

Hair Academy School of Barbering & Beauty

1013 South College Avenue

Newark, Delaware 19713

(302) 738-6251 / www.hairacademysbb.edu

ANNUAL SECURITY REPORT

2018

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INTRODUCTION

Introduction

The Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act (Clery Act), requires that all institutions who participate in Federal Title IV programs, without exception, prepare, publish, and distribute an Annual Security and Fire Safety Report, including the campus policies regarding reporting criminal offenses. The Clery Act is enforced by the U.S. Department of Education.

Hair Academy School of Barbering & Beauty strives to ensure the safety of all students, staff, and clients and has developed a broad set of policies and procedures to ensure the safety of everyone. Hair Academy School of Barbering & Beauty will publish their Annual Security Report by October 1st of each year and will notify all students and employees when the report is available on the schools website at www.hairacademysbb.edu.

All students and employees are encouraged to report crimes, suspicious activities, injuries resulting from criminal offenses and all other security problems. Students and employees who wish to report a crime, injury, or other security offense may do so by contacting the School Director or Director of Student Services, who will then notify the local police department. If you are experiencing a life-threatening emergency, please call 9-1-1. In the event the School Director determines that a situation constitutes an on-going or continuing threat, a campus-wide timely warning will be issued.

Hair Academy School of Barbering & Beauty does not take any retaliatory action against anyone with respect to the implementation of any provision under this act. Hair Academy does not have any on campus housing, nor do we recognize any off campus student organizations that would be covered under this act.

Anyone may obtain a paper copy of the Annual Security Report for free through the Director of Student Services.

Ray Noel
School Director
September 29, 2018

SECURITY CONTACTS

Security Contacts

Ray Noel

School Director

(P) 302-738-6251 (F) 302-737-3305

raynoel.hairacademy@gmail.com

Kelsey Holveck

Director of Student Services & Financial Aid

(P) 302-738-6251 (F) 302-737-3305

kholveck.hairacademy@gmail.com

City of Newark Police Department

Emergency: 9-1-1

Non-Emergency: 302-366-7111

Tip Line: 302-366-7127

<http://www.cityofnewarkde.us/index.aspx?NID=17>

Delaware State Police Department (Troop 2)

Emergency: 9-1-1

Non-Emergency: 302-834-2620

<http://dsp.delaware.gov>

CAMPUS AUTHORITIES, JURISDICTION, CAMPUS ACCESS, & REPORTING CRIMES

Campus Authorities, Jurisdiction, Campus Access, & Reporting Crimes

Campus Security Authorities and Jurisdiction

Campus Security Authorities (Owners, School Director, Director of Student Services & Financial Aid) have the authority to question all persons on school property to determine their legitimate presence and to escort unauthorized persons to the proper office or off school property, control the actions of persons violating school rules or local, state, or federal laws and cooperate with all local, state, or federal agencies should that become necessary. Campus Security Authorities do not possess arrest power. Criminal incidents are referred to local police (City of Newark), who have jurisdiction on this campus. Campus Security Authorities maintain a highly professional working relationship with local police. All crime victims and witnesses are strongly encouraged to immediately report crime to Campus Security Authorities and the appropriate police agency. All reports will be investigated. Hair Academy School of Barbering & Beauty does not have procedures for voluntary, confidential reporting of crime statistics through pastoral or professional counselors. When a potentially dangerous threat arises to the Hair Academy campus, its students, employees, or clients, timely reports or warnings will be issued.

Campus Access

During business hours, Hair Academy School of Barbering & Beauty is open to students, staff, and general public. Admittance to the school is permitted only at designated entrances. The emergency exit located in the back of the school is only accessible from the outside by key. During non-business hours Hair Academy's facilities are only accessible by key through the main entrance. Only designated officials for the school are in possession of the facilities key. Hair Academy's facilities are also protected with a motion sensor security alarm, which is only able to be armed/disarmed by the designated officials. Anyone who tries to access the facilities without a designated official will activate the alarm and local authorities will be dispatched to the campus. Hair Academy's facilities are also under 24-hour surveillance by cameras in the school's common areas such as the entrance, clinical floor, classrooms, and offices. Only designated security authorities have access to view these security cameras and recordings.

Reporting Crime & Other Emergencies

Hair Academy School of Barbering & Beauty encourages students, employees, and the general public to voluntarily report crimes and other emergencies to Campus Security Authorities and the local police in a timely manner. Hair Academy is limited in its ability to hold reports of crime in confidence as all reports are available for public examination. In case of an emergency at Hair Academy, dial 9-1-1. Non-emergency numbers are listed under the appropriate security contact on the previous page.

EMERGENCY RESPONSE, TIMELY WARNING, & PREPARING ANNUAL REPORT

Emergency Response, Timely Warning, & Preparing Annual Report

Emergency Response and Evacuation

Students will be immediately notified of any significant emergency or dangerous situation involving an immediate threat to their health and safety. Campus Security Authorities and/or local authorities will, without delay, and taking into account the safety of the community, confirm a significant emergency exists, determine who to notify, determine the content and means of the notification, and initiate the notification system. In the event the emergency requires persons within the school to evacuate, everyone should process calmly to the nearest exit and reconvene at the school's designated evacuation area. Evacuation plans are posted in different locations throughout the school and are also distributed to each student at orientation. Emergency exits are marked and all exit doors remain unlocked during school hours. In the event an emergency requires persons within the school to seek shelter, everyone should proceed calmly to the school's designated shelter area. Everyone must remain in the designated shelter area until released by campus security authorities.

