
STYLMASTERS COLLEGE OF HAIR DESIGN

Annual Security Report
2023

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ANNUAL SECURITY REPORT

PREPARATION OF THE ANNUAL SECURITY REPORT AND DISCLOSURE OF CRIME STATISTICS

Stylemasters College of Hair Design (SCHD) publishes this report to inform the SCHD community about campus security policies, and initiatives to prevent and respond to crime and emergencies, and the occurrence of crime on campus. This report complies with the Jeanne Clery Disclosure of campus Security and Crime Statistics Act and uses information maintained by the local and state law enforcement agencies, information provided by the SCHD Campus Security Officer and other campus security authorities.

This report provides statistics for the previous three years concerning reported crimes that occurred on campus, in certain off-campus buildings or property owned, leased, or controlled by SCHD. This report also includes institutional policies concerning campus security, such as policies regarding sexual assault, and alcohol and other drugs.

SCHD distributes a notice of the availability of this annual Security and Fire Safety Report by October 1 of each year to every member of the SCHD Community and anyone, including prospective students and employees. You may obtain a paper copy of this report by contacting the Administrative Office at 360-636-0993 or online at stylemasters.edu.

Safety, Our Number One Priority

SCHD takes great pride in their community here in Longview, WA, where there are many advantages for students, faculty, and staff. This community is a great place to live, learn, work, and study. With that in mind, SCHD has taken progressive measures to create and maintain a reasonably safe environment on campus.

Though SCHD is progressive with its policies, programs, and education, it is up to each of us to live with a sense of awareness and use reasonable judgment when studying, working, or visiting the College.

Working Relationship with Local, State, and Federal Law Enforcement Agencies

SCHD maintains a cooperative relationship with the Longview Police Department and other local, state and federal law enforcement agencies.

Reporting Crimes and Other Emergencies

SCHD has a number of ways for campus community members and visitors to report crimes, serious incidents, and other emergencies to appropriate College officials. Regardless of how and where you decide to report these incidents, it is critical for the safety of the entire SCHD campus community that you immediately report all incidents so that the Police can investigate the situation and determine if follow-up actions are required, including issuing a crime alert or emergency notification.

Voluntary, Confidential Reporting

If crimes are never reported, little can be done to help other members of the community from also being victims. We encourage community members to report crimes promptly and to participate in and support crime prevention efforts. The college community will be much safer when all community members participate in safety and security initiatives.

if you are the victim of a crime or want to report a crime you are aware of, but do not want to pursue action within the college or criminal justice system, we ask that you consider filing a voluntary, confidential report. Depending upon the circumstances of the crime you are reporting, you may be able file a report while maintaining your confidentiality. The purpose of a confidential report is to comply with your wish to keep your personally identifying information confidential, while taking steps to ensure your safety and the safety of others. The confidential reports allow the college to compile accurate records on the number and types of incidents occurring on campus. Reports filed in this manner are counted and disclosed in the annual Security and fire Safety Report. In limited circumstances, the College may not be able to assure confidentiality and will inform you in those cases. Anyone may call the Campus Security Officer at 360-636-0993 to report concerning information. Callers may remain anonymous.

Reporting to Campus Security Office

We encourage all members of the College community to report all crimes and other emergencies to the Campus Security Office in a timely manner. Although many resources are available, a Campus Security Officer should be notified of any crime, whether or not an investigation continues, to assure the College can assess any and all security concerns and inform the community if there is a significant threat to the college community.

Reporting to other Campus Security Authorities

While SCHD encourages all campus community members to promptly report all crimes and other emergencies directly to the Campus Security Office at 360-636-0993 or 911, we also recognize that some may prefer to report to other individuals or college offices. The Clery Act recognizes certain college officials and offices as “Campus Security Authorities (CSA).” The act defines these individuals as “officials of an institution who have significant responsibility for student and campus activities, including, but not limited to student discipline. An official is defined as any person who has the authority and the duty to take action or respond to particular issues on behalf of the institution.”

