

Natural Images Beauty College Annual Security Report

The U.S. Department of Education, under 34 CFR 668.42, requires the disclosure of general information to students about consumer-information regulations. Campus Security/ Cleary Act: The "Jeanne Cleary Disclosure of Campus Security Policy and Campus Crime Statistics Act" (originally the Crime Awareness and Campus Security Act of 1990) is a federal law that requires institutions of higher education in the United States to disclose campus security information including crime statistics for the campus and surrounding areas. It was first enacted by Congress in 1990 and amended in 1992, 1998, 2000 and 2008.

TO COMPLY WITH THESE REGULATIONS, WE ARE PROVIDING BASIC INFORMATION AS FOLLOWS:

- Annual Security Report
- Disclosure of Institution's Security Policies
- Reporting of Crime Statistics
- Encouragement of prompt reporting of crimes

TO FIND THIS INFORMATION, UTILIZE ANY OF THE FOLLOWING RESOURCES:

- Natural Images Beauty College's Web Site
- Financial Aid Office Information Resources Included in the Student Right to Know Act
- Financial Aid Information
- General Information about Natural Images Beauty College
- Graduation and Job Placement Rates

POLICIES FOR REPORTING CRIMES AND EMERGENCIES

Natural Images Beauty College prepares this report to comply with the Jeanne Cleary Disclosure of Campus Security Policy, the Violence Against Women Act and Crime Statistics Act. Students, parents and staff may access this report in full at any time by going to **www.natural-images-bc.com**. A complete copy of this report is also available in the Natural Images Beauty College Office of Financial Aid. This report is prepared in cooperation with the Clute Police Department. Campus crime, arrest and referral statistics include those reported to the Clute Police Department and Natural Images Beauty College designated campus officials.

TITLE IX COORDINATOR

All educational institutions receiving Federal financial assistance must designate at least one employee to coordinate their efforts to comply with and carry out their responsibilities under Title IX of the Education Amendments of 1972, which prohibits sex discrimination in education programs and activities. These designated employees are generally referred to as Title IX coordinators. A school's Title IX coordinator or coordinators are expected to play a critical role in helping a school ensure that every person affected by its operations-including faculty, staff, and students-are aware of their legal rights under Title IX, and that the school and all its employees, through its policies, procedures, and practices, complies with its legal obligations under Title IX.

A student should contact the Title IX Coordinator to:

- seek information or training about students' rights and courses of action available to resolve reports or complaints that involve potential sex discrimination, including sexual misconduct,
- file a complaint or make a report of sex discrimination, including sexual misconduct,
- notify the college of an incident or policy or procedure that may raise potential Title IX concerns
- get information about available resources (including confidential resources) and support services relating to sex discrimination, including sexual misconduct, and
- ask questions about the college's policies and procedures related to sex discrimination, including sexual misconduct.

Those Designated Campus Officials are:

- Tamera Davenport, Title IX Coordinator, 979-265-6200
- Tamera Davenport, Administrator, 979-265-6200
- Shelley Thomas / Leslie Terry, Financial Aid Administrator, 979-265-6200
- Shelley Thomas, Admissions, 979-265-6200

Each year, the Financial Aid Administrator of Natural Images Beauty College will compile a crime statistics report from the incident and crime reports given to the campus security authorities (Tami Davenport, Administrator and Shelley Thomas, Admissions). Natural Images Beauty College will annually submit the security report each year after the letter and certificate requesting is sent to the Administrator of Natural Images Beauty College. The crime statistics will be sent to the Department of Education each year upon the receipt of a letter requesting the crime reports. This information will be uploaded to <http://surveys.ope.ed.gov/security>. Crime statistics from the area surrounding Natural Images Beauty College will also be requested from the Clute Police Department and will be disclosed in the annual crime report.

During the academic year, Natural Images Beauty College provides educational programs conducted by professionals in the Clute area, to promote the awareness of sexual assault (rape and acquaintance rape) and domestic violence, as well as education sessions on 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 other. The designated campus security official will also go over theft and vandalism during orientation with the students. A report is updated when class and/or workshop training is conducted.

At Natural Images Beauty College, we strive to work together to provide a safe environment that will prepare our students for an incredible career.

Scope of the Report

This report will represent statistical information on crimes that occurred at or around Natural Images Beauty College from January 2016 through December 2018. Natural Images Beauty College does not offer any type of campus housing or recreational facilities.

BUILDING LOCATION

Natural Images Beauty College
236 Old Angleton Road, Suite B
Clute, TX 77531
979-265-6200

TO REPORT A CRIME:

Contact the campus security authorities immediately in the event of a crime. Any Suspicious Activity or person seen in the parking lot or loitering around vehicles or inside the building should be reported to the police department. In addition, you may report a crime to any of the designated campus officials. If not available by phone, Tami Davenport, (Administrator) then send report by e-mail to info@natural-images-bc.com (only in non-emergent cases). The campus security authorities do not have arresting authority.

FOR EMERGENCIES, CALL 9-1-1

Every crime that is reported to the security authorities will be investigated and reported to the Clute Police Department. Please note that due to the public nature of police reports, Natural Images Beauty College cannot ensure the complete confidentiality of any crime report. All incident reports are reviewed by the Administrator.

Natural Images Beauty College does not have a campus police department. The Clute Police Department has sole arresting authority on the Natural Images Beauty College campus and the surrounding areas. Students, educators, administrative staff, clients and community members are encouraged to report all crimes and public safety related incidents to the above designated campus security authorities. For matters of emergent nature, dial 9-1-1 immediately.

Community members, students, faculty, staff and guests are encouraged to report all crimes and public safety related incidents to the Clute Police Department and the designated campus officials in a timely manner. This publication contains information about on-campus and off campus resources. Information is made available to provide Natural Images Beauty College students, educators and staff specific information about local resources available should they become a victim of a crime. The information about local resources should be used as helpful information and does not infer that those resources are "reporting entities" for Natural Images Beauty College. Employees and Students can report a crime on a voluntary, confidential basis.

TIMELY WARNING

Crimes should be reported to Natural Images Beauty College campus security authorities to ensure inclusion in the annual crime statistics and to aid in providing timely warning notices to the community, when appropriate. If students and staff are in the Natural Images Beauty College building and the Administrator determines that there is a significant emergency or threat, the school will, without delay and accounting for the safety of the community, determine the content of the notification and initiate continuing alarm. A campus- wide "timely warning" will be made over the phone intercom system with the following statement: "Natural Images Beauty College is now in a lockdown procedure. All staff, students and guests should report to the nearest classroom immediately." This announcement will be made by Natural Images Beauty College security authority (Tami Davenport) via the phone system (located in the front at the reception desk). In the Administrator's absence, designated campus officials would notify the appropriate security authority and determine the content of the notification.