Timely Warnings

In the event a situation arises, either on or off campus, that, in the judgement of the Campus Security Authorities, constitutes an ongoing or continuing threat, a campus wide warning will be issued to all students and employees through appropriate means, such as, but not limited to, email, phone, announcements, the school's communication app "Remind", or text. The community will be made aware in a timely manner of any crimes, suspicious activity, or other security problems through local police reports.

Preparing the Annual Security Report

Hair Academy's Director of Student Services and Financial Aid reports campus crime statistics to the Department of Education for the three most recent completed years. Hair Academy's approval to participate in title IV programs began on March 9th, of 2016 and per federal requirements will not report its first statistics on the required survey until 2018 for the year 2017.

AWARENESS AND PREVENTION PROGRAMS

Awareness and Prevention Programs

Security Awareness Programs

Prior to enrollment, all prospective students are provided a school catalog containing policies, procedures, and practices. At orientation, students will again review the catalog in full, including campus security policies, procedures, and practices. All active students and employees receive updated campus crime data and information on campus security procedures and practices annually on October 1st as part of the school's annual security report and crime disclosure.

Crime Prevention Programs

For information on crime prevention programs and tips, students and employees are encouraged to contact the local police department's crime prevention unit. Hair Academy School of Barbering & Beauty does not offer on-campus crime prevention programs.

Off-Campus Student Organizations

Hair Academy School of Barbering & Beauty does not officially recognize any off-campus student organizations.

Purpose of Awareness and Prevention Programs

These programs are meant to encourage students and employees to be aware of their responsibility of their own security and the security of others in reporting and preventing crime. Students and employees should be assertive, trust your instincts, don't prop open self-locking doors, watch your keys, watch out for unwanted visitors, be wary of isolated spots, travel in groups or pairs, stay or walk in well-lit areas, report suspicious activities or persons, lock vehicles and personal belongings, and know where local police and campus authorities can be reached at any time.

ON-CAMPUS PROHIBITION OF DRUGS OR ALCOHOL

On-Campus Prohibition of Drugs or Alcohol

Employees

As a condition of employment, employees will notify the school of any criminal drug statute conviction for a violation occurring in the workplace no later than 5 days after such conviction.

Within 30 days of the employee's notification of the first conviction, the school will either terminate the employee or require written documentation from the employee that he/she has entered a rehabilitation program. A second conviction will result in termination.

Students

The unlawful manufacture, distribution, dispensation, possession, or use of a controlled substance or abuse of alcohol by anyone on Hair Academy School of Barbering & Beauty's property or as a part of any school activity is prohibited. Students taking prescribed or over-the-counter medication which may affect one's ability to function should so inform the School Director or Director of Student Services. If a final determination is made that any student of Hair Academy School of Barbering & Beauty 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 of counseling and automatic and immediate suspension or dismissal from the school. Hair Academy imposed sanctions are additional to any legal actions taken by local, state, or federal authorities.

Dissemination of Information

Employees

The school will distribute to all employees by October 1st:

1. This policy statement
2. Information concerning health hazards of substance abuse
3. Information concerning legal sanctions involved with the illegal use of drugs and alcohol
4. Information concerning drug counseling or rehabilitation
5. Information concerning sex offenses and offenders

Students

Items 1-5 in the employee dissemination section above will be provided to students prior to enrollment.

DRUG FREE WORKPLACE

Drug Free Workplace

The National Institute on Drug Abuse estimates that one in every five workers ages 18-25 and one in every eight workers age 26-34 uses drugs on the job. While it is difficult to put a price tag on the cost to employers of the theft, low morale, impaired judgement, high absenteeism, and high turnover cause by substance abuse, employers are aware of these costs and attempt to ascertain that a person is not a potential substance abuser before hiring them.

Here at Hair Academy School of Barbering & Beauty, we have made a commitment to our students to prepare them for a long and successful professional career. Hair Academy, as a result of these responsibilities, has a compelling obligation to eliminate illegal drug use from the school. We intend to honor this obligation in the following manner:

- Imposing an absolute prohibition of the unlawful distribution, dispensation, possession, or use of a controlled substance or alcohol by any student or employee of Hair Academy on school property or as party of a school activity.
 - Making available to all students and employees information concerning health hazards involved with alcohol and drug abuse.
 - Making available to all students and employees information concerning the legal sanctions involved with the illegal use of drugs and alcohol.
 - Making available to all students and employees information concerning drug and alcohol counseling and rehabilitation services.
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ALCOHOL & DRUG PREVENTION POLICY

Alcohol & Drug Prevention Policy

Hair Academy School of Barbering & Beauty, 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 part of a school event is prohibited. Students taking prescribed or over the counter medication which may affect one's abilities should notify the proper campus administration. The health risks associated with the use of illicit drugs and alcohol are:

- **Alcohol:** May provide a feeling of confidence and being in control. Those likely to be addicted may have an enzyme deficiency that allows them a high rate of consumption without drunkenness, encouraging a belief that since one doesn't obviously get drunk, no harm is done. The tolerance is only on the surface. Liver, brain, heart, and stomach destruction goes on even without apparent symptoms. Over time, beer, wine, and wine coolers, as well as hard liquor, often cause dependency and may be fatal.
 - **Marijuana:** Use of marijuana may impair or reduce short-term memory and comprehension, alter sense of time, and reduce ability to perform task requiring concentration and coordination, such as driving a car. Research shows that knowledge retention may be lower when information is given while the person is "high". Motivation and cognition are altered, making the acquisition of new information difficult. Marijuana can also produce paranoia and psychosis. The tar in marijuana smoke is a highly irritating carcinogenic. Long-term use may develop psychological dependence.
 - **Cocaine:** Chronic use can cause ulceration of the mucous membrane in the nose. Cocaine can produce psychological dependency, a feeling that the user cannot function without the drug. Crack or free-base rock, a concentrated form of cocaine, is extremely potent. Its effects are felt within ten seconds of administration. Physical effects include dilated pupils, increased pulse rate, elevated blood pressure, insomnia, loss of appetite, tactile hallucinations, paranoia, and seizures. Cocaine use may lead to death through disruption of the brain's control of heart and respiration.
 - **Amphetamines and other stimulants:** Stimulants can cause increased heart rate, elevated blood pressure, dilated pupils, and decreased appetite. In addition, users may perspire, experience headaches, blurred vision, dizziness, sleeplessness, and anxiety. Extremely high doses can cause rapid or irregular heartbeat, tremors, loss of coordination, and even physical collapse. An amphetamine injection creates a sudden increase in blood pressure that can result in stroke, very high fever, or heart failure. In addition to the physical effects, users report feeling restless, anxious, and moody. Higher doses intensify the effects. Long term use in large amounts can develop psychosis that includes hallucination, delusions, and paranoia.
 - **Narcotics (Heroin, Methadone, Morphine, Opium, Codeine):** Tolerance to narcotics develops rapidly and dependence is likely. The use of unsterilized needles may result in transmission of diseases such as AIDS, endocarditis, and hepatitis. Addiction in pregnant women can lead to premature, stillborn, or addicted infants. An overdose may produce slow and shallow breathing, clammy skin, convulsions, coma, and death.
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ALCOHOL & DRUG PREVENTION POLICY

- **Depressants:** The use of depressants can cause both physical and psychological dependence. Regular use overtime may result in tolerance to the drug, leading the user to increase the quantity consumed. Very large doses can cause respiratory depression, coma, and death. The combination of depressants and alcohol can increase the effects of the drugs, thereby multiplying the risks. When regular users stop taking depressant drugs, they may develop withdrawal symptoms ranging from restlessness, insomnia, and anxiety to convulsions and death. Babies born to mothers who abuse depressants during pregnancy may be physically dependent on the drugs and show withdrawal symptoms shortly after they are born. Birth defects and behavioral problems have been associated with these children.
- **Hallucinogens:** Chronic users of PCP report persistent memory problems and speech difficulties. Mood disorders (depression, anxiety, and violent behavior) also occur. In later stages, chronic users often exhibit paranoid and violent behavior and experience hallucinations. Large doses of PCP may product convulsions, coma, heart and lung failure, or ruptured blood vessels. LSD, mescaline, and psilocybin cause illusions and hallucinations. The physical effects may include dizziness, weakness, tremor, nausea, and drowsiness. Sensations and feelings may change rapidly. It is common to have a bad psychological reaction to these drugs. The user may experience pain, confusion, suspicion, anxiety, and loss of control. Delayed effects, or flashbacks, can occur even after the use has ceased.
- **Designer Drugs:** Underground chemists modify the molecular structure of certain illegal drugs to produce analogs known as designer drugs. These drugs can be hundreds of times stronger than they are designed to imitate. Examples include but are not limited to: ecstasy, PCP, LSD, GHB, and Ketamine.

FEDERAL PENALTIES AND SANCTIONS FOR POSSESSION OF A CONTROLLED SUBSTANCE

- 21 U.S.C. 844 1st conviction: Up to one-year imprisonment and fined at least \$1,000, or both. After 1 prior drug conviction: At least 15 days in prison, not to exceed 2 years, and fined at least \$2,500. After 2 or more prior drug convictions: At least 90 days in prison, not to exceed 3 years, and fined at least \$5,000. Special sentencing provisions for possession of substance with a cocaine base: Mandatory 5 years in prison or more, not to exceed 20 years, and fined a minimum of \$1,000, or both if:
 - (a) First conviction and the amount of crack possessed exceeds 5 grams.
 - (b) Second crack conviction and the amount of crack possessed exceeds 3 grams.
 - (c) Third or subsequent crack conviction and the amount of crack possessed exceeds 1 gram.
 - 21 U.S.C. 853(a)(2) and 881(a)(7) Forfeiture of personal and real property used to possess or to facilitate possession of a controlled substance if that offense is punishable by more than one-year imprisonment.
 - 21 U.S.C. 881(a)(4) Forfeiture of vehicles, boats, aircraft, or any other conveyance used to transport or conceal a controlled substance.
 - 21 U.S.C. 862 Denial of Federal benefits, such as student loans, grants, contracts, and professional and commercial licenses, up to one year for first offense, up to five years for second and subsequent offenses.
 - 16 U.S.C. 922(g) Ineligible to receive or purchase a firearm.
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ALCOHOL & DRUG PREVENTION POLICY

