

**BROKEN ARROW  
BEAUTY COLLEGE  
&  
COSMETOLOGY  
EDUCATION CENTER**

**SAFETY AND SECURITY  
REPORT 2016**

**Broken Arrow Beauty College**

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# **Broken Arrow Beauty College**

## **SAFETY AND SECURITY REPORT 2016**

### **INTRODUCTION TO THE ANNUAL REPORT**

The Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act is the landmark federal law, originally known as the Campus Security Act, that requires college and universities across the United States to disclose information about crime on and around their campuses.

Because the law is tied to participation in federal student financial aid programs it applies to most institutions of higher education, both public and private. It is enforced by the U.S. Department of Education. The “Clery Act” is named in memory of 19 year old Lehigh University freshman Jeanne Ann Clery who was raped and murdered while asleep in her residence hall room on April 5, 1986.

The law was amended in 1992 to add a requirement that schools afford victims of campus sexual assault certain basic rights, and was amended again in 1998 to expand the reporting requirements.

The 1998 amendments also formally named the law in memory of Jeanne Clery. The law was most recently amended in 2000 to require schools beginning in 2003 to notify the campus community about where public “Megan’s Law” information about registered sex offenders on campus could be obtained.

For more information on the Jeanne Clery Act, visit the Clery Center for Security on Campus website below:

<http://www.clery.org>

### **NOTICE OF AVAILABILITY OF ANNUAL SECURITY REPORT**

The Broken Arrow Beauty College annual security report is now available. This report is required by Federal law and contains policy statements and crime statistics for the school. The policy statements address the school’s policies, procedures and programs concerning safety and security, for example, policies for responding to emergency situations and sexual offenses. Three years’ worth of statistics are included for certain types of crimes that were reported to have occurred on campus, or on public property within or immediately adjacent to the campus. This report is available online. You may request a paper copy from the Business office at Broken Arrow Beauty College, 400 S Elm Pl, Broken Arrow, OK 74012.

### **TITLE IX COORDINATOR**

Title IX is a federal law that prohibits discrimination based on sex. This may include acts of sexual harassment, sexual violence, stalking, dating violence, domestic violence, or gender based harassment. The Title IX Coordinator is the designated school official with the primary responsibility of coordinating the schools compliance with Title IX. Providing consultation, education and training, and helping to ensure the school responds appropriately, effectively and equitably to Title IX issues. For more information contact the Title IX Coordinator.

### **OVERVIEW OF THE SCHOOL SECURITY FORCE**

A School Security Force has been appointed to enhance the safety of both the students and the employees. All students and employees are encouraged to report crimes, suspicious activities or other security problems to the proper authorities at the school. The School Security Force at this school consists of:

**Chief Security Officer: School Director Chief School Officer: Office Staff**

## **Broken Arrow Beauty College**

Certain areas of the School facilities are not open to the public and are considered to be restricted. Individuals who wish to visit restricted areas or persons in such areas must first obtain permission thru the admissions office or the administration office. Visitors to the school classrooms or laboratories must check in with the School Security Force.

The School Security Force has the authority to check all persons on the school property to determine their legitimate presence, and to:

- A. Escort unauthorized persons to the proper office or off the school property.
- B. Report any suspicious activity or criminal activity.
- C. Control the actions of persons violating school rules or Local, State or Federal Laws-so long as these actions by the School Security Force do not in themselves violate any Local, State or Federal Laws.
- D. Cooperate with Local, State or Federal Law Officers should that become necessary.

## **THE CAMPUS SECURITY ACT AND LEGAL REQUIREMENTS**

Originally known as the Campus Security Act, the Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act (20 USC § 1092 (f)) is the landmark federal law that requires colleges and universities across the United States to disclose information about crime on and around their campuses. The Clery Act requires the following:

- Publish an Annual Security Report by October 1 of each year.
- Publish and maintain a public crime log.
- Disclose crime statistics for incidents that occur on campus, in unobstructed public areas immediately adjacent to or running through the campus
- Issue timely warnings about Clery Act crimes which pose a serious or ongoing threat to students and employees.
- Devise an emergency response, notification and testing policy.
- Enact policies and procedures to handle reports of missing students.