- Time and safety permitting, Guest Services (front desk personnel) will lock the front doors, and the back door.
- Instructors in the classrooms are to lock the classroom doors and close all blinds. Tables in the classrooms should be tipped on their sides to form a barricade on a corner spot of the classroom, far away from windows. Instructors should then take roll and write down the names of any students not accounted for or extra. The classes should remain quiet and still.
- Administrative staff should lock their offices if unable to evacuate and remain as far back from windows as possible.
- The classrooms and offices will remain locked until emergency personnel arrive and announce that the area is safe to evacuate.
- After evacuation employees, students, and guests are to gather in the parking lot at Natural Images Beauty College near the back door. Staff and students are required to remain on the property until everyone has been accounted for, unless otherwise told by a member of senior management. After evacuation, a member of management from each department will ensure all staff is present and accounted for. Each Instructor will ensure their students are present and accounted for. We will utilize the attendance binder, guest sign-in sheets, and employee/student lists to account for everyone present in the building before anyone is excused. All safety procedures will be tested on an annual basis.

FIRE SAFETY REPORT:

During the last year, Natural Images Beauty College had no fire-related incidents causing injury to person or property. The following is a copy of the fire and emergency evacuation action plan:

- In the event of a fire, employees are alerted by:
 - Public address system announcement: Time permitting; an announcement will be made by senior management from the front desk as well as an announcement over the phone system.
 - Verbal announcement: Instructors in each classroom and clinic will make a verbal announcement, time and situation permitting.
- ALL employees, students, and guests shall calmly evacuate by means of the nearest available marked exit. Each office and classroom has clearly posted exit diagrams. A member of Administration will bring a clipboard with a current list of employees and students. A member of Guest Services will bring the "hold harmless" guest sign-in clipboards. The Lead Instructor will bring a clipboard with a current list of employees and students, and the attendance binder.
- Portable fire extinguishers are provided in the workplace in the following locations:
 - Dispensary
 - Reception
 - Back Hallway
- Employees or students may use extinguishers to extinguish the fire if it is safe to do so.
- Critical operations shutdown procedures are not required, because no employees are authorized to delay evacuation for this purpose.
- No employees are assigned to perform medical or rescue duties during emergency evacuation situations.
- After evacuation, employees, students, and guests are to gather in the following location(s): All staff and students are to meet in the rear parking lot of Natural Images Beauty College near the back door. Staff and students are required to remain on the property until everyone has been

accounted for, unless otherwise told by a member of senior management.

- After evacuation, the procedure for accounting for all employees is:
 - A member of management from each department will ensure all staff is present and accounted for.
 - Each classroom or clinic Instructor will ensure their students are present and accounted for.
 - We will utilize the attendance binder, guest sign-in sheets, and employee/student lists to account for everyone present in the building before anyone is excused.
- For further assistance with emergency evacuation procedures, the following individuals may be contacted: Administrator {979} 265-6200

Access Policy:

During normal business hours, Natural Images Beauty College is open to all students, parents, employees, contractors, clients, guests and invitees. During non-business hours, access to Natural Images Beauty College is by key, if issued.

In periods of extended closing, access to Natural Images Beauty College will only be granted to those issued a key, and who have obtained prior approval. Maintenance personnel are also subject to the above restrictions. Emergencies may necessitate changes or alterations to any posted schedules. Students, Instructors and staff will be notified via Facebook, text messages and phone. If in lock down mode, the front desk staff will post notices on the front doors (time allowing).

Drug and Alcohol Policy; Substance Abuse Resources:

Natural Images Beauty College in its policies supports and endorses the Federal Drug-Free Workplace Act of 1988 and the Drug-Free Schools and Communities Act Amendments of 1989.

The unlawful manufacture, distribution, dispensation, possession or use of a controlled substance or abuse of alcohol by anyone on School property or as a part of any School activity is prohibited. Students taking prescribed or over-the-counter medication which may affect functioning should inform the School Administrator or Campus Security Authorities.

At Natural Images Beauty College, the illicit use of drugs and/or alcohol by staff or students is strictly prohibited. The use of illicit drugs and alcohol can cause numerous health problems and can lead to death. The effects to a person's health include respiratory failure, heart attack, overdose, acute intoxication and transmittable diseases such as Hepatitis C and AIDS.

Thousands of deaths are caused each year by drug overdoses, allergic reactions to drugs, toxic combinations of drugs, and alcohol poisoning. For more information about the effect of alcohol and drug abuse, please visit www.drugfree.org. The manufacture, distribution, dispensation, possession, sale, purchase, offer to buy or sell, or use of alcohol, illegal drugs or related paraphernalia and the illegal use of any drugs (including the misuse of prescription drugs) at Natural Images Beauty College campus or while engaged in the course curriculum is strictly prohibited. The school also prohibits such conduct during non-curriculum time to the extent that, in the judgment of Natural Images Beauty College, it impairs a student's or staff member's ability to

progress through the curriculum, threatens the reputation or integrity of the College or violates the law.

Any student who violates this policy is subject to suspension or expulsion from the program. Any staff member who violates this policy is subject to sanctions up to or including termination. Any student or staff member who has illegal possession or engages in the illicit use of drugs or alcohol is also subject to criminal prosecution. Natural Images Beauty College will refer violators to the appropriate authorities for prosecution.

If a final determination is made that any student of Natural Images Beauty College is found to be abusing alcohol or using, possessing, manufacturing or distributing controlled substances in violation of the law on School property or at School events, they shall be subject to, at a minimum, the referral to counseling and automatic and immediate suspension or dismissal from School. Natural Images Beauty College's imposed sanctions are additional to any legal actions taken by local, state or federal authorities.

If use of a prescription drug may impair your performance or affect safety while performing course-related services, you should notify the Instructor or supervisor immediately so Natural Images Beauty College can take whatever action it finds appropriate to protect your safety and that of other students and clients. Any student or staff member who violates this policy is subject to suspension or expulsion from the program.

OFFENSES AND PENALTIES UNDER TEXAS LAW

www.texasattorneygeneral.gov/files/cj/penalcode.pdf

Texas Penal Code, Title 10, Chapter 49 contains the intoxication and alcoholic beverage offenses recognized by the State of Texas; these offenses are subject to change at any time by the Texas State Legislature and the Governor.

Health and Safety Code, Title 6, Subtitle C, Chapter 481 is the Texas Controlled Substances Act which contains the offenses recognized by the State of Texas for the possession and delivery of controlled substances; these offenses are subject to change at any time by the Texas State Legislature and the Governor.

Alcoholic Beverage Code, Title 6 4, Chapter 106 contains the offenses involved in the purchase, consumption, and possession of alcohol by a minor; these offenses are subject to change at any time by the Texas State Legislature and the Governor.

Texas Penal Code, Title 3, Chapter 12 contains the possible punishments of a person adjudged guilty of an offense. Penalties are subject to change at any time by the Texas State Legislature of the Governor.