While the college has identified several CSA’s at SCHD, we officially designate the following offices as places where campus community members should report crimes:

Official	Campus	Phone Number
Stylemasters College	1224 Commerce	360-636-2720
Campus Security Office	1224 Commerce Longview, WA 98632	360-636-2720
College President	1224 Commerce, Longview, WA 98632	360-749-4701

Pastoral and Professional Counselors

SCHD does not employ any pastoral or professional counselors.

TIMELY WARNING REPORTS — CRIME ALERTS

In an effort to provide timely notice to the campus community in the event of a Clery Act crime that may pose a serious or ongoing threat to members of the community, the Campus Security Officer issues “crime alerts.” the campus security officer will generally issue crime alerts for the following crimes: arson; aggravated assault; criminal homicide; robbery; burglary; sex assaults; and hate crimes. The Campus Security Office will post these warnings through a variety of ways, including but not limited to posters, emails, and media. The purpose of these crime alerts is notify the campus community of the incident and to provide information that may enable the community to take steps to protect themselves from similar incidents. The College will issue crime alerts whenever the following criteria are met: (1) a crime is committed; (2) the perpetrator has not been apprehended; and (3) there is a substantial risk to the physical safety of other members of the campus community because of this crime. Such crimes include, but are not limited to: (1) Clery Act crimes that are reported to any campus security authority or the local police; or (2) the College determines that the incident represents an ongoing threat to the campus community.

Additionally, the Campus Security Officer may, in some circumstances, issue crime alerts when there is a pattern of crimes against persons or property at the SCHD campus. The Campus Security Officer will generally make the determination, in consultation with other staff considered Campus Security Authorities, if a crime alert is required. However, in emergency situations, any police supervisor may authorize a crime alert. for incidents involving off-campus crimes, the college may issue a crime alert if the crime occurred in a location used and frequented by the college’s population.

EMERGENCY RESPONSE AND EVACUATION PROCEDURES

Emergency Management at Stylemasters College of Hair Design

In the event of an emergency requiring evacuation, staff, students and public are to follow the evacuation procedures posted on Campus at SCHED. The College will maintain the highest levels of cooperation, integration, and mutual aid with local, state, and federal planning, response, and public safety agencies.

Drills, Exercises, and Training

Annually, the College conducts an emergency management exercise to test emergency procedures. The scenarios for these exercises change from year to year. These drills are announced, and documented in the Daily Crime/Fire Log.

Confirming the Existence of a Significant Emergency or Dangerous Situation

Campus first responders may become aware of a critical incident or other emergency situation that potentially affects the health and/or safety of the campus community. Generally, the College will become aware of these situations when they are reported to a Campus Security Officer.

Once the Campus Security Office confirms that there is, in fact, an emergency or dangerous situation that poses an immediate threat to the health or safety of some or all members of the campus community, they may issue an emergency notification.

The College's authorized representatives¹ will immediately initiate all or some portions of the college's emergency notification system. If, in the professional judgment of the Campus Security Office, issuing a notification potentially compromises efforts to assist a victim or to contain, respond to, or otherwise mitigate the emergency, the College may elect to delay issuing an emergency notification. As soon as the condition that may compromise efforts is no longer present, the College will issue the emergency notification to the campus community.

Determining the Appropriate Segment or Segments of the Campus Community to Receive an Emergency Notification:

College and/or local first responders on the scene of a critical incident or dangerous situation will assist those preparing the emergency notifications with determining what segment or segments of the College community should receive the notification. Generally, campus community members in the immediate area of the dangerous situation (i.e., the building, adjacent buildings, or surrounding area) will receive the emergency notification first. The College may issue subsequent notifications to a wider group of community members. The College will also post applicable messages about the dangerous condition on the College website to ensure the rest of the campus is aware of the situation and the steps they should take to maintain personal and campus safety. If the emergency affects a significant portion of the entire campus, College officials will distribute the notification to the entire campus community.

