

**Campus Security Act Disclosure Statement  
NEWBERRY SCHOOL OF BEAUTY**

**Complete Campus Safety and Security Report can be found on the school's website updated by  
October 1, of each year [www.NewberrySchoolofBeauty.net](http://www.NewberrySchoolofBeauty.net)**

The Campus Security Act (Public Law 102-26) requires postsecondary institutions to disclose the number of instances in which certain specific types of crimes have occurred in any building or on any property owned or controlled by this institution which is used for activities related to the educational purpose of the institution and/or any building or property owned or controlled by student organizations recognized by this institution.

In compliance with that law, the following reflects this institution's crime statistics for the period between 01/01/2016 and 12/31/2018: Crimes are reported for each campus/location specified below.

\* Campus - is identified as any space used for educational purposes located at 16852 Devonshire Street, Granada Hills, CA.

\* Non-Campus – Newberry School of Beauty does not control or own any facilities that are not located at 16852 Devonshire Street, Granada Hills, CA.

\* Public Property – is identified as any public sidewalk that directly touches/adjacent to the school's campus. Per the school's lease with landlord, all staff and students of Newberry School of Beauty are to use the rear parking-lot directly behind the school. Students are to enter the school through the school's rear entrance. For purposes of this report, the rear parking-lot is the school's public property, as well as the sidewalk directly located in the front of the school.

\* All information contained in this report is kept on campus with the school's director.

\* You may request a hard copy of this report at any time.

\* A good-faith effort was made to obtain information of any crimes committed on the school's campus and on the school's public property.

**Report Distribution Date: By October 1, 2019  
Occurrences Within the 2016, 2017, and 2018 Calendar Years**

Crimes Reported	2016	2017	2018	Location: C=Campus N=Non-campus P=Public	** Hate Crime?
Murder (Includes non-negligent manslaughter)	0	0	0		
Negligent manslaughter	0	0	0		
Sex offenses (forcible & non-forcible) Fondling, Incest, Rape/Statutory	0	0	0		
* Robberies	0	0	0		
Aggravated assaults – Simple Assault, Intimidation	0	0	0		
Burglaries	0	0	0		
Larceny- Theft					
Motor Vehicle Thefts (on Campus)	0	0	0		
Arson	0	0	0		
Destruction/Damage/Vandalism of Property	0	0	0		

Number of arrests made for the following crimes	2016	2017	2018	Referred for campus disciplinary action?
Liquor Laws	0	0	0	N/A
Drug laws – Any Violation	0	0	0	N/A
Weapons Possession – Carrying, Possessing, etc.	0	0	0	N/A

**VAWA – Crimes against women**

OFFENSE	2016	2017	2018	Location: C=Campus N=Non-campus P=Public	**Hate Crime
<b>Domestic Violence</b>	<b>0</b>	<b>0</b>	<b>0</b>		
<b>Dating Violence</b>	<b>0</b>	<b>0</b>	<b>0</b>		
<b>Stalking</b>	<b>0</b>	<b>0</b>	<b>0</b>		

**\*\*Hate Crime – any crime committed that shows evidence of prejudice based on race, religion, sexual orientation, ethnicity or disability as prescribed by the Hate Crimes Statistical Act.**

## DRUG AND ALCOHOL ABUSE POLICY

In accordance with the Drug-Free Workplace Act of 1988 (P.L. 100-690), The Drug-Free Schools and Communities Act of 1989 (P.L. 101-226) and 34 Code of Federal Regulation Part 85, Subpart F, this institution is committed to maintaining a drug-free workplace and a drug-free school. Drug and alcohol abuse can lead to liver, heart, and other chronic diseases, such as low birth weight, birth defects, infant mortality in expectant mothers and death. The unlawful manufacture, distribution, dispensing, possession or use of drugs, alcohol or other controlled substances at this institution is strictly prohibited. Students and employees are required, as a condition of enrollment and/or employment, to abide by this policy.

To the extent allowed by local, state and federal laws, this institution will impose disciplinary action against any employee for violating these standards of conduct. These actions may include suspension, expulsion and termination of employment, referral for prosecution and/or required completion of a drug and alcohol rehabilitation (or similar) program.

This institution, as required by federal regulation (34 CFR 85.635 and Appendix C), will report all employees convicted of a criminal drug offense occurring in the workplace to the U.S. Department of Education. Consistent with these same regulations employees, as a condition of employment, are required to provide a written notice to this institution of their conviction for a criminal drug offense occurring in the workplace within 5 days after that conviction. In addition, students receiving Pell Grants who are convicted of a criminal drug offense during the period of enrollment for which the Pell Grant was awarded are required by federal regulation to report that conviction in writing to the:

Director of Grants and Services  
United States Department of Education  
400 Maryland Ave. SW.  
Room 3124, GSA Regional Office Bldg. # 3  
Washington, DC 20202-4571

The report must be made within 10 days after the conviction.