Drug and Alcohol Treatment Facilities

If you or someone you know is struggling with drug or alcohol abuse; please call:

About Drug Rehab at 1-877- 335-HOPE (4673)

or

AA Abuse Helpline-24 hours 1-800-299-6310

or

Bay Area Council on Drugs and Alcohol

www.bacoda.org or call 1-800-510-3111

Violence Against Women Act:

This document has been designed to inform all students and employees of the Violence Against Women Act and outlines Natural Images Beauty College's commitment to the health and safety of its students and employees. This annual disclosure document is done each year by contacting the local police department and reviewing school records to compile the statistics used in the report. The school will also provide a yearly training to promote awareness and prevention of rape, acquaintance rape, domestic violence, dating violence, sexual assault, and stalking, as well as outlines options for reducing the risk of such offenses occurring, the warning signs of abusive behavior, and how to avoid potential attacks. Please read this document carefully and ask questions if you feel confused or uncertain. The school's Campus Security Coordinator is the School Administrator.

Each year, the school brings in a local law enforcement official and a representative from the local crisis center to review how to protect yourself against crime, how to be responsible for your own safety, and how to protect yourself against sexual assault. Natural Images Beauty College is committed to making your school a safe place.

It is the policy of Natural Images Beauty College to immediately report any sexual offense to the Clute Police Department, whether committed on or off campus. It is imperative that victims of any kind of sexual offense report the crime to one of Natural Images Beauty College security authorities and/or to the Clute Police Department. It is also important to preserve all evidence (i.e. clothing, objects and any other biological evidence) for the proof of a criminal offense.

When sexual assaults are committed off-campus, persons are encouraged to report to the appropriate law enforcement agency, but a student may elect, instead, to report the sexual assault to one of the campus security authorities. Any assault will be immediately reported to the Clute Police Department. If an assault is reported to the campus security authorities, a grievance form will be provided to the student.

What is Domestic Violence?

Domestic violence is a repetitive pattern of abusive behaviors to maintain power and control over an intimate partner. These are behaviors that physically harm, arouse fear, prevent a partner from doing what they wish or force them to behave in ways they do not want. Abuse includes the use of physical and sexual violence, threats and intimidation, emotional abuse and economic deprivation. Many of these different forms of abuse can be going on at any one time.

Physical abuse includes: Pulling your hair, punching, slapping, kicking, biting or choking you; forbidding you from eating or sleeping; damaging your property when they're angry (throwing objects, punching walls, kicking doors, etc.); using weapons to threaten to hurt you, or actually

hurting you with weapons; trapping you in your home or keeps you from leaving; preventing you from calling the police or seeking medical attention; harming your children; abandoning you in unfamiliar places ; driving recklessly or dangerously when you are in the car with them; forcing you to use drugs or alcohol (especially if you've had a substance abuse problem in the past).

Emotional abuse includes: Calling you names, insulting you or continually criticizing you; refusing to trust you and acting jealous or possessive; trying to isolate you from family or friends; monitoring where you go, who you call and who you spend time with; demanding to know where you are every minute; punishing you by withholding affection; threatening to hurt you, the children, your family or your pets; humiliating you in any way; blaming you for the abuse; gas lighting; accusing you of cheating and being often jealous of your outside relationships; serially cheating on you and then blaming you for his or her behavior; cheating on you intentionally to hurt you and then threatening to cheat again; attempting to control your appearance: what you wear, how much/little makeup you wear, etc.; telling you that you will never find anyone better, or that you are lucky to be with a person like them.

Sexual abuse includes: Forcing you to dress in a sexual way; insulting you in sexual ways or calls you sexual names; forcing or manipulating you into to having sex or performing sexual acts; holding you down during sex; demanding sex when you're sick, tired or after hurting you; hurting you with weapons or objects during sex; involving other people in sexual activities with you against your will; ignoring your feelings regarding sex; forcing you to watch pornography; purposefully trying to pass on a sexually transmitted disease to you.

Sexual coercion lies on the 'continuum' of sexually aggressive behavior. It can vary from being egged on and persuaded, to being forced to have contact. It can be verbal and emotional, in the form of statements that make you feel pressure, guilt, or shame. You can also be made to feel forced through more subtle actions. For example, an abusive partner may make you feel like you owe them - ex. because you're in a relationship, because you've had sex before, because they spent money on you or bought you a gift; giving you drugs and alcohol to "loosen up" your inhibitions; playing on the fact that you're in a relationship, saying things such as: "Sex is the way to prove your love for me," "If I don't get sex from you I'll get it somewhere else"; reacting negatively with sadness, anger or resentment if you say no or don't immediately agree to something; continuing to pressure you after you say no; making you feel threatened or afraid of what might happen if you say no; trying to normalize their sexual expectations: ex. "I need it, I'm a man." Even if your partner isn't forcing you to do sexual acts against your will, being made to feel *obligated* is coercion. Dating someone, being in a relationship, or being married never means that you *owe* your partner intimacy of any kind.

Economic or financial abuse includes: Giving an allowance and closely watching how you spend it or demanding receipts for purchases; placing your paycheck in their bank account and denying you access to it; preventing you from viewing or having access to bank accounts; forbidding you to work or limiting the hours that you can work; maxing out credit cards in your name without permission or not paying the bills on credit cards, which could ruin your credit score; stealing money from you or your family and friends; using funds from children's savings accounts without

your permission; living in your home but refusing to work or contribute to the household; making you give them your tax returns or confiscating joint tax returns; refusing to give you money to pay for necessities/shared expenses like food, clothing, transportation, or medical care and medicine.

Digital abuse is the use of technologies such as texting and social networking to bully, harass, stalk or intimidate a partner, and includes: Telling you who you can or can't be friends with on Facebook and other sites; ending you negative, insulting or even threatening emails, Facebook messages, tweets, DMs or other messages online; using sites like Facebook, Twitter, foursquare and others to keep constant tabs on you; putting you down in their status updates; sending you unwanted, explicit pictures and demands you send some in return; pressuring you to send explicit video; stealing or insisting to be given your passwords; constantly texting you and makes you feel like you can't be separated from your phone for fear that you will be punished; looking through your phone frequently, checking up on your pictures, texts and outgoing calls; tagging you unkindly in pictures on Instagram, Tumblr, etc.

You never deserve to be mistreated, online or off. Remember:

- Your partner should respect your relationship boundaries.
- It is ok to turn off your phone. You have the right to be alone and spend time with friends and family without your partner getting angry.
- You do not have to text any pictures or statements that you are uncomfortable sending, especially nude or partially nude photos, known as "sexting."
- You lose control of any electronic message once your partner receives it. They may forward it, so don't send anything you fear could be seen by others.
- You do not have to share your passwords with anyone.
- Know your privacy settings. Social networks such as Facebook allow the user to control how their information is shared and who has access to it. These are often customizable and are found in the privacy section of the site. Remember, registering for some applications (apps) require you to change your privacy settings.
- Be mindful when using check-ins like Facebook Places and foursquare. Letting an abusive partner know where you are could be dangerous. Also, always ask your friends if it's ok for you to check them in. You never know if they are trying to keep their location secret.
- You have the right to feel comfortable and safe in your relationship, even online.

Domestic violence can happen to anyone regardless of race, age, sexual orientation, religion or gender. Domestic violence affects people of all socioeconomic backgrounds and education levels. Domestic violence occurs in both opposite-sex and same-sex relationships and can happen to intimate partners who are married, living together or dating.