SECURITY OF AND ACCESS TO COLLEGE CAMPUS

SCHED campus, administrative buildings are open from 8:00 a.m. until 4:30 p.m., Monday through Friday, and academic buildings generally are open from 8:00 a.m. until 4:30 p.m. Academic buildings are scheduled to be open on weekends only as needed. Access to individual classrooms and laboratories is limited to those enrolled in the courses meeting there. Likewise, access to most programs are limited to those enrolled in the program or otherwise authorized access. We encourage community member to promptly report any security concern, including concerns about locking mechanism, lighting or landscaping to the Campus Security Office at 360-636-0993.

Personal Safety

Despite law enforcement's efforts, serious crimes do occur on campuses. It is important to report any suspicious incidents to police and always remain alert and vigilant.

One of the more serious crimes that too often is unreported is sexual assault. Often, sexual assault is very difficult for victims to report for a number of very complex reasons. We provide the following information to assist those who may have been victims of sexual assault or who have a friend who has been sexually assaulted.

There are many guidelines to help you be more alert and aware of a situation to prevent such serious crimes, including:

- Know your surroundings
- Be alert
- call for help
- Report any suspicious activity/persons immediately

Defining Rape and Sexual Assault

Rape is defined as when a person engages in sexual intercourse with another person by forcible compulsion where the perpetrator or an accessory:

- a) Uses or threatens to use a deadly weapon or what appears to be a deadly weapon; or
 - b) Kidnaps the victim; or
 - c) Inflicts serious physical injury, including but not limited to physical injury which renders the victim unconscious; or
 - d) Feloniously enters into the building or vehicle where the victim is situated.
- or the threat of forcible compulsion that would prevent resistance by a person of reasonable resolution, or when a person is unconscious or where the person knows that the victim is unaware that the act is occurring.

Sexual Assault is defined as when a person has sexual contact with another person without their consent, including unwanted touching, exposure, rape, child molestation, and any other kind of unwanted sexual contact.

While these definitions are clear, victims often have difficulty reporting a sexual assault for numerous reasons, such as knowing the perpetrator, fear of retaliation, fear of parents knowing about the incident, or fear of getting in trouble with law enforcement. Despite these concerns, it is vital to report such incidents in order to get help.

The following information provides steps to follow should a sexual assault occur:

- Get to a safe place as soon as possible!
- Try to preserve all physical evidence – the victim should not bathe, shower, brush teeth, douche, use the toilet, or change clothing until she(he) has a medical exam. Contact a close friend or relative, if available, who can provide support and accompany the victim to the medical exam and/or police department.
- Get medical attention as soon as possible – an exam may reveal the presence of physical injury that the victim is unaware of. Following a sexual assault, antibiotics are typically given at the time of the exam to help prevent the victim from acquiring certain sexually transmitted diseases. Emergency contraceptive pills are offered to all victims at the time of the exam (if the victim presents within 120 hours) to help prevent pregnancy from occurring as a result of the rape. If the victim reports memory loss, loss of consciousness or other circumstances suspicious for a drug-facilitated assault, a urine test may be done if the victim presents within 96 hours. Some of the commonly used “date rape” drugs, however, are only detectable in the urine for six to eight hours after ingestion.
- Contact the police – sexual assault is a crime, it is vital to report it. It is important to remember that reporting a crime is not the same as prosecuting the crime. The decision to prosecute may be made at another time. Final decision to prosecute is determined by the District Attorney.
- Consider talking to a counselor – Seeing a counselor may be important in helping the victim understand her/his feelings and begin the process of recovery.

OUR COMMITMENT TO ADDRESSING SEXUAL ADDRESSING SEXUAL ASSAULT/RAPE

SCHD does not tolerate sexual misconduct or abuse, such as sexual assault, rape, or any other forms of nonconsensual sexual activity. Sexual misconduct in any form violates the Student code of conduct, SCHD's and may violate federal and state laws. Violations of this policy are subject to disciplinary sanctions through the Campus Security Office.