The Clery Act requires reporting of crimes in seven major categories, some with significant sub-categories and conditions:

1. Criminal Homicide
  - A. Murder and Non-negligent manslaughter
  - B. Negligent manslaughter
2. Sex Offenses
  - A. Forcible
    - a. Rape
    - b. Fondling
  - B. Non-forcible
    - a. Incest
    - b. Statutory Rape
3. Robbery
4. Aggravated Assault
5. Burglary, where:
  - A. There is evidence of unlawful entry (trespass), which may be either forcible or not involving force.
  - B. Unlawful entry –must be of a structure- having 4 walls, a roof, and a door.
  - C. There is evidence that the entry was made in order to commit felony or theft.
6. Motor Simple Assault
7. Larceny-Theft

Schools are also required to report statistics for the following categories of arrests or referrals for campus disciplinary action (if an arrest was not made):

- Liquor Law Violations

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- Drug Law Violations
- Illegal Weapons Possession

Hate crimes must be reported by category of prejudice, including race, gender, religion, sexual orientation, ethnicity and disability. Statistics are also required for four additional crime categories if the crime committed is classified as a hate crime:

1. Larceny/Theft
2. Simple Arson
3. Intimidation
4. Destruction/Damage/Vandalism of Property

For additional information about the Jeanne Clery Act, visit the Website below:

- <http://www.cleryact.info/home.html>

### **CAMPUS SECURITY AUTHORITIES DEFINED**

The U.S. Department of Education defines Campus Security Authorities as:

- A campus police department or a campus security department of an institution.
- Any individual or individuals who have responsibility for campus security but who do not constitute a campus police department or a campus security department as stated previously in this definition, e.g., an individual who is responsible for monitoring entrance into institutional property.
- Any individual or organization specified in an institution's statement of Campus Security Policy, as an individual or organization to which students and employees should report criminal offences.
- An institutional official who has significant responsibility for student and campus activities including but not limited to student discipline and campus appeal proceedings.

Crimes reported to campus security authorities are included in the school's crime statistics.

### **TIMELY WARNING POLICY& PROCEDURE**

In the event that a situation arises, either on or off campus, that in the judgement of the Security Officer, constitutes an ongoing threat, a campus wide (timely warning) will be issued. The timely warning will be issued through the college electronic system to students, faculty and staff.

Depending on the particular circumstances of the crime, especially in all situations that could pose an immediate threat to the community and individuals, the security office may also post a notice on the campus website at [www.babeautycollege.com](http://www.babeautycollege.com) providing the college community with more immediate notification. The website is immediately accessible via cell phone or computer by all faculty, staff and students. Anyone with information warranting a timely warning should report the circumstances to the security office, by phone (918) 251-9669 or in person

### **RELATIONSHIP WITH OTHER LAW ENFORCEMENT AGENCIES**

The Broken Arrow Beauty College Office of Safety and Security maintains a close working relationship with the Broken Arrow & Tulsa Police Departments and The Tulsa County Sheriff's office. Emergency management collaborative efforts are continuing and expanding as the partnership formations expand from the traditional State and County emergency managers to include private sector partners. Currently, there is no written memorandum of understanding between Broken Arrow Beauty College Security Force and the Broken Arrow or Tulsa Police Department or Tulsa County Sheriff's office.

### **EMERGENCY RESPONSE & EVACUATION PROCEDURES STATEMENT**

## **Broken Arrow Beauty College**

An emergency notification is the process of immediately notifying the campus community upon the confirmation of a significant emergency or dangerous situation involving an immediate threat to the health or safety of students or employees occurring on campus.

Response plans for emergency incidents at Broken Arrow Beauty College are addressed in the emergency evacuation plan. (See attached floor plan) Each classroom in the building has a Evacuation plan posted. It includes information for leaving the building and for the tornado shelter. The school conducts emergency response exercises twice a year. These exercises assess and evaluate the emergency plans and capabilities of the institution.

Although emergencies seldom occur, the following telephone numbers are provided in case of an unfortunate incident. These numbers are also posted at the front desk.

FIRE DEPARTMENT.....911  
POLICE DEPARTMENT.....911  
MEDICAL EMERGENCY...911  
MANAGER/OWNER.....(918) 251-9669 or (918) 294-8627

\*Fire extinguishers are located in the administrative office, the student salon, the break room, dispensary and the classrooms.