Domestic violence not only affects those who are abused, but also has a substantial effect on family members, friends, coworkers, other witnesses and the community at large. Children who grow up witnessing domestic violence are among those seriously affected by this crime. Frequent exposure to violence in the home not only predisposes children to numerous social and physical problems, but also teaches them that violence is a normal way of life, therefore, increasing their risk of becoming society's next generation of victims and abusers.

- National Domestic Violence Hotline: 1-800-799-7233

- Report Child Abuse 1-800-252-5400
- National Sexual Assault Hotline 1-800-656-4673
- Clute Police Department, Non-Emergency# 979-265-6194, Emergency# Dial 911
- The National Domestic Violence Hotline 1-800-787-3223
- The National Women's Health Information Center
U.S. Dept. of Health and Human Services Office on Women's Health
1-800-994-9662 www.womenshealth.gov

WHAT IS SEXUAL ASSAULT?

Sexual assault is any type of sexual contact or behavior that occurs without the explicit consent of the recipient. Consent means that both people in a sexual encounter must agree to it, and either person may decide at any time that he or she no longer consents and wants to stop the activity.

Consenting to one behavior does not obligate you to consent to any other behaviors. Consenting on one occasion also does not obligate you to consent on any other occasion. Consenting means only that at this particular time, you would like to engage in this particular sexual behavior. Falling under the definition of sexual assault are sexual activities as forced sexual intercourse, forcible sodomy, child molestation, incest, fondling, and attempted rape.

National Sexual Assault Hotline: 1-800-656-4673

What is dating violence?

Violence committed by a person who is or has been in a social relationship of a romantic or intimate nature with the victim is dating violence. The existence of such a relationship shall be determined based on a consideration of the following factors: 1. The length of the relationship, 2. The type of relationship, 3. The frequency of interaction between the persons involved in the relationship.

National Teen Dating Abuse Hotline: 1-866-331-9474

What is stalking?

You are being stalked when a person repeatedly watches, follows or harasses you, making you feel afraid or unsafe. A stalker can be someone you know, a past boyfriend or girlfriend or a stranger. While the actual legal definition varies from one state to another, here are some examples of what stalkers may do: Show up at your home or place of work unannounced or uninvited; send you unwanted text messages, letters, emails and voicemails; leave unwanted items, gifts or flowers; constantly call you and hang up; use social networking sites and technology to track you; spread rumors about you via the internet or word of mouth; make unwanted phone calls to you; call your employer or professor; wait at places you hang out; use other people as resources to investigate your life, for example, looking at your Facebook page through someone else's page or befriending your friends in order to get more information about you; damage your home, car or other property.

If you feel you are being stalked and are in immediate danger, call 911 for assistance. The school does not have individual campus security. All crimes are reported to the local police department for investigation and action. The school encourages all students and employees to report all crimes in a timely manner to the School Director/Campus Security Coordinator who will promptly contact the local authorities to address the issue. Victims and witnesses are encouraged to report crimes, but it

is solely on a voluntary basis. If you are a witness to the crime, you must contact 911 for immediate assistance, and if you feel it is safe to intervene on behalf of the victim, do so in the presence of others, if possible, or call out to the perpetrator that you have contacted the police and indicate that they are on their way; do not put yourself in danger as well.

If you are a victim of a sexual assault, domestic violence, dating violence, or stalking at this school or off the school premises, your priority should be to get to a safe place. You should then obtain necessary medical treatment.

In the event of sex offense on campus:

- a. Remain calm.
- b. Calm the victim; notify the School Director/Campus Security Coordinator.
- c. Inform the victim that he or she has the option to notify the appropriate law enforcement authorities, including the local police, and for medical assistance. If the victim would like the School Director/Campus Security Coordinator to notify the authorities, he or she will call 911 for medical assistance and to alert the police. The School Director/Campus Security Coordinator and a representative from the police department will guide the victim through the available options and support the victim in his or her decision, including, where applicable, restraining orders, orders for protection, or no-contact orders.
- d. The school and police strongly advocate that a victim of sexual assault, domestic violence, or dating violence report the incident in a timely manner. Time is a critical factor for evidence collection and preservation. Filing a police report will ensure that a victim receives the necessary medical treatment and tests, at no expense to the victim; and it provides the opportunity for the collection of evidence helpful in prosecution, which cannot be obtained later. It is important to preserve evidence for the proof of a criminal offense, so do not disturb the area surrounding the incident.
- e. The school encourages victims of sex offenses to seek professional counseling. The school will ensure that the victim has access to free confidential counseling from counselors specifically trained in the areas of sexual assault, domestic violence, dating violence, stalking, and crisis intervention. If you need to seek professional help after having been the victim of a rape, sexual assault, domestic violence, or dating violence, you can contact the School Director/Campus Security Coordinator, or you can also contact one of the following counseling centers:
 - Hope Alliance Crisis Hotline: 1-800-460-SAFE (7233)
 - Families in Crisis: 1-888-799 -SAFE (7233)
- f. If a student or employee is a victim of an alleged sex offense, the student or employee may request a change in his or her academic schedule, regardless of whether the victim chooses to report the crime to the police; please notify the School Director/Campus Security Coordinator of such a request.
- g. If a student is alleged to having committed a sex offense, that student will have the right to a prompt, fair, and impartial investigation and hearing before the School Director/Campus Security Coordinator and two additional employees of the school's administration who have received annual training on issues related to the listed offenses and how to investigate and hearing process that protects both the safety of the victim and promotes accountability. The accused and the victim will each be allowed to have others present, including an advisor of their choice to accompany them throughout the hearing. The standard of proof in this case requires clear and convincing evidence that the incident more than likely occurred. A student found guilty of violating the school's sexual misconduct policy could be criminally prosecuted in the state courts and may be

placed on probation, suspended, or expelled from the school for the first offense.

- h. The accuser and the accused are entitled to the same opportunities to have others present during the disciplinary proceeding. Both the accuser and the accused will simultaneously be informed in writing of the outcome of any school disciplinary proceeding, the opportunity for appeal, and the notification of the outcome of any appeal before the results become final, and when the results of the proceedings become final. Compliance with this paragraph does not constitute a violation of the Family Educational Rights and Privacy Act (FERPA). For this paragraph, the outcome of a disciplinary proceeding means only the institution's final determination with respect to the alleged sex offense and any sanction that is imposed against the accused.
- i. The institution will, upon written request, disclose to the alleged victim of any crime of violence, or a nonforcible sex offense, the report on the results of any disciplinary proceeding conducted by such institution against a student who is the alleged perpetrator of such crime or offense with respect to such crime or offense. If the alleged victim of such crime or offense is deceased because of such crime or offense, the next of kin of such victim shall be treated as the alleged victim for purposes of this paragraph.