PROCEDURES FOR RESPONDING TO REPORT OF SEXUAL ASSAULT

If you or someone you know is the victim of a sexual assault, the victim has several rights, including:

- The right to report the incident to the Campus Security Office police or local authorities. The College will assist victims in notifying either the College Campus Security Officer or local police. Filing a police report does not mean the victim must pursue criminal charges. The victim maintains his or her rights throughout the process.

In addition to the campus services listed below, several community service organizations can provide counseling, mental health, and other related services to sexual assault victims. The Campus Security Office can assist with connecting victims to these services.

- Children's Justice & Advocacy Center (CJAC)
- advocacy, referrals, and education, (www.CowlitzCountyCJAC.com)
- Crime Victim Advocacy Program
- intervention, individual, medical and legal advocacy. (888)425-1176
- Division of Children and Family Services
(800)281-2372 (800)562-5624
- Emergency Support Shelter
(www.esshelter.com)
- Longview Police Department
(360)442-5800
- Kelso Police Department
(360)423-1270
- Washington Council for Prevention of Child Abuse and Neglect (WCPCAN)
(www.wcpcan.wa.gov)

If a victim of a sexual assault or relationship violence incident requests a change in academic schedule, the Director of Education and other administrative staff at the College will assist the individual with making these changes, as long as they are reasonably available.

SCHD'S DISCIPLINARY PROCEDURES IN SEXUAL ASSAULT INCIDENTS

If you have been sexually assaulted, several options are available for reporting the incident. You may wish first to discuss the problem privately with a counselor. The Campus Security Office Staff are always available to assist a victim with getting the support she/he requests. The College's student conduct process is designed to afford a complainant (the person who is bringing a charge) and a respondent (the person who is answering a charge) a fair, prompt, and appropriate resolution process. The process is designed to help people who need support as they address these incidents.

In determining whether the alleged conduct constitutes sexual harassment or assault, the full context in which the alleged incident occurred must be considered. In any case, both the accuser and the accused are entitled to the same opportunities to have others present during any disciplinary proceeding. Both the accuser and the accused will be informed of the outcome of any proceeding.

During any sexual assault complaint proceeding, the College has a range of sanctions available. Those sanctions may range from probation to expulsion from the College depending upon the nature and circumstances of the specific incident.

SEXUAL ASSAULT PREVENTION EDUCATION PROGRAMS

SCHD makes every attempt to coordinate with local county and state government agencies to come in and provide education on a variety of topics, including sexual assault. Please see list of resources above.

SEX OFFENDER REGISTRATION – CAMPUS SEX CRIMES PREVENTION ACT

Megan's law

Members of the general public may request community notification fliers for information concerning sexually violent predators in a particular community by visiting the chief law enforcement officer in that community. This information is also available at www.doc.wa.gov/offenderinfo/

CAMPUS SECURITY POLICIES: PREVENTION AND SAFETY AWARENESS PROGRAMS

In addition to the many programs the College can assist you in locating the College has established a number of policies and procedures related to ensuring a reasonably safe campus community. These policies include:

WEAPONS POLICY

The possession, carrying, and use of weapons, ammunition, or explosives is prohibited on SCHD owned or controlled property. The only exception to this policy is for authorized law enforcement officers or others, specifically authorized by the College.

SUBSTANCE ABUSE POLICY

The College is committed to providing a safe and productive workplace for its students and employees. In keeping with this commitment, the following rules regarding alcohol and drug use have been established. These rules are enforced during the college's hours of operation, while on college premises or elsewhere on college business and include the following:

- The manufacture, distribution, possession, sale, or purchase of controlled substances.
- Being under the influence of or impaired by drugs (legal or illegal), alcohol, or controlled substances.

