

**CAMPUS SECURITY REPORT  
FOR STAFF AND STUDENTS  
OCTOBER 2016**

The following provides information required under Public Law, 34 CFR Part 668, Student Assistance General Provisions, Campus Security.

**Reporting Procedures**

Should you need to report criminal actions or other emergencies occurring on campus please report this directly to Summer Melvin or Danielle Markley, owners of Hays Academy of Hair Design. If one of the owners is not available, please report to the instructor in charge. These officials will notify the local law enforcement agency or emergency medical technicians depending on the seriousness of the incident. Hays Academy does not recognize any off-campus student organizations that would be cover by this act.

The purpose and authority of Hays Academy staff is limited to the enforcement of campus rules and regulations. Incidents that go beyond this scope are referred to and investigated by the City of Hays Police Department.

To ensure accurate and prompt reporting of all crimes, Hays Academy will take full written statements from involved parties and witnesses on all emergency or criminal incidents. The written statements are included as part of the written report, and such statements may be used by Hays Academy staff and Local/State law enforcement authorities for the purpose of apprehension and/or crime prevention.

The institution strictly prohibits the possession, use and sale of illegal drugs and strictly enforces Federal and State drug laws. The institution has a drug abuse program in effect, as required under sections 1213 of the HEA. For additional information on the institution's drug program please see Summer Melvin.

**School Access**

The only people allowed in the school are Hays Academy staff, students and patrons. Hays Academy reserves the right to ask any visitor, student, staff or patron to leave the facility following any disruptive behavior.

The institution opens its doors at 7:45 a.m. on Tuesday, Wednesday, and Friday; and at 10:45 a.m. on Thursday. The doors are locked at 5:00 p.m. on Tuesday, Wednesday, and Friday; and at 8:00 p.m. on Thursday. Students and staff are advised to leave the building in a group and to be aware of the surroundings.

New students and staff receive this Campus Report at Orientation and are advised at this point that they must be responsible for their own security and the security of others (staff).

**Sexual Offenses**

Students are to follow the procedures detailed below if a sex offense occurs:

1. Notify Summer Melvin or Danielle Markley, Owners of Hays Academy and the proper law enforcement authorities (Hays City Police Department). If requested, the institution will notify the Hays Police Department. It is very important that the victim reserve evidence for the proof of a criminal offense.

2. Although Hays Academy has no on-campus housing we will assist you, if requested, in finding other living situations after an alleged sex offense.
3. The institution does not have any on-campus counseling centers but is available to refer a center that victims of sexual offenses may contact for assistance.

Please be advised that the institution does not have any institutional proceedings. All sexual offenses are reported to the local authorities. If the accused is convicted, the institution will, based upon the crime, suspend the student; require counseling and/or terminate the student from the institution.

### **Crime Statistics**

The following criminal offenses were reported to Hays Academy of the local police as having occurred on campus/public property:

|  | <u>2013</u> | <u>2014</u> | <u>2015</u> |
|--|-------------|-------------|-------------|
| Murder/Non-negligent manslaughter        | 0           | 0           | 0           |
| Negligent manslaughter                   | 0           | 0           | 0           |
| Sex offenses – Forcible                  | 0           | 0           | 0           |
| Rape                                     |             |             | 0           |
| Fondling                                 |             |             | 0           |
| Sex offenses – Non-Forcible              | 0           | 0           | 0           |
| Incest                                   | 0           | 0           | 0           |
| Statutory Rape                           | 0           | 0           | 0           |
| Robbery                                  | 0           | 0           | 0           |
| Aggravated assault                       | 0           | 0           | 0           |
| Burglary                                 | 0           | 0           | 0           |
| Motor vehicle theft                      | 0           | 0           | 0           |
| Arson                                    | 0           | 0           | 0           |
| Simple Assault                           | 0           | 0           | 0           |
| Larceny-theft                            | 0           | 0           | 0           |
| Intimidation                             | 0           | 0           | 0           |
| Destruction/damage/vandalism of property | 0           | 0           | 0           |
| Hate Crimes                              | 0           | 0           | 0           |
| VAWA Offenses                            |             |             |             |
| Domestic Violence                        |             |             | 0           |
| Dating Violence                          |             |             | 0           |
| Stalking                                 |             |             | 0           |
| Unfounded Crimes                         |             |             | 0           |

Hate Crimes are described as ones that manifest evidence of prejudice based on race, religion, sexual orientation or ethnicity, as prescribed by the Hate Crimes Statistics Act (28 U.S.C. 534).

In addition to the above crimes, the following number of arrests/disciplinary actions were made during the times listed for these specific violations on campus/public property.

|                                     | <u>2013</u> | <u>2014</u> | <u>2015</u> |
|-------------------------------------|-------------|-------------|-------------|
| Weapons: carrying, possessing, etc. | 0           | 0           | 0           |
| Drug abuse violations               | 0           | 0           | 0           |
| Liquor law violations               | 0           | 0           | 0           |