DELAWARE PENALTIES AND SANCTIONS FOR POSSESSION OF A CONTROLLED SUBSTANCE

The sections of the Delaware Code dealing with drug laws are extensive. Delaware has adopted the Uniform Controlled Substances Act, 16 Delaware. Code 4701-4796. The following outline is an effort to provide a general summary of the law. Employees with specific questions about the law should seek legal advice from an attorney and not rely on the following summary for complete information. Illegal drugs are divided into five schedules (or categories) by the law:

- Schedule I- Substances with a high potential for abuse and for which there is no accepted medical use for treatment in the United States. This schedule includes certain opiates, opium derivatives (including heroine), hallucinogenic substances (including Phencyclidine (PCP), Lysergic acid diethylamide (LSD), mescaline and psilocybin), and marijuana.
- Schedule II- Substances with a high potential for abuse and for which there is a currently accepted medical use for treatment in the United States. This schedule includes certain opium and opiates, and derivatives; coca leaves and derivatives; certain central nervous system stimulants (including amphetamines, phenmetrazines and methamphetamines); and certain central nervous system depressants (including methaqualones).
- Schedule III- any stimulant or depressant drug; certain barbiturates with short-term effects; and certain narcotic compounds and combinations, all having less potential for abuse than Schedule I and II.
- Schedule IV- certain barbiturates and other central nervous system depressants having lower potential for abuse than Schedule III. This schedule now includes dextropropoxyphene (Darvon).
- Schedule V- drug substances with a lower potential for abuse than Schedule IV. (These substances may contain narcotic drugs, but certain sufficient quantities of non-narcotic drugs with medicinal qualities must be present.)

Under Delaware law, drug offenses are divided into two basic categories: (1) illegal delivery (sale), possession with intent to deliver; manufacture; or intent to manufacture and (2) illegal possession, use or consumption. Penalties under the law are generally severe. Jail sentences may be imposed for most offenses, and the judge has discretion to impose a sentence within the range allowed by the law. For the illegal manufacture, delivery or possession with an intent to manufacture or deliver a controlled substance or counterfeit controlled substance classified in Schedule I or II that is a narcotic drug, one is guilty of a class C felony and shall be fined at least \$5,000 but no more than \$50,000 and shall serve at least 6 years imprisonment for a first conviction and at least 12 years imprisonment for a second and subsequent convictions. For the illegal manufacture, delivery or possession with intent to manufacture or deliver a controlled substance or counterfeit controlled substance classified in Schedule I-V that is not a narcotic drug, one is guilty of a class E felony and shall be fined at least \$1,000 but no more than \$10,000 and shall serve no more than 5 years imprisonment. Delaware classifies as a class A misdemeanor the illegal possession, use or consumption of a controlled substance or counterfeit controlled substance which is a narcotic drug. Delaware also classifies as a class B misdemeanor the illegal possession, use or consumption of any controlled substance or counterfeit substance classified in Schedule I-V that is not a narcotic drug.

ALCOHOL & DRUG PREVENTION & TREATMENT

Alcohol & Drug Prevention & Treatment

PREVENTION AND TREATMENT CENTERS

Delaware

Chief Bureau of Alcoholism and Drug Abuse
1901 North DuPont Highway
New Castle, DE 19720
302-421-6101

Maryland

Director Alcohol and Drug Abuse Administration
201 W. Preston St.
Baltimore, MD 21201
301-225-6910

New Jersey

Director Division of Narcotic and Drug Abuse Control Department of Health
CN 362
Trenton, NJ 08625
609-292-5760

Pennsylvania

Deputy Secretary Drug and Alcohol Programs Department of Health
P.O. BOX 90 Harrisburg, PA 17108
717-787-9857

HOTLINES

Alcoholics Anonymous

1-800-356-9996

American Council on Alcoholism Help Line

1-800-527-5344

National Institute on Drug Abuse Hotline

1-800-662-HELP

Cocaine Hotline

1-800-COCAINE

National Council on Alcoholism

1-800-NCA-CALL

TITLE IX/VAWA/CLERY ACT POLICY

Title IX/VAWA/Clery Act Policy

Violence Against Women Reauthorization Act

Hair Academy School of Barbering & Beauty recognizes the provisions regulations issued under the Higher Education Act of 1965, as amended (HEA), to implement the changes made to the Clery Act by the Violence Against Women Reauthorization Act of 2013 (VAWA). Categories of violence against women include but are not limited to:

- Domestic Violence
- Dating Violence
- Stalking
- Sexual Assault

Domestic Violence

A felony or misdemeanor crime of violence committed by:

- a current or former spouse or intimate partner of the victim
- a person with whom a victim shares a child in common
- a person who is cohabitating with, or has cohabitated with, the victim as a spouse or intimate partner
- a person similarly situated to a spouse of the victim under the domestic or family violence laws of the jurisdiction in which the crime of violence occurred.
- by any other person against an adult or youth victim who is protected from that person's acts under the domestic or family violence laws of the jurisdiction in which the crime of violence occurred.

