

Dear Student:

In compliance with federal law, the annual Wards Corner Beauty Academy Campus Security Report provides information concerning campus security regulations, crime reporting guidelines, and crime statistics for the most recent three year period.

The Campus Security Report also includes recommended personal safety practices and resources for drug and alcohol treatment and for the victims of sexual abuse. This information can be found on the Wards Corner Beauty Academy website under Consumer Information.

A paper copy of this report may be printed from the website, or may be requested by contacting your campus Business Office.

Norfolk Campus

Wards Corner Beauty Academy
7525 Tidewater Drive, Suite 200
Norfolk, VA 23505

Virginia Beach Campus

Wards Corner Beauty Academy
544 Newtown Rd #160
Virginia Beach, VA 23462

I. Introduction

The Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act (“Clery Act”) requires educational institutions to provide all current and prospective students and employees with the security policies and regulations of the institution, and the statistics of crime occurrences. These security regulations are designed to ensure the safety of all individuals at Wards Corner Beauty Academy, and as such, all members of the campus community and visitors are expected to conduct themselves in a manner that respects the rights of all within the community.

Observance of Wards Corner Beauty Academy policies, as well as federal, state, and local laws, is required in order to fulfill the purposes of the educational institution. Although the institution strives to ensure a safe environment, each person must take ultimate responsibility for his/her own safety and that of his/her personal belongings.

II. Campus Security Procedures

For additional information on institution policies and procedures, consult the Wards Corner Beauty Academy School Catalog.

Policies and procedures listed are subject to change at any time without prior notice.

A. Reporting a Crime or Emergency

Any person in immediate danger due to crime or emergency should contact local police immediately by dialing 911. When the emergency has subsided, the victim should also report the crime as soon as possible to the Campus Manager of the location where the incident occurred.

For nonemergency situations, any person who is a victim, witness or has knowledge of any criminal activity or other emergency on campus should report it immediately to the Campus Manager of the campus where the incident occurred or, during the evening hours, to security personnel, if available.

Persons reporting crimes will be asked to complete incident report or witness report forms, including the date, time, place, nature of the incident, names of witnesses, if any, and any other pertinent facts. The report should be co-signed by the Campus Manager and sent to the Vice President of Compliance immediately.

All reports will be investigated. The institution does not have procedures for voluntary, confidential reporting of crime statistics. Violations of the law will be referred to law enforcement agencies. When a potentially dangerous threat to the institution community arises,

timely reports or warnings will be issued through the posting of flyers, in-class announcements, or other appropriate means.

B. Campus Manager Contact Information

(Current as of October 1, 2011. Subject to change)

Norfolk Campus: Ms. Brent 757-588-HAIR

Virginia Beach Campus: Mrs. Brown 757-473-5555

C. Security Personnel

Local police have the authority to enforce all applicable regulations and laws. Campus Managers work closely with the local and state police on incidents occurring on campus. Reports of violations of laws and regulations should be made promptly to the Campus Manager or to security personnel on duty, if available to ensure that the appropriate action is taken.

Wards Corner Beauty Academy does not employ security personnel to patrol regularly the buildings and parking areas of the campuses, identifying any unusual activity. The shopping center does however provide security guards. Where feasible, students may request a security guard escort to parking areas on campus.

D. Security of Facilities

Wards Corner Beauty Academy, although a private facility, maintains an open campus environment to allow freedom of movement for members of the community. The buildings are unlocked during class hours and at extended times before and after classes, so that students may utilize the available facilities.

Wards Corner Beauty Academy facilities, such as classrooms and student lounges, have the primary purpose of supporting the educational programs of the institution. They are available for use by current students and employees of Wards Corner Beauty Academy. Wards Corner Beauty Academy makes the security of its institution community a priority. All students are required to obtain student identification cards and must be prepared to produce such identification upon request.

Visitors to Wards Corner Beauty Academy campuses are asked to check in at the front desk upon entering the building. The majority of Wards Corner Beauty Academy campuses are equipped with electronic, centrally monitored security systems, including fire alarms. Occasionally, Wards Corner Beauty Academy will use video surveillance to monitor activities at a campus location. Video surveillance cameras are placed in public areas and are either clearly visible.

E. Campus Security and Crime Prevention Programs

An overview of campus security policies is provided in the School Catalog. From time to time, Wards Corner Beauty Academy will provide security information via postal mail or flyers in local campuses regarding security alerts and events. Local campuses may also organize crime

prevention events consistent with campus security needs, such as information sessions with local police.

F. Emergency Management

The purpose of Wards Corner Beauty Academy's Emergency Management Plan is to safeguard the welfare of its students, faculty, staff, and visitors, and take steps to 1) prevent and mitigate; 2) prepare for; 3) respond to; and 4) recover from emergencies in order to protect the institution's essential functions during and after an emergency.

In the event of a significant emergency or dangerous situation involving an immediate threat to the health or safety of students or employees occurring on campus the institution will, without delay, and taking into account the safety of the community:

- Confirm the existence of a significant emergency or dangerous situation
- Determine the appropriate campuses or facilities to receive an emergency notification
- Determine the content of the notification and initiate the notification system, unless the notification will, in the professional judgment of the Emergency Management Team or a member thereof, compromise efforts to assist a victim or to contain, respond to, or otherwise mitigate the emergency.