Many situations require building evacuation. In the event that a fire alarm sounds or building evacuation is otherwise communicated to you:

- 1) Safely stop your work.
- 2) Remain calm and orderly. Gather your personal belongings quickly.
- 3) In case of fire or other incident that may require evacuation of the building (meet on east side of school unless otherwise stated) The Instructor will have an attendance sheet/sign in sheet so that all students, staff and customers are accounted for.
- 4) In case of a tornado warning, students, staff and clients will go to the above ground shelter in the School office.

### **NOTIFICATION OF AN IMMEDIATE THREAT**

If the Campus Security Office confirms that there is an emergency or dangerous situation that poses an immediate threat to the health or safety of some or all members of the Broken Arrow Beauty College community. Broken Arrow Beauty College utilizes the systems described under the Timely Warning Policy.

Several methods are used to notify the school of an emergency:

- 1) Notification by the electronic announcement system or texting 918-251-9669 or 918-294-8627.
- 2) [www.babeautycollege.com](http://www.babeautycollege.com)
- 3) Social Media such as Facebook.

### **STATISTICAL DISCLOSURE OF REPORTED INCIDENTS**

Incidents reported to the Security office that fall into one of the required reporting classifications will be disclosed as a statistic in the annual security report published by the Department.

### **CONFIDENTIAL REPORTING OF CRIME**

If you are a victim of a crime and do not want to pursue action with the school system or the criminal justice system, you may still want to consider making a report. With your permission the Security Officer can file a report on the details of the incident without revealing your identity for the purposes of reporting crime statistics for the Clery Act.

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When a confidential report is allowed, the purpose of reporting is to comply with your wish to keep the matter confidential, while taking steps to ensure the future safety of yourself and others. With such information, the school can keep an accurate record of the number of incidents involving students, staff and clients, determine if there is a pattern of crime and alert the proper authorities. Reports filed in this manner are counted and disclosed in the annual crime statistics for the institution.

### **SEX OFFENDER REGISTRY**

The Federal Campus Sex Crimes Prevention Act, enacted on October 28, 2000, requires institutions of higher education to issue a statement advising the campus community where law enforcement agency information provided by a state concerning registered sex offenders may be obtained.

Oklahoma law (O.S. Title 57, 583-584) requires anyone required to register as a sex offender do so with both their local law enforcement (municipal and county) agency at their residence and also with the police or security department of any institutions of higher learning at which they are enrolled as a student (full-time or part-time).

Information on any sex offender who works, lives or attends an institution of higher learning can be found at [www.sheriffalerts.com](http://www.sheriffalerts.com). The Oklahoma Department of Corrections maintains the statewide Oklahoma Sex and Violent Crime Offender Registry.

### **INCIDENT/ CRIME REPORTING PROCEDURES**

Any unusual event such as theft of property or auto mishap should be reported to the Security office. The Security office does not investigate auto accidents, but can provide a statement to submit to an insurance company. The Security Officer will complete an incident report, which is placed on file. Security is responsible for contacting city police to investigate the incident at your request.

Survivors of sexual assault, domestic violence, dating violence and stalking are strongly encouraged to report the offense. Reporting is best done as soon as possible after the offense, but it may be done at any time. Survivors should make their report to the schools Security Officer..

### **INVESTIGATIONS, HEARINGS, APPEALS, TIMELINE**

The school will provide a timely and thorough investigation, and will treat the complaint with respect before, during and after the investigation process.

The Security Officer conducting the investigation will decide whether to issue a violation after considering all the information brought forth during the investigation. The alleged will have two business days to respond to the violation.

The person charged with the violating the Student Code of Conduct can decide not to accept responsibility and elect to a hearing to resolve the charges. Both parties participate equally in the hearing process..

Sanctions are: Probation, Dismissal Acquittal, referred to Yukon Police Department

Both parties have the right to appeal process. Appeals are heard by the President of the school.

Once Appeal process is determined it is promptly communicated to both parties simultaneously in writing.'

Dating violence, domestic violence, sexual assault, stalking, or sexual harassment cases will be resolved within 60 day period once the incident has been reported.

### **MEDICAL EMERGENCIES**

All injuries occurring on campus need to be reported to the Security Office immediately regardless of the severity at (918) 251-9669. A Security Officer will ask for your assistance in filling out the Accident/Injury Report Form. Please fill out this form in its entirety and return to the Security Office without delay.