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

Where the existence of such a relationship shall be determined based on the reporting party's statement and with consideration of the following factors:

- The length of the relationship
- The type of relationship; and
- The frequency of interaction between the persons involved in the relationship

Dating violence includes, but is not limited to, sexual or physical abuse or the threat of such abuse.

Dating violence does not include acts covered under the definition domestic violence.

Any incident meeting this definition is considered a crime for purposes of Clery Act reporting.

TITLE IX/VAWA/CLERY ACT POLICY

Stalking

Means engaging in a course of conduct (two or more acts) directed at a specific person that would cause a reasonable person to--

- Fear for his or her safety or the safety of others
- Suffer substantial emotional distress.

Sexual Assault

An offence that meets the definition of rape, incest, or statutory rape against another person without the consent of the victim, including instances where the victim is incapable of giving consent, as used in the FBI's UCR Program.

- Rape- The penetration, no matter how slight, of the vagina or anus with any body part or object, or oral penetration by a sex organ of another person, without the consent of the victim
- Incest-Sexual intercourse between persons related to each other within the degrees wherein marriage is prohibited by law.
- Statutory Rape- Sexual intercourse with the person who is under the statutory age of consent.
- Consent- Permission for something to happen or agreement to do something.

PROCEDURES FOR VICTIMS

Reporting Crime/Violence & Getting Help

There are options for reporting crime or violence. In an emergency, dial **9-1-1** for help. We urge you to report all criminal activity or violence against you, whether on or off campus, to local authorities, however you are not required to report violence. Below is written notification of options for reporting, as well as information regarding the involvement of law enforcement and campus authorities.

If you or someone you know is/or has been a victim of sexual assault, there are people that can help. You are not alone. The following is a list of things you may want to do:

- Go to a safe place.
 - If you want to report the crime, notify the police immediately. Reporting the crime can help you regain a sense of personal power and control.
 - Call a friend, a family member, or someone else you trust who can be with you and give you support.
 - Preserve all physical evidence of the assault.
 - Do not shower, bathe, douche, eat, drink, wash your hands, or brush your teeth until after you have had a medical examination.
 - Save all of the clothing you were wearing at the time of the assault. Place each item of clothing in a separate paper bag. Do not use plastic bags.
 - Do not clean or disturb anything in the area where the assault occurred.
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TITLE IX/VAWA/CLERY ACT POLICY

- Get medical care as soon as possible.
- Go to a hospital emergency department or a specialized forensic clinic that provides treatment for sexual assault victims. Even if you think that you do not have any physical injuries, you should still have a medical examination and discuss with a health care provider the risk of exposure to sexually transmitted infections and the possibility of pregnancy resulting from the sexual assault. Having a medical exam is also a way for you to preserve physical evidence of a sexual assault.
- If you suspect that you may have been given a "rape drug," ask the hospital or clinic where you receive medical care to take a urine sample. Drugs, such as Rohypnol and GHB, are more likely to be detected in urine than in blood.
- Write down as much as you can remember about the circumstances of the assault, including a description of the assailant.
- Get information whenever you have questions or concerns. After a sexual assault, you have a lot of choices and decisions to make - e.g., about getting medical care, making a police report, and telling other people.
- You may have concerns about the impact of the assault and the reactions of friends and family members. You can get information by calling a rape crisis center, a hotline, or other victim assistance agencies.

CHRISTIANA CARE- Newark, DE
4755 Ogletown-Stanton Road
Newark, DE 19713
1-302-733-1000

Christiana Care forensic nurse examiners treat more than 400 victims of sexual assault, and domestic violence every year. Nurse examiners at Christiana Care's emergency departments are part of the state of Delaware's multidisciplinary Sexual Assault Response Team, created to ensure that survivors of sexual assault do not become victims of a fragmented medical-legal system. They offer confidential services, evaluate each victim's pregnancy risk and help prevent sexually transmitted diseases and infections. These services are provided at no cost to the victim. Confidential services are provided whether or not the victim chooses to have police involvement.

Talk with a counselor who is trained to assist rape victims. Counseling can help you learn how to cope with the emotional and physical impacts of the assault. You can find a counselor by contacting a local rape crisis center, a hotline, a counseling service, and other victim assistance agencies.

