

Annual Security Report 2016

CAMPUS SECURITY, CRIME AWARENESS, DRUG FREE WORKPLACE Policy

Chief Administrator Joseph Evans is responsible for preparing and distributing the Annual Security Report to comply with the *Jeanne Clery Disclosure of Campus Security Policy and Crime Statistics Act* (Clery Act). The Annual Security Report is published every year by October 1st and contains three years of selected campus crime statistics and certain campus security policy statements in accordance with the Clery Act and Violence Against Women Act (VAWA).

Seguin Beauty School composes the Annual Security Report and statistical information with input from the local law enforcement agencies and campus officials. The documentation is maintained in the Chief Administrators office. The Crime statistics reported are obtained from the local police department in each city and the Daily Incident Log from each campus and include the geographic categories including campus property 102 East Court, Seguin, TX and 214 West San Antonio, New Braunfels, TX and adjacent public properties.

Why an Annual Security Report?

Enacted in 1990, *The Crime Awareness and Campus Security Act* was designed to assist students in making decisions which affect their personal safety and to ensure institutions of higher education provide students, prospective students, staff, and faculty the information they need to avoid becoming victims of campus crime. The *Higher Education Act of 1998* and the subsequent amendments of the implementing regulations (34 C.F.R.668.46) significantly expanded institutions' obligations under the Act. The Act was also renamed the "*Jeanne Clery Disclosure of Campus Security Policy and Crime Statistics Act*" (hereafter the Clery Act).

Seguin Beauty School has adopted and implemented policies and a program regarding campus security procedures and disclosures intended to inform the campus community about the security policies, procedures and availability of programs and resources for victims of crime to seek recourse. SBS reviews its program once every two years to determine its effectiveness and to ensure that its sanctions are being enforced.

Seguin Beauty School is committed to providing students with a safe environment in which to learn and to keep parents and students well-informed about campus policies. It is hoped that the institution's comprehensive policy will help combat violence in the workplace and on campus.

Notifications

SBS distributes, at least annually, by October 1 of each year, a notice to all current students, faculty, and staff that the Annual Security Report is available at www.seguinbeautyschool.net/annualsecurityreport.html. The schools handbook also includes the notice and is provided to all prospective students, prospective employees and interested persons.

The statement is as follows:

SEGUIN BEAUTY SCHOOL'S ANNUAL SECURITY REPORT is available at www.SeguinBeautySchool.net/AnnualSecurityReport.html. The ARS includes the following: Campus Security, Crime Awareness, Drug Free Workplace Policy, Notifications & General Information, Incident Reporting, Law Enforcement, Alcohol and Illegal Drug Policy, Health Risks Associated with the Use of Illicit Drugs & Abuse of Alcohol, Legal Sanctions Imposed Under Federal, State or Local Law for Drug Crimes, Drug or Alcohol Counseling, Treatment, or Rehabilitation Centers, Sexual Assault, Dating Violence, Domestic Violence, and Stalking, Emergency Notification and Timely Warning Policies, Emergency Response and Evacuation Plan and Crime Statistics. The report includes statistics for incidents of crime reported during the three most recent calendar years. The covered categories include criminal homicide (murder and non-negligent manslaughter), forcible and non-forcible sex offenses, robbery, aggravated assaults, burglary, motor vehicle theft, and arson. Statistics for certain hate crimes as well as arrest and disciplinary referral statistics for violations of certain laws pertaining to illegal drugs, illegal usage of controlled substances, liquor and weapons are also disclosed. The crime statistics are published for the following geographical categories: on campus and certain adjacent and accessible public property. SBS has no on-campus student residential facilities or non-campus buildings or properties. Upon request, any interested party may obtain a paper copy of the report at the school office located at 102 East Court St, Seguin, TX, by calling (830) 372-0935; or by emailing the request to sbs@seguinbeautyschool.net

General Information

Only students, employees and other parties having business with this institution should be on institutional property. Staff, faculty, students, and prospective students or any person entering the premises must have permission from the school office. To maintain a secure facility, all rear access doors leading to the campus are closed and locked during evening hours starting at 5:30pm. When the school closes for the night, the school's official or supervisor will inspect each room to see that it is empty and then lock down the campus. Other individuals present on institutional property at any time without the express permission of the appropriate institutional official may be viewed as trespassing and may as such be subject to a fine and/or arrest. In addition, students and employees present on institutional property during periods of non-operation without the express permission of the appropriate institutional official shall also be viewed as trespassing and may also be subject to a fine and/or arrest.

