

## Campus Security Policies

### Timely Warnings

In the event that a situation arises that, in the judgment of the administrator, constitutes a threat, a warning will be issued. It will be issued through the public address system which is audible inside and in the outside break area.

Anyone with information warranting a timely warning should report it to an instructor, receptionist or office personnel immediately.

### Annual Disclosure of Crime Statistics

The school owner prepares this report to comply with the Jeanne Clery Disclosure of Campus Security Policy and Crime Statistics Act. This report is prepared in cooperation with the local law enforcement agencies surrounding our campus.

Campus crime, arrest and referral statistics include those reported to local law enforcement and school officials. The stats include crimes that have occurred in the school, parking lots and adjacent public property.

Each year a notification is made to all enrolled students that will provide a web site to access this report. Faculty and staff receive a similar notification with their paycheck. The web site address is provided to all prospective students and employees. Copies of this report may be obtained through the school office.

### How to Report a Crime

To report a crime:

Contact Kathleen Doughty-Financial Aid Director, Dianne Burton-Director or Sharon Lindsey-owner. In the event of an emergency dial 9-1-1. Report any suspicious activity or person seen in parking lots or inside building.

Lindsey Institute of Cosmetology encourages anyone who is the victim or witness to any crime to promptly report the incident to the police.

### Security and Access

During business hours, Lindsey Institute of Cosmetology will be open to students, parents, employees, contractors, guests and invitees. During non-business hours access to building is by key.

Lindsey Institute of Cosmetology does not have residence halls.

Areas that are revealed to be problematic will be addressed on an individual basis as they become apparent. These may include but are not limited to landscaping, locks, lighting and communications.

#### Campus Law Enforcement Authority

Lindsey Institute of Cosmetology does not employ any security personnel. Offenses are reported the local police department.

Lindsey Institute of Cosmetology does not have any written memorandum of understanding or any other type of written agreement with any law enforcement agency.

#### Accurate and Prompt Crime Reporting

All students, staff and guest of Lindsey Institute of Cosmetology are encouraged to report all crimes and public safety related incidents in a timely manner. They can report to any staff member or directly to the local law enforcement agency. The Bowling Green City Police number is 270-393-4244, Warren County Sheriffs Dept. number is 270-842-1633, for emergencies dial 9-1-1. Lindsey Institute of Cosmetology does not have a campus police officer.

#### Counselors and Confidential Crime Reporting

Lindsey Institute of Cosmetology does not have a procedure for voluntary confidential reporting of crime statistics. Violations of the law will be referred to law enforcement agencies. When a potentially dangerous threat arises, timely warnings will be issued through the public address system and other appropriate means.

#### Security Awareness Programs

During orientation students are told where to find the Safety Report, ways to maintain personal safety and theft prevention are discussed. Periodically during the year Lindsey Institute of Cosmetology provides crime prevention awareness sessions including personal safety. A common theme of all awareness and crime prevention programs is to encourage students and employees to be aware of their responsibility for their own security and the security of others.

When time is of the essence, information is released to the school through the public address system.

## Crime Prevention

Periodically during the year Lindsey Institute of Cosmetology provides a seminar on crime prevention for students and employees. Personal safety is addressed. The focus is how to not become a victim.

## Off Campus Criminal Activity

Lindsey Institute of Cosmetology operates no off-campus activity and does not monitor off campus activity.

## Alcohol and Illegal Drugs

Lindsey Institute of Cosmetology is a drug and alcohol-free campus. Possession, sale, manufacture or distribution of any controlled substance is unlawful. It is also unlawful to possess alcohol under the age of 21 or to furnish, sell or provide alcohol to anyone under 21. Violation of these laws can result in suspension or termination from the school as well as criminal prosecution.

## Substance Abuse Education

Lindsey Institute of Cosmetology provides information to students and employees to prevent the abuse of drugs and alcohol. Informational materials are provided along with a list of counseling services.

## Local, State & Federal Legal Sanctions

The State of Kentucky sets 21 as the minimum age to purchase or possess any alcoholic beverage. Specific ordinances regarding violations of alcohol laws, including driving while intoxicated, are available from the Bowling Green Police Department. A violation of any law regarding alcohol is also a violation of the schools rules of conduct and will be treated as a separate disciplinary matter by the school.

## Disclosures of Alleged Victims of Crimes of Violence or Non-forcible Sex Offenses

Lindsey Institute of Cosmetology will upon written request, disclose to the alleged victim of a crime of violence, or a non-forcible sex offense, the results of any disciplinary hearing conducted by the school against the student who is the alleged perpetrator of the crime or offense. If the alleged victim is deceased as a result of the crime or offense,

Lindsey Institute of Cosmetology will provide the results of the disciplinary hearing to the victim's next of kin, if so requested.

### Preventing and Responding to Sex Offenses

Lindsey Institute of Cosmetology provides literature on sexual assault, date rape education and risk education.

If you are a victim of a sexual assault your first priority should be to get to a safe place. Then medical attention should be obtained. The assault should be reported to local police in a timely manner. Time is critical for evidence collection and preservation. It is the students' choice to report the assault. Lindsey Institute of Cosmetology will guide the student through available options for counseling.

The Campus Sex Crimes Prevention Act of 2000 is a federal law that provides for the tracking of convicted sex offenders enrolled at, or employed at, institutions of higher education. State law enforcement agencies are required to provide a list of registered sex offenders who have indicated that they are enrolled, employed or carrying on a vocation at the school. A list of all registered sex offenders in Kentucky is available at [www.kpsor.state.ky.us/](http://www.kpsor.state.ky.us/).

### Vaccination Policy

Lindsey Institute of Cosmetology does not have vaccination requirements.

### Weapons

Students, staff and visitors are not permitted to possess weapons of any type on the campus. Violation of this policy could result in immediate dismissal and contact of local law enforcement for possible criminal prosecution.

## Crime Statistics

The following statistics are in compliance with the Clery mandated annual security report. Reporting dates are September 2015 to September 2018.

OFFENSE	2015	2016	2017	2018
Murder	0	0	0	0
Manslaughter	0	0	0	0
Sex Offense, forcible	0	0	0	0
Sex Offense, non-forcible	0	0	0	0
Robbery	0	0	0	0
Aggravated Assault	0	0	0	0
Burglary	0	0	0	0
Motor Vehicle Theft	0	0	0	0
Arson	0	0	0	0
Weapons Possession	0	0	0	0
Drug Abuse Violation	0	0	0	0
Alcohol Violation	0	0	0	0
Hate Crimes	0	0	0	0