After the initial notification, the institution will provide adequate follow-up information to students, faculty and staff as determined appropriate by the institution's Emergency Management Team. The Emergency Management Plan addresses the following categories of emergencies: medical, weather, explosion, evacuation, fire, power outage, workplace violence, suspicious persons and packages, etc.

This policy and the Emergency Management Plan apply at all institution locations and campuses. It is Wards Corner Beauty Academy policy that each staff member is responsible for the health and safety performance in their respective units and that all employees will follow the institution's emergency notification procedures.

Emergency Notification Procedures

Wards Corner Beauty Academy has designated an Emergency Management Team that will serve as the responsible authority for institution emergency response activities:

Vice President of Compliance
Campus Manager, Norfolk Campus
Campus Manager, Virginia Beach Campus

In the event of an emergency or dangerous situation on a Wards Corner Beauty Academy campus, any employee who is aware of the emergency should call 9-1-1 and alert the members of the Emergency Management Team.

The team member who receives the call will determine, in consultation with other members of the Emergency Management Team as appropriate, whether a notification should be sent to one or more campuses or corporate offices. The Emergency Management Team 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. If it is determined that an emergency notification should be sent, a member of the Emergency Management Team will send the notification via announcement. The content of the notification will be determined by members of the Emergency Management Team, and certain messages will be pre-formulated to expedite the notification process.

After notification of an emergency or dangerous situation, the Emergency Management Team will monitor events and circumstances and determine appropriate follow-up information that should be disseminated to the affected campuses, such as all-clear notices and updates about continuing steps taken to respond to the emergency, including class cancellations. The Emergency Management Team shall also notify local authorities, as appropriate.

Emergency Notification and Evacuation Testing

The institution will annually publicize its emergency response and evacuation procedures in conjunction with annual tests of the emergency notification and evacuation plans. The emergency notification system will be tested at least annually. These tests may include regularly scheduled drills, exercises, and appropriate follow-through activities, designed for assessment and evaluation of emergency plans and capabilities.

Each calendar year, the Emergency Management Team will test the notification system, evaluate the outcome, determine if any revisions to existing procedures are necessary. In addition, each campus will test evacuation procedures at each campus and corporate office at least annually. Each location will designate a safety representative to coordinate evacuation tests and assist with evacuation in the event of an actual emergency. Tests may be announced or unannounced and will be documented by the Campus Manager. Documentation will include a description of the test, the date and time, and whether it was announced or unannounced.

Timely Warning Notifications

In addition to Emergency Notifications, similar notices (both in content and process) will also be issued, in a timely manner that will aid in the prevention of similar crimes, of any Cleary Act crimes that are reported to campus security authorities or local police agencies if the Emergency Management Team determines that the incident represents a threat to students and employees.

G. Monitoring of Off-Campus Locations

Wards Corner Beauty Academy does not have off-campus housing facilities, off-campus student organization facilities or any other off-campus facilities and therefore does not monitor reports of criminal activity at off-campus locations. Wards Corner Beauty Academy does, however,

coordinate with local police departments to monitor crime in the neighborhoods immediately surrounding local campuses.

H. Safety Tips

Here are some common sense tips for personal safety and loss prevention:

- Protect your possessions; keep book bags and purses with you at all times or locked in a secure place.
- When working late at the computer lab or learning resources center, ask the security guard or other students to walk with you to your car.
- Walk with other people whenever possible; avoid isolated areas such as alleys, wooded areas, and poorly lit or deserted parking lots and streets.
- Walk with confidence - show you are alert and in control. Be aware of your surroundings.
- If you think someone is following you, abruptly switch directions or cross the street.
- If you're still being followed, go to a public place and ask for help.
- Have your car or house keys available before you reach your door.
- Don't flash large amounts of cash or other valuable objects.
- I.D. tags with your name, address, or license number on your key chains should be avoided; if lost, they could lead to theft.
- Keep car doors and windows locked.
- If your purse or wallet is being stolen, don't fight for it. Rather than risk personal injury, release it and report the incident to the security guard on duty or the Campus Manager.
- Immediately contact security or the Campus Manager to report any criminal incidents or suspicious persons.

III. Campus Security Policies

B. Sexual Assault

Programs in sexual assault prevention are offered periodically as part of campus crime prevention programs. Any person who is a victim of a sex offense should report the incident immediately to appropriate law enforcement authorities, or to campus security or the Campus Manager who will assist in notifying these authorities if requested.

Preserving evidence for proof of a criminal offense is an important consideration for victims of sexual offenses and victims should contact police immediately after the attack. Referral information is available for general counseling and medical attention. Responsiveness to the needs of crime victims is an institution priority.

Sexual assault is a crime punishable by both civil and criminal legal action.

Wards Corner Beauty Academy will provide alternatives for a victim's academic situation after an alleged sex offense, if requested by the victim and if alternatives are reasonably available.