Incident Reporting

This institution does not employ campus security personnel but encourages both its employees and students to immediately report suspected criminal activity or other emergencies to the nearest available institution official, school office and/or in the event of emergency to directly contact local law enforcement or other emergency response agencies by dialing (911).

The student or employee may, in order to maintain confidentiality, submit the information in writing to an institution official without signature who will submit it to the Chief Administrator. If the student wishes not to maintain confidentiality, the student may contact an institution official to report criminal actions or emergencies to the appropriate agency by calling (911).

Institution Officials: Joe Evans, Chief Administrator
Jennifer Evans, Local Administrator, Seguin campus
Lidia Rodriguez, Local Administrator, New Braunfels, campus
Any school official in charge will assist students in need

Local Law Enforcement Agencies:

Seguin Police Department	830- 401-2340 or 830-379-2123 or 911
New Braunfels Police Department	830- 221-4000 or 911

When an incident has been reported, the Local Administrator shall promptly contact and accurately inform the Chief Administrator and or local police for assistance and further instructions.

Law Enforcement

Seguin Beauty School has no campus law enforcement or security service, however, the institution will provide and assist the state and local law enforcement agencies in every way possible to insure a safe and lawful environment. Any issues, questions or concerns about security at SBS should be directed to the Chief Administrator and person responsible for security compliance, Joe Evans. The institution's officials have no powers to arrest other than the Citizens Arrest Law, and are required in the event of a crime or emergency to call the correct agency or dial (911) for the police and emergency services. The Citizens Arrest Law will be invoked only as a last resort, and after all other possibilities have been explored. Employees shall contact their immediate or nearest ranking supervisor to report any criminal action or emergency to the appropriate agency by calling (911). If possible, in the interim, the institutional official shall attempt to non-violently deal with the crime. Individual discretion must be used, as undue risk should not be taken.

The institution currently has no procedures for encouraging or facilitating pastoral or professional counseling (mental health or otherwise), other than the student or employee informing the student or employee such services not connected to the institution are available.

Students are encouraged to exercise proper care in seeing to their own personal safety and the safety of others.

- a) Do not leave personal property in classrooms; place personal belongings in a locker with a lock.
- b) Report to your institution official, any suspicious persons.
- c) Always try to walk in groups outside the school premises.
- d) If you are waiting for a ride, wait within sight of other people
- e) Always have your car keys in hand before leaving a building
- f) The Annual Security Report is available at www.seguinbeautyschool.net.annualsecurityreport2015.html.

The institutions program for crime awareness or prevention begins at orientation is on a continuous at the institutions. Students and employees are informed of the website location which includes links to safety information. Periodically throughout the year, crime and safety information is

provided by PowerPoint, hardcopy and posted notices. The institution's policies and regulations are properly disclosed to prospective students through the school handbook.

Preparation for the Annual Security Report is obtained by an institution official who contacts the correct police department district.

Alcohol and Illegal Drug Policy

This institution does not permit the use, sale, possession or consumption of alcoholic beverages on school property and adheres to and enforces all state underage-drinking laws.

The institution does not permit the possession, use or sale of illegal drugs by its employees and students on school property and adheres to and enforces all state and Federal drug laws. The violations of these policies by students or employees may result in expulsion, termination and/or arrest.

Seguin Beauty School has developed a program to prevent the illicit use of drugs and the abuse of alcohol by students and employees. The institutions Annual Security Report includes the drug program requirements that the program provides:

- (1) the annual distribution to each student and employee
 - (a) standards of conduct that clearly prohibit, at a minimum, the unlawful possession, use, or distribution of illicit drugs and alcohol by students and employees on the institution's property or as part of any of the institution's activities;
 - (b) a description of the applicable legal sanctions under local, State, or Federal law for the unlawful possession or distribution of illicit drugs and alcohol;
 - (c) a description of the health-risks associated with the use of illicit drugs and the abuse of alcohol;
 - (d) a description of any drug or alcohol counseling, treatment, or rehabilitation or re-entry programs that are available to employees or students; and
 - (e) a clear statement that the institution will impose sanctions on students and employees consistent with local, State, and Federal law), and a description of those sanctions up to and including expulsion or termination of employment and referral for prosecution, for violations of the standards of conduct required by subparagraph (A); and
- (2) a biennial review by the institution of the institution's program to -
 - (a) determine the program's effectiveness and implement changes to the program if the changes are needed;
 - (b) determine the number of drug and alcohol-related violations and fatalities that occur on the institution's campus (as defined in section 1092(f)(6) of this title), or as part of any of the institution's activities; and (ii) are reported to campus officials;
 - (c) determine the number and type of sanctions described in paragraph (1)(E) that are imposed by the institution as a result of drug and alcohol-related violations and fatalities on the institution's campus or as part of any of the institution's activities; and
 - (d) ensure that the sanctions required by paragraph (1)(E) are consistently enforced.

A copy of each item required by the Drug-Free Schools and Communities Act and the Department of Education's General Administrative Regulations as well as the results of the biennial review is available upon request.

LEGAL SANCTIONS IMPOSED UNDER FEDERAL, STATE AND LOCAL LAWS



U.S. Department of Justice
Drug Enforcement Administration

Federal Trafficking Penalties

Drug Schedule	Quantity	1st Offense	2nd Offense	Quantity	1st Offense	2nd Offense
Methamphetamine Schedule II	5 - 49 gms pure or 50-499 gms mixture	Not less than 5 yrs and not more than 40 yrs. If death or serious injury, not less than 20 or more than life. Fine of not more than \$2 million if an individual, \$5 million if other than an individual.	Not less than 10 yrs and not more than life. If death or serious injury, not less than life. Fine of not more than \$4 million if an individual, \$10 million if other than an individual.	50 gms or more pure or 500 gms or more mixture	Not less than 10 yrs and not more than life. If death or serious injury, not less than 20 or more than life. Fine of not more than \$4 million if an individual, \$10 million if other than an individual.	Not less than 20 yrs and not more than life. If death or serious injury, not less than life. Fine of not more than \$8 million if an individual, \$20 million if other than an individual.
Heroin Schedule I	100-999 gms mixture			1 kg or more mixture		
Cocaine Schedule II	500-4,999 gms mixture			5 kgs or more mixture		
Cocaine Base Schedule II	5 - 49 gms mixture			50 gms or more mixture		
PCP Schedule II	10 - 99 gms pure or 100-999 gms mixture			100 gms or more pure or 1 kg or more mixture		
LSD Schedule I	1 - 9 gms mixture			10 gms or more mixture		
Fentanyl Schedule II	40-399 gms mixture			400 gms or more mixture		
Fentanyl Analogue Schedule I	10 - 99 gms mixture	100 gms or more mixture	2 or More Prior Offenses			
Others (Schedules I & II) <i>(includes 1 gm or more flunitrazepam)</i>	Any	Not more than 20 yrs. If death or serious injury, not less than 20 yrs, not more than life. Fine \$1 million individual, \$5 million not individual.	Not more than 30 yrs. If death or serious injury, life. Fine \$2 million individual, \$10 million not individual.	Life imprisonment		
		1st Offense		2nd Offense		
Others Schedule III <i>(includes 30 mgs - 999 mgs flunitrazepam)</i>	Any	Not more than 5 yrs. Fine not more than \$250,000 individual, \$1 million not individual.	Not more than 10 yrs. Fine not more than \$500,000 individual, \$2 million not individual.			
Others* Schedule IV <i>(includes less than 30 mgs flunitrazepam)</i>	Any	Not more than 3 yrs. Fine not more than \$250,000 individual, \$1 million not individual.	Not more than 6 yrs. Fine not more than \$500,000 individual, \$2 million not individual.			
All Schedule V	Any	Not more than 1 yr. Fine not more than \$100,000 individual, \$250,000 not individual.	Not more than 2 yrs. Fine not more than \$200,000 individual, \$500,000 not individual.			

* Although flunitrazepam is a Schedule IV controlled substance, quantities of 30 or more milligrams of flunitrazepam are subject to greater statutory maximum penalties than the above-referenced penalties for Schedule IV controlled substances. See 21 U.S.C. §841(b)(1)(C) and (D).

Health Risks Associated With the use of Illicit Drugs & Abuse of Alcohol

The use or abuse of alcohol and other drugs increases the risk for a number of health-related and other medical, behavioral, and social problems.