#### **Steps to take in Medical Emergencies:**

- 1) Do not move the patient his or her life is in danger.
- 2) Have someone stay with the patient until help arrives.
- 3) If on campus, call the Broken Arrow Beauty College Security office at(405)354-3172. Tell them your name, your exact location, and a brief description of the problem. Do not hang up until told to do so.
- 4) Meet emergency personnel to guide them to the patient.



## Broken Arrow Beauty College

### CRIMES IN PROGRESS

Prompt reporting of criminal activity to the police enables a quick response, Timely Warnings and a safer campus for everyone. Remember the campus phone numbers. The Yukon Police Department will notify us of an emergency call. Any reporting method will stimulate the response of police, fire, ambulance or other first responders. In addition, the victim of a serious crime can request support personnel, such as ministers and rape crisis or domestic violence counselors, during or after reporting the incident.

If you are the victim of a crime or witness to one, you should do the following:

- 1) **CALL CAMPUS SECURITY IMMEDIATELY (918) 251-9669 (918) 294-8627**
- 2) **OBTAIN A DESCRIPTION: Attempt to obtain a description of the offender(s), including gender, age, race, hair color, clothing and distinguishable features. Also attempt to obtain a description and license number of any vehicle(s) involved. Note the direction of travel of any offender(s) or vehicle(s) and report these to police.**
- 3) **PRESERVE THE CRIME SCENE: Do not touch any items involved in the incident. Close off the area of the incident and do not allow anyone in the crime area until police arrive.**

### CRIME TYPES AND RECOMMENDED STEPS TO TAKE

- **Arson:** Any willful or malicious attempt to burn, with or without intent to defraud, a dwelling house, public building, motor vehicle, or aircraft, personal property of any other. Only fires determined thru investigation to have been willfully or maliciously set are classified as arson.
- **Assault and Battery:** The best thing to do when confronted in an assault and battery situation is to try and escape and immediately notify the police by dialing 9-1-1.
- **Bomb Threats:** If you know of a bomb threat, contact 9-1-1 without delay. Staff must notify the Security office immediately and wait for instructions. Record as much information as you can about the call you can remember.
- **Burglary and Larceny:** property crimes have the highest number of reports on most college campuses. To aid in the location of any missing property it helps to have the serial numbers of devices such as smart phones, computers, printers etc. If you feel you have been a victim of property crime, report the incident immediately to the Security office (918) 251-9669.
- **Criminal Homicide:** The willful (negligent or non-negligent) killing of one human being by another.
- **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. Dating violence includes but is not limited to sexual or physical abuse or the threat of abuse.
- **Domestic Violence:** Signs of domestic abuse: Controlling, Manipulative, Unpredictable mood swings, Isolates you from family and friends Uses force, Verbally abusive, Threatens violence..1-800-799-SAFE
- **Fondling:** The touching of the private body parts of another person for the purpose of sexual gratification, without the consent of the victim, in mental including instances where the victim is incapable of giving consent because of his/her age or temporary or permanent mental capacity.
- **Forcible Rape:** The carnal knowledge of a person, forcibly and/or against that persons will; or not forcibly and/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 (or because of his/her youth)
- **Forcible Sexual Offenses:** Any sexual act directed at another person, forcibly and/or against that person's will; or not forcibly or against that person's will where the victim is incapable of giving consent.
- **Forcible Sodomy:** Oral or anal sexual intercourse with another person, forcibly and/or against that person's will; or not forcibly 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.
- **Incest:** Non-forcible sexual intercourse between persons who are related to each other within degrees wherein marriage is prohibited by law.

