse. Includes only incest and statutory rape.

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

Dating Violence is violence committed by a person who is or has been in a relationship of romantic or intimate nature. The existence of such a relationship shall be determined based on the following factors: (1) length of the relationship, (2) type of relationship, and (3) the frequency of interactions.

Domestic Violence includes felony or misdemeanor crimes of violence by a current or former spouse of the victim, by a person with whom the victim shares a child in common, by a person who is cohabitating with or has cohabitated with the victim as a spouse, by a person similarly situated to a spouse of the victim under the domestic and family laws of the State of Louisiana.

Stalking means engaging in conduct directed at a specific person that would cause a reasonable person to fear his or her safety or the safety of others or suffer substantial emotional distress.

Robbery: The taking or attempting to take anything of value from the care, custody, or control of a person or persons by force or threat of force or violence and/or by putting the victim in fear.

Aggravated Assault: An unlawful attack by one person upon another for the purpose of inflicting severe or aggravated bodily injury. This type of assault usually is accompanied by the use of a weapon or by a means likely to produce death or great bodily harm. (It is not necessary that injury result from an aggravated assault when a gun, knife, or other weapon is used that could and probably would result in serious personal injury if the crime were successfully completed.)

Burglary: The unlawful entry of a structure to commit a felony or theft. For reporting purposes this definition includes: unlawful entry with intent to commit a larceny or felony, breaking and entering with intent to commit a larceny, housebreaking, safecracking, and all attempts to commit any of the aforementioned acts.

Motor Vehicle Theft: The theft or attempted theft of a motor vehicle. (Classify as motor vehicle theft all cases where automobiles are taken by persons not having lawful access even though the vehicles are later abandoned, including joyriding.)

Arson: Any willful or malicious burning or attempt to burn, with or without intent to defraud, a dwelling house, public building, motor vehicle or aircraft, personal property of another, etc.

Hate Crime: Any of the aforementioned offenses (except for negligent manslaughter), and any other crime involving bodily injury, reported to local police agencies or to a campus security authority that manifests evidence that the victim was intentionally selected because of the perpetrator's bias.

- Race: A preformed negative attitude toward a group of persons who possess common physical characteristics.
- Gender: A preformed negative opinion or attitude toward a group of persons because those persons are male or female.
- Religion: A preformed negative opinion or attitude toward a group of persons who share
 the same religious beliefs regarding the origin and purpose of the universe and the
 existence or nonexistence of a supreme being.
- Sexual Orientation: A preformed negative opinion or attitude toward a group of persons based on their sexual attraction toward, and responsiveness to, members of their own sex or members of the opposite sex.
- Ethnicity/National Origin: A preformed negative opinion or attitude toward a group of persons of the same race or national origin who share common or similar traits, languages, customs and traditions.
- Disability: A preformed negative opinion or attitude toward a group of persons based on their physical or mental impairments/challenges, whether such disability is temporary or permanent, congenital or acquired by heredity, accident, injury, advanced aged or illness.

Additional Hate Crime Definitions: In addition to any of the crimes above, the following acts are now reportable as Hate Crimes, when motivated by prejudice on account of race, gender, religion, sexual orientation, ethnicity, or disability.

Larceny Theft: The unlawful taking, carrying, leading, or riding away of property from the possession or constructive possession of another.

Simple Assault: An unlawful physical attack by one person upon another where neither the offender displays a weapon, nor the victim suffers obvious severe or aggravated bodily injury involving apparent broken bones, loss of teeth, possible internal injury, severe laceration, or loss of consciousness.

Intimidation: To unlawfully place another person in reasonable fear of bodily harm through the use of threatening words and/or other conduct, but without displaying a weapon or subjecting the victim to actual physical attack.

Destruction/Damage/Vandalism of Property (Except "Arson"): To willfully or maliciously damage, deface, or otherwise injure real or personal property without the consent of the owner or the person having custody or control of it.

Weapon Law Violations: The violation of laws or ordinances dealing with weapon offenses, regulatory in nature, such as: manufacture, sale, or possession of deadly weapons; carrying deadly weapons, concealed or openly; furnishing deadly weapons to minors; aliens possessing deadly weapons; and all attempts to commit any of the aforementioned acts.

Drug Abuse Violations: Violations of state and local laws relating to the unlawful possession, sale, use, growing, manufacturing, and making of narcotic drugs. The relevant substances include: opium or cocaine and their derivatives (morphine, heroin, codeine); marijuana; synthetic narcotics (Demerol, methadone); and dangerous non-narcotic drugs (enzedrine's, enzedrine).