These include:

Acute health problems related to intoxication or overdose (blackouts, convulsions, coma, death).

Physical and psychological dependence.

- Malnutrition.
- Long-term health problems, including cirrhosis of the liver.
- Organic brain damage.
- High blood pressure.
- Heart disease.
- Ulcers, and cancer of the liver mouth, throat, and stomach.
- Contraction of diseases such as AIDS through the sharing of hypodermic needles.
- Pregnancy problems including miscarriages, still births and learning disabilities.
- Fetal Alcohol Syndrome (physical and mental birth defects).
- Psychological or psychiatric problems.
- Diminished behavior (hangover, hallucinations, disorientation, slurred speech).
- Unusual or inappropriate risk-taking, which may result in physical or emotional injury or death.
- Violent behavior toward others, such as assaults and rape.
- Accidents caused by operating machinery while impaired.
- Impaired driving resulting in alcohol- and drug-related arrests, traffic accidents, injuries, and fatalities; negative effects on academic or work performance.
- Conflicts with co-workers, classmates, family, friends, and other conduct problems resulting in disciplinary actions, including loss of employment and legal problems including imprisonment.

Drug or Alcohol Counseling, Treatment, or Rehabilitation Centers

- a. Teddy Buerger Center
1215 E Court St, Seguin, TX 78155 (830) 401-7367
- b. Alcoholics Anonymous
2365 Huber Rd, Seguin, TX 78155 (830) 379-4773
- c. Guadalupe Regional Medical Center
1331 E Court St, Seguin, TX (830) 401-7367
- d. Guadalupe Valley Council On Alcohol & Drug Abuse
178 Steel Mill Dr Ste 204 Seguin, TX 78155 (800) 734-0142
- e. Alcoholics Anonymous
1142 Eikel St, New Braunfels, TX 78130 (830) 625-0057
- f. Changing Ways 1040 N Walnut Ave Ste D,
New Braunfels, TX 78130 (830) 643-1445

Seguin Beauty School will impose sanctions on students and employees consistent with local, State, and Federal law), and including expulsion or termination of employment and referral for prosecution, for violations of the standards of conduct required that clearly prohibit, at a minimum, the unlawful possession, use, or distribution of illicit drugs and alcohol by students and employees on the institution's property or as part of any of the institution's activities.

Sexual Assault, Dating Violence, Domestic Violence, and Stalking

Sexual assaults (criminal offences) on campus will be reported immediately to the Chief Administrator, who will inform the victim of the right and option to notify appropriate local law enforcement authorities. The Chief Administrator will provide assistance in notifying these authorities. No campus counseling or student services are available but the victim will be encouraged to seek services and counseling at a rape crisis center. The institution will assist in providing transportation to a hospital or rape crisis center for proper treatment. A victim's academic schedule may be changed upon request and if accommodations are available. If a campus disciplinary action is necessary, the accuser and the accused are entitled to the same opportunities to have others present during a disciplinary proceeding.

The accuser and the accused will be informed of the outcome of such a proceeding and an explanation of the sanctions imposed following a court of law finding

This institution has zero tolerance of such assaults; the violation of this policy by students or employees may result in suspension, while law enforcement investigations and court proceedings are being conducted, and termination if found guilty.

The Institution encourages all students and employees to be responsible for their own security and the security of others. Please report any known criminal offenses occurring on campus to the school administration.

In the event a sex offense should occur on campus, the victim should take the following steps:

- Notify the local law enforcement authorities

Seguin Police Department 830- 401-2340 or 830-379-2123 or 911
New Braunfels Police Department 830- 221-4000 or 911

- Report the offense to the school administration if the offense occurred on campus.
- Preserve any evidence as may be necessary to the proof of the criminal offense.
- Request assistance, if desired, from school administration in reporting the crime to local law enforcement agencies.
- Request a change in the academic situation if necessary.

On campus disciplinary action in cases of alleged sexual assault will be based on the findings of the law enforcement agency investigating the facts pertaining to the crime and other mitigating circumstances.

Seguin Beauty School will, upon written request, disclose to the alleged victim of any crime of violence, or a non-forcible sex offense, the results of any disciplinary proceedings conducted by the institution against a student who is the alleged perpetrator of such crime or offense. If the alleged victim is deceased as a result of the crime or offense, the information shall be provided, upon

request to the next of kin of the alleged victim. This provision applies to any disciplinary proceeding conducted by the institution on or after August 14, 2008.