So that there is no question about what these rules signify, please note the following definitions:

- College Premises: All institutionally owned or leased property used by employees.
- Controlled substance: Any substance listed in Schedules IV of Section 202 of the Controlled Substance Act, as amended.
- Drug: Any chemical substance that produces physical, mental, emotional, or behavioral change in the user.
- Drug paraphernalia: Equipment, product, or material that is used or intended for use in concealing a drug's (legal or illegal) presence.

The use of alcohol and tobacco products on college premises is strictly prohibited. Smoking is permitted 25 feet from any college outside entrance. However, students are required to follow all policies and procedures related to time allocations for break periods.

WASHINGTON CRIME VICTIM RIGHTS

Your Rights as a Crime Victim:

As a victim of crime, you have rights. Also, you can expect to receive information, practical and emotional support, and be able to participate in the criminal justice process. These standards were created to make sure that you are treated with dignity and respect at all times, regardless of your gender, age, marital status, race, ethnic origin, sexual orientation, disability, or religion.

You have the right to be told...

- About basic services available to you in your county
- About certain court events, including information on bail, escape of offender, release of an offender
- About the details of the final disposition of a case you have the right to receive...

-
- Notice of the arrest of the offender
 - Information about restitution and assistance with compensation
 - Accompaniment to all criminal proceedings by a family member, a victim advocate, or a support person

STUDENT CONDUCT

SCHD is committed to promoting a safe, orderly, and civil campus community and to encourage and inspire students to become good citizens by engaging in personal responsibility, ethical decision making, and demonstrating respect for the rights and safety of others.

THE STUDENT CODE OF CONDUCT

SCHD's "Code of Conduct" articulates the behavioral standards and the equitable procedures employed by the College to respond to allegations of student misconduct.

The code of conduct for students is administered at all properties of SCHD and may also address off-campus student misconduct when a student's behavior affects a substantial College interest.

Students who are found responsible for violations may be subject to sanctions including warnings, probations, suspension to expulsion from the College.

In most cases, the office of Student conduct will also assign developmental and educational interventions designed to promote greater awareness and improved decision making for students and to further deter future misconduct.

In instances where there is reasonable cause to believe a student is an immediate threat to the safety of himself/herself or other persons or property or is an immediate threat to disrupt essential campus operations, the office of Campus Security may assign an interim Suspension and/or other actions, designed to protect the health and safety of the community and members therein.

PARENTAL NOTIFICATION POLICY

SCHD reserves the right to report student discipline information to the parents or legal guardians of students.

Federal legislation authorizes SCHD to disclose disciplinary records concerning violations of the College's rules and regulations governing the use or possession of alcohol or controlled substances that involve students who are under the age of 21, regardless of whether the student is a dependent.

SCHD may also report non-alcohol or drug-related incidents to parents or legal guardians of dependent students.

MISSING STUDENT POLICY

The Higher Education Opportunity Act of 2008 (effective August 14, 2008) requires any institution participating in a Title IV Federal Student Financial Aid program that maintains on-campus housing facilities to establish a missing student notification policy and related procedures. SCHD does not have on-campus housing facilities.

DAILY CRIME AND FIRE LOG

SCHD maintains a combined daily crime and fire log of all incidents reported to them. This log identifies the type, locations, and time of each criminal incident reported to Campus Security Office. Upon request, a copy of any maintained Daily crime and fire log will be made available for viewing, within forty-eight hours of notice.

CRIME PREVENTION AND SAFETY AWARENESS PROGRAMS

In an effort to promote safety awareness, SCHD maintains a strong working relationship with the local community. This relationship includes offering a variety of safety and security programs and services and crime prevention programs offered by local, county and state agencies and offered at the College. If you or your organization would like to request a specific program, please contact the Campus Security Office. You can request a list of available crime prevention and safety awareness programs available throughout the community at the Campus Security Office.