The school will protect the confidentiality of the victim(s) in accordance with the law. In addition, the School Director/Campus Security Coordinator will maintain any records of the incident. Only staff members who need to know will be apprised of the name(s) of the victim(s). The school is required to publish each year's statistics for certain crimes that are reported to the school authorities or local police agencies, including incidents of sexual assault, domestic violence, dating violence, and stalking; however, the report only includes incidents and not the names or identifiable information about the victim(s).

THE SCHOOL PROHIBITS THE CRIMES OF DATING VIOLENCE, DOMESTIC VIOLENCE, SEXUAL ASSAULT, AND STALKING AS DESCRIBED ABOVE.

Registered Sex Offenders

In accordance to the Campus Sex Crimes Prevention Act of 2000 (CSCPA), which amends the Jacob Wetterling Crimes Against Children and Sexually Violent Offender Registration Act, the Jeanne Cleary Act and the Family Educational Rights and Privacy Act of 1974 (FERPA), the state of Texas is required to provide information as to the location, enrollment and/or employment of a sex offender at a post- secondary institution to local law enforcement authorities.

Natural Images Beauty College is required to inform both staff and students of recourses where this information can be found. The law also requires sex offenders already required to register in a State to provide notice to each higher education institution in that State at which the person is employed, carries a vocation, or is a student. Pursuant to Texas Code of Criminal Procedures Article 62.005, the Texas Department of Public Safety (DPS) establishes this website as the official internet public access to the DPS sex offender registration computerized central database. Use the following URL to access the Texas DPS website:

<https://records.txdps.state.tx.us/SexOffender/>.

Natural Images Beauty College does not condone violence or hate crimes of any kind. Further, Natural Images Beauty College endeavors to safeguard the rights of American citizens that are

mandated by the Constitution of the United States, regardless of ethnicity, national origin, religion, gender, sexual identity, disability and political or religious beliefs.

SECURITY TIPS, PERSONAL SAFETY:

Prevention is the best protection against crime.

- Don't dismiss suspicious people or situations.
- Don't put yourself in harm's way; avoid dangerous situations.
- Lock your car doors.
- Use common sense.
- Don't walk alone at night; stay in well-lit areas.
- Park your vehicle in well-lit areas; lock the doors.
- Keep valuables out of sight; don't tempt a thief.
- Don't give out your keys; they can be copied.
- Report all crimes and suspicious acts.

THINGS TO DO TO REDUCE THE RISK:

- Lock doors.
- Avoid out-of-the-way places.
- Vary your routine.
- Learn about friends' attitudes before becoming friendly.
- Watch alcohol intake.
- Leave lights on in rooms.
- Have transportation or use public transportation.

AUTO THEFT PREVENTION, SECURING YOUR VEHICLE:

- Always lock your car, even if you're leaving it for a short time.
- Remove the key, and do not keep a spare key hidden somewhere on the frame or body of the vehicle in a magnetic box.
- All windows should be rolled up completely. One slightly open window can render all other precautions useless.
- Park as close to the building as possible when parking at shopping malls or stores.
- Park in well-lit areas. When possible park in an attended parking lot or garage. At home, park your vehicle in the garage.
- When parking in a public lot, never tell anyone how long you'll be (including the attendant). If a key must be left with an attendant, leave only the ignition key.
- Don't leave valuables visible in your car. Radios, cameras, packages, etc. attract attention and can tempt thieves to break in. Lock all valuables in the trunk.

- Never leave credit cards, checkbooks, or papers pertaining to the vehicle in the glove box. It could aid the thief in selling your car.
- Do not attach a name tag or plate to your key ring. It could lead a thief directly to your house or car if you lose your keys. Crime Statistics Crime statistics include all reports received by the Clute Police Department and from the persons designated as Campus Security Authorities for Natural Images Beauty College.

CONDUCT AND EMPLOYABILITY STANDARDS

Appearance, attitude and professional behavior are important elements of the student's career preparation and job success.

1. When a student's appearance and/or attitude is in opposition to the career education goals to which Natural Images Beauty College academic and placement assistance are dedicated, the student may be advised, dismissed for the day and/or placed on probation. If no progress is shown during the probation period, the student may be dismissed.
2. When a student's behavior interferes with the rights of others, disrupts and/or prohibits the learning process of other students, or is in opposition to policies and rules of the classroom and the School, the student may be advised, dismissed for the day and/or placed on probation. If no progress is shown during probation period, the student may be dismissed.
3. When a student is guilty of negligent and/or careless acts and/or omissions in the learning process to endanger or to cause injury to another person or property, the student may be advised, dismissed for the day and/or placed on probation or may be automatically dismissed.
4. Under certain circumstances, a student's conduct may warrant immediate dismissal. Examples of this include, but are not limited to:
 - a. Engaging in verbal threats, intimidation, use of foul or profane language, physical threats, sexual assault, physical violence, racial or sexual harassment in or around the School.
 - b. Possession of weapons, firearms and knives while on School property or when involved in any School sponsored activity.
 - c. Possessing, distributing or using alcohol and/or illegal drugs in or around the School.
 - d. Vandalizing, stealing or being in possession of stolen property.
 - e. Falsifying personal information on school documents and/or presentation of forged documents.

SEXUAL MISCONDUCT PREVENTION AND RESPONSE

Natural Images Beauty College is committed to complying with all laws that prohibit discrimination based on sex in admission to, employment with, and otherwise in the operation of its educational program and activities. Among the applicable laws, Title IX of the Education Amendments of 1972 prohibits sex discrimination and sexual harassment in schools. In

compliance with Title IX, Natural Images Beauty College is committed to ensuring that all its students have equal opportunity to benefit from our program and activities, and that all its employees enjoy equal employment opportunity, free from sex discrimination and sexual harassment. The protections of Title IX also extend to third parties. Natural Images Beauty College has developed this Title IX policy and the associated processes to ensure that all complaints of sex discrimination and sexual harassment - whether brought by students, employees, or third parties-are promptly investigated and, where a violation is found, that Natural Images Beauty College acts to end the conduct, prevent its recurrence, and address its effects.

Sexual harassment is unwelcomed advances, requests for sexual favors, and other verbal or physical conduct of a sexual nature, when submission to or rejection of this conduct explicitly or implicitly affects a person's employment or education, unreasonably interfered with a person's work or educational performance, or creates an intimidating, hostile or offensive working or learning environment.

Individuals who believe they are victims of sexual harassment should make it clear that such behavior is offensive to them. If the behavior continues, document the matter and refer it to Campus Security Authorities.

Students who are found to be participating in any form of sexual harassment will be subject to disciplinary action, including but not limited to suspension or dismissal from school.

Any student, employee or other person who believes that he or she has been subjected to any form of sex discrimination, sexual harassment, or sexual assault in violation of this policy should make a complaint. Natural Images Beauty College takes all such complaints seriously.

Natural Images Beauty College strongly encourages any person who wishes to make a complaint under this policy to bring that complaint directly to the School's Title IX Coordinator. However, a student may also bring such a complaint to an Admission Representative, Educator, School Administrator, or staff member with whom he or she is comfortable. Likewise, an employee may bring such a complaint to their immediate supervisor, another manager, or a human resources generalist. In each case, the complainant should understand that the complaint will be forwarded to the Title IX Coordinator.