As part of the Crime Control and Law Enforcement Act of 1994, Seguin Beauty School makes the following links/information available to the campus community where information can be accessed regarding registered sex offenders.

<http://www.familywatchdog.us/>

<https://records.txdps.state.tx.us/DpsWebsite/index.aspx> list convicted Texas sex offenders

<http://www.oag.state.tx.us/victims/victimrights.html> Victim Rights by the Texas Attorney General

Women's Crisis Center, phone 409-765-7233 or 409-765-2604

Emergency Notification and Timely Warning

In the event that a situation arises and is confirmed, either on or off campus, that, in the judgment of institution officials present and in charge, constitutes an ongoing or continuing threat, a campus-wide "timely warning" will immediately be issued by the Chief Administrator or Local Administrator. SBS will, without delay, and taking into account the safety of the community, determine the content of the notification and initiate the notification system, unless issuing a notification will, in the professional judgment of responsible authorities, compromise efforts to assist a victim or to contain, respond to or otherwise mitigate the emergency.

The notification will include a short description of the crime or incident, giving the time and date, location, reported offense, suspect description, and any other pertinent information used to facilitate the crime. The notification will also include personal safety information to aid members of the school in protecting themselves from becoming victims of a similar crime. The warning will be broadcast thru the PA system to students, faculty and staff. Depending on the nature of the emergency, a decision will be made to utilize other methods or notification including posting flyers entitled 'Security Alert' on the building entrances.

Emergency Response and Evacuation Plan

Each of the school campuses consist of one building. If an outside threat occurs, the campus will be locked down until the emergency situation no longer exists. If an emergency evacuation is required notification will be made by either a law enforcement or school official through a PA system. All affected members of the school will follow the instructions given or the emergency plan posted in the area persons are currently located in.

On an annual basis the institution will conduct an emergency evacuation test drill that may or may not be announced. The evacuation test will be conducted in October at a time when most of the students, faculty and staff are expected to be present on campus. Each classroom has emergency evacuation procedures posted in the room. Please make yourself familiar with these evacuation procedures. SBS evaluations this plan annually.

SEGUIN BEAUTY SCHOOL

CRIME STATISTICS

CRIMINAL OFFENSE	ON CAMPUS SBS Seguin				PUBLIC PROPERTY				ON CAMPUS SBS New Braunfels				PUBLIC PROPERTY			
	2012	2013	2014	2015	2012	2013	2014	2015	2012	2013	2014	2015	2012	2013	2014	2015
Murder/Non-negligent Manslaughter	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Negligent manslaughter	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Sex offenses - forcible	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Incest	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Statutory Rape	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Robbery	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Aggravated assault	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Burglary	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Motor Vehicle Theft	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Arson	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
HATE CRIMES	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Murder/Non-negligent manslaughter	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Negligent manslaughter	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Sex offenses - forcible	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Incest	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Statutory Rape	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Robbery	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Aggravated assault	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Burglary	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Motor Vehicle Theft	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Arson	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Simple Assault	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Larceny-theft	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Intimidation	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Destruction/damage/ vandalism of property	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
ARRESTS	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Weapons: carrying, possessing, etc.	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Drug abuse violations	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Liquor law violations	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
DISCIPLINARY ACTIONS	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Weapons, carrying, possessing, etc	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Drug abuse violations	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Liquor law violations	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
VIOLENCE AGAINST WOMEN	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Domestic Violence	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Dating Violence	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Stalking	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
UNFOUND CRIMES	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0

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The ARS includes the following:

Campus Security, Crime Awareness, Drug Free Workplace Policy, Notifications & General Information, Incident Reporting, Law Enforcement, Alcohol and Illegal Drug Policy Health Risks Associated With the use of Illicit Drugs & Abuse of Alcohol, Legal Sanctions Imposed Under Federal, State or Local Law for Drug Crimes, Drug or Alcohol Counseling, Treatment, or Rehabilitation Centers, Sexual Assault, Dating Violence, Domestic Violence, and Stalking, Emergency Notification and Timely Warning Policies, Emergency Response and Evacuation Plan and Crime Statistics