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- **Liquor Law Violations:** The violation of laws or ordinances prohibiting: the manufacture, sale transportation, furnishing, possessing of intoxicating liquor; maintaining unlawful drinking places; bootlegging; operating a still; furnishing liquor to a minor or intemperate person; using a vehicle for illegal transportation of liquor; drinking on a train or public conveyance; and all attempts to commit any of the aforementioned. Drunkenness and driving under the influence are not included in this definition.
- **Motor Vehicle Theft:** the taking or attempted taking of a motor vehicle by someone other than the registered owner.
- **Sexual Assault:** If you are a sexual assault victim, report to the Security Office immediately. Preserve the physical evidence. Do not bathe, douche, use the toilet, or change clothing. If you have been raped, you should seek medical treatment immediately, regardless whether you report the matter to police.
- **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 that person's will where the victim is incapable of giving consent due to his /her youth or because of his/her temporary or permanent mental or physical incapacity.
- **Stalking:** means a repeated course of conduct directed at a specific person (when based on gender or sex) that places that person in reasonable fear of his/her or others' safety, or causes the victim to suffer substantial emotional distress.
- **Statutory Rape:** Non-forcible sexual intercourse with a person who is under the statutory age of consent (16).
- **Telephone Harassment:** Obscene or threatening telephone calls should be reported to the police immediately. Other harassing phone calls should be reported if they persist. If you receive such a call, remain calm and hang up. Always record the exact time and date you received the call. This information will assist investigators.
- **VAWA:** Violence Against Women Reauthorization Act of 2013(20 U.S.C. 1092(f)) (which amends the Jeanne Clery Disclosure of Campus Security and Crime Statistics Act, commonly called the Clery Act) (**VAWA**), Under its Campus Sexual Violence Elimination Act provision (Campus Save Act). Notably, VAWA amended the Clery Act to require institutions to compile statistics for incidents of domestic violence, dating violence, sexual assault, and stalking.
- **National Domestic Violence Hotline 1-800-799-SAFE**
- **Other Crimes:** There are many other crimes which could occur on campus. Generally you should protect yourself and others and report information to the Security Office as soon as possible.

## CRIME PREVENTION TIPS

Crime prevention is defined as the anticipation, recognition, and appraisal of a crime risk, and the initiation of some action to remove or reduce that risk. The following measures are encouraged to our community members:

- Program the Campus Security department's emergency number (918) 251-9669 into your cell phone.
- Be aware of your surroundings.
- Travel in groups at night whenever possible, especially when walking.
- Use lighted walkways and thoroughfares, even if it means going out of your way.
- Walk briskly, with your head up and with assurance. Do not walk in brush covered areas or against buildings.
- Keep purses, backpacks and money belts close to the body and do not leave them unattended.

## ALCOHOL AND DRUG AWARENESS POLICY

Broken Arrow Beauty College seeks to encourage and sustain an academic environment that respects individual freedoms and promotes the health, safety and welfare of its' students, staff and customers. These participants are expected to know and follow the applicable laws and all school rules and regulations. Each person is responsible for his/her own behavior.

Federal law prohibits the trafficking and illegal possession of controlled substances as outlined in 21 United States Code, Section 841 and 844.

## **Broken Arrow Beauty College**

The College complies with the Drug Free Schools and Communities Act Amendments of 1989. This act requires that Broken Arrow Beauty College certify that it has adopted and implemented a program to prevent the unlawful possession, use, or distribution of illicit drugs and alcohol by students and employees in order to remain eligible for federal financial assistance. As set forth in local, state, and federal laws, and the rules and regulations of the college. Broken Arrow Beauty College prohibits the unlawful possession, use or distribution of illicit drugs and alcohol by students and employees in the building or on the property owned and/or controlled by the Broken Arrow Beauty College. Beer and alcohol are not allowed on campus. [www.aa.org](http://www.aa.org), [www.nida.nih.gov](http://www.nida.nih.gov), Center for substance abuse treatment. 1-800-662-HELP.

## **EMERGENCY PREPAREDNESS POLICY**

### **Natural Disasters & Inclement Weather**

The following information is offered as a guideline to aid you in determining what action you should take in the event of severe weather.

- **Tornado WATCH:** This means conditions are such that storms capable of producing a tornado may develop.
- **Tornado WARNING:** This means that either a tornado has been sighted or it is highly probable that one will develop. A warning will be signaled by the storm warning sirens.
- **Particularly Dangerous Situation (PDS):** The “particularly dangerous” wording is used in rare situations when long lived, strong and violent tornados are possible. This enhanced wording may also accompany severe thunderstorm watches for exceptionally intense and well organized convective wind storms. **PDS** watches are issued, when in the opinion of the forecaster, the likelihood of significant events is boosted by very volatile atmospheric conditions.