Title IX Coordinator:

Tami Davenport, Title IX Coordinator, 979-265-62 00

The Title IX Coordinator is located at Natural Images Beauty College.

Title IX Coordinator-Campus Support Center

Natural Images Beauty College

236 Old Angleton Road, Suite B

Clute, TX 77531

Phone: (979) 265-6200

Fax: (979) 266-9415

E-mail: info@natural-images-bc.com

If you believe you have been sexually assaulted, your priority should be to get to a place of safety. Natural Images Beauty College strongly advocates that a victim of sexual assault reports the incident in a timely manner.

STUDENT CONDUCT

Time is a critical factor for evidence collection and preservation for the proof of a criminal offense. An assault should be reported directly to local police and/or Campus Security Authorities. Upon request, Campus Security Authorities will assist victims in reporting incidents of sexual assault to local police. Filing a police report will not obligate the victim to prosecute, nor will it subject the victim to scrutiny or judgmental opinions from officers. Natural Images Beauty College seeks to handle each complaint and investigation with professionalism and discretion. A fair and effective investigation often requires that the details of the complaint and/or the identity of the complainant be shared with those individuals involved in and/or interviewed in the investigation. Such individuals will, however, are expected to maintain the confidentiality of the matter to the extent possible.

You can obtain information about rape awareness and prevention, victim support, counseling and mental health from the Rape, Abuse, and Incest National Network, at 1-800-656- HOPE (4673) or their website: [http:// www.rainn.org](http://www.rainn.org). Natural Images Beauty College and does not offer on-campus counseling services.

In the event a student has been apprehended for the violation of a law in the community, state or nation, the School will not request nor agree to special consideration for that individual because of his or her status as a student. The School will cooperate fully with law enforcement and other agencies in the enforcement of the law.

HAZARD AND INCIDENT REPORTING FORM

SECTION A – DETAILS OF PERSON INVOLVED IN INCIDENT OR REPORTING HAZARD

Name: _____ Phone: _____/_____

Address: _____ City: _____ State: _____ Zip: _____

Staff Student Guest

SECTION B – INCIDENT DETAILS OR NATURE OF HAZARD OR DAMAGE

(Use a separate sheet if necessary)

Date of Incident: _____/_____/_____ Time: _____am/pm Location of Incident,

Hazard or Damage: _____

_____.

Brief Description of Incident, Hazard, Fire, Damage, etc. (what happened?): _____

_____.

If injury occurred and injured person is under the age of 18 or otherwise dependent, please complete the following:

Name of Father/Male Guardian: _____ Phone: _____

Name of Mother/Female Guardian: _____ Phone: _____

Address of parents/guardians: _____.

Signature of injured person: _____ Date: _____/_____/_____

Signature of parent/guardian if under 18: _____ Date: _____/_____/_____

Describe injuries/illness including part(s) and side(s) of body affected:

SECTION C – WITNESSES TO INCIDENT, HAZARD, OR DAMAGE

List of witnesses or first person on scene:

Name: _____ Address: _____

Phone: _____ Comments: _____

Name: _____ Address: _____

Phone: _____ Comments: _____

Name: _____ Address: _____

Phone: _____ Comments: _____

SECTION D – SUPERVISOR/MANAGEMENT NOTIFICATION

Name of Supervisor/Member of Management Incident, Hazard, or Damage reported to:

_____ Date/Time of notification: ____/____/____; _____ am/pm

Supervisor's Notes:

Signature of Supervisor/Member of Management: _____

Title: _____ Phone: _____ Date: ____/____/____

Additional Notes/Comments re: Investigation, Preventative Action, Recommendations, Maintenance, Repairs, etc. (attach any necessary documents)

Crime Statistics Reports

In compliance with the Federal Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics of 1998 (formally the Crime Awareness and Campus Security Act of 1990) the following information is provided. This report is posted on the student bulletin board and provided by request of the Financial Aid Office.

ON CAMPUS is defined as: Any building or property owned or controlled by the school within the same contiguous area and used by the school in direct support of or related to its educational purposes. The school currently does not have non-campus buildings or property.

The following criminal offenses occurred on campus and surrounding public property during the period of January 1, 2020 through December 31, 2022.

Criminal Offenses- on Campus	2020	2021	2022
Murder and Nonnegligent Manslaughter	0	0	0
Negligent Manslaughter	0	0	0
Sex Offenses- Forcible	0	0	0
Rape	0	0	0
Fondling	0	0	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

Criminal Offenses- Public Property	2020	2021	2022
Murder and Nonnegligent Manslaughter	0	0	0
Negligent Manslaughter	0	0	0
Sex Offenses- Forcible	0	0	0
Rape	0	0	0
Fondling	0	0	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

	Category	Of	Bias	Crimes	Reported	In	2021
	Category	of	Bias	Crimes	Reported	in	2022
Hate Crimes- On Campus Criminal Offense	Total	Race	Religion	Sexual Orientation	Gender	Disability	Ethnicity/ National Origin
Murder/Nonnegligent Manslaughter	0	0	0	0	0	0	0
Rape	0	0	0	0	0	0	0
Fondling	0	0	0	0	0	0	0
Incest	0	0	0	0	0	0	0
Statutory Rape	0	0	0	0	0	0	0
Robbery	0	0	0	0	0	0	0
Aggerated Assault	0	0	0	0	0	0	0
Burglary	0	0	0	0	0	0	0
Motor Vehicle theft	0	0	0	0	0	0	0
Arson	0	0	0	0	0	0	0
Simple Assault	0	0	0	0	0	0	0
Larceny- theft	0	0	0	0	0	0	0
Intimidation	0	0	0	0	0	0	0
Destruction/damage/vandalism of property	0	0	0	0	0	0	0

	Category	Of	Bias	Crimes	Reported	In	2022
Hate Crimes- Public Property Criminal Offense	Total	Race	Religion	Sexual Orientation	Gender	Disability	Ethnicity/ National Origin
Murder/Nonnegligent Manslaughter	0	0	0	0	0	0	0
Rape	0	0	0	0	0	0	0
Fondling	0	0	0	0	0	0	0
Incest	0	0	0	0	0	0	0
Statutory Rape	0	0	0	0	0	0	0
Robbery	0	0	0	0	0	0	0
Aggerated Assault	0	0	0	0	0	0	0
Burglary	0	0	0	0	0	0	0
Motor Vehicle theft	0	0	0	0	0	0	0
Arson	0	0	0	0	0	0	0
Simple Assault	0	0	0	0	0	0	0
Larceny- theft	0	0	0	0	0	0	0
Intimidation	0	0	0	0	0	0	0
Destruction/damage/vandalism of property	0	0	0	0	0	0	0