Wards Corner Beauty Academy also encourages victims to prosecute alleged perpetrators to the fullest extent of the law.

Any member of the campus community requiring additional information on sexual assault is welcome to contact the toll-free, 24-hour National Sexual Assault Hotline, operated by RAINN (the Rape, Abuse, & Incest National Network), at 1-800-656-HOPE for free, confidential counseling. The RAINN website at www.rainn.org also provides information. Additional sexual assault resources are provided in part IV of this report.

C. Registered Sex Offenders

Information on registered sex offenders living and working in the areas near Wards Corner Beauty Academy campuses (if any) may be obtained through the following state law enforcement websites.

Wards Corner Beauty Academy is not responsible for the accuracy of data provided on these websites.

Virginia

<http://sex-offender.vsp.virginia.gov/sor/>

Sexual Harassment

Wards Corner Beauty Academy strictly prohibits sexual harassment of students, faculty, or staff. Sexual harassment is defined as unwelcome sexual advances; requests for sexual favors; or other verbal, non-verbal, physical conduct, or written communication of a sexual nature when the conduct of such is sufficiently severe, persistent, or pervasive that it denies or limits a student's ability to participate in or benefit from the education program or that it creates a hostile or abusive educational environment.

Sexual harassment violates Wards Corner Beauty Academy policy as well as state and federal law. Any incidents of sexual harassment should be reported immediately to the Campus Manager. Allegations of sexual harassment will be investigated thoroughly and expeditiously, and appropriate corrective actions will be taken, which may include discipline or dismissal of the harassing party. Additional information on the institution's policies on sexual harassment may be found in the School Catalog.

It is unlawful to retaliate or discriminate in any way against any person who has expressed concern or made any complaint regarding sexual harassment, and Wards Corner Beauty Academy will not retaliate or discriminate against any person who expresses concern or files a complaint alleging sexual harassment or discrimination.

E. Weapons

The unauthorized possession, use, or sale of firearms, ammunition, fireworks, explosives, or dangerous weapons of any type is strictly prohibited on or in campus facilities, and is subject to criminal sanctions as well as institution discipline.

F. Hazing

The University does not condone any hazing or mistreatment of another student so as to cause mental or bodily injury. The Dean of Student Affairs shall, upon satisfactory proof of violation of this policy by any student, expel the guilty party and, if appropriate, report the incident to local authorities for criminal prosecution.

IV. Additional Resources for Sexual Abuse, Mental Health and Substance Abuse treatment Programs

Virginia Sexual and Domestic Violence
Action Alliance, 800-838-8238,
www.vsdvalliance.org

Virginia Department of Mental Health and
Substance Abuse Services,
(800) 451-5544,
www.dmhmrzas.virginia.gov

Crime Statistics

A. Description of Statistics Reported

The Clery Act requires that universities provide crime statistics to their students with regard to the following offenses, as defined by the Federal Bureau of Investigation's Uniform Crime Reporting Program.

- Criminal Homicide
- Murder & Non-negligent manslaughter
- Negligent manslaughter
- Sex Offenses (Forcible and Non-Forcible)
- Robbery
- Aggravated Assault
- Burglary
- Motor Vehicle Theft
- Arson
- Liquor, Drug and Illegal Weapons Possession Offenses
- Hate Crimes must also be reported. The Clery Act requires universities to report as a hate crime, by category of prejudice, any of the above offenses where the victim was intentionally selected because of the victim's actual or perceived race, gender, religion, sexual orientation, ethnicity or disability. Additionally, universities must report any hate crimes involving the following crimes: larceny-theft, simple assault, intimidation, destruction/vandalism of property, and any other crime involving bodily injury.

The Clery Act also requires that universities report not only crimes occurring on campus but also crimes occurring on public property, including thoroughfares, streets, sidewalks, and parking facilities, that is within the campus or immediately adjacent to and accessible from the campus. Crime statistics for calendar years 2008, 2009, and 2010 for these categories of offenses are

provided below. These crime statistics indicate the number of reported occurrences of each crime by campus, but do not necessarily reflect arrests or convictions.

Wards Corner Beauty Academy assumes no responsibility for the accuracy of crime statistics reported by local police jurisdictions.

B. Procedure for Annual Reporting of Crime Statistics

At the end of each calendar year, the Vice President of Compliance will collect crime data from the Campus Manager and other institution officials as appropriate, and local police jurisdictions for inclusion in the institution’s annual crime statistics report. Campus incidents will be classified according to the definitions of the Uniform Crime Reporting Handbook published by the Federal Bureau of Investigation. A report to the campus community, including statistics for crimes required to be reported under the Clery Act, will be published no later than October 1st of the year following the reporting period. Notification of the availability of the report will be sent via flyers posted in local campuses.

C. Campus Crime Reporting Areas

Below are descriptions of the locations of the University’s campuses included in the 2010 crime statistics reporting. Crimes occurring within campus buildings and associated parking areas are included in the statistics provided for campus crimes. Local police jurisdictions were requested

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to provide crime statistics for each campus address as well as the public streets and sidewalks immediately adjacent to each campus.