Liquor Law Violations: The violation of laws or ordinances prohibiting: the manufacture, sale, transporting, furnishing, possessing of intoxicating liquor; maintaining unlawful drinking places; bootlegging; operating a still; furnishing liquor to a minor or intemperate person; using a vehicle for illegal transportation of liquor; drinking on a train or public conveyance; and all attempts to commit any of the aforementioned activities (Public Intoxication and driving under the influence are not included in this definition).

Reportable Geographic Areas

"On-Campus" is defined as any building or property owned or controlled by an school within the same reasonably contiguous geographic area and used by the school in direct support of, or in a manner related to, the school's educational purposes, including residence halls. This also includes any building or property that is within or reasonably contiguous to the geographic area that is owned by the school but controlled by another person, is frequently used by students, and supports school purposes (such as a food or other retail vendor).

"Dorms/Residential Facilities" for students on campus is a subset of the "On-Campus" category. NOTE: There are no residential facilities on the VH Academy campus.

"Non-Campus" is defined as any building or property owned or controlled by a school that is used in direct support of, or in relation to, the school's educational purposes, is frequently used by students, and is not within the same reasonably contiguous geographic area of the school.

This also includes any building or property owned or controlled by a student organization that is officially recognized by the school.

"Public Property" is defined as all public property, including thoroughfares, streets, sidewalks, and parking facilities, that is within the campus, or immediately adjacent to and accessible from the campus.

VH Barber & Styling Academy Annual Report

Offense	Year	On Campus Property	Residential Facilities (Subset-On Campus)	Non-Campus Property	Public Property
Criminal Homicide					
Murder/Non-negligent Manslaughter	2017 2018	0	Z	0	0
Negligent Manslaughter	2019 2017 2018 2019	0 0 0 0	No Student Housing Fac	0 0 0	0 0 0 0
Sex Offenses	2010	<u> </u>		, ,	, ,
Rape	2017 2018 2019	0 0 0		0 0 0	0 0 0
Fondling	2017 2018 2019	0 0 0		0 0	0 0
Incest	2017 2018 2019	0 0 0	HO	0 0	0 0
Statutory Rape	2017 2018 2019	0 0 0	SUC	0 0	0 0
Robbery					
	2017 2018 2019	0 0 0	l or	0 0	0 0 0
Aggravated Assault					
	2017 2018 2019	0 0 0		0 0	0 0 0
Burglary					
	2017 2018 2019	0 0 0	TIES	0 0	0 0 0
Motor Vehicle Theft			∐ Ω) [
	2017 2018 2019	0 0 0		0 0 0	0 0 0
Arson					
	2017 2018 2019	0 0 0		0 0 0	0 0 0

Offense	Year	On Campus Property	Residential Facilities (Subset- On Campus)	Non- Campus Property	Public Property
Referrals					
Liquor law violations	2017	0	7	0	0
	2018	0	No Student Housing	0	0
	2019	0	0	0	0
drug law violations	2017	0		0	0
	2018	0		0	0
	2019	0		0	0
illegal weapons possession	2017	0		0	0
	2018	0		0	0
	2019	0		0	0
Persons not included in 34 CFR 668.46©(1) (ii) (A)	2017	0	0	0	0
	2018	0		0	0
	2019	0		0	0
Arrests	Т			Г	
Liquor law violations	2017	0		0	0
	2018	0		0	0
	2019	0		0	0
drug law violations	2017	0	FACILIT	0	0
	2018	0		0	0
	2019	0		0	0
illegal weapons possession	2017	0	S	0	0
	2018	0		0	0
	2019	0	<u> </u>	0	0
Persons not included in 34 CFR 668.46©(1) (ii) (A)	2017	0		0	0
	2018	0		0	0
	2019	0		0	0

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Onense	rear		Residential	Non-Campus									
		Property		Property	Property	1							
			(Subset-On										
			Campus)										
Hate Crimes													
Hate Crimes						Race	Gender	Gende	Religion	Sexual	Ethnicity	National	Disability
								Identity	,	orientation		origin	
Murder/Non-negligent		_ 0	I	0	0			identity				o. ig	
Manslaughter	201	7		0	0								
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N egligent	201			0	0								
Manslaughter	201	.00		0	0								
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Rape	201	90		0	0								
Nape		0		0	0								
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Fondling		0		0	0								
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Incest				0	0								
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Statutory Rape		0	'	0				l					
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Robbery		0		0	0								
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Aggravated Assault				0	0								
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Burglary		0		0	0								
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Motor Vehicle Theft		0		0	0								
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Arson		0		0	0								
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Larceny-theft		0		0	0								
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Simple Assault		0	\vdash \vdash \vdash	0	0								
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Destruction/damag		0		0	0								
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Dating Violence	Γ	0	_	0	0								
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Domestic valance	\vdash	0		0	0								
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Stalking	_	0	_	0	0	_							
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