STYLEMASTERS COLLEGE OF HAIR DESIGN'S POLICIES GOVERING ALCOHOL AND OTHER DRUGS

ALCOHOL POLICY

The possession and/or consumption of alcoholic beverages is prohibited on all SCHD owned property. Any student who violates this policy is subject to disciplinary action including sanctions as outlined in the Student code of conduct in addition to any penalties resulting from violating local, state, and or federal law. Disciplinary sanctions may include: Students who are found responsible for violations may be subject to sanctions ranging from Disciplinary Warning or Disciplinary Probation to Suspension or expulsion from the college. By law, the local police department and the college are required to notify parents or guardians of all underage-drinking violations. SCHD has a zero-tolerance policy associated with students consuming beverage alcohol under the age of 21. Not only is this against the Washington State law, it is also a violation of the student code of conduct.

POSSESSION OF OTHER DRUGS

In Washington, the penalties for being convicted of possession of a controlled substance such as heroin, cocaine, methamphetamines, prescriptions, ecstasy, and LSD vary by type of substance and quantity of the substance possessed. Charges also vary by first, second and subsequent offenses. Charges may include jail time, fines, drug counseling, and suspension of driver's license.

POSSESSION OF DRUG PARAPHERNALIA

A person is unlawful when he possesses, with the intent to use, drug paraphernalia that is used for packaging, manufacturing, injecting, ingesting, inhaling, or otherwise introducing into the human body a controlled substance in violation of the controlled Substances, Drugs, Device and Cosmetic Act of 1972.

DRUG AND ALCOHOL ABUSE EDUCATION PROGRAMS

SCHD makes every attempt to coordinate with local county and state government agencies to come in and provide education on a variety of topics, including drug and alcohol abuse. You may request a list of drug and alcohol abuse prevention programs available throughout the community at the Campus Security Office.

ANNUAL DISCLOSURE OF CRIME STATISTICS

While the SCHD campus is a reasonably safe environment, crimes do occur. In addition to the Clery Act crimes statistics, other common crimes that occur on campus are outlined below.

THEFT

Theft is not a common occurrence SCHD. However many open classrooms and laboratories provide thieves with effortless opportunities. It is important to be very vigilant when it comes to suspicious persons. Never leave items and valuables lying around unsecured. Doors should be locked at all times. The following is a list of suggestions to help you not fall victim to theft.

- Keep doors to trolley carts locked when not in use.
- Don't provide unauthorized access to persons in the buildings or classrooms.
- Do not keep large amounts of money with you.
- Lock all valuables, money, jewelry, and checkbooks in a lock box or locked drawer.
- Keep a list of all valuable possessions including the make, models, and serial numbers.
- Don't leave laptop computers or textbooks unattended in labs or classrooms, even if it is for a short period of time.
- Don't lend credit cards or identification cards to anyone.
- Report loitering persons or suspicious persons to CSA'S immediately; don't take any chances.

IDENTITY THEFT

Identity theft is a crime in which someone wrongfully obtains and uses another person's personal information in some ways that involves fraud or deception, typically for economic gain. This personal data could be a Social Security number, bank account, and credit card information.

Persons involved in identity theft often use computers or other forms of media to assist them.

You can take measures to prevent this from happening to you:

- Do not give anyone your personal information unless there is a legitimate reason to trust them.
- Never give your credit card information, date of birth, or other information over the telephone, unless you can confirm the person receiving that information.
- Complete a credit check frequently to assure there is no suspicious activity.
- Examine financial information often to assure all transactions are authorized and accounted for.
- Use security software and install firewalls on computers.

CLERY ACT CRIMES

Jeanne Clery Disclosure of Campus Security Policy and campus crime Statistics act requires colleges and universities across the United States to disclose information about crime on and around their campuses. The University Police maintains a close relationship with all police departments where Penn State owns or controls property to ensure that crimes reported directly to these police departments that involve the University are brought to the attention of the University Police.