NATIONAL PROGRAMS AVAILABLE

National Sexual Assault Hotline
1-800-656-4673

Love Is Respect

1-866-331-9774

National Domestic Violence Hotline
1-800-799-7233

LOCAL PROGRAMS AVAILABLE

CCDV Rape Crisis Program
Elkton, MD
Hotline: 1-410-996-0333
Phone: 1-410-996-0333

Contact Lifeline Inc.
Wilmington, DE
Hotline: 1-800-262-9800
Hotline: 1-302-761-9100
Phone: 1-302-761-9100

The Crime Victims Center of Chester County Inc.
West Chester, PA
Hotline: 1-610-692-7232
Phone: 1-610-692-7232

Salem County Women's Services
Salem, NJ
Hotline: 1-888-632-9511
Phone: 1-856-935-6655

If you are a victim of sexual assault, student services is available to make changes to your course schedule or to grant an academic leave of absence, or other protective measures that may be taken. They can also speak with you in regards to any financial aid that may be available, your living situations, transportation situation, and/or working situation.

Staff, students and clients are not required to report VAWA crimes and may opt to not report the activity to local authorities or campus security.

PROCEDURES FOR DISCIPLINARY ACTION

Procedures for institutional disciplinary action in cases of alleged domestic violence, dating violence, sexual assault or stalking. Such proceedings shall:

- provide a prompt, fair and impartial investigation and resolution
- be conducted by officials who receive annual training on the issues related to domestic violence, dating violence, sexual assault, and stalking and how to conduct an investigation and hearing process that protects the safety of the victims and promote accountability.

The accuser and the accused are entitled to the same opportunities to have others present during an institutional disciplinary proceeding, including the opportunity to be accompanied to any related disciplinary meeting or proceeding by the advisor of their choice.

Investigations and Hearings

The investigation may include, but is not limited to, conducting interviews of the complainant, the alleged perpetrator, and any witnesses; reviewing law enforcement investigation documents, if applicable; reviewing student and personnel files; and gathering and examining other relevant documents, including any fact-finding and hearings and must comply with the Family Educational Rights and Privacy Act ("FERPA") and other applicable privacy laws. Investigations shall begin immediately, with hearings scheduled in less 14 calendar days.

Remedies and Notice of Outcome

Effective remedial action may include disciplinary action against the perpetrator, providing counseling for the perpetrator, remedies for the complainant and others, as well as changes to the school's overall services or policies.

Retaliation and Protection

Title IX includes protections against retaliation, and that school officials will not only take steps to prevent retaliation but also take strong responsive action if it occurs. This includes retaliatory actions taken by the school and school officials. Where applicable, the rights of victims and the institution's responsibilities for orders of protection, "no-contact" orders, restraining orders, or similar lawful orders issued by a criminal, civil, or tribal court or by the institution.

*Disciplinary complaints can be filed with the campus security officer.

Hair Academy School of Barbering & Beauty prohibits the offenses of domestic violence, dating violence, stalking and sexual assault.

Hair Academy fully supports the prevention of any sexual harassment or sexual abuse/assault, forcible or non-forcible. To get help with domestic violence, dating violence, stalking, sexual assault and pregnancy, information is available and located in all restrooms throughout the school. A list of agencies and phone numbers are maintained in the administrative office and posted in the restrooms. Hair Academy has a primary prevention program to help reduce sexual violence, through an ongoing prevention and awareness campaign that includes safe options for bystander intervention, information on risk reduction, as well as policies & procedures after the sex offence has occurred.

This is all discussed during an overview of VAWA on 1st day orientation for all students and employees.

AWARENESS PROGRAMS

Community-wide or audience specific programming, initiatives, and strategies that increase audience knowledge and share information and resources to prevent violence, promote safety, and reduce perpetration

BYSTANDER INTERVENTION

Safe and positive options that may be carried out by an individual or individuals to prevent harm or intervene when there is a risk of dating violence, domestic violence, sexual assault, or stalking. Bystander intervention includes:

- Recognizing situations of potential harm
- Understanding institutional structures and cultural conditions that facilitate violence
- overcoming barriers to intervening
- identifying safe and effective intervention options; and
- taking actions to intervene

ONGOING PREVENTION AND AWARENESS CAMPAIGNS

Programming, initiatives, and strategies that are sustained over time and focus on increasing understanding of topics relevant to and skills for addressing dating violence, domestic violence, sexual assault, and stalking, using a range of strategies with audiences throughout the institution

- Primary prevention programs: Programming, initiatives, and strategies informed by research or assessed for value, effectiveness, or outcome that are intended to stop dating violence, domestic violence, sexual assault, and stalking before they occur through the promotion of positive and healthy behaviors that foster healthy, mutually respectful relationships and sexuality, encourage safe bystander intervention, and seek to change behavior and social norms in healthy and safe direction.
- Risk reduction: Options designed to decrease perpetration and bystander inaction, and to increase empowerment for victims in order to promote safety and to help individuals and communities address conditions that facilitate violence.

PROMPT, FAIR, AND IMPARTIAL PROCEEDING

A proceeding that is completed within reasonably prompt timeframes designated by an institution's policy, including a process that allows for the extension of timeframes for good cause and with written notice to the accuser and the accused of the delay and the reason for the delay; Conducted in a manner that:

- Is consistent with the institution's policies and transparent to the accuser and accused
 - Includes timely notice of meetings at which the accuser or accused, or both, may be present
 - Provides timely and equal access to the accuser, the accused, and appropriate officials to any information that will be used during informal and formal disciplinary meetings and hearings
 - Conducted by officials who do not have a conflict of interest or bias for or against the accuser or the accused.
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Risk Reduction Tips

There are things all of us can do to be as safe as possible. Here are some suggested strategies to help to reduce vulnerability to sexual violence, whether it be sexual assault, relationship abuse, or stalking.