In addition to institutional sanctions, students and employees convicted of the unlawful possession or distribution of illicit drugs or alcohol could face local, state and federal legal penalties which include the loss of eligibility for federal financial aid, fines, imprisonment, and the seizure of drug related assets.

Drug awareness programs, counseling, treatment, rehabilitation and other related services are available on an ongoing basis to students and employees of the institution through:

**Alcohol & Drug Abuse Hotline – additional local numbers can be found at the front desk**

**800-237-6237**

Students and employees seeking assistance in overcoming a drug or alcohol related problem are encouraged to contact this organization. This institution continues to make a good faith effort to provide a school and workplace free from the illicit use, possession or distribution of drugs and alcohol.

## **Evacuation & Emergency Procedures**

**\*\*ANY EMERGENCY CALL 911\*\***

**PLEASE INFORM A STAFF MEMBER THAT 911 HAS BEEN CALLED**

### **FIRE OR EARTHQUAKE –**

Please exit the building in a calm & orderly manner

Use the nearest exit

All exits are marked accordingly

**The school will conduct an Annual Emergency Evacuation. Please know the school's emergency procedures.**

**THERE ARE EXITS LOCATED AT THE REAR AND FRONT OF THE SCHOOL for both Esthetician and Cosmetology areas.**

**If you are in the upstairs classroom, please use the rear exit for all emergencies**

**Fire** - There are fire extinguishers located in each classroom and clinic area.

\*Please do not attempt to extinguish a large fire.

\*The school is equipped with automatic fire alarms. In the event of a fire, please exit the building immediately when hearing the fire alarm.

\*Students are to go to the middle of the parking lot, front or rear, away from any falling debris. **STAY PUT.**

A staff member will then take roll in the parking-lot and give further directions.

**Immediate Threat** – If an immediate threat or dangerous situation occurs on campus, the Director of the school will give notification through the schools PA system as to how students should proceed. The Director will assess each occurrence on a case by case basis.

The Director may **manually set off the fire alarm to warn students of any danger.**

Please adhere to fire procedures.

**Other Hazardous Situations** – If a situation occurs during hours when the school is closed. The Director may contact employees and students by email, text, and or through social media, of a possible school closure due to a dangerous circumstance. A written notice will also be posted on the school's front and rear doors.

The Director will tell the campus community as soon as he/she has confirmed that a significant emergency or dangerous situation exists.

The school will take into account the safety of the campus community to determine when and what information is to be released.

The school may decide not to immediately issue a notification for a confirmed emergency or dangerous situation if doing so would compromise efforts to:

- assist a victim;
  - contain the emergency;
  - respond to the emergency; or
  - otherwise mitigate the emergency.
1. 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 school's director, and/or in the event of emergency, to directly contact local law enforcement or other emergency response agencies by dialing "911". The school's director is responsible for alerting the schools campus of any emanate danger or concerns. This will be done through the schools PA system and or through the schools online educational portal.
  2. All students and employees are required to promptly report any crime or emergency on campus to the school's director. If a student or employee wishes to report a crime on a voluntary or confidential basis, the institutional official will be prepared to record and report the crime, but not the name of the informant. The student or employee may, to maintain confidentiality, submit the information in writing to his/her school's director without signature. The student may also contact his/her teacher or school director who in turn will contact the appropriate agency. When a student or employee reports to the school that the student or employee has been a victim of dating violence, domestic violence, sexual assault or stalking, whether the offense occurred on or off campus, the institution will provide the student or employee a written explanation of the student's or employee's rights and options?
  3. Any crime committed by a student or employee will be directed to the appropriate law enforcement agency.

**The school's Director, or a member of the school's administrative personnel, in the case the Director is absent, will use their professional judgement, on a case by case basis.**

#### **Helpful Phone Numbers – Additional Number can be found at the front desk**

- 24-hour security: (818) 897-5965 - mall security is familiar with our school
- Fire dept.: (818) 756-8687 - located in the rear of the school, also familiar with our school
- LAPD Non-Emergency Dispatch – 877-275-5273
- **A first Aid Kit is found in the teacher's office. Ask for assistance if the need should arise.**
- **PLEASE MAKE THE DIRECTOR OR A STAFF MEMBER OF NEWBERRY, AWARE THAT AN OUTSIDE AGENCY HAS BEEN CALLED. THEY WILL MAKE THE APPROPRIATE CAMPUS ANNOUNCEMENTS IF NEEDED.**

Preparation for the Annual Disclosure of Crime Statistics report is obtained by the institution's secretary.

This report is updated and posted on the school's website by October 1<sup>st</sup> of each year.

PLEASE VISIT OUR WEBSITE AT [www.NewberrySchoolofBeauty.net](http://www.NewberrySchoolofBeauty.net) to view our school's report  
**For additional information on Campus Security for this campus, go to <http://ope.ed.gov/security> For additional information on Sex Offenders in your area, go to <http://www.nsopw.gov/Core/PublicRegistrySites.aspx>**