The University Police collects the crime statistics disclosed in the charts through a number of methods. Police dispatchers and officers enter all reports of crime incidents made directly to the department through an integrated computer aided-dispatch systems/records management system. After an officer enters the report in the system, a department administrator reviews the report to ensure it is appropriately classified in the correct crime category. The department periodically examines the data to ensure that all reported crimes are recorded in accordance with the crime definitions outlined in the FBI Uniform Crime Reporting Handbook and the FBI National Incident-Based Reporting System Handbook (sex offenses only). In addition to the crime data that SCHD maintains, the following statistics also include crimes that are reported to various campus security authorities, as defined in this report. The statistics reported here generally reflect the number of criminal incidents reported to the various authorities. The statistics reported for the subcategories on liquor laws, drug laws, and weapons offenses represent the number of people arrested or referred to campus judicial authorities for respective violations, not the number of offenses documented.

DEFINITIONS OF REPORTABLE CRIMES

Murder/Manslaughter – defined as the willful killing of one human being by another.

Negligent Manslaughter – defined as the killing of another person through gross negligence.

Forcible sex offenses – defined as 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. Including: forcible rape, forcible sodomy, sexual assault with an object, forcible fondling.

Non-forcible sex offense – unlawful, non-forcible sexual intercourse, including incest and statutory rape.

Robbery – defined as taking or attempting to take anything of value from the car, 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 – defined as 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 means likely to produce death or great bodily harm.

Burglary – unlawful entry of a structure to commit a felony or a theft.

Motor Vehicle Theft – theft or attempted theft of a motor vehicle.

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 Crimes – includes all of the crimes listed above that manifest evidence that the victim was chosen based on one of the categories of prejudice listed to the right, plus the following crimes.

Larceny/Theft – includes pocket picking, purse snatching, shop- lifting, theft from building, theft from motor vehicle, theft of motor vehicle parts or accessories, and all other larceny.

Simple Assault – 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 to Property (except Arson) – to willfully or maliciously destroy, damage, deface, or otherwise injure real or personal property without the consent of the owner or the person having custody or control of it.

CATEGORIES OF PREJUDICE

Race – a preformed negative attitude toward a group of persons who possess common physical characteristics genetically transmitted by descent and heredity that distinguish them as a distinct division of humankind.

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 age, or illness.

CRIME STATISTICS: CLERY DATA REPORTED TO CAMPUS SECURITY

The following Annual Security Report provides crime statistics for selected crimes that have been reported to local police agencies or to Campus Security Authorities. The statistics reported here generally reflect the number of criminal incidents reported to the various authorities. This report complies with 20 U.S. code Section 1092 (f).

OFFENSES	2020		2021		2022	
	On-Campus	Public Property	On-Campus	Public Property	On-Campus	Public Property
Murder/Non-negligent Manslaughter	0	0	0	0	0	0
Negligent Manslaughter	0	0	0	0	0	0
Sex Offenses - Forcible	0	0	0	0	0	0
Sex Offenses - Non Forcible	0	0	0	0	0	0
Robbery	0	0	0	0	0	0
Aggravated Assault	0	0	0	0	0	0
Burglary	0	0	0	0	0	0
Motor Vehicle Theft	0	0	0	0	0	0
Arson	0	0	0	0	0	0
ARRESTS						
Weapons	0	0	0	0	0	0
Drugs	0	0	0	0	0	0
Alcohol	0	0	0	0	0	0
REFERRALS						
Weapons	0	0	0	0	0	0
Drugs	0	0	0	0	0	0
Alcohol	0	0	0	0	0	0
HATE CRIMES						
Murder/Non-negligent Manslaughter	0	0	0	0	0	0
Negligent Manslaughter	0	0	0	0	0	0
Sex Offenses-Forcible	0	0	0	0	0	0
Sex Offenses - Non-Forcible	0	0	0	0	0	0
Robbery	0	0	0	0	0	0
Aggravated Assault	0	0	0	0	0	0
Burglary	0	0	0	0	0	0
Motor Vehicle Theft	0	0	0	0	0	0
Arson	0	0	0	0	0	0
Larceny	0	0	0	0	0	0
Simple Assault	0	0	0	0	0	0
Intimidation	0	0	0	0	0	0
Vandalism	0	0	0	0	0	0