TO REDUCE THE RISK OF SEXUAL ASSAULT:

- Respond assertively- Communicate any discomfort you feel with another person's behavior. Don't make excuses. Trust your instincts.
- Don't isolate with someone you just met- Always have a safe way to get home. Don't sleep over because you can't get home. Especially don't isolate with someone who tries to get too close, enjoys your discomfort or someone who doesn't listen or respond when you say "NO".
- Avoid drunk sex- Limit your alcohol consumption so that you can protect yourself, prevent aggressive behavior under the influence or help a friend who may need you.
- Believe in your right to set sexual limits for yourself- Learn how to communicate these limits and how to assert yourself by saying "NO" convincingly when you mean "NO" and "YES" when you mean "YES".
- Believe in another person's right to say "NO"- Be aware of the affect peer pressure has on your decision here. Remember its okay not to have sex. Accept that "NO" means "NO".
- Date men/women who are your equal thinking you have more of a right to your desires can lead to date rape or dating abuse.
- Remember active consent is necessary every time you have sexual contact with someone. Don't assume previous permission for sexual contact applies to the current situation (especially when a person is asleep or drunk).
- Don't assume behavior is a signal for sex. Thinking someone wants sex is not the same as knowing for sure. Be sure. Communicate.

TO REDUCE THE RISKS AND WARNING SIGNS OF ABUSIVE RELATIONSHIP:

- Listen to yourself if you are sensing "bad vibes", especially if you are feeling down on yourself or find yourself afraid in a relationship. Trust your instincts.
- Know that even one instance of physical, verbal or emotional violence is dating violence.
- Cruelty or physical violence to other people, animals or you, even if it happens just once, is a sure sign that more abuse is to come.
- Be alert to actions which reduce your personal independence and self-control, such as urging you to give up existing friendships or family connections, telling you either what to wear, or what to say or who to hang out with.
- Be alert to signs of jealousy and/or possessiveness. These are signs of insecurity, not love.
- Seek assistance from professionals who can help you learn more about abusive relationships and to explore options that are available to you.

TO REDUCE THE RISKS OF STALKING:

- If you are in immediate danger, call 911.
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- Do not ignore any threat. Report any instance of stalking to University Police, immediately. Trust your instincts.
 - Keep evidence of any threat or instance of stalking. Keep a daily journal containing information on time, date and place of each instance, and keep it all in a safe and confidential place. Keep e-mails, phone messages, letters, and notes.
 - Don't downplay a sense of danger by thinking "it will just go away". If you feel unsafe, you probably are. Stalking behavior typically does not just stop.
 - Tell family, friends, roommates and co-workers about the stalking and seek their support.
 - Limit the distribution of personal information, including home address and phone numbers, and be wary of any person who seeks to obtain too much personal information about you too quickly. Be careful about what you choose to post on public web services, such as "Facebook". Fully shred all personal information before disposing of anything in the trash.
 - Maintain quick access to critical telephone numbers and the location of safe places.
 - Seek assistance from law enforcement and/or qualified professionals who can help you with safety strategies that are appropriate to your individual circumstance, including assistance with obtaining court issued orders of protection.
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Discrimination, Harassment, & Hate Crimes

DISCRIMINATION

Hair Academy is committed to complying with all laws that prohibit discrimination on the basis of sex in admission to, employment with, and otherwise in the operations 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, Hair Academy 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 opportunity, free from sex discrimination and sexual harassment. The protections of Title IX also extend to third parties. Hair Academy has implemented 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 Hair Academy take action to end conduct, prevent its recurrence, and address its effects.

SEXUAL OFFENDER REGISTRATION

In accordance with Title 11, Chapter 41 of the Delaware Code, information regarding registered sex offenders is maintained by the Delaware State Police. The Delaware State Police have created the Sex Offender Central Registry, a searchable database that may be accessed via an internet website. This database located at www.state.de.us/dsp/sexoff/ may be used to locate registered sex offenders by name, address, city, county, or zip code. Convicted sex offenders from out of state must register with the Delaware State Police within 7 business days of establishing permanent or temporary residency within the State of Delaware and all registrants must indicate where they intend to reside, be employed and/or study. Anyone who uses any information on this website to injure, harass, or for any other unlawful purpose may be subject to criminal prosecution or civil liability.

HATE CRIMES

Reportable Offenses: these crimes meet definition in the Uniform Crime Reporting System of the Department of Justice, FBI, as modified by the Hate Crime Statistics Act:

- Assault
- Arson
- Burglary
- Drug Abuse Violation
- Hate Crime
- Liquor Law Violation
- Motor Vehicle Theft
- Murder and Manslaughter
- Rape, Forcible and Non-Forcible Sexual Offenses
- Robbery
- Weapons Possessions

CATEGORIES OF HATE CRIMES

Hate Crime

A criminal act involving one/more of the listed crimes which was motivated by bias against any person or group of persons, or the property of any person or group of persons because of the ethnicity, race, national origin, religion, gender, sexual orientation, or disability of the person or group, or bias based upon the perception that the person or group has one or more of those characteristics.