A decision to close campus, or to cancel classes because of inclement weather or other adverse conditions will be made as early as possible. Students should watch and listen for news broadcasts on the stations listed below. Also the Broken Arrow Beauty College Website ([www.babeautycollege.com](http://www.babeautycollege.com)) will detail whether the campus is closed, classes are cancelled or delayed.

#### **TELEVISION STATIONS:**

- KJRH CHANNEL 2
- **FACEBOOK:**  
[WWW.FACEBOOK.COM/BROKENARROWBEAUTYCOLLEGE](http://WWW.FACEBOOK.COM/BROKENARROWBEAUTYCOLLEGE)

Instructions and further information for these contingencies have been provided for staff through the campus Emergency Preparedness Plan.

## **WEAPONS, FIREARMS, AMMUNITION, FIREWORKS AND EXPLOSIVES POLICY**

The possession of weapons on campus is regulated by state law; all weapons are prohibited on any college or university campus by state law. This is to include, but not limited to, the possession or use of weapons, firearms, ammunition, fireworks, explosives and dangerous chemicals on campus.

Exceptions to this policy are police and peace officers or those that have been called to assist or to perform law enforcement duties.

Persons who are licensed to carry concealed handguns pursuant to the Oklahoma Self Defense Act are authorized by that Act to enter the grounds of Broken Arrow Beauty College with such handguns only if they are concealed and stored in the licensee’s motor vehicle at all times. No handgun may be removed from such concealed storage while the vehicle is on Broken Arrow Beauty College property.

## **WORKPLACE VIOLENCE POLICY**

It is the goal of Broken Arrow Beauty College to provide a safe and secure workplace. The safety of employees and students is very important both in terms of enhancing the educational environment and promoting a supportive working atmosphere. Serious threats or acts of intimidation, and acts of violence with or without the

## **Broken Arrow Beauty College**

presence of a weapon, will not be tolerated. Violations of this policy may result in disciplinary action, including possible suspension, termination and/or the filing of criminal charges.

All employees shall immediately report acts of violence and any serious threats that a reasonable person would consider potentially dangerous made against them or witnessed by them. Such reports may be made to the employee's immediate supervisor, Security Office, or any administrative management official. Official who receives reports of acts of violence, serious threats, or good faith concerns about unusual or threatening behavior shall take appropriate steps as soon as reasonably possible, including communicating with the Security Office, to reduce or eliminate any threats of immediate danger.

If an employee or student has taken legal steps to protect himself/herself from another person with a Victim Protective Order ( VPO) or Emergency Protective Order (EPO) A copy of the VPO/EPO should be provided to the employee's immediate supervisor, and the Security Office. In the case of a student, a copy should be provided to the Security Office. Call 911 or 918-251-9669 or (918) 294-8627.

### **CHEMICAL SAFETY POLICY**

Material Safety Data Sheets (MSDS) on all hazardous materials are collected and filed in the department where the chemicals are used. A master record of MSDSs is kept by the Security Office. If an employee receives an MSDS, the Security Office must receive a MSDS copy as well. All existing labels on hazardous substance containers must remain intact.

Employees working in areas where exposure to hazardous substances exists shall be required to preform their jobs in accordance with precautions communicated in the Material Safety Data Sheets and Departmental Safety Manuals, if applicable.

### **FIRE SAFETY DRILLS POLICY**

For the protection and safety of our community, announced and unannounced fire drills will be held at the direction of our Security Office periodically during the academic year. Become familiar with evacuation routes. Cooperation is mandatory. Anytime the alarm sounds, all persons are to leave the building. Participation in fire evacuations are required by state law.

### **FIRE POLICY**

Smoking is prohibited within the School building

Open flames, candles, candle warmers or incense are prohibited in the School Building

No cooking appliances are allowed in the School building

Ensure electrical circuits are not overloaded, all electrical appliances are UL rated, ensure all cords are UL rated, space heaters must be UL certified.