Hate Crimes- On Campus Criminal Offense	Category	Of	Bias	Crimes	Reported	In	2021
	Total	Race	Religion	Sexual Orientation	Gender	Disability	Ethnicity/ National Origin
Murder/Nonnegligent Manslaughter	0	0	0	0	0	0	0
Rape	0	0	0	0	0	0	0
Fondling	0	0	0	0	0	0	0
Incest	0	0	0	0	0	0	0
Statutory Rape	0	0	0	0	0	0	0
Robbery	0	0	0	0	0	0	0
Aggerated Assault	0	0	0	0	0	0	0
Burglary	0	0	0	0	0	0	0
Motor Vehicle theft	0	0	0	0	0	0	0
Arson	0	0	0	0	0	0	0
Simple Assault	0	0	0	0	0	0	0
Larceny- theft	0	0	0	0	0	0	0
Intimidation	0	0	0	0	0	0	0
Destruction/damage/vandalism of property	0	0	0	0	0	0	0

Hate Crimes- Public Property Criminal Offense	Category	Of	Bias	Crimes	Reported	In	2021
	Total	Race	Religion	Sexual Orientation	Gender	Disability	Ethnicity/ National Origin
Murder/Nonnegligent Manslaughter	0	0	0	0	0	0	0
Rape	0	0	0	0	0	0	0
Fondling	0	0	0	0	0	0	0
Incest	0	0	0	0	0	0	0
Statutory Rape	0	0	0	0	0	0	0
Robbery	0	0	0	0	0	0	0
Aggerated Assault	0	0	0	0	0	0	0
Burglary	0	0	0	0	0	0	0
Motor Vehicle theft	0	0	0	0	0	0	0
Arson	0	0	0	0	0	0	0
Simple Assault	0	0	0	0	0	0	0
Larceny- theft	0	0	0	0	0	0	0
Intimidation	0	0	0	0	0	0	0
Destruction/damage/vandalism of property	0	0	0	0	0	0	0

Hate Crimes- On Campus Criminal Offense	Category	Of	Bias	Crimes	Reported	In	2020
	Total	Race	Religion	Sexual Orientation	Gender	Disability	Ethnicity/ National Origin
Murder/Nonnegligent Manslaughter	0	0	0	0	0	0	0
Rape	0	0	0	0	0	0	0
Fondling	0	0	0	0	0	0	0
Incest	0	0	0	0	0	0	0
Statutory Rape	0	0	0	0	0	0	0
Robbery	0	0	0	0	0	0	0
Aggerated Assault	0	0	0	0	0	0	0
Burglary	0	0	0	0	0	0	0
Motor Vehicle theft	0	0	0	0	0	0	0
Arson	0	0	0	0	0	0	0
Simple Assault	0	0	0	0	0	0	0
Larceny- theft	0	0	0	0	0	0	0
Intimidation	0	0	0	0	0	0	0
Destruction/damage/vandalism of property	0	0	0	0	0	0	0

Hate Crimes- Public Property Criminal Offense	Category	Of	Bias	Crimes	Reported	In	2020
	Total	Race	Religion	Sexual Orientation	Gender	Disability	Ethnicity/ National Origin
Murder/Nonnegligent Manslaughter	0	0	0	0	0	0	0
Rape	0	0	0	0	0	0	0
Fondling	0	0	0	0	0	0	0
Incest	0	0	0	0	0	0	0
Statutory Rape	0	0	0	0	0	0	0
Robbery	0	0	0	0	0	0	0
Aggerated Assault	0	0	0	0	0	0	0
Burglary	0	0	0	0	0	0	0
Motor Vehicle theft	0	0	0	0	0	0	0
Arson	0	0	0	0	0	0	0
Simple Assault	0	0	0	0	0	0	0
Larceny- theft	0	0	0	0	0	0	0
Intimidation	0	0	0	0	0	0	0
Destruction/damage/vandalism of property	0	0	0	0	0	0	0

VAWA Offenses - on Campus			
Crime:	2020	2021	2022
Domestic violence	0	0	0
Dating violence	0	0	0
Stalking	0	0	0

VAWA Offenses - Public Property			
Crime:	2020	2021	2022
Domestic violence	0	0	0
Dating violence	0	0	0
Stalking	0	0	0

Arrests - On campus			
Law Violation:	2020	2021	2022
Weapons: carrying, possessing, etc.	0	0	0
Drug abuse violations	0	0	0
Liquor law violations	0	0	0

Arrests - Public Property			
Law Violation:	2020	2021	2022
Weapons: carrying, possessing, etc.	0	0	0
Drug abuse violations	0	0	0
Liquor law violations	0	0	0

Disciplinary Actions - On Campus			
Law Violation:	2020	2021	2022
Weapons: carrying, possessing, etc.	0	0	0
Drug abuse violations	0	0	0
Liquor law violations	0	0	0

Disciplinary Actions - Public Property			
Law Violation:	2020	2021	2022
Weapons: carrying, possessing, etc.	0	0	0
Drug abuse violations	0	0	0
Liquor law violations	0	0	0

Unfounded Crimes			
	2020	2021	2022
Unfounded Crimes:	0	0	0

School and Drug Abuse Policy

Prohibitions

No student or employee shall possess, use, transmit, or attempt to possess, use, or transmit, or be under the influence of any of the following substances on school premises during any school term or off school premises at a school-related activity, function or event:

Any controlled substance or dangerous drug as defined by law, including but not limited to marijuana, narcotic drugs, hallucinogen, stimulant, depressant, amphetamine, or barbiturate.

Alcohol or any alcoholic beverage.

Any abuse able glue, aerosol paint, or any other volatile chemical substance for inhalation.

Any other intoxicant, or mood-changing, mind-altering, or behavior-altering drug

The school has the right to do random drug testing if warranted by the school official.

The transmittal, sale, or attempted sale of what is represented to be any of the above listed substances is also prohibited under this policy.

DEFINITIONS: "USE" means a student or employee has smoked, ingested, injected, imbibed, inhaled, drunk, or otherwise taken internally a prohibited substance recently enough that it is detectable by the student's physical appearance, actions, breath, or speech.

"UNDER THE INFLUENCE": Means student or employee's faculties are impaired, but the student or employees need not be legally intoxicated.

EXCEPTION: Means a student or employee who uses a drug authorized by a licensed physician through prescription specifically for that student or employee's use should not be considered to have violated this policy.

ALCOHOL: The possession of any intoxicating beverage for consumption, sale or distribution while on the grounds or in a building that is school property constitutes a "CLASS C MISDEMEANOR"

STUDENTS/EMPLOYEE RIGHTS AND RESPONSIBILITIES INTERROGATIONS AND SEARCHES

Students and employees shall be free from unreasonable search and seizure by school officials. School officials may search a student/employee or a student or employee property with a search warrant, reasonable or probable cause, or the student or employee consent. Areas such as lockers, which are owned and controlled by the school, may be searched if reasonable cause exists to believe that contraband is inside the locker. Searches of student or an employee's outer clothing and pockets may be conducted if reasonable cause exists.

Highly intrusive invasions of a student or employees' privacy, such as searches of the student or employee person shall be conducted only if probable cause exists to believe that the student or employee possesses contraband.