Hate Incident

Any noncriminal act motivated by bias against any person or group of persons, or the property of any person or group of persons because of the ethnicity, race, national origin, religion, gender, sexual orientation or disability of the person or group, or bias based upon the perception that the person or group has one or more of those characteristics.

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 or 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.

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 origins 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

Institutional Security Policies

In compliance with the Federal Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics of 1998 and the Violence Against Women Act (VAWA) the following information is included in crime reporting statistics:

- Murder and Non-Negligent Manslaughter
- Negligent Manslaughter
- Sex Offenses, Forcible
- Sex Offenses, Non-Forcible
- Robbery
- Aggravated Assault
- Burglary
- Motor Vehicle Theft
- Arson
- Domestic Violence
- Dating Violence
- Stalking
- Hate Crimes
- Arrests or Disciplinary Referrals for Illegal Weapons Possession and Substance Law Violations of Illegal Weapons Possession
- Drug Law Violations
- Liquor Law Violations

Geographic Areas Associated with The Clery Act

On-Campus: Any building or property owned or controlled (leased) by an institution within the same reasonably adjoining geographic area and used by the institution in direct support of, or in a manner related to the institutions educational purposes.

Non-Campus: Includes any building or property owned or controlled by student organizations recognized by the school and any building or property owned or controlled by the school, that is not within the same reasonable adjoining area. Hair Academy does not have any non-campus buildings; this would not apply.

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

Important Definitions

Criminal Homicide Murder & Non-negligent Manslaughter

The willful (non-negligent) killing of one human being by another.

Negligent Manslaughter

The killing of another person through gross negligence.

Sex Offenses-Forcible

Any sexual act directed against another person, forcibly and/or against that person's will; or not forcibly or against the person's will where the victim is incapable of giving consent because of his/her temporary or permanent mental or physical incapacity.

Forcible Rape

The carnal knowledge of a person, forcibly and/or against that person's will; or not forcibly or against the person's will where the victim is incapable of giving consent because of his/her youth or because of his/her temporary or permanent mental or physical incapacity.

Sexual Assault with an object

The use of an object or instrument to unlawfully penetrate, however slightly, the genital or anal opening of the body of another person, forcibly and/or against that person's will; or not forcibly or against the person's will where the victim is incapable of giving consent because of his/her youth or because of his/her temporary or permanent mental or physical incapacity.

Forcible Sodomy

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

Forcible Fondling

The touching of the private body parts (the sexual organ, anus, groin, or buttocks, breast of a female) of another person for the purpose of sexual gratification, forcibly and/or against that person's will where the victim is incapable of giving consent because of his/her youth or because of his/her temporary or permanent mental or physical incapacity.

Sex Offense Non-Forcible

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

Robbery

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

Aggravated Assault

An unlawful attack by one person upon another for the purpose of inflicting severe or aggravated bodily injury. This type of assault usually is accompanied by the use of a weapon or by means likely to produce

death or great bodily harm. (It is not necessary that injury result from an aggravated assault when a gun, knife or other weapon is used which could and probably would result in serious personal injury if the crime were successfully completed.) This type of assault usually requires more than first aid.

Other Assaults-Simple, Not Aggravated

All other assaults that do not use the use of a firearm, knife, cutting instrument or other dangerous weapon and in which the victim did not sustain serious or aggravated injury. This type of assault may require basic first aid.

Burglary

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

Larceny-Theft

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

Motor Vehicle Theft (Stolen Vehicle)

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

Arson

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

Vandalism

To willfully or maliciously destroy, injure, disfigure or deface any public or private property, real or personal, without the consent of the owner or person having custody or control by cutting, tearing, breaking, marking, painting, drawing, covering with filth or any other such means as may be specified by local law.

Intimidation

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

Campus Crime Statistics

	2016	2017
Murder	0	0
Negligent Manslaughter	0	0
Non-Negligent Manslaughter	0	0
Sexual Offense: Forcible	0	0
Sexual Offense: Non-Forcible	0	0
Robbery	0	0
Aggravated Assault	0	0
Motor Vehicle Theft	0	0
Arson	0	0
Burglary	0	0
Larceny	0	0
Vandalism	0	0
Simple Assault	0	0
Hate Crime	0	0
Domestic Violence	0	0
Dating Violence	0	0
Sexual Assault	0	0
Stalking	0	0

Arrests Made	2016	2017
Liquor Law Violations	0	0
Drug Abuse Violations	0	0
Weapons Violations	0	0

Disciplinary Actions	2016	2017
Liquor Law Violations	0	0
Drug Abuse Violations	0	0
Weapons Violations	0	0

Updated on 9/29/2018

For a report of all investigations and criminal charges for the entire City of Newark, visit <https://newarkde.gov/archive.aspx?AMID=37&Type=&ADID=>