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**Appendix A**

**APPENDIX B**

## Broken Arrow Beauty College Campus Crime & Security Report

OFFENSE	2013		2014		2015	
	On Campus	Public Prop	On Campus	Public	On Campus	Public
Murder/Non-negligent manslaughter	0	*NA	0	*NA	0	*NA
Negligent Manslaughter	0	*NA	0	*NA	0	*NA
Sex Offenses, Forcible	0	*NA	0	*NA	0	*NA
Sex Offenses, Non-Forcible	0	*NA	0	*NA	0	*NA
Aggravated Assault	0	*NA	0	*NA	0	*NA
Burglary	0	*NA	0	*NA	0	*NA
Motor Vehicle Theft	0	*NA	0	*NA	0	*NA
Arson	0	*NA	0	*NA	0	*NA
Illegal Weapons Possession	0	*NA	0	*NA	0	*NA
Drug Law Violation Arrests	0	*NA	0	*NA	0	*NA
Liquor Law Violation Arrests	0	*NA	0	*NA	0	*NA

**Hate Crimes:** There were no reported hate crimes for the years 2012, 2013 or 2014

**\*NA:** Statistics were requested from local authorities but were not provided.

The full report is available, on the website, [www.babeautycollege.com](http://www.babeautycollege.com) or a paper copy is available in the school office by request.

**Broken Arrow Beauty College**

**CAMPUS SAFETY & SECURITY  
2016**

SCHOOL NAME: BROKEN ARROW BEAUTY COLLEGE

ADDRESS: 400 S ELM PL, BROKEN ARROW, OK 74012

PREPARER: FRANCES SELLS, ADMINISTRATOR

DATE: Jan 01, 2015/Dec 31, 2015

ON SEPTEMBER 14, 2016 THE 2016 CRIME AND SECURITY REPORT NOTIFICATION WAS DISTRIBUTED TO ALL CURRENT STUDENTS AND EMPLOYEES.

**Malena Crusinger**  
**Asst. Director**



**CAMPUS SAFETY & SECURITY REPORT**

**2016**

SCHOOL NAME: COSMETOLOGY EDUCATION CENTER

ADDRESS: 11122 EAST 71ST ST TULSA OK 74133

PREPARER: FRANCES SELLS, ADMINISTRATOR

DATE: Jan 01, 2015/Dec 31, 2015

ON SEPTEMBER 14, 2016 THE 2016 CRIME AND SECURITY REPORT NOTIFICATION WAS DISTRIBUTED TO ALL CURRENT STUDENTS AND EMPLOYEES.

**Jeff Sells**  
**Director**

**Cosmetology Education Center  
Campus Crime & Security Report**

OFFENSE	2013		2014		2015	
	On Campus	Public Prop	On Campus	Public Prop	On Campus	Public Prop
Murder/Non-negligent manslaughter	0	0	0	0	0	**NA
Negligent Manslaughter	0	0	0	0	0	**NA
Sex Offenses, Forcible	0	0	0	0	0	**NA
Sex Offenses, Non-Forcible	0	0	0	0	0	**NA
Aggravated Assault	0	0	0	0	0	**NA
Burglary	0	0	0	0	0	**NA
Motor Vehicle Theft	0	0	0	0	0	**NA
Arson	0	0	0	0	0	**NA
Illegal Weapons Possession	0	0	0	0	0	**NA
Drug Law Violation Arrests	0	0	0	0	0	**NA
Liquor Law Violation Arrests	0	0	0	0	0	**NA

**Hate Crimes:** There were no reported hate crimes for 2013 - 2015

**\*\*NA:** Statistics were requested from local authorities but were not provided.

The full report is available, on the website, [www.babeautycollege.com](http://www.babeautycollege.com) or a paper copy is available in the school office by request.

Jeff Sells

September 14, 2016

**BIENNIAL REVIEW OF DRUG & ALCOHOL PROGRAMS**

	<b>BA Campus</b>	<b>Tulsa campus</b>
<b>Number of drug &amp; alcohol-related disciplinary actions</b>	<b>0</b>	<b>0</b>
<b>Number of drug &amp; alcohol-related treatment referrals</b>	<b>0</b>	<b>0</b>
<b>Number of drug &amp; alcohol-related incidents recorded</b>	<b>0</b>	<b>0</b>
<b>Number of drug &amp; alcohol-related incidents vandalism</b>	<b>0</b>	<b>0</b>
<b>Number of student or employees attending self- help or counseling groups</b>	<b>Unknown</b>	<b>unknown</b>

Frances Sells, Campus Safety & Security  
Officer 9/10/16

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