ANNUAL FIRE SAFETY

The Higher Education Opportunity Act enacted on August 14, 2008, requires institutions that maintain on-campus student housing facilities to publish an annual fire safety report that contains information about campus fire safety practices and standards of the institution. Although SCHD has no on-campus housing facilities we take fire safety very seriously and continue to enhance our programs to the college community through education, prevention and fire safety. Educational programs are presented throughout the year to faculty, staff, and students so they are aware of the rules and safe practices. These programs include identification and prevention of fire hazards, actual building evacuation procedures and drills, specific occupant response to fire emergencies, and hands-on use of fire extinguishers.

SCHD has emergency evacuation plans and conduct fire drills during the school year to allow student, staff and clients to become familiar with and practice their evacuation skills.

We pride ourselves in being a leader in ensuring the safety of students, faculty, staff, and visitors. Automatic sprinkler systems and fire alarm systems are recognized engineered building features that help to provide for a fire-safe living environment. SCHD is equipped with automatic sprinkler systems, smoke detectors, and building fire alarm systems to provide early detection and warning of a possible fire emergency. Additionally, all staff are trained with hands-on use of fire extinguishers and emergency procedures in the event of a fire.

SCHD maintains and tests all fire alarms and automatic fire suppression systems in accordance with the appropriate National Fire Protection Association Standard to ensure system readiness and proper operation in the event of a fire emergency.

EVACUATION PROCEDURES

SCHD provides students and staff with fire evacuation procedures and conducts fire drills quarterly. Students are informed of the following procedures. If you discover a fire on campus:

Immediately activate the nearest manual fire alarm pull station. The fire alarm system will alert people to evacuate the building.

- Call 911 from a safe location to report the fire and to give as much information as possible.

Evacuation from the building:

-Upon activation of the fire alarm system, everyone shall immediately leave the building.

-Feel the door. if it is hot, do not open it.

-If the door is cool, crouch low and open the door slowly. Close the door quickly if smoke is present.

-If the hallway is smoke-free or there is a light smoke condition, proceed to the nearest exit. if a light smoke condition is present stay below the smoke (crouch or crawl).

-Leave the building and meet at your designated evacuation meeting site.

-Never use elevators during a fire evacuation.

FIRE DRILLS

Fire drills are conducted during the school year to allow students to become familiar with building alarm systems and practice their evacuation skills. The drills are coordinated and conducted by the Campus Security Office. All people inside SCHD during the drill are required to evacuate the building.

Prohibitions on Portable Electrical Appliances, Smoking, and Open Flames

All on-campus facilities prohibit the following activities and items.

1. Smoking is not permitted in any building.
2. The presence or use of candles, incense burners, oil lamps, and other open-flame devices is not permitted SCHD Campus facilities.
3. Individuals shall not obstruct or tamper with fire safety equipment (e.g., sprinklers, fire alarms, fire extinguishers).
4. The possession or use of fireworks is not permitted.

If you are trapped in a room:

1. Place material (e.g., clothing, rug) at base of door to prevent smoke from entering the room.
2. Open the window, wave a piece of material and yell to attract the attention of people outside.
3. Call 911 and report your location.
4. Stay low; breathe fresh air near the windows.
5. Await rescue.

Fire Safety Education and Training Programs for Students, Faculty, and Staff

SCHD in coordination with local fire departments provides annual training to students and staff.

Topics addressed during this training include:

1. Fire prevention in the residence hall
2. What to do in the event of a fire
3. Evacuation planning
4. How to report a fire or other emergency
5. How residence hall fire safety systems operate

Other general safety and fire safety information is available to students, faculty, and staff on the Washington Environmental Health Safety and Toxicology website www.doh.wa.gov