Police Involvement

If law enforcement authorities are involved in the search, the search shall be conducted under criminal law standards rather than under the provisions of this policy.

Student/Employee Consent

If the school does not have a warrant or probable cause to search a student or employee of his/her property, the school may search with the student or employees free and voluntarily consent. However, consent obtained through threat of contacting the police is not considered to be free and voluntarily given.

School Officials

Administrators and teachers have the right to question student regarding their conduct or the

conduct of others.

Student/Employee Discipline General Authority

If a particular type of conduct has the effect of disrupting the learning atmosphere, it should be subject to regulation. The school possesses considerable leeway in promulgation regulations for the proper conduct of students and employees.

Emergency Removal

Students and employees may be removed from regular classes of school premises for non-disciplinary health, safety and welfare reasons when the school or its designee determines that an emergency exists.

Reasons that may be considered an emergency include:

Being under the influence of alcohol or drugs

Being highly agitated

Suffering from any other condition that temporarily threatens the student/employee's welfare, other individual welfare, or their individual's welfare, or the efficient operation of the school.

Any student or employee removed from the school for a reason shown in the preceding paragraph that is in a condition that threatens his or her own welfare or the welfare of others shall be released to the proper authorities, including but not limited to law enforcement officers and medical personnel.

Any student found in possession of a controlled substance or alcohol, or any student caught trying to sell a controlled substance or alcohol will be immediately expelled without a chance to re-enter and turned over to authorities for prosecution.

Counseling: The school does not provide an on-campus program for drug or alcohol counseling, treatments or rehabilitation, but we will provide information about off-campus resources for such treatment.

Controlled Substances uses and Effect and Alcohol Effects:

Alcohol consumption causes a number of marked changes in behavior. Even low doses significantly impair the judgment and coordination required to drive a car safely, increasing the likelihood that the driver will be involved in an accident. Low to moderate doses of alcohol also increases the incidence of a variety of aggressive acts, including spouse and child abuse. Moderate to high doses of alcohol cause marked impairment in higher mental functions, severely altering a person's ability to learn and remember information. Very high doses cause respiratory depression and death. If combined with other depressants of the central nervous system, much lower doses of alcohol will produce the effects just described.

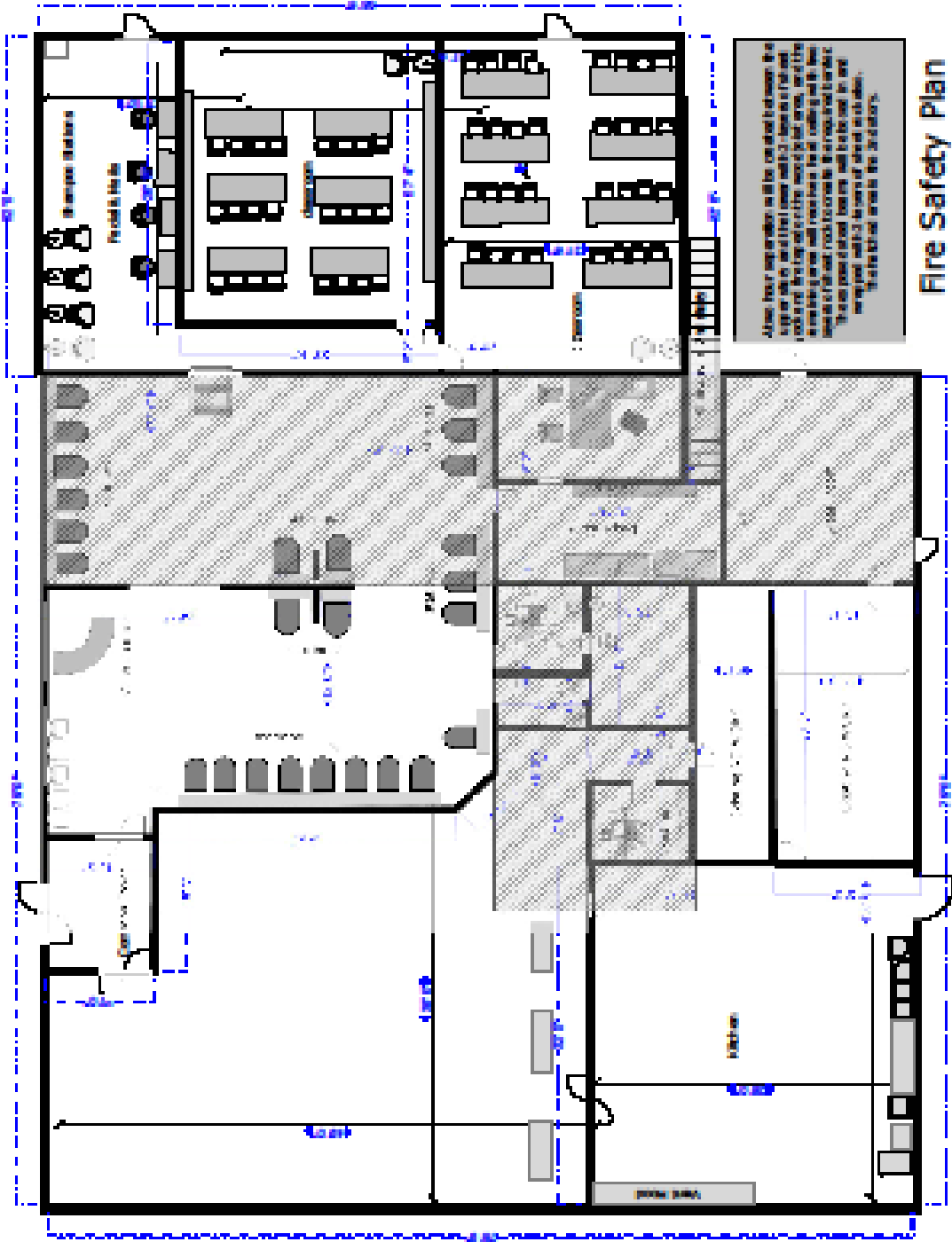
Repeated use of alcohol can lead to dependence. Sudden cessation of alcohol intake is likely to produce withdrawal symptoms, including severe anxiety, tremors, hallucinations, and severe convulsions. Alcohol withdrawal can be life threatening. Long-term consumption of large quantities of alcohol, particularly when combined with poor nutrition can lead to permanent damage to vital organs such as the brain and the liver. Mothers who drink during pregnancy may give birth to infants with fetal alcohol syndrome. These infants have irreversible physical abnormalities and mental retardation. In addition, research indicates that children of alcoholic parents are at a greater risk than other youngsters of becoming alcoholics.

Emergency Evacuation Plan

Evacuation plans are posted throughout the school, and also are in the school catalog/handbook. Everyone is

instructed to leave everything. Do not try and gather any supplies or personal belongings, exit calmly, quietly, and swiftly to the area -designated exit. Instructors are responsible for assisting any handicapped person. Instructor also gets student roster and patron list as he/she exits the building and role is called (head count) to assure that everyone is out of the building.

Floor Plan



Fire Safety Plan